

Introduction

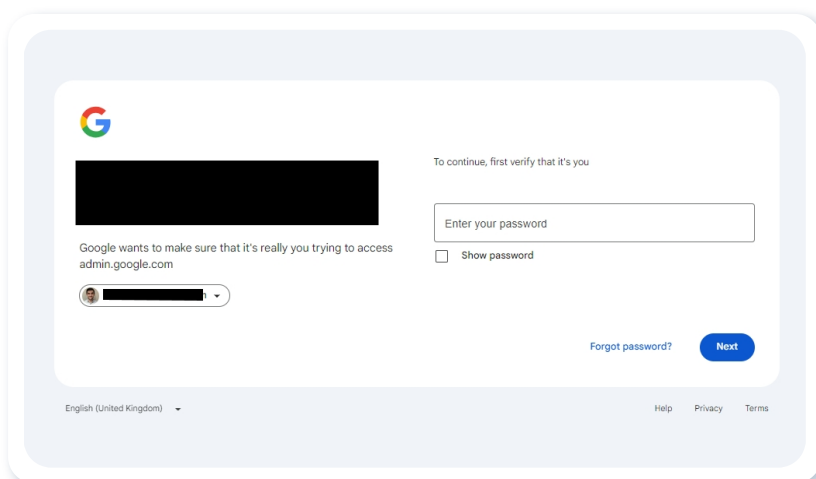
This guide provides a summary of how to integrate your 9ine Platform with Google's Single Sign-On (SSO) solution using Google Workspace.

- Step 1 should be shared with your IT department,
- Step 2 should be followed by a 9ine Platform administrator, and
- Step 3 is a user guide for all 9ine Platform users (a separate user guide is available to download in 'Organisation Profile').

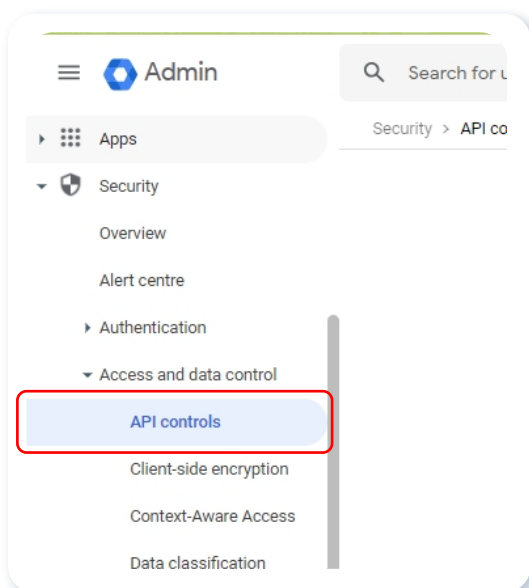
Step 1 - Google Workspace Admin Console

Begin by asking a member of your IT department who has administrative permissions to Google Workspace to approve the 9ine Platform, following the instructions below:

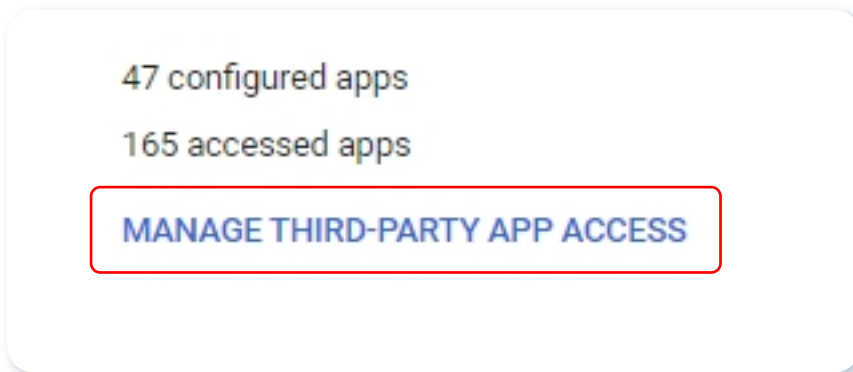
A. Login to **Google Workspace Admin portal**



