



SAML SSO Integration with Kurzweil 3000

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SAML SSO allows Kurzweil 3000 Site or District Web License customers, using a SAML 2.0 Identity Provider, to access Kurzweil 3000 tools using their organizational credentials.

Alternative SSO Solutions

We now offer number of SSO solutions that may better suit your organization's needs. Our recommended solutions below offer automatic user provisioning at the domain level:

- **Google SSO** - https://www.kurzweiledu.com/files/ts/Google_SSO_Integration_with_Kurzweil_3000.pdf
- **Microsoft SSO** - https://www.kurzweiledu.com/files/ts/Microsoft_SSO_Integration_with_Kurzweil_3000.pdf

Prerequisites for SAML SSO

- Be a Kurzweil 3000 Site or District Web License Subscription customer **[Required]**
- Maintain a SAML 2.0 Identity Provider (IdP) **[Required]**
- Ability to regularly upload formatted roster files over SFTP **[Required]**

Benefit of SAML SSO

- Users can sign into the Kurzweil 3000 tools using their organizational credentials

Interested in SAML SSO?

Please send an email to Kurzweil3000Roster@kurzweiledu.com containing answers to the below questions. Please note that we must receive confirmation from your Kurzweil 3000 Top Level Coordinator account before proceeding with implementation.

- What is your Kurzweil 3000 Top Level Coordinator username?
- What SAML 2.0 Identity Provider are you using?
- IdP Metadata: Please provide a link, or XML file, containing your IdP metadata.
- Please provide test user account credentials so we can verify your metadata claim.
- Do your users use, or plan to use, the installed Kurzweil 3000 client for Windows or Mac?
- Can we share SFTP connection details, including username/password, with you via email?
- If you have existing user accounts, do we have permission to proceed with user deletion to allow for a streamlined SSO integration? [please review '[Integrating SSO with Existing Kurzweil 3000 Users](#)']

Integrating SSO with Existing Kurzweil 3000 Users

If you have existing Kurzweil 3000 users, we'll need to ensure you do not experience issues with duplicate users, or challenges accessing content from these accounts. The most straightforward approach for this is to delete your existing users, except for your Top Level Coordinator. This will ensure all your users using SSO will be associated with the proper Kurzweil 3000 account.

If you have existing users, outside of your Top Level Coordinator, that wish to retain documents they've stored in the Universal Library, they have a couple options:

- A. Copy the documents they wish to retain into a folder under the Top Level Coordinator account. Then copy those documents to their new account when they have access.
- B. Use the 'Download' option under the 'Copy' menu to save a local copy of the documents they wish to retain. Then upload the documents to their new account when they have access.

If you feel strongly that you have users needing to retain their current accounts, please let us know and we can review the current state of your users. It is possible that you will need to complete additional manual user management to get your existing users aligned with your SSO integration. This can substantially increase the time until your SSO integration is completed.

Establishing a SAML Metadata Trust

A metadata trust must be established between your SAML Identity Provider (IdP) and the Kurzweil 3000 SAML Service Provider (SP). This involves the exchange and integration of metadata by both parties.

Identity Provider (IdP) Metadata Generation

The method for generating your IdP Metadata will depend on how your SAML Identity Provider functions. You'll want to refer to the documentation associated with your SAML Identity Provider to determine how to generate applicable IdP Metadata.

Kurzweil 3000 will use the value you supply as the 'NameID' to distinguish unique users. Please ensure that the IdP Metadata you supply is providing unique 'NameID' values for your users. We can accept your IdP Metadata as a link, or XML file.

Service Provider (SP) Metadata Integration

Once we've received your IdP Metadata, we will provide you with SP Metadata for you to integrate. We will typically provide this via a link but can also provide it as an XML file.

The method for integrating SP Metadata into your SAML Identity Provider will depend on how your SAML Identity Provider functions. You'll want to refer to the documentation associated with your SAML Identity Provider to determine how to integrate SP Metadata.

Testing the SAML Claim

After the trust is established, we will test the SAML claim using a set of test user credentials you provide. The test credentials should be associated with a test/temporary user within your SAML

environment. This allows us to ensure the proper values are being passed in the SAML claim and that the configuration is ready to proceed.

Establishing Regular Roster Uploads

Configuring regular roster uploads is required for your Kurzweil 3000 users to be properly tied to your SAML integration. This process uses an SFTP server for the secure transfer of user information, and a specifically formatted CSV file containing all your current users. These roster uploads are processed once per day at 11 PM Central.

