Secondary eIDs Replaced with NetID Service Accounts

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Agenda

- 1. Overview of Changes
 - From eID to CSU System NetID
 - From Secondary eIDs to Service Accounts
- 2. Instructions and Demos
 - How to Request, View and Manage Service Accounts
- 3. Questions and Answers



eID System End of Life – The Why

- eID is a custom developed set of software and integration processes
- In service since 2000 technology is aging
- Tightly integrated with Banner's Oracle database
- Dependent on Banner availability
- Identity onboarding is a full day behind HR system entry for new employees at best.



EIDENTITY: YOUR CSU ELECTRONIC ID

COLORADO STATE UNIVERSITY



eID System End of Life – The Why (continued)

- CSU Fort Collins and CSU-Pueblo now share many systems to reduce duplication and costs.
- CSU is providing Identity & Access Management (IAM) for the CSU System.
- Provisioning technologies/systems have matured in 20 years.
- Modernize and improve IAM systems and processes.



Definitions

- NetID is the name for the CSU System Identity and Access Management
 (IAM) system
 - Maintained by CSU Division of IT
- The **CSU System NetID website** is a self-service web application
 - Currently serves CSU-Pueblo; CSU Fort Collins being added
- **midPoint** is the identity management software that is replacing eID processes
 - Credential store and provisioning engine
- Part of InCommon Trusted Access Platform IAM stack
 - Shibboleth for single sign-on
 - Grouper for access group management









From eID to NetID: What will change?

- *New* primary NetIDs will not look like eIDs.
 - The format of a new primary NetID is an uppercase C followed by a 9-digit CSU ID, for example: C812345678.
- CSU Fort Collins and CSU-Pueblo primary and secondary NetIDs will be stored in the same midPoint instance.
- Everyone will activate, view and update primary and secondary NetIDs on the **CSU System NetID website**.



Secondary eID Changes

- Rebranded to <u>NetID Service Accounts</u>
- No longer owned by an individual
 - But previous secondary eID owner becomes initial admin
- Departments become account owners
- Requesters are limited
 - CSU Microsoft 365/Exchange <u>Resource Coordinators</u>
- Grouper-managed security groups
- Yearly audit process



Goals of NetID Service Accounts

- Controlled and audited access
 - Many secondary eIDs are used for shared access
 - Allows delegated administrators to manage access
 - 2FA for account management (not implemented yet)
- Allow access for processes where a personal NetID can't or shouldn't be used
- Limited use accounts
 - Provisioned for SSO on request not by default
- Microsoft 365 account, including email (optional)
- Stored and managed in midPoint

CSU IT policies

- Acceptable Use for Computing and Networking Resources
- Information Technology Security
 - 4. Passwords

The act of authentication is the assertion that a credential (a username or other identifier) is possessed and being used by the appropriate person.



Acceptable Uses of Service Accounts

Group

- **Email address** for shared contact and support
 - for a department, unit or website
- Short email address used as an alias
 - e.g. depthelp@colostate.edu
 - Automatically forward all mail to a shared mailbox
 - e.g. *dept_helpdesk*@colostate.edu
- Group access to CSU lab or facility resources
 - if regular NetID access is not practical
- Short-term access for non-CSU partners
 - e.g. training, conference or workshop attendees and guest speakers

Individual or Machine

- Secondary inbox for an individual
 - (e.g. for secondary job role or large student documents)
- A true <u>service account</u>
 - non-personal machine account, for batch jobs, scripts, automated services
- Testing or logging
 - IT, PC, software or web development

Alternatives: Email

Use Cases

- Only need a shared email account?
- Only need a mailing list?
- Need an email name over 8 characters?
- Need an email name with underscores?
- Prefer Gmail?