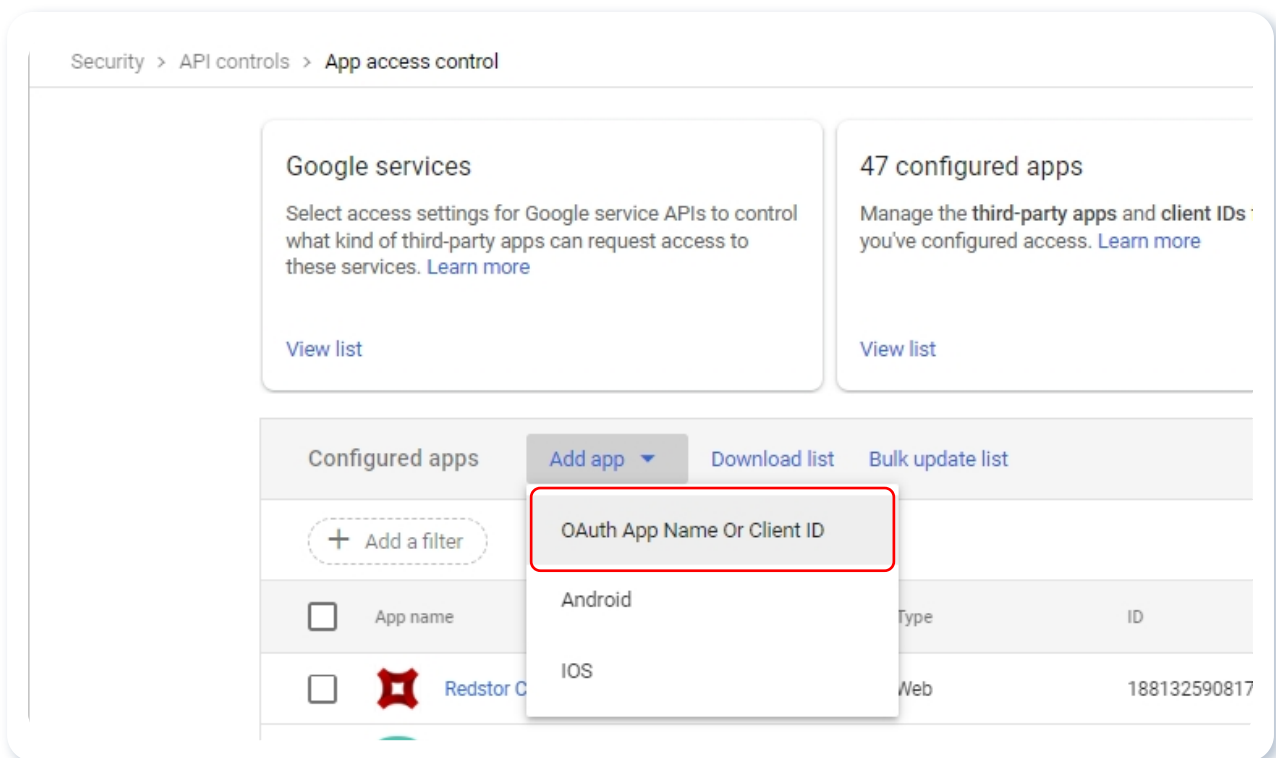
B. Navigate to **Security > Access and data controls > API Controls**



