

Costpoint Cloud Configuring MS Azure

Costpoint Cloud Configuring Ms Azure

26 March 2026



While Deltek has attempted to verify that the information in this document is accurate and complete, some typographical or technical errors may exist. The recipient of this document is solely responsible for all decisions relating to or use of the information provided herein.

This publication contains proprietary information that is protected by copyright. All rights are reserved. No part of this document may be reproduced or transmitted in any form or by any means, electronic or mechanical, or translated into another language, without the prior written consent of Deltek, Inc.

© Deltek, Inc.

Deltek's software is also protected by copyright law and constitutes valuable confidential and proprietary information of Deltek, Inc. and its licensors. The Deltek software, and all related documentation, is provided for use only in accordance with the terms of the license agreement. Unauthorized reproduction or distribution of the program or any portion thereof could result in severe civil or criminal penalties

All trademarks are the property of their respective owners.

Contents

Costpoint Cloud Configuring Ms Azure 1

Costpoint Cloud Configuring Ms Azure

Microsoft Azure Active Directory Gallery

You can access Deltek Costpoint via a SAML-based Single Sign On with your Azure Active Directory account. Setting up the SSO with Microsoft Azure AD is a simple, three-step process.

Step	Procedure
1	Submit the SSO Setup Service Request
2	Add and Configure Costpoint into your MS Azure Admin Portal
3	Set up your Costpoint User Accounts for MS Azure

Note: If you are already set up for SAML SSO authentication in Costpoint Cloud, you will need to set up a second configuration for the Costpoint Mobile T&E in the Cloud. Follow the instructions in this guide to set up your configuration. See the *Deltek Costpoint Mobile Time and Expense in the Cloud Administrator Guide* for more information on Costpoint Mobile T&E in the Cloud.

Submit the SSO Setup Service Request

To submit the SSO setup service request:

1. There are various pieces of information that will be asked in the Service Request for details, click [here](#).
2. Deltek will provide you with one XML file per Costpoint system on your account.

The files will be attached to your SSO Setup Service Request ticket. You will need these files to complete the remaining steps.

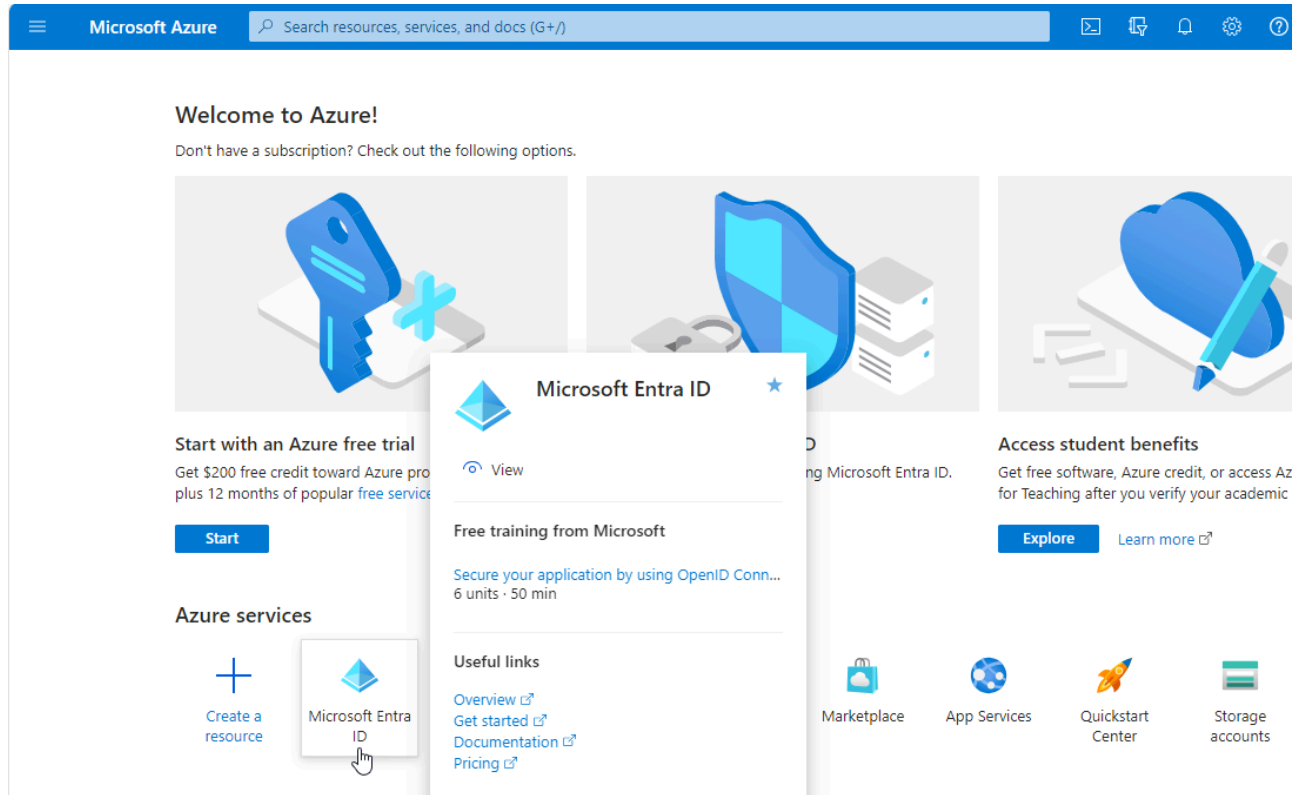
Note: If you are a Costpoint Mobile T&E customer, Deltek will provide you with two sets of URLs (one for Costpoint and one for Costpoint Mobile T&E).

