



# BeyondTrust

## **Password Safe Workday Integration Guide**

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# Integrate Workday with Password Safe

Workday provides cloud-based software specializing in applications for financial management, enterprise resource planning, and human capital management. Integrating Workday with Password Safe allows the **Change Password** action to be performed for Workday managed accounts. Test Managed Account and Test Functional Account features are not implemented.



***Note:** BeyondTrust recommends the assistance of the Professional Services Team to implement this integration. Please contact your BeyondTrust Account Manager to discuss costs and time requirements for this service.*

## Prerequisites

Before implementing the integration, ensure the following prerequisites are met:

- Access to Workday cloud tenant
- The **DistinguishedName** for the managed account needs to be the WorkerID (e.g. 156) for the managed account
- Name for the managed account is format *ma01@tenant*
- Default password policy configured in Password Safe with no spaces and at least one special character
- Workday functional account in Password Safe needs access to Workday cloud tenant API and this function: **Update\_Workday\_Account**
- Access to Password Safe Cloud instance, or on-premises version 23.1.1 or later release

## Create a Password Policy



**Note:** Simple Object Access Protocol (SOAP) is a message specification for exchanging information between systems and applications. Take care when adding special characters to the password policy. Some special characters, such as <, will break the SOAP body.

1. Log in to the BeyondInsight console as a BeyondInsight administrator.
2. Go to **Configuration > Privileged Access Management Policies > Password Policies**.
3. Click **Create New Password Policy**.
4. Type in a name and then scroll down to the bottom and remove special characters other than ! and @.
5. Click **Update Password Policy**.

### Workday Password Policy Details

Allow only the following lowercase characters

[Reset to Default](#)

**Numeric Characters**

Permit numeric characters

Minimum number of required numeric characters

Allow only the following numeric characters

[Reset to Default](#)

**Non-Alphanumeric Characters**

Permit non-alphanumeric characters

Minimum number of required non-alphanumeric characters

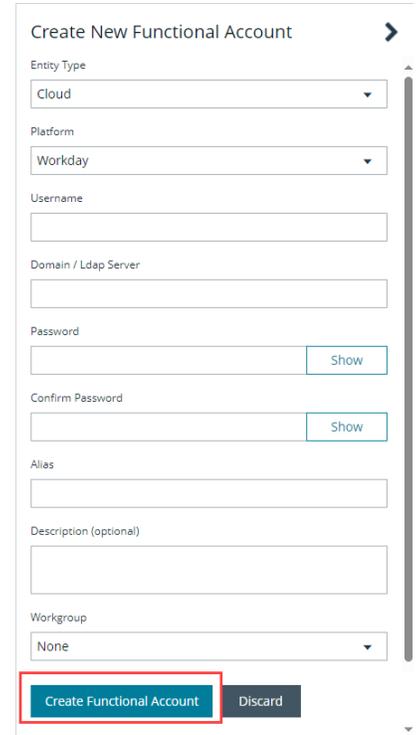
Allow only the following non-alphanumeric characters

[Reset to Default](#)

## Create a Functional Account

Still logged in as a BeyondInsight administrator, create a functional account as follows:

1. Go to **Configuration > Privileged Access Management > Functional Account**.
2. Click **Create New Functional Account**. Fill out all required fields.
3. Select **Cloud** from the **Entity Type** dropdown.
4. Select **Workday** from the **Platform** dropdown.
5. Type in the username in the format of *Username@tenantid*.
6. Enter the URL in the **Domain/LDAP server** field:
  - (e.g.; *wd2-impl-services1.workday.com*)
7. Enter the password and confirm it.
8. Enter an alias name. The alias can be the same as the username.
9. Select the appropriate workgroup from the **Workgroup** dropdown.
10. Click **Create Functional Account**.



