NCEd Cloud IAM

Summer 2014 Workshops July 14 - July 31







Sammie Carter, Friday Institute Mark Scheible, MCNC Steve Thorpe, MCNC Troy Moreland, Identity Automation Steve Hatch, Identity Automation

Thanks!

- We would like to give a special thanks to the all the people that made these workshops possible
 - Regional LEA Host
 - MCNC
 - NCDPI DTL Consultants + HB Representatives
 - Identity Automation Representatives



Especially to....

Region	Date	Host LEA	Contacts	Title / Role
6	Mon 7/14	Union County Public Schools	Scott Jacumin	Lead Instructional Tech Facilitator
			Cathy Mathews	Regional Consultant
7	Tue 7/15	Catawba County Schools	Judith Ray	Chief Technology Officer
			Donna Murray	Regional Consultant
8	Wed 7/16	Asheville City Schools	Matt Whiteside	Dir. Technology Services
			Jennifer Northrup	Regional Consultant
4	Wed 7/23	Cumberland County Schools	Kevin Coleman	Chief Technology Officer
			Anne Terry	Admin Asst.
			Julian Wilson	Regional Consultant
5	Thu 7/24	Alamance-Burlington School System	Dennis Frye	Ex. Dir., Technology & CTE
			Ouida Myers	Regional Consultant
2	Tue 7/29	Sampson County Schools	Dr. Wesley S. Johnson	Dir. of Digital Literacy & Accountability
			Deborah Goodman	Regional Consultant
3	Wed 7/30	Johnston County Schools	Michelle Turnage	Sr. Ex. Dir. of Technology
			Cynthia Sartain	Regional Consultant
1	Thu 7/31	Edenton-Chowan School District	Nelle Hyatt	Dir. of Media and Technology
			Amber Godfrey	Regional Consultant

NCEdCloud IAM

Agenda

- 1. General Project Overview and State of the NCEdCloud IAM Service (9:00am-9:30am)
- 2. IAM Information Website Review (iam.ncedcloud.org) (9:30am-10:00am)
- 3. Understanding NCEdCloud IAM Service (my.ncedcloud.org) (10:00am-12:00pm)

*** BREAK FOR LUNCH (12:00pm-12:30pm) ***

- 4. Support Process, Internal Training (12:30pm-1:00pm)
- 5. Target Applications (1:00pm-2:00pm)
- 6. Open Q&A, Open Forum, and Working Session (2:00pm-2:45pm)
- 7. Local Software Implementations (2:45pm-3:00pm)
- 8. Closing Remarks
- 9. Post-Workshop Q&A Time





1. General Project Overview and State of the NCEdCloud IAM Service

9:00am - 9:30am

Sammie Carter, Friday Institute

General Project Overview

• Purpose:

Guide key K-12 personnel through onboarding steps required to successfully adopt the IAM Service for their LEA or Charter School

• Goals:

Get LEAs and Charter Schools up to speed on project and how you play a part. Present roll out scenarios for users. Get districts ready to integrate with Year 1 and 2 target applications



General Project Overview continued...

- NCEdCloud IAM Service is one of the NCEdCloud program initiatives for the LEAs and Charter Schools funded under the Race to the Top grant issued in 2010
- Project started in Fall 2011
- Purpose of IAM Service to solve these three challenges¹
 - K-12 users have too many accounts to manage
 - Updating account information is a manual process
 - K-12 cloud solutions growth requires a good foundation



General Project Overview continued...

- The overall NCEdCloud IAM Service is managed by Friday Institute with oversight from K-12 Stakeholders and NCDPI
- **MCNC** provides the service management and support layer for the IAM Service with oversight from NCDPI
- Identity Automation is the vendor that provides the core IAM service to the State of NC



State of the NCEdCloud IAM Service

- Year 1 (April 2013 March 31, 2014)
 - Assessment, Design, Build, Test, Deploy Phases
 - 5 Target Applications integrated
- Year 2 (April 1, 2014 March 31, 2015)
 - <u>NCEdCloud IAM Service fully deployed, operational,</u> and in production as of April 1, 2014
 - Year 1 target applications (5) generally available
 - Year 2 target applications (10) are currently in planning, test, or pilot state (including HB apps)
 - General availability announced as each app is ready



State of the NCEdCloud IAM Service continued...