Add and Configure Costpoint into Your Azure Admin Portal

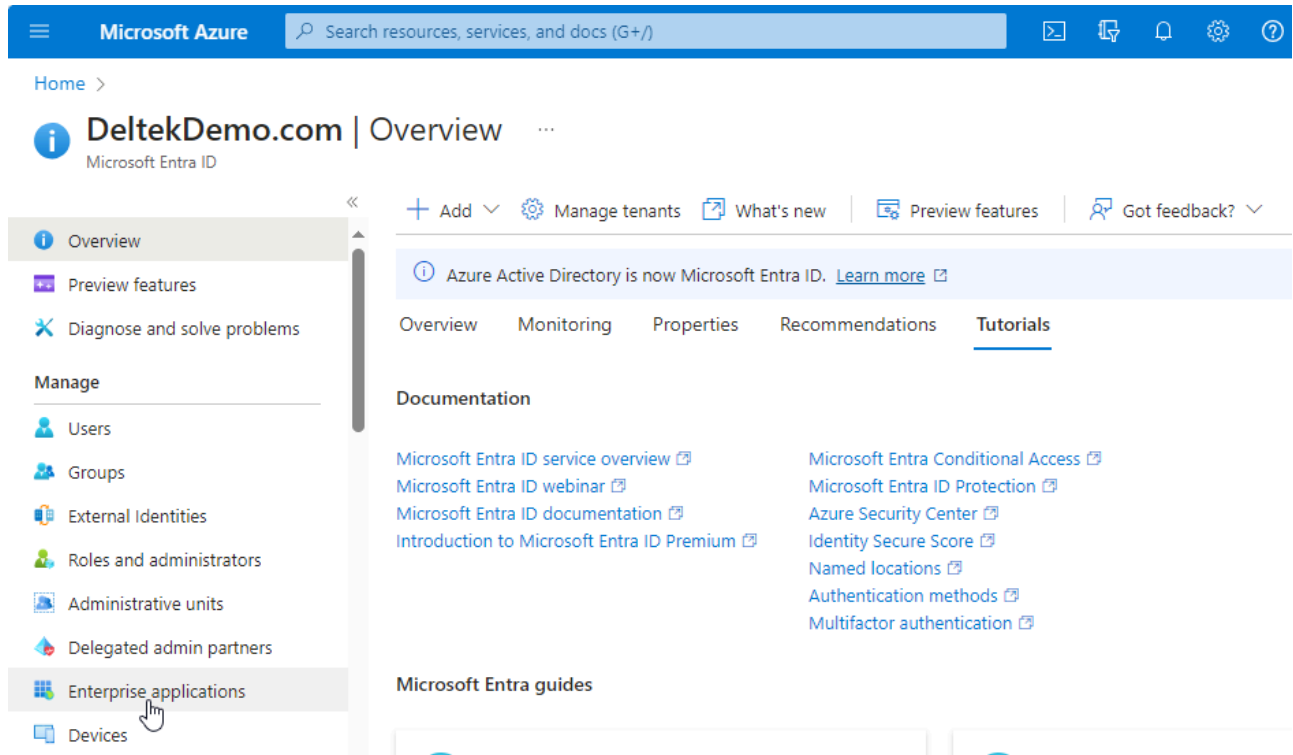
Use the information provided in the SSO Setup Service Request to perform the initial configuration of MS Azure.