CSU Microsoft 365 resources

- Shared Mailbox
 - no shared password
- Mailing List
 - no separate mailbox
 - <u>New Mailing List form</u>
- <u>Email Alias</u>
 - flexible naming options
- Gmail
 - <u>Google Workspace for Education at CSU</u>



Alternatives: Document and File Sharing

Shared Drives

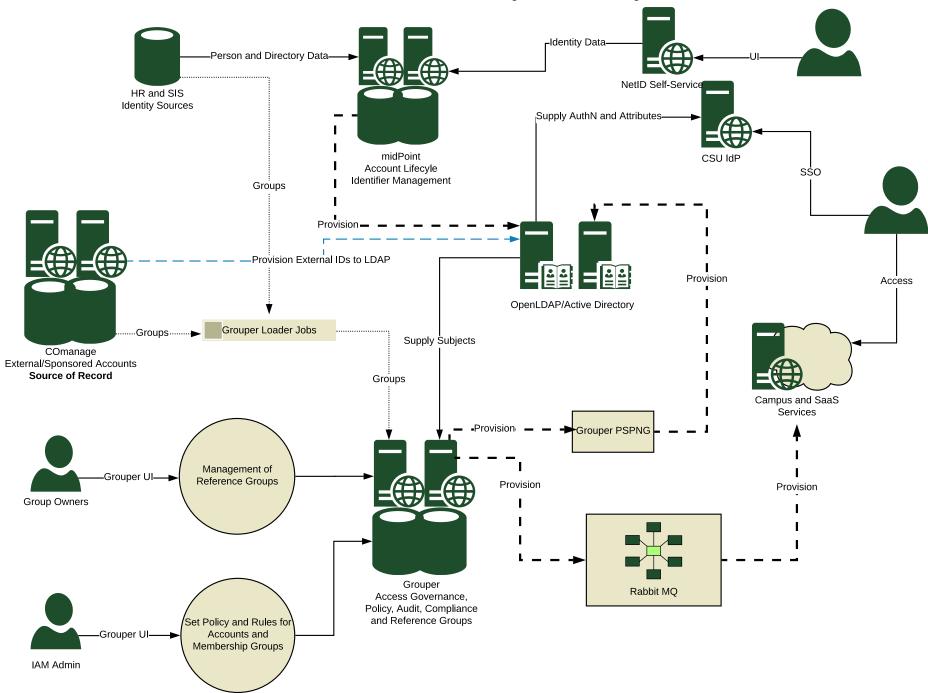
- OneDrive for Business
 - (5 TB, can be extended)
 - Microsoft 365 at CSU
 - Share and Collaborate with OneDrive
- Google Drive
 - (just 25 GB)
 - <u>Google Workspace for Education at CSU</u>
 - Share files and other content with a group
- Departmental network drives

Collaboration Tools and Websites

- Microsoft Teams at CSU
 - File Sharing
- Microsoft SharePoint sites at CSU
- Google Sites
 - <u>Google Workspace for Education at CSU</u>