- Year 3 (April 1, 2015 March 31, 2016) Year 3 target applications (10) integrated
- NCDPI announcements...





2. IAM Information Website Review

9:30am - 10:00am

Mark Scheible, MCNC

http://iam.ncedcloud.org



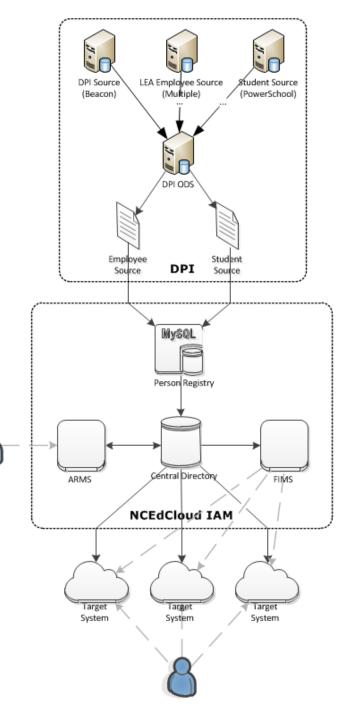
3. Understanding NCEdCloud IAM Service

10:00am - 12:30pm

Sammie Carter, Friday Institute Troy Moreland, Identity Automation

http://my.ncedcloud.org

Data Flow





Data Sources

Student Data

PUPIL_NUMBER	POWERSCHOOL
LAST_NAME	POWERSCHOOL
FIRST_NAME	POWERSCHOOL
MIDDLE_NAME	POWERSCHOOL
NAME_SUFFIX	POWERSCHOOL
BIRTH_DATE	POWERSCHOOL
GRADE	POWERSCHOOL
LEA_CODE	POWERSCHOOL
LEA_DESC	POWERSCHOOL
SCHOOL_CODE	POWERSCHOOL
SCHOOL_DESC	POWERSCHOOL
TEACHER_STAFF_ID	POWERSCHOOL
EMAIL	POWERSCHOOL
ALTERNATE_ID	POWERSCHOOL
MOD_DATE	POWERSCHOOL



Data Sources

Employee Data

STAFF_ID	UID
SCHOOL_CODE	UID
SCHOOL_DESC	EDDIE
LEA_CODE	UID
LEA_DESC	EDDIE
LAST_NAME	UID
FIRST_NAME	UID
MIDDLE_NAME	UID
NAME_SUFFIX	UID
BIRTH_DATE	UID
EMAIL	HRMS
W_ADDRESS1	EDDIE
W_ADDRESS2	EDDIE



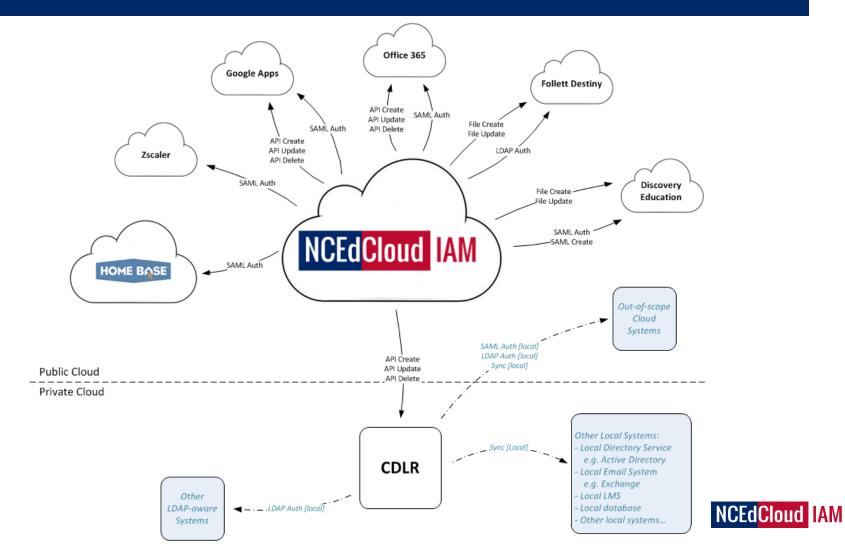
Data Sources

Employee Data (Continued)