To add and configure Costpoint into your MS Azure Admin portal:

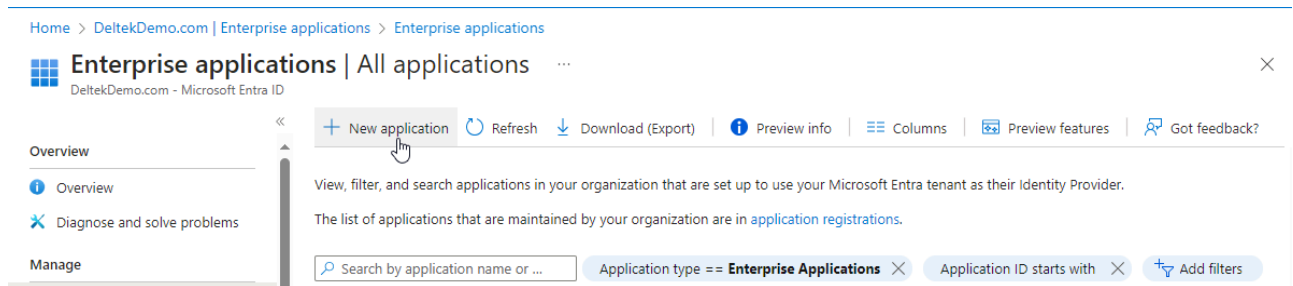
1. Log into the MS Azure Admin Portal using the admin account with your company and select Microsoft Entra ID.



2. Click Enterprise Applications.



3. To add new application, click **New application**.



4. In the **Browse Microsoft Entra Gallery** section, enter **Costpoint** in the search box.

Browse Microsoft Entra Gallery



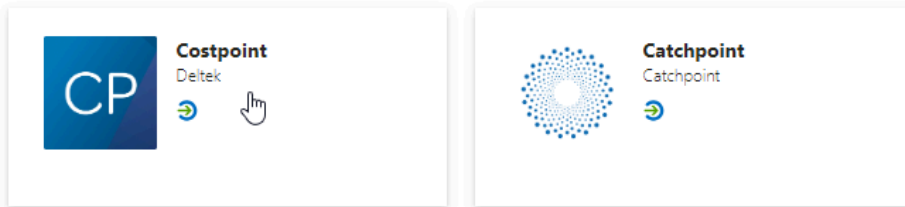
+ Create your own application | Got feedback?

The Microsoft Entra App Gallery is a catalog of thousands of apps that make it easy to deploy and configure single sign-on (SSO) and automated user provisioning. When deploying an app from the App Gallery, you leverage prebuilt templates to connect your users more securely to their apps. Browse or create your own application here. If you are wanting to publish an application you have developed into the Microsoft Entra Gallery for other organizations to discover and use, you can file a request using the process described in [this article](#).

× Single Sign-on : All User Account Management : All Categories : All

Federated SSO Provisioning

Showing 10 of 10 results




5. Perform the following:
 - a. Select **Costpoint** from results panel.
 - b. Give it a name related to the system you are connecting to that makes sense to you and/or your users.
 - c. Click **Create**.

Wait a few seconds while the application is added to your tenant.

Costpoint



 Got feedback?

Logo ⓘ



Name * ⓘ

Costpoint

Publisher ⓘ

Deltek

Provisioning ⓘ

Automatic provisioning is not supported

Single Sign-On Mode ⓘ

SAML-based Sign-on
Linked Sign-on

URL ⓘ

<https://www.deltek.com/en/products/project-erp/costpoint>

[Read our step-by-step Costpoint integration tutorial](#)

Industry-leading ERP software for Govt Contractors to manage project accounting, labor management, manufacturing and business intelligence while improving visibility, efficiency and profitability



The above example uses **Costpoint Prod** for the application name. You may want to name additional instances **Costpoint Sandbox**, **Costpoint Test**, or use your Costpoint system name where you log in. Anything that will clearly identify the system you are logging into for your users will work. Since the application definition will include that system in the configuration, you will not have the opportunity to specify into which Costpoint system you are logging. When you access the application icon from the portal, you will be logged into that Costpoint system directly.

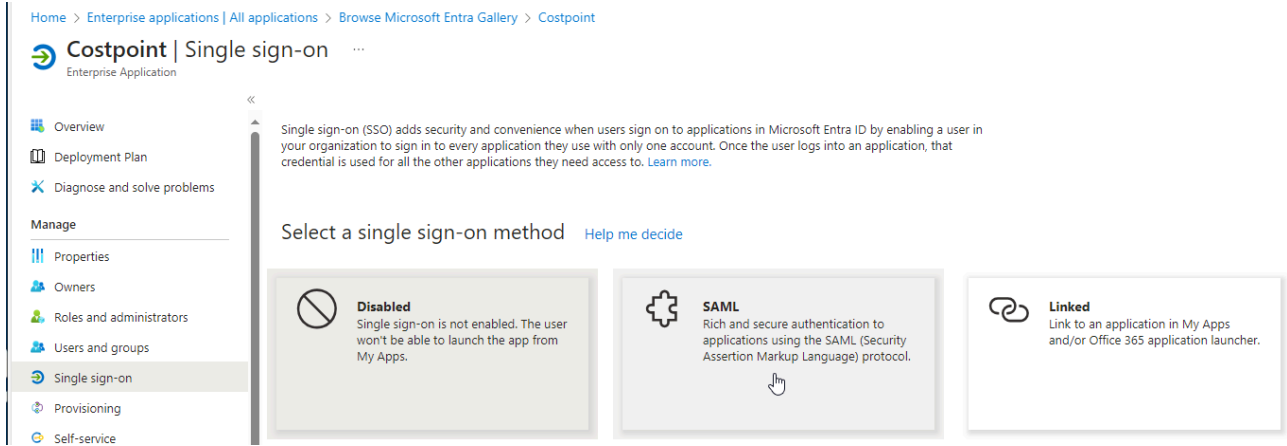
Note: For Costpoint Mobile T&E users, you must perform this step for each Costpoint Mobile T&E environment that you would like to set up Azure for.