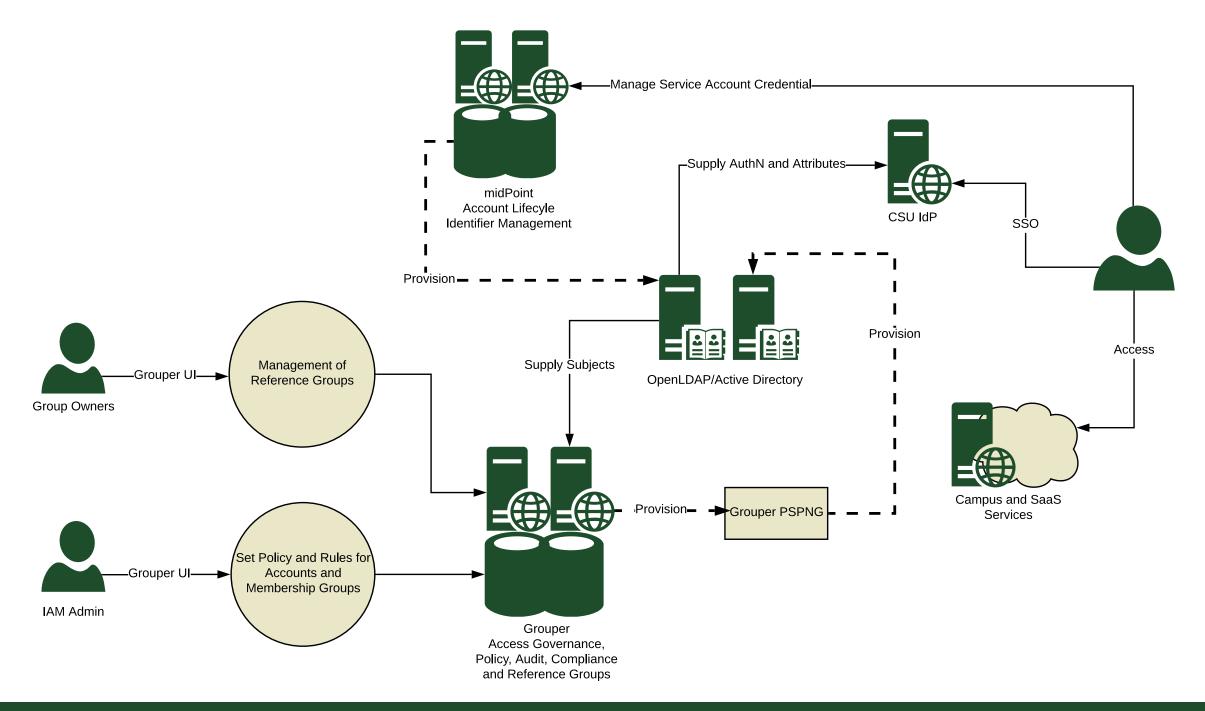


Colorado State University IAM July 2022



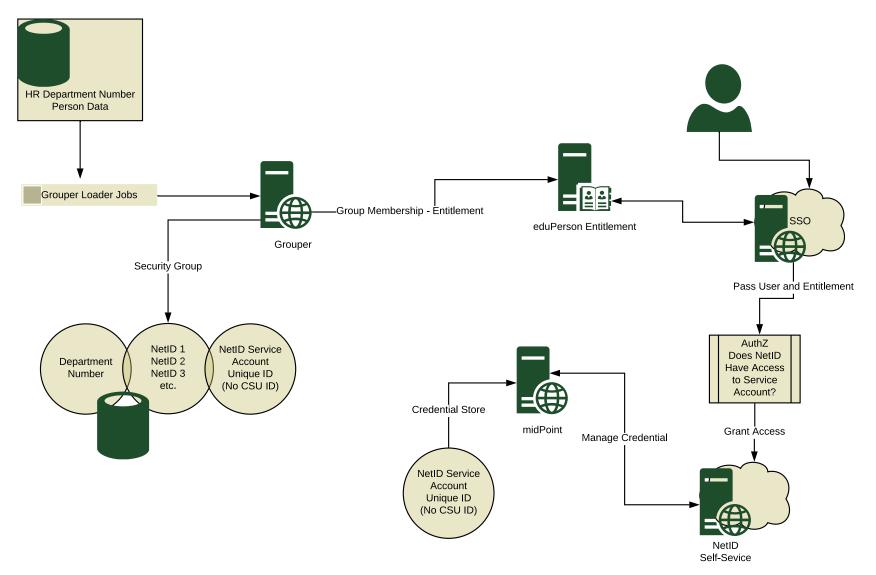


Secondary eID to NetID Strategy





Group - Service Account Relationship





Project Timeline

Past

- June-July 2022
 - Existing secondary eIDs were selected for migration.
- July-Sept 2022
 - eIDs were rebranded to NetIDs.

Present

- May 24-30, 2023
 - No new secondary eIDs are requested or created.
 - No secondary password changes.
- May 31, 2023
 - NetID service accounts replace secondary eIDs.
 - NetIDs managed on <u>CSU System NetID</u> website.

Future (dates are tentative)

- July 21-23, 2023
 - Primary NetID account migration to MidPoint.
 - No primary or secondary account changes.
- July 24, 2023
 - <u>CSU System NetID</u> website fully replaces the
 CSU Fort Collins NetID (eID) website.
- October 2, 2023
 - Unmigrated Secondary eIDs are deactivated.
 - Microsoft account removed.

Requesting Migration of Secondary eIDs

1. Check your secondary eIDs in CSU Fort Collins NetID.

2. <u>Check your secondary eIDs you requested for migration</u>.

- Do not need any migrated? No action needed.
- Already requested? No action needed.
- Need to migrate more NetIDs? Resubmit the form.
- One of your secondary eIDs is missing but needs migration?
 Contact us.
- Want an unused secondary eID deactivated immediately?
 Contact us.