SFTP Setup

The use of our SFTP server allows for the secure transfer of user information. If you're unsure how to connect to an SFTP server, it's recommended that you first contact your IT Department for assistance.

Kurzweil SFTP Server Information

Host Name: sftp://sftp.kurzweiledu.com

Port: 22224

User Credentials: The username and password for the SFTP server are unique for each Kurzweil customer account and are provided once we have your technical contact information. If you have not received, or lost your user credentials, please send a request for SFTP credentials to our Kurzweil Rostering Team (Kurzweil3000Roster@kurzweiledu.com).

Roster Upload Information

Your roster upload needs to be in the comma separated values (CSV) format. The CSV file should contain field values separated by commas, with line breaks between rows. Unless a field value contains a comma, double quotations around field values are optional.

- Your upload should contain a single CSV file, with the following filename (the filename is case sensitive): **roster.csv**
- CSV should be placed within the SFTP Home directory of the account.
- CSV should contain both students and teachers.
- CSV should contain all active user data. Do not include users that should no longer be allowed access through your site, and do not use a partial roster.
- CSV must be encoded in UTF-8, 7-bit ASCII or ISO-8859-1 (Windows-Latin1). UTF-8-BOM is not supported.
- CSV needs to be formatted according to the 'Roster Upload Formatting' section below.

roster.csv Formatting

The content of your roster.csv upload will need to meet the formatting requirements below.

- A header row is required, and the header names must match the information in the '[roster.csv Header Information](#)' table (they are case sensitive).

- All fields marked 'Required' within the '[roster.csv Header Information](#)' table require a value. If a row does not contain a value for a required field, the row will not be processed, and in some instances, the entire upload will fail to process. This is especially true of the 'externalid' and 'ssotoken' fields.
- The column/header order does not matter.

roster.csv Header Information

Column Header	Required?	Description	Allowed Characters
firstname	Yes	The first name(s). At least 1 character.	space a-z A-Z 0-9 (.)#'-
lastname	Yes	The last name(s). At least 1 character.	space a-z A-Z 0-9 (.)#'-
externalid	Yes	User's unique ID. Must be unique within the school system, between both students and teachers. Recommend Student ID and Staff ID.	a-z A-Z 0-9 @ .-
schoolname	Yes		space a-z A-Z 0-9 (.)#&/'-
student	Yes	A flag to indicate the user is a student or a teacher. If 'Y', 'YES', 'T', or 'TRUE' is present, the user is a student. Opposite values are needed for teachers.	
email	Yes	If you do not have a valid email address for the user, a placeholder email address should be used.	
password	No	This will have no impact on the password used for your SAML login but can be used if you plan to have some users using their Kurzweil 3000 username/password instead of SSO.	a-z A-Z 0-9 .-
ssotoken	Yes	This should match the 'NameID' value being sent for the user in the SAML claim.	a-z A-Z 0-9 @ .-

Testing Your Roster Upload

If it's the first time you've uploaded a 'roster.csv' to our SFTP server, please email our Kurzweil 3000 Rostering Team (Kurzweil3000Roster@kurzweiledu.com) letting us know you've uploaded a new file. This will allow us to test your roster upload and provide you with the results of the test for your confirmation. This gives us the opportunity to address any potential issues to ensure there is no inadvertent data loss. Once you have confirmed the test results, the roasting service will go live for your site, automatically processing any roster.csv you upload at 11 PM Central.

Completed SAML SSO Integration

Once we have completed the integration of your Kurzweil 3000 Subscription with SAML SSO, any user you've included within your roster.csv upload [see '[Establishing Regular Roster Uploads](#)'], will be able to login to the different Kurzweil 3000 tools using the methods outlined in the sections below.

If a user encounters difficulty logging in via their SAML credentials, please ensure they are included within the roster.csv upload. If any modifications were made to the roster.csv upload, please allow for the nightly processing window (11 PM Central) to pass before trying to login.