Note: If you already have one Azure setup for Costpoint and you would like to add another one for Costpoint Mobile T&E, you must use a different entity ID for Costpoint Mobile T&E.

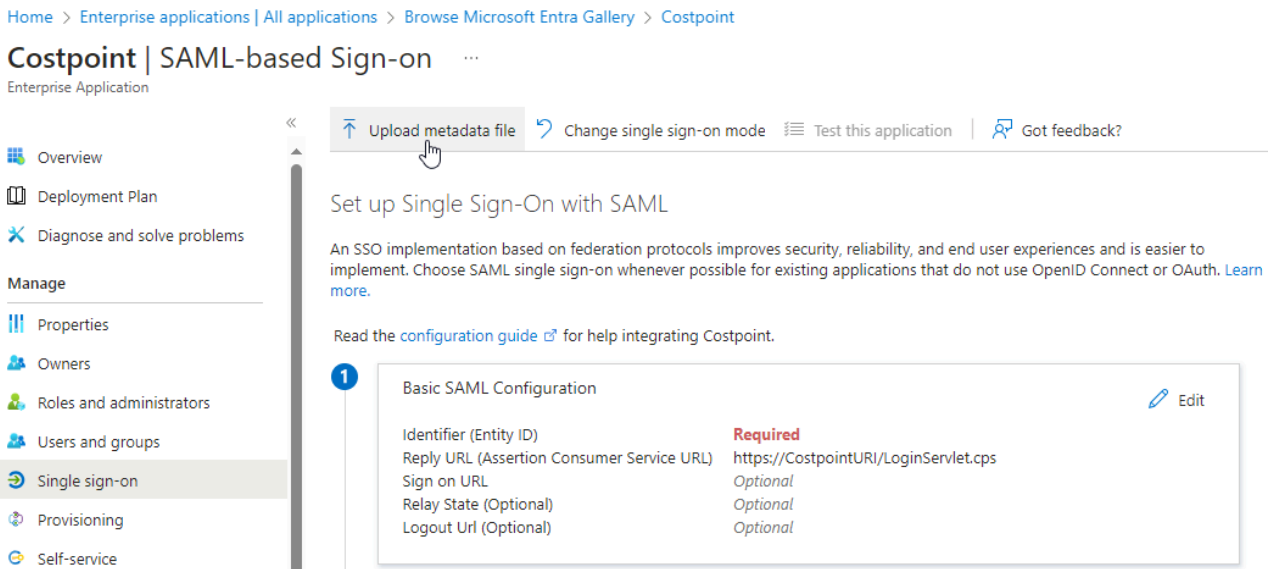
6. Once added, select **Configure single sign-on**.

The screenshot shows the Microsoft Azure portal interface for configuring an application. The top navigation bar includes the Microsoft Azure logo and a search bar. The breadcrumb trail is: Home > Enterprise applications | All applications > Browse Microsoft Entra Gallery > Costpoint | Overview. The main content area is titled 'Costpoint | Overview' and is categorized as an 'Enterprise Application'. A left-hand navigation pane lists various management options: Overview, Deployment Plan, Diagnose and solve problems, Manage (Properties, Owners, Roles and administrators, Users and groups, Single sign-on, Provisioning, Self-service, Custom security attributes), Security (Conditional Access, Permissions, Token encryption), and Activity (Sign-in logs). The 'Properties' section displays the application's Name (Costpoint), Application ID (3d84fe1f-683d-450a-845f-6...), and Object ID (ef5c3898-f422-4505-a5fe-6...). The 'Getting Started' section features four task cards: 1. Assign users and groups, 2. Set up single sign on (which is highlighted with a mouse cursor), 3. Provision User Accounts, and 4. Self service.