3. Check your service account groups in Grouper.

A secondary eID you requested for migration is missing?
 Contact us.

NetID Service Account Migration Request

Check the box for each active secondary eID that needs to be migrated to a NetID service account on May 31, 2023, and click Save.

Unchecked secondary eIDs will **not** be migrated, and will be deactivated within two months. (To have them deactivated immediately instead, email <u>NetID@colostate.edu.</u>)



Save



Requesting New NetID Service Accounts

Starting May 31, 2023, you can request new NetID service accounts.

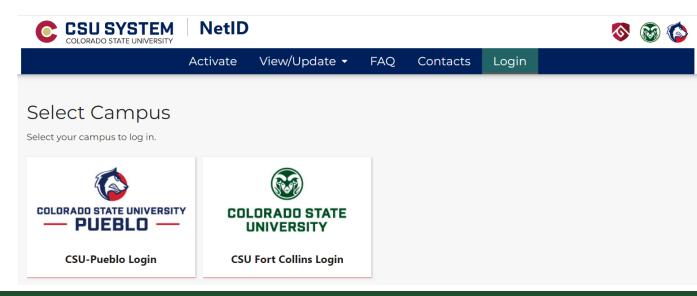
- 1. Copy form from <u>NetID FAQ: How do a request a service account?</u>
- 2. Paste into an email to your <u>Resource Coordinator</u>.
- 3. They can review it and submit a <u>Service Account Request</u>.

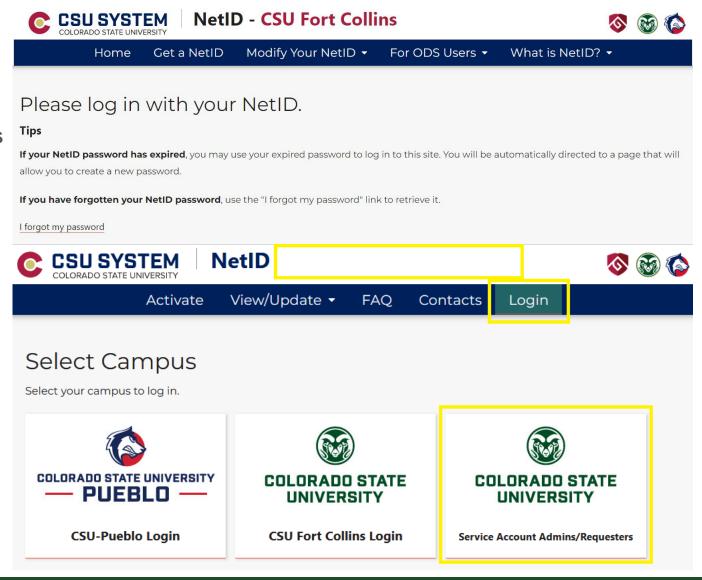
Question	My Answe
Does the service account need a Microsoft 365 account? (Yes/No) (Outlook email, OneDrive cloud storage, and other Microsoft Office applications)	
Email domain (colostate.edu for CSU Fort Collins or csupueblo.edu for CSU-Pueblo)	
NetID of service account (2 to 8 lowercase letters and numbers, starting with a letter)	
NetID of primary administrator (often your NetID)	
Department number	
Department name	
Unit name (may be same as department name)	
Account Information (For internal reference in the NetID system and Grouper. Will not be published to Microsoft 365 or the Global Address List.)	
Account name (A friendly name for the service account. May be a program or service name.)	
Account description	



CSU System NetID Temporary Login

- May 31-July 20
 - <u>CSU System NetID</u> header does not specify a campus
 - CSU Fort Collins Login goes to CSU Fort Collins NetID
 - Service Account Admins/Requesters and NetID admins
 have a separate login option for CSU System NetID
- Starting July 24
 - CSU Fort Collins Login goes to CSU System NetID





Viewing Your NetID Service Accounts

1. Log in to CSU System NetID.

- Click View/Update > <u>Service Accounts</u> to display service accounts you administer.
- 3. Click a NetID to view or edit details of the service account.