W_CITY	EDDIE
W_STATE	EDDIE
W_ZIP_CODE	EDDIE
H_ADDRESS1	UID
H_ADDRESS2	UID
H_CITY	UID
H_STATE	UID
H_ZIP_CODE	UID
JOB_CODE	UID
JOB_DESC	UID
STATUS	UID
DEPT_CODE	UID
DEPT_DESC	UID
ALTERNATE_ID	UID
MOD_DATE	UID



Data Flow



- How are roles assigned? ANSWER: Either by "birthright" or by exception
- How are exception roles managed? ANSWER: Using workflow component of NCEdCloud IAM service
- What are the exception roles? ANSWER: LEA Administrator, LEA Help Desk and LEA Data Auditor
- How can I see what roles someone has? ANSWER: Users with LEA Administrator Role, LEA Help Desk Role or LEA Data Auditor Role and individuals will have visibility of the assigned roles to themselves or other users in their organization



- Profiles
- Searching
- Actions



- End User Self-Service
 - Forgot my username
 - Forgot my password
 - Claim my account
 - View profile
 - Change password
 - Update challenge questions



- Delegations
 - View profiles (Admin, Help Desk, Auditor, Teacher)
 - Change password (Admin, Help Desk, Teacher)
 - Reset challenge questions (Admin)
 - Enable account (Admin)
 - Disable account (Admin)
 - Edit profile (Admin)



File Access

Hands-On

- LEA Admin Files (Admin, Auditor)
 - Source data files
 - Employee file
 - Employee SchoolNet roles file
 - Student file
 - Student SchoolNet roles file
 - User data
 - Audit data

NOTE: Files are automatically removed after 7 calendar days



Sponsorship

- Sponsorship Temp accounts (Admin)
 - New account
 - Update
 - Transfer
 - Expire
 - Re-attest



Workflow

- Workflow dashboard
- Workflow requests
- Workflow approvals (Admin)





4. Support Process, Internal Training

12:30pm - 1:00pm

Steve Thorpe, MCNC

Key Local Processes

- User Acceptance Testing
- Local Training Plan
- Claim Account Process for Users
- Local Support Plan



User Acceptance Testing

- Verification of NCEdCloud IAM Service functionality by an LEA or Charter School to complete the onboarding process
- As part of the onboarding process, LEAs and Charter Schools will review the integrity of user data and in particular, the specific attributes used to differentiate roles
- Major data errors must be corrected in the authoritative source systems (e.g. Pearson PowerSchool, HRMS, etc.) using your local LEA contacts, data coordinators and procedures.
- Further information is at https://ncedcloud.mcnc.org



Local Training Plan

- Develop plan for delivering training on the NCEdCloud IAM Service to your LEA / Charter School end users, based on the resources provided (e.g. videos, online content, webinars, etc.)
 - **Especially** important for teachers and students!
- If you would find them helpful, you're free to reuse materials from this slide deck
 - e.g. some of the upcoming slides could be incorporated into local web pages



Teacher View of Application Access

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Access Requ	uest Management System
NCEd Cloud	Application Access My Applications
Application Access	🔡 🗐 🖉 🌒 🕄 👌 3
Account Management	NCEd COURSE
File Access	Cloud Free
Workflow	Data Security IAM Training Resources Information

Licensed to: NCDPI

Application Information



Data Security Resources...

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Application Information



www.dpi.state.nc.us/data/management/resources/

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Research Data

Requests

Resources

Federal Reports

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Membership

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DATA CALENDAR

Data Security Briefing Paper

The North Carolina Department of Public Instruction (NCDPI) is committed to protecting all confidential student information for which it is responsible. The Personally Identifiable Information (PII), or private information, collected and used by NCDPI is required and necessary in order to comply with federal or state laws or for other legitimate purposes. NCDPI's data security measures are aligned with both federal and state laws. (pdf, 440kb)

Data Security Policies and Best Practices

The following links include information on Education Data Sharing policies and best practices.