Accessing Kurzweil 3000 via Web Browsers

To access Kurzweil 3000 through your web browser with SAML SSO, you'll be provided a unique URL. This unique URL should be used by all your users attempting to authenticate with Kurzweil 3000 through SAML SSO. The unique URL will appear similar to this example:

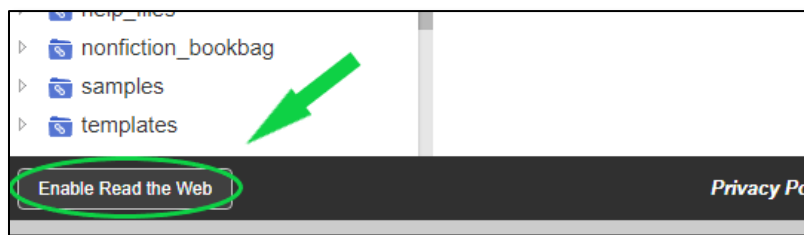
<https://www.kurzweil3000.com/KExternalLogin.php?app=organization&saml>

Your SAML SSO users should not attempt to login directly through kurzweil3000.com, as this will not authenticate them through your SAML portal. If you are not sure what the unique URL is for your organization, please send a request to Kurzweil3000Roster@kurzweiledu.com

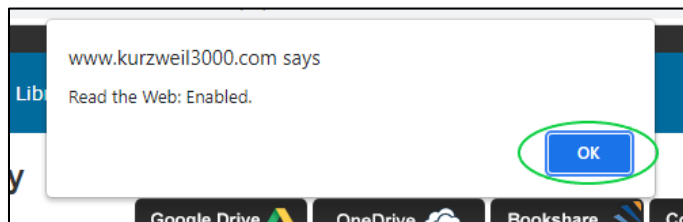
Accessing Read the Web Extension

To access the Read the Web extension using SAML SSO, your users should follow these steps:

1. Ensure you have the Read the Web extension installed within your preferred browser. You can find information for the installation of the Read the Web extension here: <https://support.kurzweiledu.com/admin?pg=kb.page&page=1597>
2. Login to Kurzweil 3000 via your web browser using your unique SAML URL [see '[Accessing Kurzweil 3000 via Web Browsers](#)']
3. Press the 'Enable Read the Web' button in the bottom left

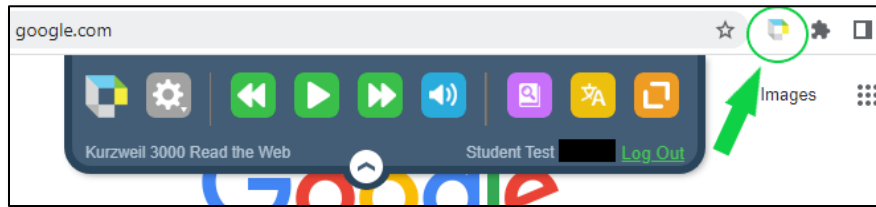


4. Press 'OK' on the "Read the Web: Enabled" prompt



5. Open a new browser tab
6. Navigate to a website that you'd like to read with the Read the Web extension

7. Enable the Read the Web extension with the button in the top right corner of the browser. The icon will have color when enabled and be grayscale when disabled.



Enable SAML SSO for Kurzweil 3000 Windows

By default, the Kurzweil 3000 Web License Subscription Windows installed client will not use SAML SSO. SAML SSO can be enabled by installing an additional SAML SSO utility. This utility will be provided via SFTP at your request. If you do not have the utility, please send a request to Kurzweil3000Roster@kurzweiledu.com

Windows SAML SSO Utility Prerequisites

- Kurzweil 3000 v20.00 Web License or above
- .NET Framework v4.6.1 or above
- Internet Connection (No Offline Mode Available)

Windows SAML SSO Utility Installation

1. As an Admin user for local machine, run the KurzweilSsoAuthorizer installer: "KurzweilSsoAuthorizer_xxxx.exe" (xxxx will contain the version number)
2. Allow the installer to unpack and advance through the installation chute
3. The .exe will check for the presence of .NET Framework v4.6.1 and install it if necessary

Windows SAML SSO Utility Deployment

- If deploying to multiple machines, an MSI package has been included: "KurzweilSsoAuthorizer_xxxx.msi" (xxxx will contain the version number)
- This package will *not* check for the presence of .NET Framework v4.6.1, so this will need to be deployed separately, prior to the MSI if needed.
- This package can be pushed out through SCCM or via command-line:
msiexec /I "<path>\KurzweilSsoAuthorizer_xxxx.msi" /qn /norestart

Windows SAML SSO Utility Installation Verification

1. Once the installation is completed successfully, launch your Kurzweil 3000 Desktop client.
2. Instead of the typical Kurzweil 3000 username and password prompt, you should be prompted with your site's SSO login portal.

Windows SAML SSO Utility Uninstallation

- If you no longer wish to make use of SAML SSO on the client, you can uninstall the utility through your Control Panel > Programs and Features.
- You can also deploy the MSI package again using a /x switch for uninstallation.