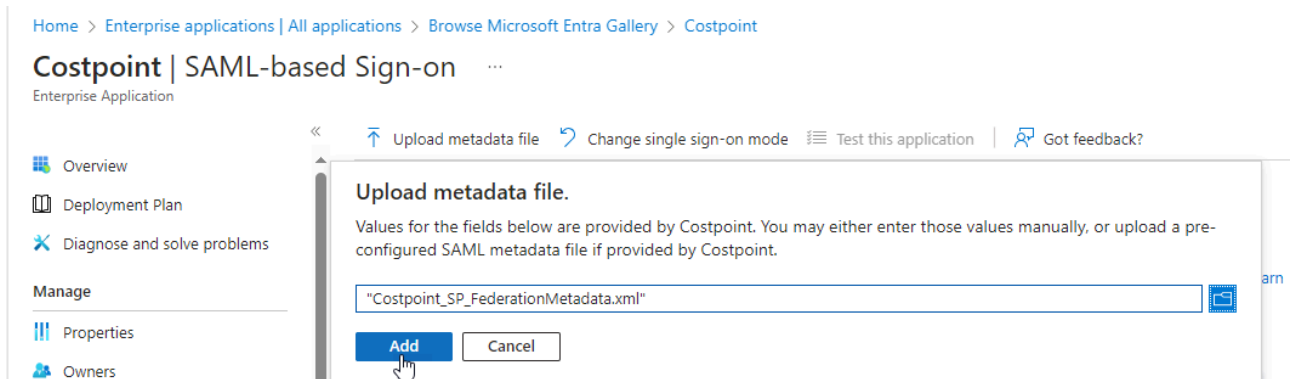
7. Select **SAML**.



8. Click Upload metadata file.



9. Browse to where you downloaded the *.xml files provided to you in the service request case, select the XML file for that specific Costpoint system, and click Add.



10. On the Basic SAML configuration screen, the **Identifier** and **Reply URL** fields are automatically populated. Do not edit these values.

11. In the **Relay State** field, enter `system=<COSTPOINT SYSTEM NAME>` and save the record.

This is the Costpoint system name you are logging into (for example, TEST1CONFIG).

Warning: These values are case-sensitive. The word **system** MUST be in lowercase, and the Costpoint system name should be in upper case.

Basic SAML Configuration

Save

* Identifier (Entity ID) ⓘ
The default identifier will be the audience of the SAML response for IDP-initiated SSO

Default

✓ ⓘ

Patterns: https://CostpointURI

* Reply URL (Assertion Consumer Service URL) ⓘ
The default reply URL will be the destination in the SAML response for IDP-initiated SSO

Default

✓ ⓘ

Patterns: https://CostpointURI/LoginServlet.cps

Sign on URL ⓘ
 ✓

Relay State ⓘ

Logout Url ⓘ
 ✓

- 12. When prompted to test, click **No, I'll test later** since you have additional steps to complete before it will work.

Test single sign-on with Costpoint Prod

To ensure that single sign-on works for your application, we recommend using the testing capability (in the last step) to test the changes you recently made. Would you like to test now?

- 13. For each application you set up, you need to capture the **App Federation Metadata Url** and send that with the corresponding Costpoint system name.

Deltek needs this information to complete your Azure SSO setup. Add this information to your Service Request ticket as shown in the following example. The x's will be replaced with your specific identifiers. Repeat for each system you are configuring:

```
TEST1CONFIG https://login.microsoftonline.com/xxxxxxx-xxxx-xxxx-xxxx-
xxxxxxxxxxxxx/federationmetadata/2007-06/federationmetadata.xml?appid=xxxxxxx-
xxxx-xxxx-xxxx-xxxxxxxxxxx
```

The screenshot shows the 'SAML-based Sign-on' configuration page in the Azure AD portal. The page is titled 'Set up Single Sign-On with SAML' and includes a configuration guide link. It is divided into three numbered sections:

- 1 Basic SAML Configuration:**
 - Identifier (Entity ID): `https://test1-cpt.deltakeenterprise.com/cpweb/TEST1TEST`
 - Reply URL (Assertion Consumer Service URL): `https://test1-cpt.deltakeenterprise.com/cpweb/LoginServlet.cps`
 - Sign on URL: *Optional*
 - Relay State: `system=TEST1TEST`
 - Logout Url: *Optional*
- 2 User Attributes & Claims:**
 - Givenname: `user.givenname`
 - Surname: `user.surname`
 - Emailaddress: `user.mail`
 - Name: `user.userprincipalname`
 - Unique User Identifier: `user.userprincipalname`
- 3 SAML Signing Certificate:**
 - Status: Active
 - Thumbprint: [Redacted]
 - Expiration: 9/5/2022, 2:45:33 PM
 - Notification Email: [Redacted]
 - App Federation Metadata Url: `https://login.microsoftonline.com/[Redacted]` (This field is highlighted with a red box in the image, and a 'Copy to clipboard' button is visible next to it.)
 - Certificate (Base64): [Download](#)
 - Certificate (Raw): [Download](#)
 - Federation Metadata XML: [Download](#)

14. After receiving this information, Deltek will complete the Costpoint backend configuration and send you a confirmation that it has been completed.
15. Continue with the next step to set up your users.