- Privacy Technical Assistance Center: <u>http://ptac.ed.gov/</u>
- Student Privacy Guidance: <u>http://www.ed.gov/news/press-releases/department-releases-new-guidance-protecting-student-</u> privacy-while-using-online-e
- Cloud Computing(June 2012): <u>http://ptac.ed.gov/sites/default/files/cloud-computing.pdf</u> (pdf, 230kb)
- Data Security: Identity Authentication Best Practices (July 2012): <u>http://ptac.ed.gov/sites/default/files/authentication.pdf</u> (pdf, 688kb)
- Data Security and Management Training: Best Practice Considerations (Dec.20 II): <u>http://ptac.ed.gov/sites/default/files/issue-brief-security-training.pdf</u> (pdf, 193kb)
- Top Threats to Data Protection (Dec. 2011): <u>http://ptac.ed.gov/sites/default/files/issue-brief-threats-to-your-data.pdf</u> (pdf, 536kb)



IAM Information...

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Account Management	NCEd COURSE
File Access	
Workflow	Data Security IAM Training Resources Information
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Licensed to: NCDPI

Application Information



"For Students, Teachers, and Staff" section has helpful info for newbies

00)		For Students, Teachers and Staff	NCEdCloud IAM Service
		+	ncedcloud.mcnc.org/students-teachers-and-staff	

For Students, Teachers And Staff

Welcome To The NCEdCloud Identity And Access Management (IAM) Service!

This page provides information on how to Claim your NCEdCloud Username, and links to resources to help users familiarize themselves with the NCEdCloud IAM Service.

Claim Your Account

Once your LEA or Charter School has decided to take advantage of the NCEdCloud IAM Service and integrate one or more Cloud Applications, all students (grades 6-12) and staff need to *Claim their Account*. This involves accessing the IAM Service at the link below, and clicking on the "Claim My Account" button. It is VERY IMPORTANT that you **DO NOT BOOKMARK** the login page (shown in the image below) that you see when you go to the link. (*If you try to go directly to the Login Page without accessing my.ncedcloud.org or one of the Cloud Applications first, you will get an error message.*)

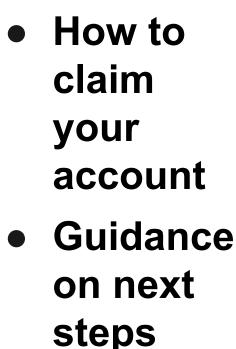
Students will need to enter their state pupil number, grade, birthdate and LEA/Charter School 3-digit code. Employees will enter their birthdate, LEA/Charter School Code and State Staff UID number. For most LEAs, the Pupil Number or Staff UID is the 10-13 digit number you have been using to login to PowerSchool. (*Note: Look closely at the Captcha number you need to enter at the bottom and make sure you include the number in the picture if present - e.g. "3490" or "213" in the examples below*).

Once you submit this form, you will be asked to fill out some security questions so that you will be able reset your password if you forget it. (Questions for employees and students are different)

• Claim Account (at my.ncedcloud.org - bottom button for "Claim My Account")

NCEdCloud Usernar	ne	
Password		
	Login	0
F	orgot My Username	0
F	orgot My Password	0
	Claim My Account	

Access Request Management System By DENTRY AUTOMATION Student Claim Form Step 1	۲
swer the following questions to claim your account:	
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Next	



C Reader



Claim Account Process for Users

- Except for primary students (K-5), **users will need to** claim their accounts online.
 - This includes setting up challenge-response security questions to enable self-service password resets, and establishing their initial password

• How will you educate your users on this process?

 Perhaps you could include documentation on this process within your LEA / Charter School's web pages



Ensure Your Users Know What They Need To Claim Their Account

To claim their account...

- Employees and Secondary students need to know the 3-digit code for your LEA / Charter School
- Employees need to know their **UID number**
- Secondary students need to know **Student Id number**
- Primary students need to know their teacher :)

Do your users know this information now?

If not, how will they learn it?

Every LEA / Charter school needs a way to communicate this information to its users



Training...