C. Within the **API Controls** > Overview section click the **Manage Third-Party App Access** button



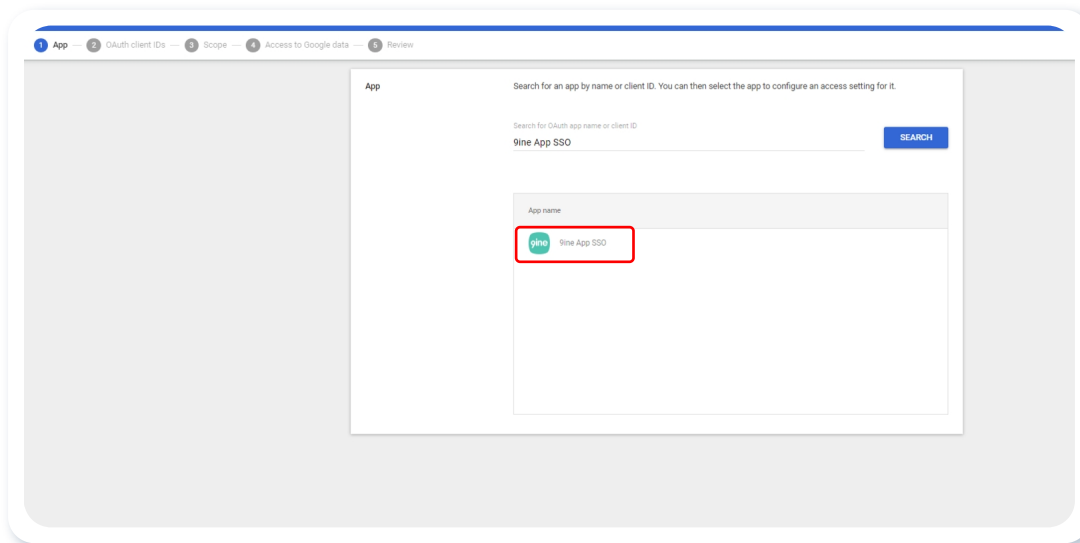
D. Select the **Add app** button and click the **OAuth App Name Or Client ID** option



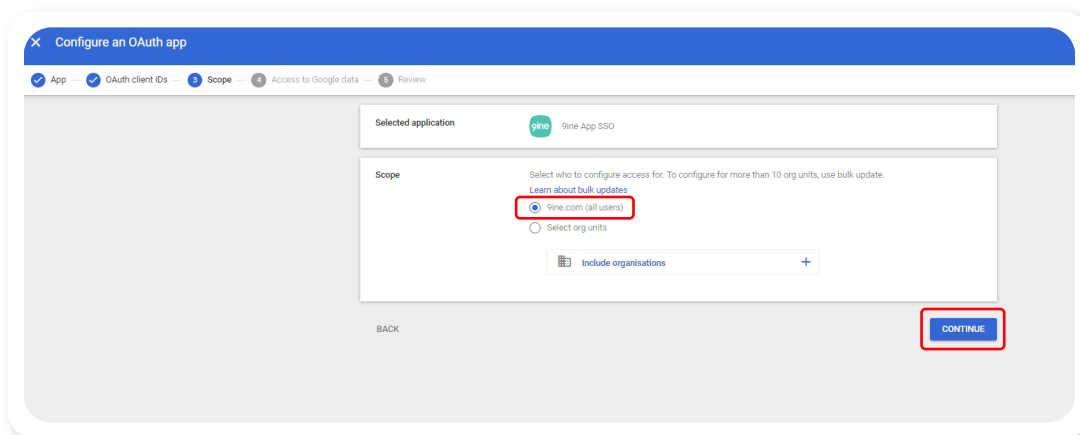
E. Enter either of the following to locate the 9ine Platform SSO

- OAuth Name: **9ine Platform**
- Client ID: **652758654376-3dn4jhg9r7eke4gld1upioah4iijgcgi.apps.googleusercontent.com**