Attach Your Azure/Entra ID XML Certificate to Your SSO Setup Service Request Ticket

Attach the Entra ID XML certificate you created in Step 3 (Configure Entra ID) to the SSO Setup Service Request ticket you created in Step 2 (Submit the SSO Setup Service Request).

You also need to let the cloud team if your SAML ID Attribute is an email account or a unique identifier like an employee number. Your users will all need to use the same type of attribute.

Set Up Costpoint User Accounts for Azure Authentication

To enable logging into Costpoint with your Azure credentials, you must first modify the authentication properties of your Costpoint user account.

To set up your Costpoint user accounts:

1. Primary SaaS Admin will need to login and adjust the authentication properties of your users.
 - a. **GCCM Customers:** Log into your Costpoint systems using the Primary SaaS Admins SAML Attribute (i.e., the email address(upn) or a unique identifier).

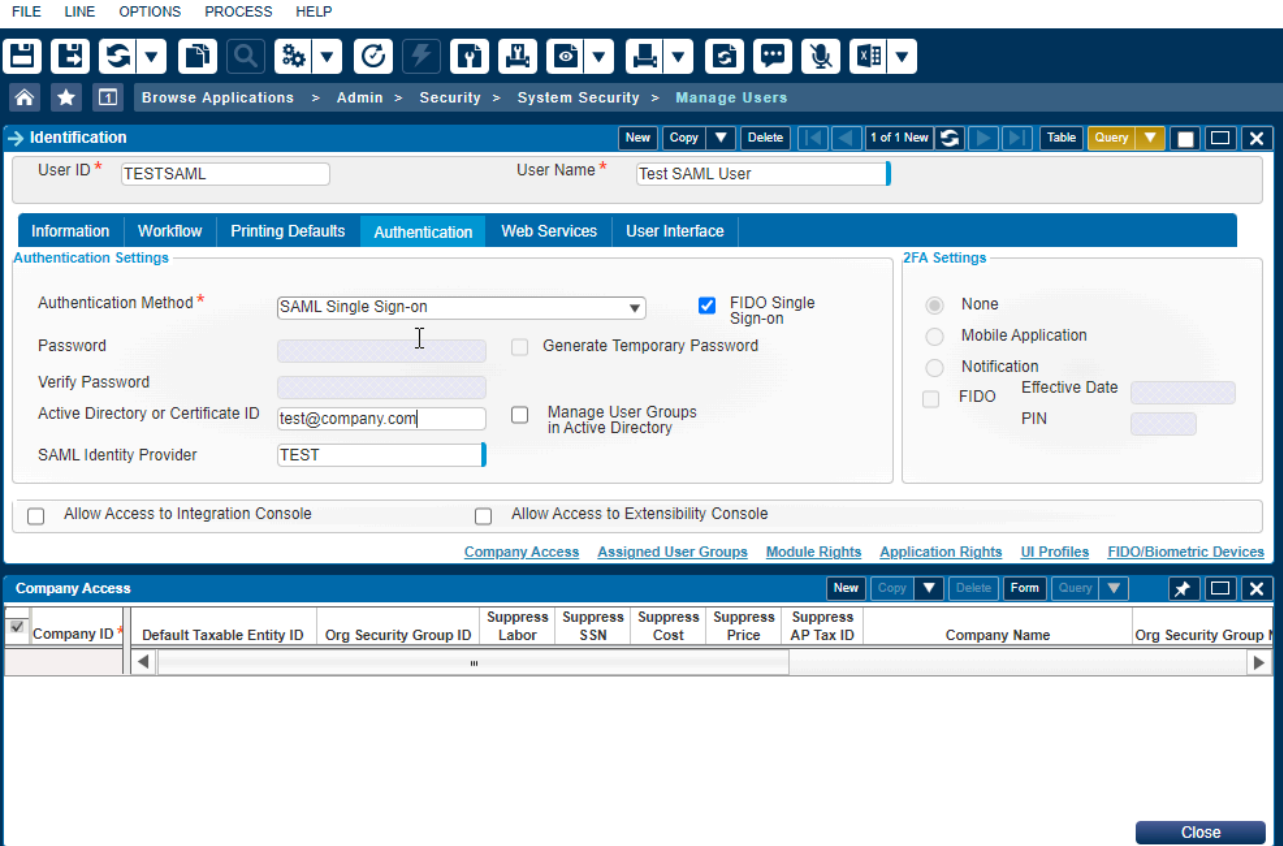
```
i.      When logging into Costpoint, use the SAML Attribute as the Costpoint
Username.

ii.     Developers will need 2 Costpoint accounts in the DEV system, their en
d user account for testing that uses SAML and a second account that uses Acti
ve Directory as the authentication method. The attribute will be clientid.deve
loperfirstname.developerlast name, for example 50053.Mickey.Mouse. You can f
ind more information on setting up the Cloud Active Directory for your develo
pers [here] (https://help.deltek.com/Product/Costpoint/Documentation/Cloud/Cre
ate_Cloud_AD_Accounts_for_WIC_Development_Tool_and_Framework_Manager_Access_E
ntSA.html) .
```

b. **GCC Customers:** Log into your Costpoint systems using a Cloud Active Directory (User Manager) account that has access to the Manage Users application within Costpoint.