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Account Management	NCEd COURSE
File Access	
Workflow	Data Security IAM Training
<	Resources Information

Licensed to: NCDPI

Application Information



Training Videos

NCEdCloud IAM Training		Q		
	Recent changes	Media Manager	Sitemap	
You are here: home				
			home	

Training Site

This site features information on the NCEdCloud IAM service. You may find what you need under Training (or by using the search field in the top right corner). This site is secure and requires authentication using your NCEdCloud Username. You may also need to have the appropriate privileges to access certain sections of content.

End User Training should be very helpful to teachers

Q

Training End User Training

LEA Administrator Training (Restricted)

Cloud Help Desk Training (Restricted)



End User Training Videos

NCEdCloud IAM Training	Recent changes	Q Media Manager Sitemap
You are here: home » enduser		
End User Training		enduser
What is the NCEdCloud IAM service? [16:17]		Espec
 How do I find out my username and password? [6:27] How do I log in and what will I see? [4:26] 		this te

- How do I change my challenge question responses? [1:24]
- What do I do if I forgot my password? [4:11]
- How do I get to Google Apps once it is managed by NCEdCloud? [1:49]
- How do I request the LEA Administrator role? [6:26]
- What can I do as a Teacher within the NCEdCloud? [3:37]

Especially this teacher specific video



Training Videos

NCEdCloud IAM Training		٩			
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You are here: home					
		home			

Training Site

This site features information on the NCEdCloud IAM service. You may find what you need under Training (or by using the search field in the top right corner). This site is secure and requires authentication using your NCEdCloud Username. You may also need to have the appropriate privileges to access certain sections of content.

LEA Admin training is restricted to only users with that role

Training

End User Training

LEA Administrator Training (Restricted)

Cloud Help Desk Training (Restricted)



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How do I force a user in my LEA to update their challe	• • • • •
 Can I enable an account for a user from my LEA? [3:5 Can I disable an account for a user from my LEA? [4:4 	-
 Can I disable an account for a user from my LEA? [4:4 How do I edit a user profile in my LEA? [2:46] 	+1]
 How do l edit a dser prome in my LEA? [2:46] How do I manage Zscaler group exceptions? [2:46] 	
 Can I request/download account information for our Ll 	EA? [4:11]
 Can I request/download account audit information for 	
	NCEdClo

Claim Account Process for Primary Students

- Recall that primary students (K-5) do not use the same claim process that secondary students and staff use
- K-5 teachers can manage student accounts on their behalf, including the account claiming process
- Teachers can assist their K-5 students using Account Management -> My Students.....



Account Management -> My Students

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🔴 Access Requ	iest Management System	Logged in as: Logout
NCEd Cloud	Account Management My Employee Profile Whitepages My Students	Export button
Application Access	Change Password <u>Teachers</u> can change their stude	ents' passwords 🛛 💿 🗈 🕥
Account Management	Filter Results	
File Access	First Name Last Name Username Default Password	Account Details
Workflow	Jimmy Primary Teachers can ✓ Sample Tudent112 view username / Sample Tudent113 default password Sample Tudent114 for their students Sample Tudent115 (only)	Sample Tudent112 student112@students.ncedcloud.org Campus: LEA 1 School AA1100 Username: Default Password: Discovery Ed Role: student Zscaler Groups: LEA-AA1-All LEA-AA1-Students LEA-AA1-Students-null

Exported Student Info

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4	Sample	Tudent112					
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Local Support Plan

- Develop local Support Plan for your LEA / Charter School and how issues will be escalated to the NCEdCloud Help Desk
- It is especially important that teachers are aware of the escalation model within your organization



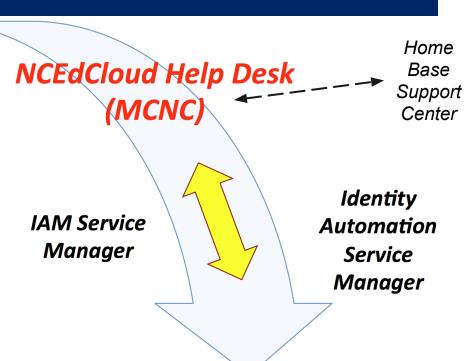
Support Model / Help Desk Escalation Process

Support – District (Technology Director)

