

### What is Single Sign-On (SSO)?

**Single sign-on (SSO)** is an authentication method that enables users to securely authenticate with multiple applications and websites by using just one set of credentials. In our Customer's case, it means they can use their company credentials to access our products.

### Who can use Single Sign-On?

Any customer with a License Portal licensed product. This includes Minitab, Minitab Web App, Engage, Quality Trainer, and Workspace. This does not include the Minitab Education Hub.

### What is the advantage of SSO for Customers vs using our License Portal?

#### One Password for end users to remember:

- The same password that the user uses to log in to their computer is the same password they will use to access Minitab.

#### IT controls password complexity requirements:

- IT ensures their end users are utilizing a password complexity that meets their standards.
- License Portal password complexity requirements:
  - At least 10 characters
  - At least one uppercase and one lowercase letter
  - At least one number • at least one special character (~!@#\$\$%^&\* \_ - += ` \ \(){}[];:"'<>,.?/)
  - May not be the same as the account's email address

#### IT controls password age requirement:

- IT can set the age limit (example: 90-days) that a password can be used before a user must change.
- Users are never required to change their password in the License Portal.

#### Multi-Factor Authentication (MFA or 2FA) can be enforced:

- MFA is a security enhancement that allows you to provide two pieces of evidence when logging in. Using MFA is one of the top three things that security experts do to protect their security online.

#### Easily restrict access to subscription when user departs company:

- IT can disable their account within their SSO environment, this will prevent the user from access to the subscription.

### How do Customers begin using Single Sign-on?

Setup of the of the Single Sign-on connection requires exchanging of files between our Technical Engineers and the customers Information Technology team. Please contact your Account Manager to request Single Sign-on connection configuration, and provide the IT point of contact.