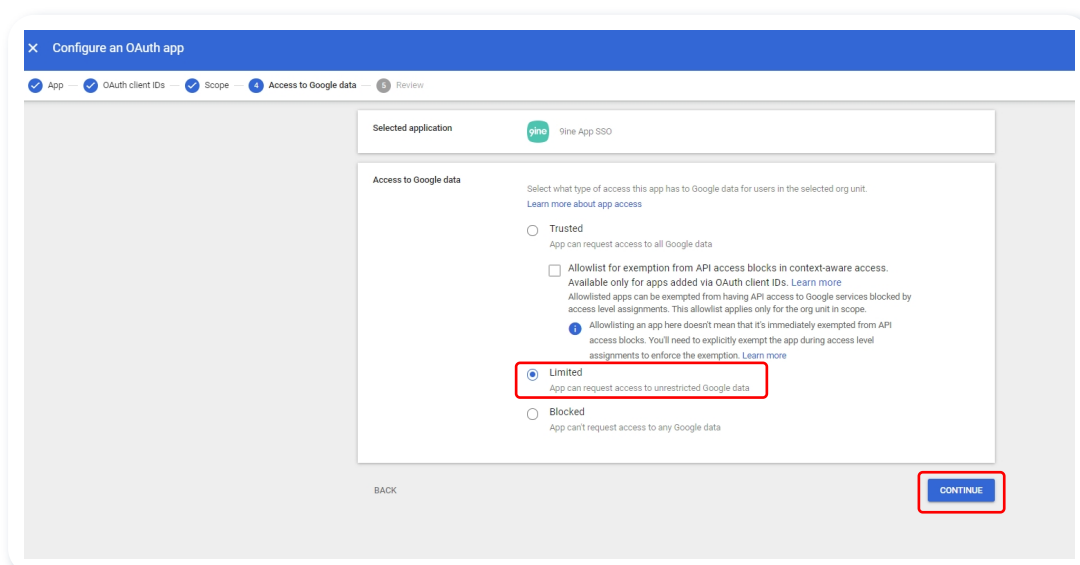
F. Select the **9ine Platform** from the list



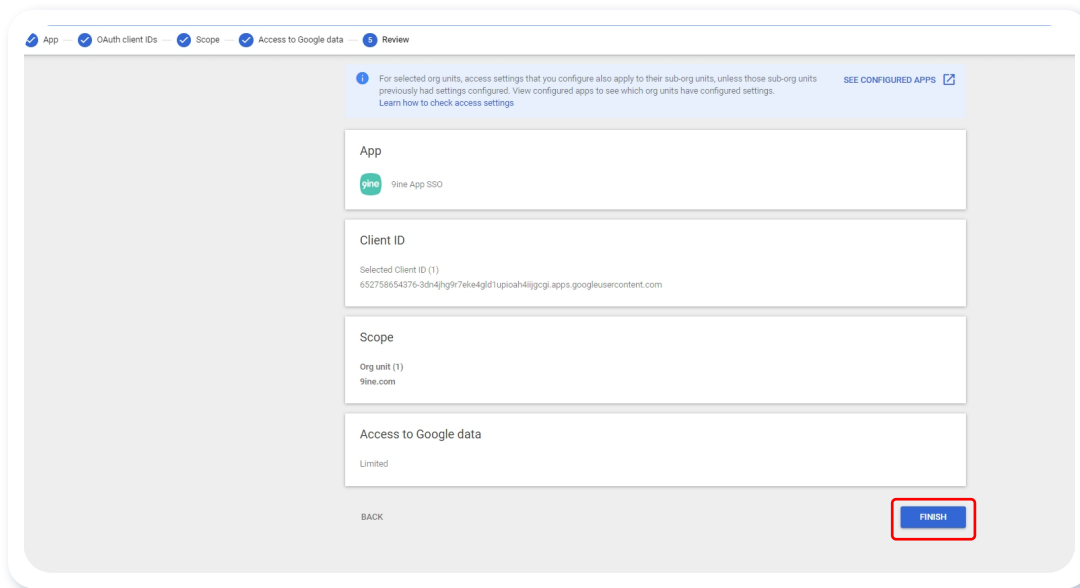
G. Select the users who will have access to the 9ine Platform either **all users** or **organisation groups**