Support – School (Teacher/Technology Facilitator)



K-12 User Encounters Problem



(Identity Automation)



Opening a Ticket with NCEdCloud IAM Help Desk

- This is for issues <u>unable</u> to be resolved through the internal LEA / Charter School process
 - Self-service -> teacher -> tech facilitator -> internal help desk / IT department -> district level support
- Users with LEA Administrator privileges will have an IAM Help Desk icon in their Application Access view that can be used to escalate a support issue to the NCEdCloud IAM Help Desk



IAM Help Desk



Demo of Opening a Ticket

Contact Us | MCNC | Conn ×

https://www.mcnc.org/support/contact.html?service=support@mcnc.org,4#submit

If you should get a recording, please leave a phone number where you can be reached and someone will return your call as rapidly as possible.

Video

Normal operating hours for NCREN Video Services unless otherwise scheduled: Mon-Thurs: 7:00 AM-9:00 PM EST

Fri: 7:00 AM - 5:00 PM EST

If you should get a recording, please leave a phone number where you can be reached and someone will return your call as soon as possible.

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	Delly	
	LAST NAME: *	
	Administrator	
, please you can	ORGANIZATION: *	_
return	My LEA Name	
	PHONE NUMBER: *	
	919-555-1212	
	EMAIL ADDRESS: *	_
	delly.administrator@mylea.org	
	SERVICE: *	
	NCEdCloud IAM Service Support	\$
	SUBJECT: *	
	IAM Service Question	
	DESCRIPTION OF REQUEST OR INCIDENT: *	
	Hello world,	
	This is my IAM service question.	

Thank you.

SUBMIT

САРТСНА

This question is for testing whether you are a human visitor and to prevent automated spam submissions.



WHAT CODE IS IN THE IMAGE ?: *



Qź



est

Submit a Web Request

You may submit this web form for a service request or for technical support. Your request will be forwarded to the appropriate group. Response times may vary since some groups work business hours (M-F, 8am - 5pm).

If you need immediate assistance, please call us at one of the numbers listed above.

For questions regarding the BTOP Stimulus funds, please fill out our **BTOP Inquiry form**

NCEdCloud IAM Office + User Forum Hours

- Great way to exchange tips and tricks / experiences with your peers and with the NCEdCloud IAM team
 - *Generally* these are 11 AM Tuesdays
 - Though on hiatus for the workshops during the last three weeks of July
 - Will resume Tuesday August 5
 - We will likely start trying some office hours at different times (e.g. 8 AM)
- Dial up info is as follows:
 - 919-513-9329 Access Code: 995 837 857 #
 - https://wolfmeeting.ncsu.edu/orion/joinmeeting.do?ED=AmMnPT42yaDuFgAzkSrJvg==



Special thanks to Kelly Judd from NHCS for sharing this example

C 🏦 🔓 https://sites.google.com/a/nhcs.net/nhcs-network-team/networkteam/cloud-identity-management-how-to





Welcome to the NHCS Network Team Site > Cloud Identity Management How-to

The Network Team

Network Administrators Area Network Coordinator Communications Technicians

NHCS Internal User Accounts Claim Process

Internal User Account Claim

NCEdCloud Identity Management

NCEdCloud Account Claim

NCEdCloud videos

Find my UID Cloud Identity

Management How-to

rroubleshooting

Troubleshooting Tips

Gmail Help

Contacts

Deee

Your First Days Using Google Mail Top FAQs Training & Videos Gmail Tips and Tricks Mobile Users Gmail Calendar Setting up an account for NCEdCloud - Teacher

Step 1 - Visit my.ncedcloud.org and Click "Claim My Account"

To get started, visit <u>http://my.ncedcloud.org</u> from a web browser that has Flash plugin enabled, and then click the "Claim My Account" link to start the *one time* claim account process.



Step 2 - Select if you are a Student or Employee

You need to select if you want the Student Account Policy or Employee Account Policy. This will prompt you for different claim account questions.