Service Accounts

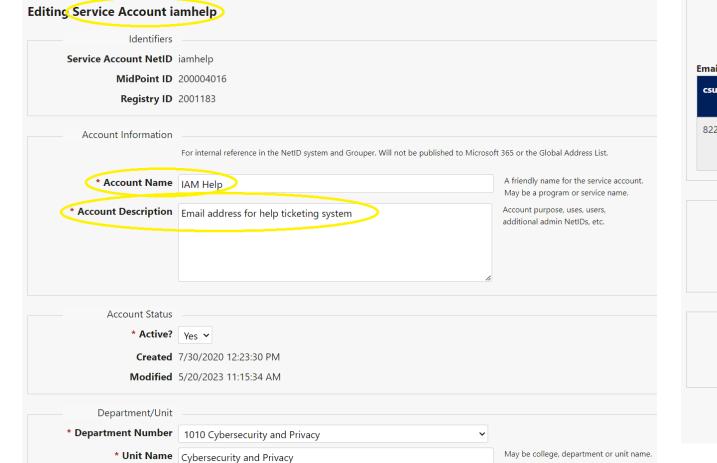
4 service accounts. Click a NetID to view or edit details.

					Filte	r results	
Service Account	Dept 💡	Initial Admin NetID	Initial Admin Name	Microsoft Account	Status	Created	Updated
gregvogl	1010	gvogl	Greg Vogl	Yes	active	2013-09-06 15:25:17	2023-01-24 17:14:38
gvtest	1010	gvogl	Greg Vogl	Yes	inactive	2022-07-28 17:10:00	2022-07-28 17:10:00
gvtest2	1010	gvogl	Greg Vogl	No	active	2022-07-28 17:11:00	2022-07-28 17:11:00
<u>iamhelp</u>	1010	rmiotke	Randy Miotke	Yes	active	2020-07-30 12:23:30	2020-08-07 23:16:45

Service Accounts Help

Viewing and Editing a Service Account

- Admins can only edit Account Name and Description, Manage Admins, and Change Password.
- Need other changes? Contact us.

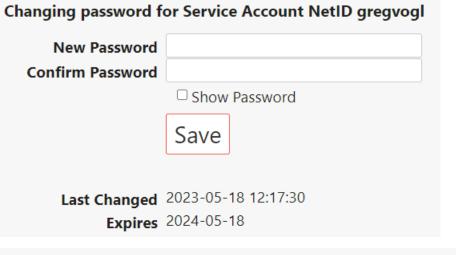


	Administ	ration								
	Ac	Imins gvogl rmiotke								
	-	mage Manage Admins	Log in to G	rouper and ad			dmins of this serv account name a		d change the passwo	rd.
* Need Mic	rosoft Acc	163						ft Office application	ons. CSU Resource Coord	inator.
	Email Do	main colostate.edu (CSU For	t Collins)	 Required 	for a Microsoft	365 account.				
*	Admin Ac	count No V Admin accounts	are true serv	ice accounts, d	o not have a Mi	crosoft 365 acco	ount, and passwo	rds are not manag	ged by the NetID syst	em.
Email Aliases										
csu id	netid	email	type _‡	active	campus	source	created 🛊	updated 😜	expiration cycle	expires on
822878918	iamhelp	iamhelp@mail.colostate.edu	Ρ	Yes	CSU	NETID	2023-04- 10 18:49:37	2023-04- 10 18:49:37		
	Cr Last Cha Ex	hange Change Password								
		Point View MidPoint Informat	ion							
		LDAP View LDAP Information								
		ctory View Active Directory In		!						
		Save								



Changing Password of Service Account

- Passwords expiring May 1-Aug 1 extended 90 days
 - Expiration email notifications temporarily deactivated
 - Fort Collins primary and secondary NetIDs only
 - Intended to prevent lockout during NetID migration
- Many secondary eIDs have expired passwords
 - Check expiration dates of yours
 - IT security policy requires annual password changes
- Same password requirements as for primary NetIDs
 - Slight changes from Fort Collins NetIDs
- See FAQ for securely sharing password if necessary



Password Requirements

- Your password must be 15 to 30 characters long.
- Only use these characters: letters a-z and A-Z, numbers 0-9, and ! % + . : ? [] ^ ` {] } ~
- Do not include any of these special characters: blank_space @ \$ & " () '; = # * <> , / \
- Do not include your CSU ID, or legal first or last name.
- Do not use just one dictionary word (even if it is long enough).
- Do not reuse a password you previously used for this account.
- Do not repeat a character 5 or more times in succession. (Avoid "aaaaabbbbbbccccc".)
- Change your password at least every 12 months.