H. Select the data accessible to the 9ine Platform; only **limited** access is required



I. Click the **Finish** button to complete the Google Workspace setup

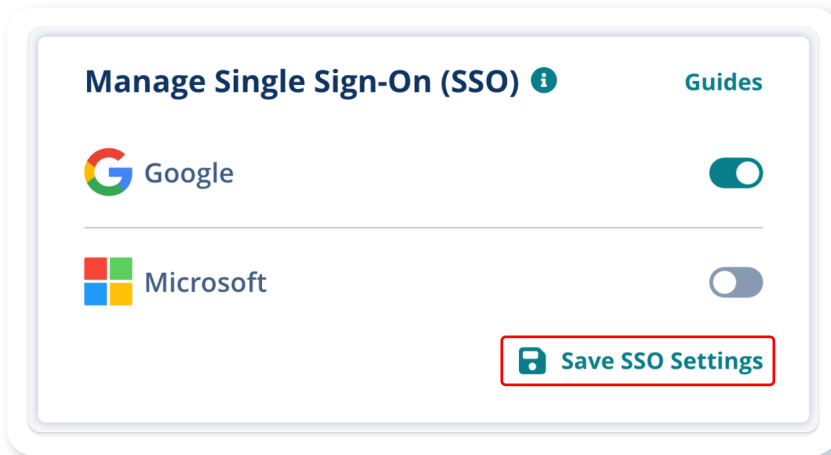


Step 2 - 9ine Platform Administrator Guide

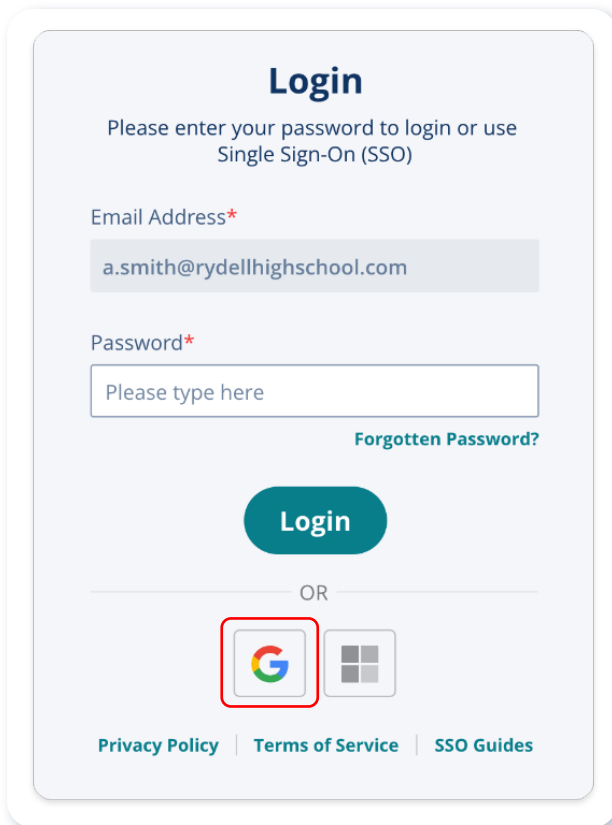
A. Once your IT department has approved the 9ine Platform for Google Workspace, please submit a request to support@9ine.com to activate the feature. After activation, your organisation's 9ine Platform administrator will need to enable SSO through your **Organisation Profile**.



B. You can toggle between enabling or disabling your organisation's preferred SSO method and click **'Save SSO Settings'** to apply the changes.



