



# Indiana Department of Education

Dr. Katie Jenner, Secretary of Education

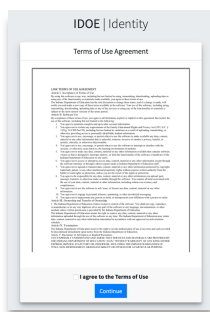
## LINK Portal Setup

### Accepting Assurances and Designation of Security Coordinators

All new Education Organization leaders (new superintendents, head of schools, Diocese directors, etc.) must complete these steps to review/designate Security Coordinators. If you are new to the position, please email [link@doe.in.gov](mailto:link@doe.in.gov).

Step 1: Navigate to <https://link.doe.in.gov>  
The LINK portal will automatically direct you to identity

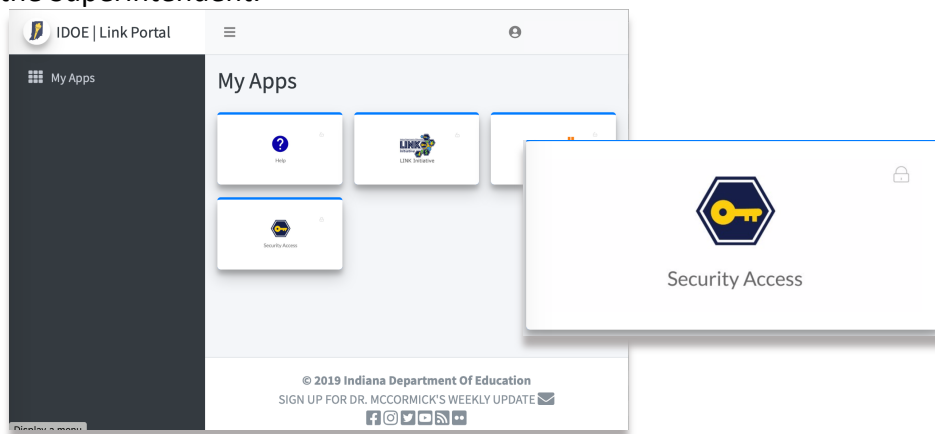
Step 2: Choose either “Sign in using Google” or “Sign in using Microsoft”, depending on how your organization chose to authenticate with the Indiana Department of Education.



Step 3: Upon successful login, the system will prompt you to accept the Terms of Use.

Please read and accept the Terms of Use, then click Continue.

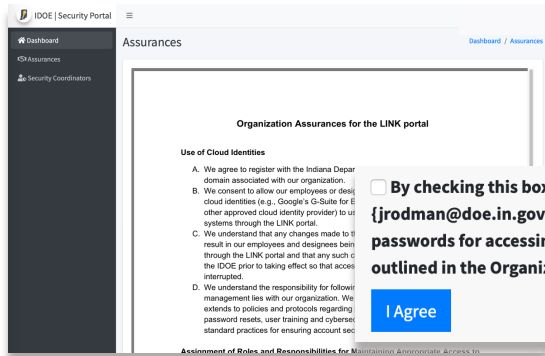
Step 4: Choose the Security Access tile.  
Please note this tile is only available to the leader of the organization. For corporations, this is the Superintendent.





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Step 5: Read the Organization Assurances, check the box at the end and click “I agree”.

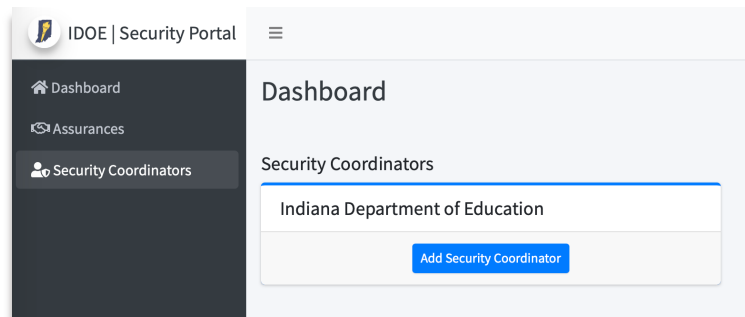
By checking this box as an official representative of an educational organization in the state of Indiana, I Rodman, James {jrodman@doe.in.gov} am consenting to permit the cloud identities established by my organization to serve as the usernames and passwords for accessing IDOE systems through the LINK portal. Additionally, I understand the expectations of my org; outlined in the Organizatio..... and my organization will abide by these expectations.

I Agree

Step 6: Add security coordinator(s)

Click “Add Security Coordinator”

Enter the Email of the person and click “Save”.

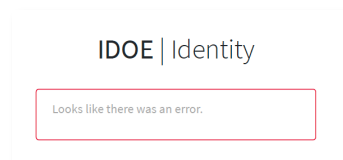


You may add up to two security coordinators. The Security Coordinator should; have a domain account, should oversee managing the accounts on the domain, ensure that security policies are in place and that security best practices are followed. They will have the responsibility for overseeing the account access, roles, and for the decommissioning of access to IDOE systems when employees leave.

## Frequently Asked Questions/Experiences

I can login, however, upon login, I receive an error like this.

- *This could be due to multiple things. IDOE might have the wrong email and/or domain configured. Please confirm the email for the account and the domain match and email these to [link@doe.in.gov](mailto:link@doe.in.gov). You may also need to first go to [www.google.com](http://www.google.com) or [www.microsoft.com](http://www.microsoft.com) and logout of all accounts there prior to returning to the LINK login page.*



I can login, yet I do not have the Security Access tile.

- *IDOE configures the first link account for the leader of the organization’s email provided to us. When these match, you will have Security Access tile. If you are a new*



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superintendent, please email [link@doe.in.gov](mailto:link@doe.in.gov) for assistance.

My email has been entered by the leader of the organization as the Security Coordinator. How do I know my account is set-up correctly?

- Security Coordinators will be able to login. After their email is entered as the Data Security Coordinator, they too will have the Security Access tile. However, this tile will not go anywhere yet.

We have several subdomains. @teachers.sch.k12.in.us, @staff.sch.k12.in.us, @students.sch.k12.in.us. What should we use?

- The domain must be associated with either MS365 or Google G-Suite emails of the accounts that will login. IDOE can either configure @sch.k12.in.us, and handle security via roles or IDOE can add several subdomains to your account.

We see that Moodle is one of the access tiles here. When will single sign-on work for this application?

- Yes, you may login to Moodle using your Google or Microsoft 365 account. You will need to click on the DOE Identity option on the Moodle platform.

Log in using your account on:



When I go to <https://link.doe.in.gov>, the site looks like this. Why is that?

- We have found that some web filters are blocking some links and categorizing them as "Phishing and Fraud", which prevents the site from displaying correctly. If you experience this, these urls are valid and should be unblocked:
  - <https://doeshareddevv1sa.z13.web.core.windows.net>
  - <https://us1doelinkprodv3sa.z13.web.core.windows.net>