Adding Service Account Administrators

- Recommendation
 - Add at least one person in addition to yourself.
- Reasons
 - They can be your backup in your temporary absence.
 - Transfer administration to someone else before you leave.

- People you might want to add
 - Your <u>Resource Coordinator</u> or RC group
 - Department IT staff member, admin assistant, or head
- People not to add
 - Students (who are not full-time faculty or staff)
 - Vendors (instead request an associate NetID from HR)
 - Anyone who should not have full control of the account



Viewing Service Account Grouper Groups

- 1. <u>Grouper</u> requires a campus IP address.
 - On Campus Ethernet or Wireless
 - <u>CSU GlobalProtect VPN</u>
- 2. Log in to Grouper with your NetID + Duo.
- 3. Click <u>My groups</u>.
- 4. Filter for Service_Accounts (if needed).
- 5. Click a **Folder** to view department groups.
- 6. Click a **Group name** to view members.

+ Create new group	Home > My groups	Home > My groups									
Quick links –	My groups										
My groups											
My folders	Groups I manage My r	memberships Groups I can join									
My favorites											
My services	The following table lists	all groups in which you are allowed to manage the g									
My activity	membership list.										
Miscellaneous	Filter for: Service Accounts	Apply filter Reset									
Browse folders											
🛛 📂 Root	Folder	Group name									
← app	app : NetID	metid_serviceaccount_requester									
	Brann - NetlD - Centine Assounts -										
📧 🧰 acnsweb	Capp : NetID : Service_Accounts :	0001 Vicleryact									
	app : NetID : Service_Accounts :										



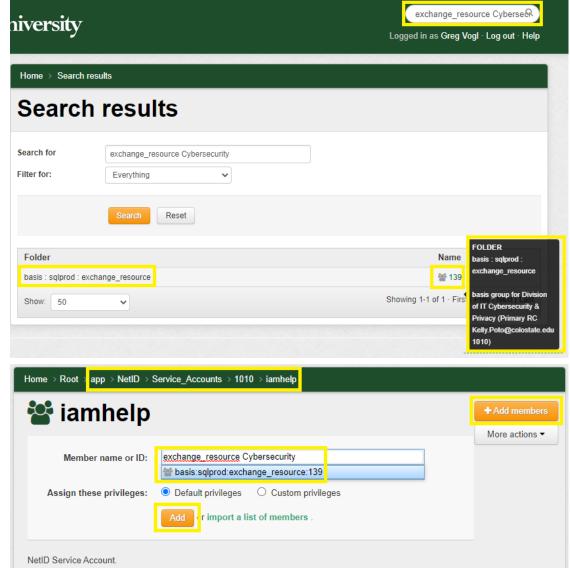
Adding Group Members

- View existing members in Members tab under Entity name.
- 2. Click **+Add members**.
- 3. For **Member name or ID**, type the new admin's name or NetID.
- 4. Click a member name to select it.
- 5. Click Add.

Home > Root > app > NetID > Service_Accounts > 1010 > vulnscan	
🖀 vulnscan 🔇	+ Add members
	More actions -
Member name or ID:	
Assign these privileges: Default privileges Custom privileges 	
Add or import a list of members .	
NetID Service Account: vulnscan. Department: 1010. Account Name: Vulnerability Scanning. Description: for use in credentialed scanning More ~	
Members Privileges More -	
The following table lists all entities which are members of this group. Filter for: All members Y Member name	Advanced
Remove selected members	
Entity name - Membership	Choose action
Direct	Actions 🔻
Show: 50 Showing 1-1 of 1 · Fi	rst Prev Next Last

Adding an RC Group as a Member

- **Resource Coordinator groups** include primary and secondary (backup) coordinators.
 - Folder is **basis : sqlprod : exchange_resource**
 - Group name is a number (not department number)
- 1. Search Grouper for exchange_resource and the group name (or department name or number).
 - For multiple results, mouse over the name of each result to find the correct group and primary Resource Coordinator (RC).
- 2. +Add members in your service account group



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Revoking Group Memberships

- 1. Find the person under **Entity name**.
- Under Choose action, select
 Actions > Revoke membership.
- You can remove yourself to completely transfer service account administration to someone else.
- You should not remove yourself until after you have added another member.