5. Target Applications

1:00pm - 2:00pm

Sammie Carter, Friday Institute Troy Moreland, Identity Automation

Target Applications

- Current Target Systems Integrations Available
 - CDLR (Central Directory Local Replica)
 - Discovery Education
 - Follett Destiny
 - Google Apps for Education
 - Student Advantage (MS Office)
 - Zscaler



Target Applications

- Target System Integrations For Year 2
 - Home Base PowerSchool
 - Home Base Educator Effectiveness (TNL)
 - Home Base SchoolNet
 - Home Base OpenClass
 - Home Base Learning Object Repository
 - Office 365
 - Edmodo



Target Applications

Mandatory Integration

- Home Base PowerSchool
- Home Base Educator Effectiveness
- Home Base SchoolNet
- Home Base OpenClass
- Home Base Learning Object Repository
- MS Student Advantage

Opt-in Integration

- CDLR
- Discovery Education
- Edmodo
- Google Apps for Education
- Follett Destiny
- Office 365
- Zscaler





6. Open Q&A, Open Forum, and Working Session

2:00pm - 2:45pm

Open Q&A

Websites

- http://iam.ncedcloud.org (NCEdCloud IAM Service Information)
- http://my.ncedcloud.org (Log into IAM Service)
- <u>http://cloud.fi.ncsu.edu</u> (NCEdCloud Information)
- <u>http://www.identityautomation.com</u> (NCEdCloud IAM Service Provider)

Primary Contacts

- Samuel Carter, swcarter@ncsu.edu, 919-513-8513
- Mark Scheible, mscheible@mcnc.org, 919-248-1997
- Steve Thorpe, thorpe@mcnc.org, 919-248-1161





2:45pm - 3:00pm

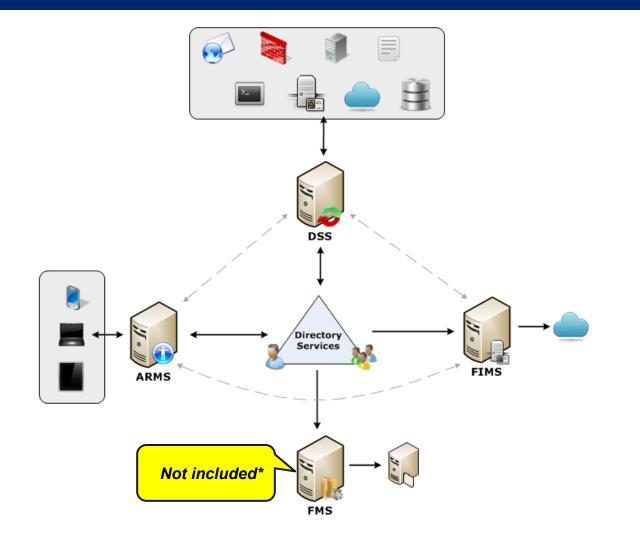
Mark Scheible, MCNC Troy Moreland, Identity Automation

- Why would I need a local implementation?
 - You may not need a local implementation!
 - Automating identity, data and platform management for local systems
 - Providing local self service and delegation
 - Integrating local or cloud systems not managed by NCEdCloud IAM
 - Integrating cloud systems when NCEdCloud IAM service doesn't meet requirements



- What software is available under this agreement?
 ARMS, DSS and FIMS
- What would the software normally cost?
 \$16 per year per FTE
- What costs are not included?
 - Consulting Services and Support Agreement







- Can a local implementation integrate with NCEdCloud IAM? Answer: Yes
- Does a local implementation have to integrate with NCEdCloud IAM? Answer: No
- What happens if the State does not continue the service? Answer: At that point the LEA or Charter School would need to continue their subscription. We will provide what that cost would be up front.



- How do we take advantage of this offering?
 - Contact Identity Automation directly
 - 281-220-0021
 - sales@idauto.net





8. Closing Remarks



9. Post-Workshop Q&A Time

NCEd Cloud IAM

http://iam.ncedcloud.org http://my.ncedcloud.org

Contact

Websites

- http://iam.ncedcloud.org (NCEdCloud IAM Service Information)
- http://my.ncedcloud.org (Log into IAM Service)
- <u>http://cloud.fi.ncsu.edu</u> (NCEdCloud Information)
- <u>http://www.identityautomation.com</u> (NCEdCloud IAM Service Provider)

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