2. Navigate to **Admin » Security » System Security » Manage Users** and locate the account to modify.
3. Click the Authentication tab.
4. Perform the following:
 - In **Authentication Method**, select **SAML Single Signon**.

- In the **Active Directory or Certificate ID** field, enter the user's Active Directory username in your domain. This can be the username or the username in UPN format (for example, user@mydomain.local).



5. Save the record.
6. Repeat steps 3 through 5 for each user in each Costpoint system with whom you would like to use MS Azure authentication.

Note: Repeat steps 3 through 7 for each user in the Costpoint Mobile T&E system who want to use the Azure authentication.

7. After your Costpoint accounts are set up, go back to Azure Administration and grant permissions to use the application you provisioned earlier, if you have not done so already.

Logging into the Costpoint User Interface Environments

Here are examples of the client URLs - the ABC needs to be replaced by your client System Name.

Development Environment

This environment is used to build your extensions or web services as needed. By default, Enterprise customers have a Development environment. Essentials customers can request a WebService Integration Console to build webservices.

URL for front end access:

GCC Customers: <https://ABC-cpd.deltekenterprise.com/cpweb>

GCCM Customers: <https://cp-ABC01-dev.npr.mydeltekgcc.com/cpweb>

System Names: ABCDEV

Non-Production Environment

This environment is used to test your data as it goes into the cloud and for future use to test new functionality or features of future Costpoint releases.

URL for front end access:

GCC Enterprise Customers: <https://ABC-cpt.deltekenterprise.com/cpweb>

GCCM Customers: <https://cp-ABC-tst.npr.mydeltekgcc.com/cpweb>

System Names: ABCTEST, ABCCONFIG, ABCSBOX

Production Environment

This environment is used to test your data as it goes into the cloud and for future use to test new functionality or features of future Costpoint releases.

URL for front end access:

GCC Customers: <https://ABC-cp.deltekenterprise.com/cpweb>

GCCM Customers: <https://cp-ABC-prd.mydeltekgcc.com/cpweb>

System Names: ABCPROD

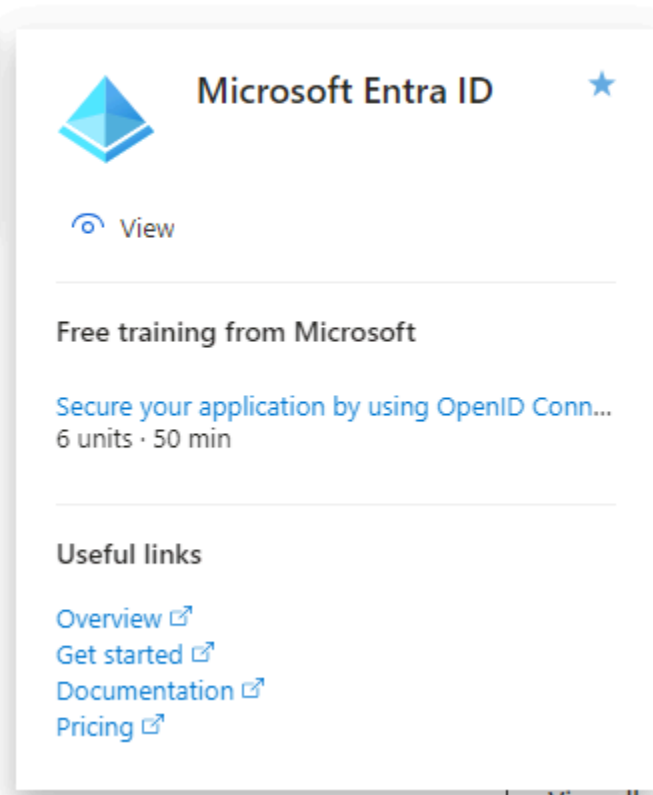
Configure Costpoint GCCM Developer Accounts for Citrix Access with Azure SSO

To enable logging into Costpoint with your Azure credentials to Citrix, you will need to configure the Citrix application within your Azure solution.

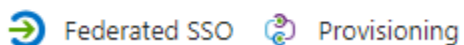
NOTE: You will need to submit the Service Request for Citrix Access to establish the SAML SSO connectivity with our Citrix, in addition to creating the Citrix Access within Entra ID.