+ Add members
Scanning. Description: for use in
Apply filter Reset Advanced
Choose action
Actions 🔻
Edit membership and privileges Revoke membership Attribute assignments
Autoute assignments

LDAP Entitlements

Creation, Release, Use

- Grouper groups can add entitlement attributes to user LDAP records.
- After single sign-on, Shibboleth releases LDAP attributes to apps.
- Apps like NetID use these attributes to assign roles and permissions.

Examples

- NetID admins can see entitlements at Person Admin > LDAP: https://eid.colostate.edu/csusystem/admin/ldap.aspx?netid=<netid>
- Service account **requester** entitlement:
 https://colostate.edu/**netid/serviceaccount/requester**
- Individual service account admin entitlement format: https://colostate.edu/netid/svc_acct/<netid>

https://colostate.edu/duo https://colostate.edu/kuali/financials/user https://colostate.edu/kuali/research/user https://colostate.edu/linkedinlearning-csu https://colostate.edu/netid/partial/admin https://colostate.edu/netid/serviceaccount/requester https://colostate.edu/netid/svc_acct/ex11user https://colostate.edu/netid/svc_acct/ex12user https://colostate.edu/netid/svc_acct/ex13user

NetID Admin Privileges

- Service Account Admins can view service account details, change the password, manage admins, and access the Microsoft 365 account including <u>Outlook email</u>.
 - They are members of Grouper groups for one or more service accounts.
- Service Account Requesters
 - Can view all service accounts
 - Can request new service accounts
 - Almost all requesters are <u>Resource Coordinators</u>
- All **NetID Admins** can view all service accounts.

Actions	Menu	Admin Roles										
		Full	Partial	Help Desk	Read Only	Activation Email	Admin Requester	Service Account Requester	Bulk			
Person Search, Advanced Search	Admin	Yes	Yes	Yes	Yes	No	No	No	No			
View Person Info	Person Admin	Yes	Yes	Yes	Yes	No	No	No	No			
View MidPoint, LDAP, AD, Exchange Accounts	Person Admin	Yes	Yes	Yes	Yes	No	No	No	No			
View Email Alias	Person Admin	Yes	Yes	Yes	Yes	No	No	No	No			
View Logs	Admin, Person Admin	Yes	Yes	Yes	Yes	No	No	No	No			
View Usage and User Statistics	Admin	Yes	Yes	Yes	Yes	No	No	No	No			
View NetID Administrators	Admin	Yes	Yes	Yes	Yes	No	No	No	No			
Request Admin Privileges	Admin	Yes	No	No	No	No	Yes	No	No			
View Service Accounts	Admin	Yes	Yes	Yes	Yes	No	No	Yes	No			
Request Service Accounts	Admin	Yes	No	No	No	No	No	Yes	No			
View System Status and Data Refresh Schedule	Admin	Yes	Yes	Yes	Yes	No	No	No	No			
Add, Remove Activation Emails	Person Admin	Yes	Yes	Yes	No	Yes	No	No	No			
Add, Remove Recovery Emails	Person Admin	Yes	Yes	Yes	No	No	No	No	No			
Reconcile Account	Person Admin	Yes	Yes	Yes	No	No	No	No	No			
Reset Password	Person Admin	Yes	Yes	No	No	No	No	No	No			
Disable Account	Person Admin	Yes	Yes	No	No	No	No	No	No			
Update Email Alias	Person Admin	Yes	Yes	No	No	No	No	No	No			
View Duo Devices	Person Admin	Yes	No	No	No	No	No	No	No			
Add/Remove NetID Administrators	Admin	Yes	No	No	No	No	No	No	No			
Add/Remove NetID Service Accounts	Admin	Yes	No	No	No	No	No	No	No			
Bulk Activate Extended Studies Students	Admin	Yes	No	No	No	No	No	No	Yes			