C. Once enabling SSO via **'Organisation Profile'**, the SSO buttons on **app.9ine.com** will be enabled.

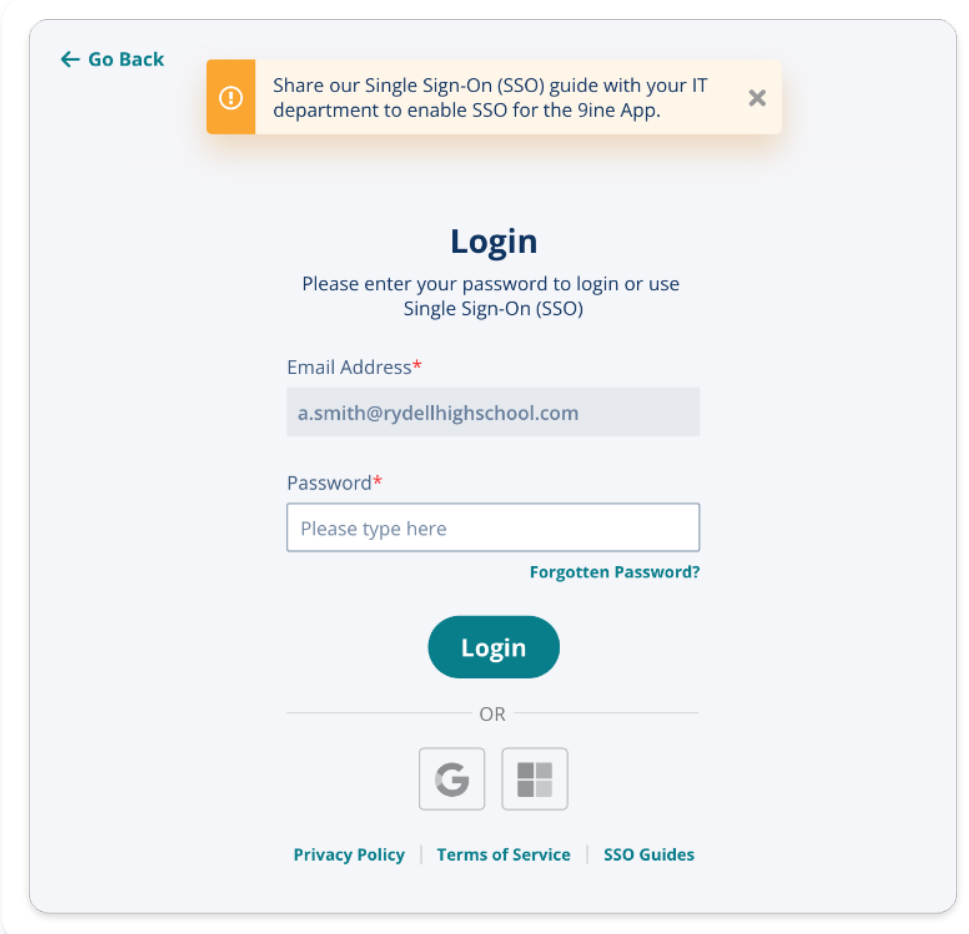


D. Users can now link their 9ine Platform and Google accounts.

E. If a user does not link their 9ine Platform account, they can continue to use their username (email address) and password.