1. Azure already has created the Citrix ADC SAML Connector application and is currently available in the Azure portal to configure and assign to users.
2. Customer must have an Azure Admin login to the portal and select Microsoft Entra ID.

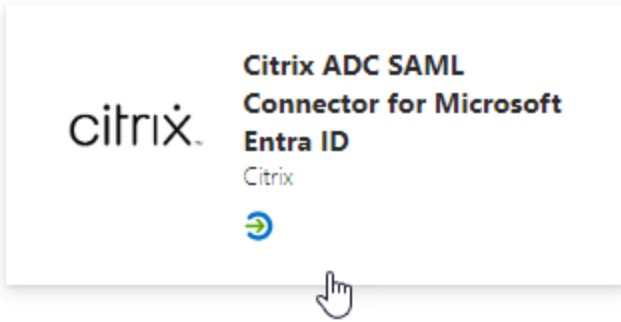
Azure services



3. Search Citrix



4. Select Citrix ADC SAML Connector for Microsoft Entra ID



5. Select Create to create the Application

Citrix ADC SAML Connector for Microsoft E... ×

Got feedback?

Logo ⓘ

Name * ⓘ

Publisher ⓘ Citrix

Provisioning ⓘ Automatic provisioning is not supported

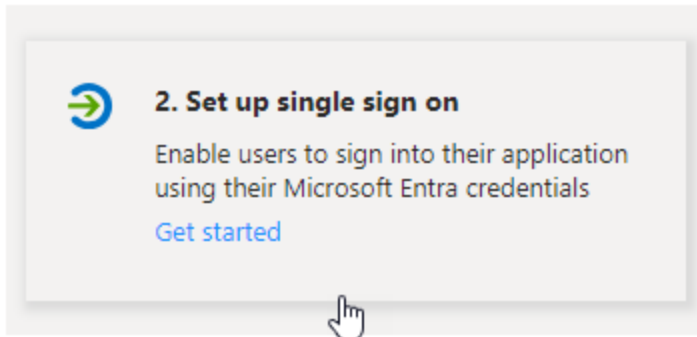
Single Sign-On Mode ⓘ SAML-based Sign-on
Linked Sign-on

URL ⓘ <https://www.citrixnetScaler.com/>

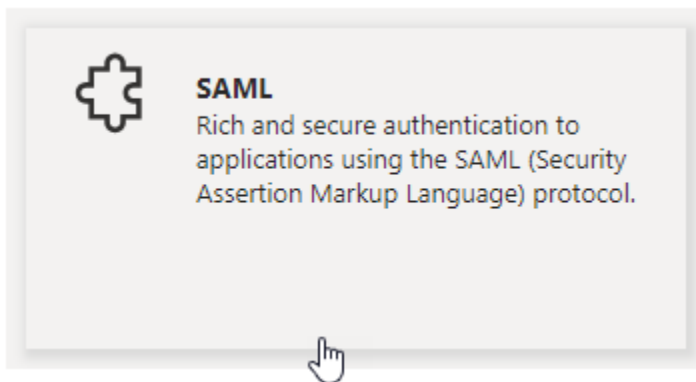
[Read our step-by-step Citrix ADC SAML Connector for Microsoft Entra ID integration tutorial](#)

Citrix ADC

6. Select Set up single sign on



7. Select SAML



8. This will open a new page to Set up Single Sign-on with SAML.

Enter the following values in the Basic SAML Configuration

Identifier (Entity ID): <https://cp-ctx01.pss.mydeltekgcc.com>


Reply URL (Assertion Consumer Service URL): <https://cp-ctx01.pss.mydeltekgcc.com>

Sign on URL: <https://cp-ctx01.pss.mydeltekgcc.com>

Set up Single Sign-On with SAML

An SSO implementation based on federation protocols improves security, reliability, and end user experiences and is easier to implement. Choose SAML single sign-on whenever possible for existing applications that do not use OpenID Connect or OAuth. [Learn more](#).

Read the [configuration guide](#) for help integrating Citrix ADC SAML Connector for Microsoft Entra ID.

1 Basic SAML Configuration  Edit

Identifier (Entity ID)	https://cp-ctx01.pss.mydeltekgcc.com
Reply URL (Assertion Consumer Service URL)	https://cp-ctx01.pss.mydeltekgcc.com
Sign on URL	https://cp-ctx01.pss.mydeltekgcc.com
Relay State (Optional)	<i>Optional</i>
Logout Url (Optional)	<i>Optional</i>

9. You will need to add the developers into this new application to enable their ability to log into Citrix.
10. The SaaS Admin will need to login to Cloud AD Manager and create an AD account and grant access to DEV Groups.