Listing Service Accounts

- Restricted to Service Account Requesters
 and NetID Admins
- 1. Go to Admin > <u>Service Account List</u>
- 2. Search by NetID, initial admin, department
- 3. Defaults: MS account, your campus, active
- 4. Filter results enter text in any field(s)
- 5. Click column header to sort by any field
- 6. Click a NetID to view service account details

Service Account List - Admin

Service Accounts: 532 Active: 532 Microsoft: 532 Admin: 0 Pueblo: 0. Click a NetID in the table below to view details of the service account.

NetID Department		iin NetID	Μ	icrosoft A	ccount Yes > Email I		lostate.edu (C	SU Fort Coll	ins) Y Activ	e? Yes 💙
							Filter r	esults		
NetID 🛟	Initial Admin	First	Last	Dept	Department Name	MS365	Domain 💡	Active	Created	Updated
aac	<u>tkefalas</u>	Timothy	Kefalas	1057	Academic Advancement Center	Yes	colostate	Yes	2001-07- 11 18:12:00	2021-03-24 16:23:57
abetlc	<u>etisdale</u>	Eric	Tisdale	1501	College of Health & Human Sciences	Yes	colostate	Yes	2013-06- 26 19:05:20	2020-03-10 13:50:36

Requesting Service Accounts

- Restricted to Service Account Requesters
- 1. Determine if a service account is appropriate.
 - If not, suggest alternatives to consider.
- 2. Assure the service account NetID has correct format.
- 3. Go to Admin > <u>Service Account Request</u>
- 4. Copy and paste details from the email.
- 5. Click **Send Request**.
- View the status of your past requests in the list.
- Click a NetID to view the request details.
 - Editable if status is still "requested"

	Emai	I									
* Need Mic	rosoft Account	Yes 🗸									
				oud storage, and oth ad see Microsoft 365				rdinator.			
,	Email Domair			U Fort Collins) 🗸			esting a Microsoft 3				
	NetID	5									
* NetID of :	Service Accoun	t testact9)	2 to 8 lowercase lett	ers and num	bers, starting w	ith a letter				
* NetID	of Initial Admir	gvogl		2 to 8 lowercase I	etters and nu	imbers, starting	with a letter, or C +	9-digit CSU ID			
Vogl, Greg, Ac	dministrative Pro	fessional, I	Prof/Indiv (Contrib III, Cyber	security ar	nd Privacy, 10	010				
* Net	ID of Requeste	r gvogl		2 to 8 lowercase I	etters and nu	umbers, starting	with a letter, or C +	9-digit CSU ID			
Vogl, Greg, Ac	dministrative Pro	fessional, I	Prof/Indiv (Contrib III, Cyber	security ar	nd Privacy, 10	010				
	Department/Uni	t									
* Depa	rtment Numbe	r 1010 C	ybersecurit	ty and Privacy	~						
	* Unit Name	Cyberse	Cybersecurity and Privacy May be college, department or unit r								
Acc	ount Informatio	n									
		For intern	al reference i	in the NetID system a	ind Grouper.	Will not be put	blished to Microsoft	365 or the Globa	al Address List.		
	Account Name	Test Acc	count for G	ireg Vogl					for the service acco		
								May be a progr Account purpos	am or service name.		
* Acco	ount Description	for testi	ng the ser	vice account pro	cess			additional admi			
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		Send	l Reque	st							
our Past Re	quests Clic	k a NetlD	to view th	e request detail	s. (You ca	n edit your	requests if the	status is still	"requested".)		
							Filter results				
NetID Acc		ription	Dept	Unit ÷	MS 365	Initial Admin	Requester	Status	Requested	Ac	
testact8 Tes	t for te	sting the	1010	Cybersecurity		gvogl	gvogl	requested	2023-04-04		
	count servic Greg accou			and Privacy					11:43:00		

Service Account Request - Admin



More Information

- <u>CSU Division of Information Technology: NetID</u>
- <u>CSU System NetID FAQ: Service Accounts</u>
- <u>CSU System NetID: Contacts</u>