F. To remove SSO integration, contact **support@9ine.com**.

G. Your users will no longer be presented with disabled SSO buttons or the following toaster notification:

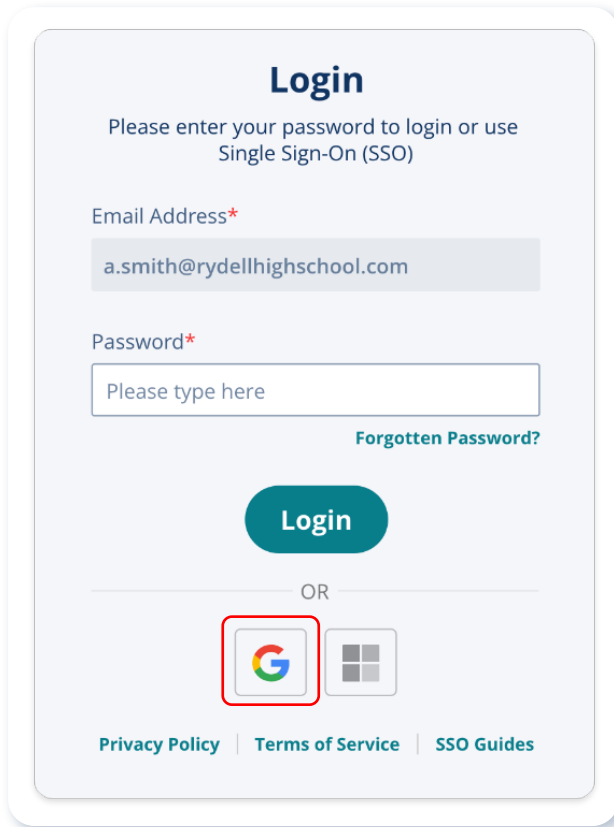


The image shows a login interface with a toaster notification at the top. The notification is orange and contains the text: "Share our Single Sign-On (SSO) guide with your IT department to enable SSO for the 9ine App." Below the notification is a "Go Back" link. The main login area has the heading "Login" and the instruction "Please enter your password to login or use Single Sign-On (SSO)". There are two input fields: "Email Address*" with the value "a.smith@rydellhighschool.com" and "Password*" with the placeholder "Please type here". A "Forgotten Password?" link is located below the password field. A green "Login" button is centered below the fields. Below the button is an "OR" separator and two social login icons: Google and Microsoft. At the bottom, there are links for "Privacy Policy", "Terms of Service", and "SSO Guides".