Enable SAML SSO for Kurzweil 3000 Mac

By default, the Kurzweil 3000 Web License Subscription Mac installed client will not use SAML SSO. SAML SSO can be enabled by installing an additional SAML SSO utility. This utility will be provided via SFTP at your request. If you do not have the utility, please send a request to Kurzweil3000Roster@kurzweiledu.com

Mac SAML SSO Utility Prerequisites

- Kurzweil 3000 v20.0.00 Web License or above
- Internet Connection (No Offline Mode Available)

Mac SAML SSO Utility Installation

1. As an Admin user for local machine, run the KurzweilSSoAuthorizer installer: “KurzweilSSoAuthorizer_xxxx.pkg” (xxxx will contain the version number)
2. Allow the installer to unpack and advance through the installation chute

Mac SAML SSO Utility Deployment

- If deploying to multiple machines, the same .pkg can be installed remotely via Terminal or SSH.
- This package can be pushed out via command:
run sudo installer -verboseR -pkg KurzweilSSoAuthorizer_xxxx.pkg -target /

Mac SAML SSO Utility Installation Verification

1. Once the installation is completed successfully, launch your Kurzweil 3000 Desktop client.
2. Instead of the typical Kurzweil 3000 username and password prompt, you should be prompted with your site’s SSO login portal.

Mac SAML SSO Utility Uninstallation

1. If you no longer wish to make use of SAML SSO on the client, as an Admin user for local machine, run the KurzweilSSoRemovalTool installer: “KurzweilSSoRemovalTool_xxxx.pkg” (xxxx will contain the version number)
2. Allow the installer to unpack and advance through the installation chute
3. This package can also be pushed out via command:
run sudo installer -verboseR -pkg KurzweilSSoRemovalTool_xxxx.pkg -target /

Frequently Asked Questions

What SAML SSO account should my Kurzweil 3000 Top Level Coordinator account use for SAML SSO?

We do not tie a Kurzweil 3000 Top Level Coordinator account to a SAML account. This is to prevent access issues should the account need to be provided to another individual within the organization. You’ll need to use your Kurzweil 3000 username and password to login as your Top Level Coordinator account.

How do you determine which users are teachers, and which users are students?

We pull identifying information from the roster upload you provide via SFTP. The roster.csv contains a 'student' field that we use to identify whether a user should be granted teacher or student level access.

Why can't my users sign in with their SAML credentials on kurzweil3000.com?

SAML SSO cannot be used when accessing the kurzweil3000.com main page. Instead, you'll need to ensure your users are using your unique SAML SSO URL to login to Kurzweil 3000 through your SAML portal [see ['Accessing Kurzweil 3000 via Web Browsers'](#)].

If we configure SAML SSO, can users still login with their Kurzweil 3000 credentials?

Yes. Your users would just need to go to kurzweil3000.com, instead of using your unique SAML SSO URL. For the Kurzweil 3000 installed client on Windows/Mac, you'd need to uninstall the SAML SSO Utility if it was installed.

What Kurzweil 3000 tools can I access using my SAML credentials?

Once your subscription is configured to make use of SAML SSO, you'll be able to use your SAML credentials to access the following Kurzweil 3000 tools:

- Kurzweil 3000 via Web Browsers (see ['Accessing Kurzweil 3000 via Web Browsers'](#))
- Kurzweil 3000 Read the Web extension (see ['Accessing Read the Web Extension'](#))
- Kurzweil 3000 Windows (see ['Enable SAML SSO for Kurzweil 3000 Windows'](#))
- Kurzweil 3000 Mac (see ['Enable SAML SSO for Kurzweil 3000 Mac'](#))

Will SAML SSO delete users from our Kurzweil 3000 subscription when they should no longer have access?

Yes. Any existing Kurzweil 3000 users not included on your latest roster.csv upload will be deleted. This ensures only the users you allow will have access to your Kurzweil 3000 subscription.

When a user is created through SAML SSO, what will be entered as their school/organization?

We pull identifying information from the roster upload you provide via SFTP. The roster.csv upload contains a 'schoolname' field. We will populate a user's school/organization field with the organization corresponding to the value in this field.

Can we use Kurzweil 3000's 'Offline Mode' while also making use of Single Sign On?

Single Sign On requires internet access to verify the secure trust relationship between Kurzweil 3000 and your Single Sign On provider. You won't be able to use Offline Mode in conjunction with Single Sign On. If you'd like to use Offline Mode, you'd need to have your users login with their assigned Kurzweil 3000 credentials, instead of their SSO credentials.