**Create New Functional Account**

Entity Type: Cloud

Platform: Workday

Username:

Domain / LDAP Server:

Password:  Show

Confirm Password:  Show

Alias:

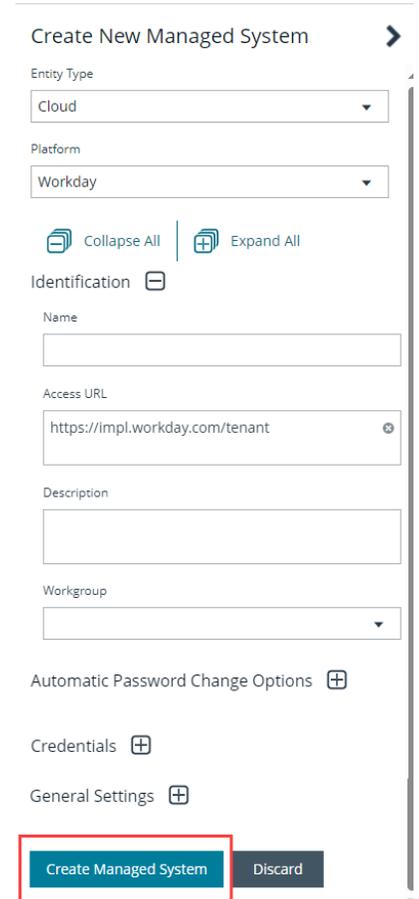
Description (optional):

Workgroup: None

**Create Functional Account** Discard

## Create a Managed System

1. From the left menu in the console, click **Managed Systems**.
2. Click **Create New Managed System**.
3. Select **Cloud** from the **Entity Type** dropdown.
4. Select **Workday** from the **Platform** dropdown.
5. Enter a **Name**.
6. Enter the **Access URL**.
7. Select the same workgroup as the functional account from the **Workgroup** dropdown. Fill out all required fields.
8. Expand the **Credential** section and select the functional account.
9. Click **Create Managed System**.



Create New Managed System

Entity Type  
Cloud

Platform  
Workday

Collapse All | Expand All

Identification

Name

Access URL  
https://impl.workday.com/tenant

Description

Workgroup

Automatic Password Change Options

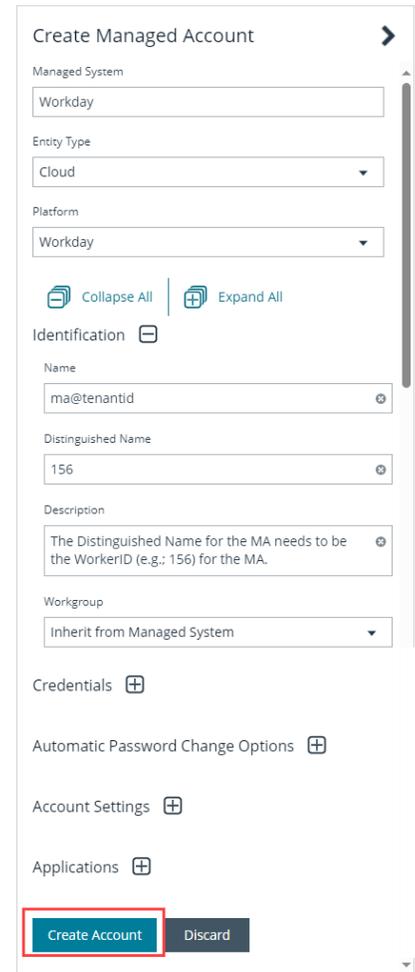
Credentials

General Settings

Create Managed System Discard

## Create a Managed Account

1. From the left menu in the console, click **Managed Systems**.
2. Select **Platform** from the **Filter by** dropdown, and then select **Workday** from the **Platform** dropdown.
3. Click the vertical ellipsis to the right of the Workday managed system and select **Go to Advanced Details**.
4. Under **Advanced Details**, select **Managed Accounts**.
5. Click **Create New Managed Account**.
6. Enter the name in the format of *ma01@tenant*.
7. Enter the WorkerID (e.g. 156) for the managed account in the **Distinguished Name** field.
8. Click **Create Account**.



**Create Managed Account**

Managed System  
Workday

Entity Type  
Cloud

Platform  
Workday

 Collapse All |  Expand All

Identification 

Name  
ma@tenantid

Distinguished Name  
156

Description  
The Distinguished Name for the MA needs to be the WorkerID (e.g.: 156) for the MA.

Workgroup  
Inherit from Managed System

Credentials 

Automatic Password Change Options 

Account Settings 

Applications 

**Create Account** Discard



**Note:** If you encounter any issues or errors, please contact [BeyondTrust Support](#) for additional assistance.