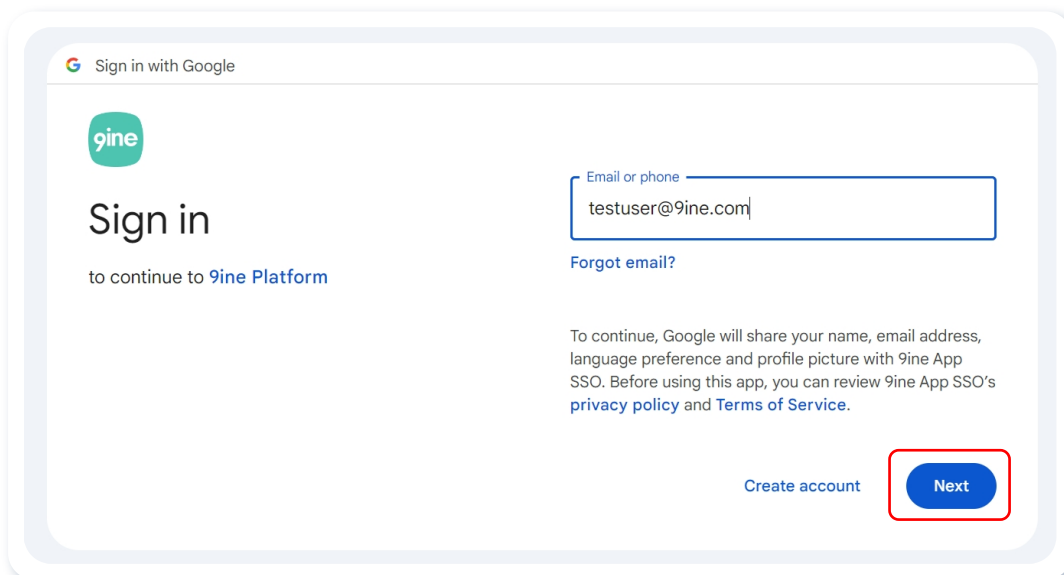
Step 3 - 9ine Platform User Guide

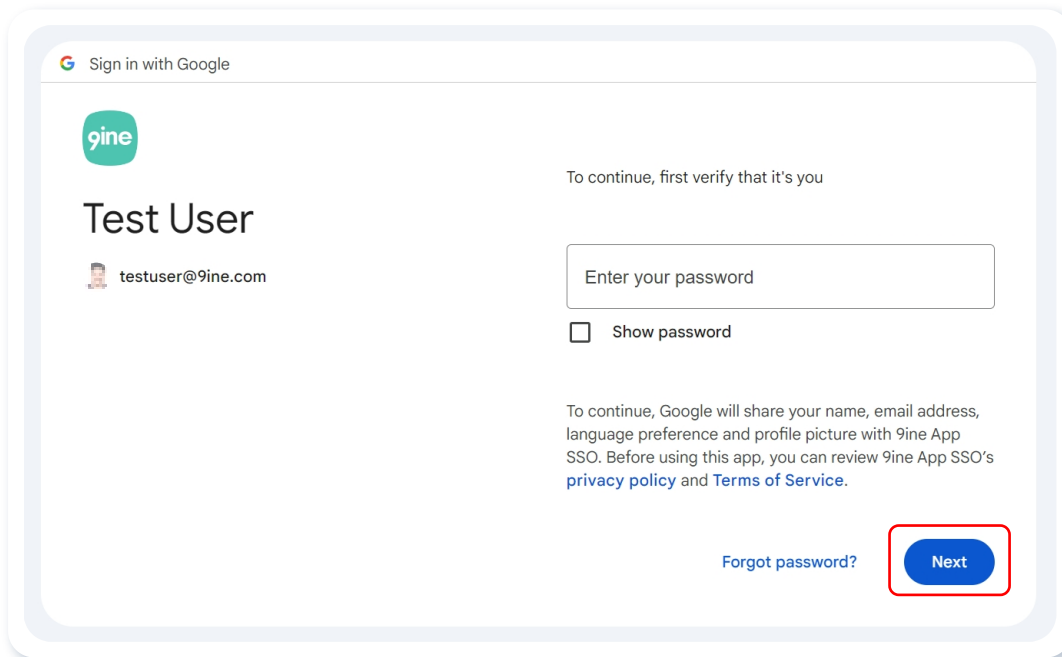
To link your 9ine Platform and Google accounts, begin by navigating to app.9ine.com.

- A. Enter your email address and click 'Login'
- B. Select the Google icon:

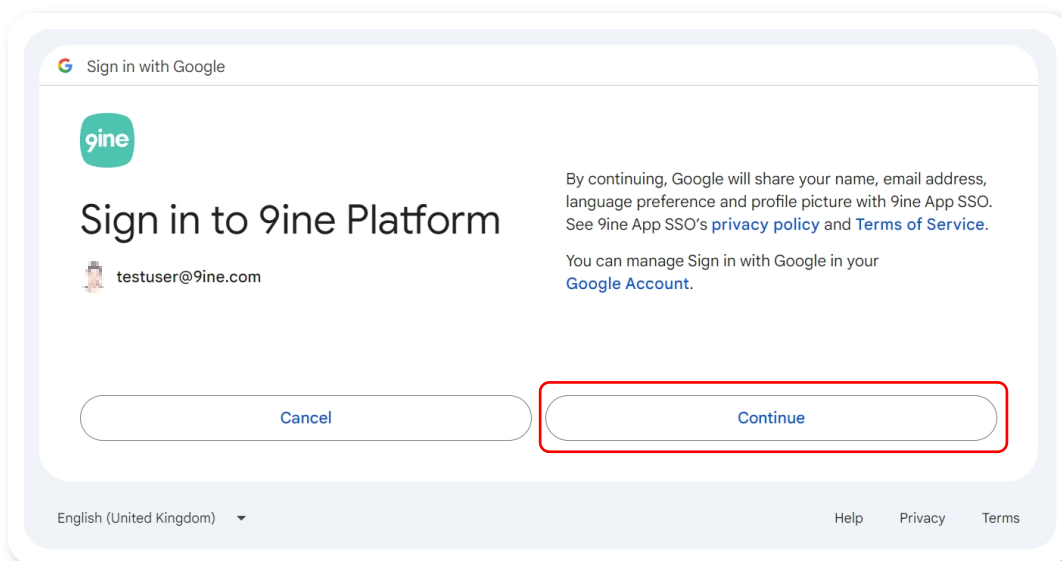


- C. Enter your Google account credentials as requested and following the instructions provided on the following screen:





D. For first time login, it will take your consent to use your information for the 9ine Platform as below.




E. On next login, when entering your email address you will be presented with the following screen

Login

Please use Single Sign-On (SSO) to login.

Email Address*



[Privacy Policy](#) | [Terms of Service](#)