

Phase 3 Project Scope

RapidIdentity Platform Expansion

Prepared for: DeKalb County School District

1. Scope Summary

Following successful Phase 1 and Phase 2 implementations of RapidIdentity, **DeKalb County School District** would like to continue expanding the platform. Phase 3 is organized around three primary initiatives:

- Authentication Enablement — Creation and configuration of desired authentication policies for Staff and Students, including a passwordless pictograph authentication experience for Students.
 - Provisioning Updates — RapidIdentity provisioning will be updated so that Students use a dedicated email domain (e.g., stu.dekalbschools.org), with corresponding updates across Active Directory, Google, and Microsoft 365.
 - Microsoft 365 Student Domain Federation — Configuration of the new student domain in M365 and federation with RapidIdentity to support the new authentication policy.
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2. Scope of Work

2.1 Authentication Enablement

Identity Automation will assist **DeKalb County School District** with the creation and configuration of desired RapidIdentity authentication policies for both Staff and Students. Authentication policies define how users verify their identity when accessing systems through RapidIdentity.

Key activities include:

- Review and documentation of current authentication requirements for Staff and Students.
- Design and configuration of authentication policies within RapidIdentity to meet documented requirements.
- Configuration of pictograph authentication for Students, enabling a passwordless login experience within RapidIdentity.
- Testing and validation of authentication policies for both user populations prior to production rollout.

2.2 Provisioning Updates

RapidIdentity provisioning will be updated to assign Students a dedicated email domain, separate from the Staff domain. For example: stu.dekalbschools.org. This separation enables distinct authentication policies and routing between user types.

Updates will be applied across the following target systems:

- **Active Directory**
 - Update mail attribute to new student domain.
 - Update userPrincipalName (UPN) to new student domain.
- **Google**
 - Update primaryEmail to new student domain.
- **Microsoft 365**
 - Update mail attribute to new student domain.
 - Update userPrincipalName (UPN) to new student domain.

2.3 Microsoft 365 Student Domain Federation

To take advantage of the RapidIdentity authentication policy for Students, the new student domain must be registered and configured in Microsoft 365 and then federated with RapidIdentity.

Key activities include:

- **DeKalb County School District** will add and verify the new student domain in the Microsoft 365 admin center (customer responsibility).
- Students will be migrated to the new domain by updating their UPN in Active Directory and Microsoft 365.
- Identity Automation will provide consultation on PowerShell commands to federate the new domain with RapidIdentity following domain verification and UPN migration.

Note: Domain registration and DNS configuration in Microsoft 365 are customer responsibilities. Identity Automation will provide guidance for the PowerShell commands required for the federation step.

3. Success and Acceptance Criteria

3.1 Authentication Enablement

- Authentication policies for Staff and Students are configured and active in RapidIdentity.
- Students can successfully authenticate using the pictograph (passwordless) method.
- Staff authentication policies function as designed and documented.
- **DeKalb County School District** confirms successful end-to-end testing prior to sign-off.

3.2 Provisioning Updates

- Student accounts across Active Directory, Google, and Microsoft 365 are updated to the new domain.
- Staff accounts are unaffected by the student domain change.
- No data loss or attribute corruption occurs during domain migration.
- Provisioning jobs reflect the new domain for all new and existing Student accounts.

3.3 Microsoft 365 Student Domain Federation

- The new student domain is verified in Microsoft 365 and federated with RapidIdentity.
- Students can authenticate to Microsoft 365 using the RapidIdentity authentication policy.
- PowerShell federation commands execute successfully and federation is confirmed.

3.4 General

- All deliverables reviewed and accepted by **DeKalb County School District's** designated project stakeholder(s).
- Knowledge transfer completed for all implemented components.
- No critical or high-severity defects remain open at project closure.

4. Risks

The following risks have been identified. Each will be revisited and refined during project kick-off and the design phase.

Risk	Likelihood	Impact	Mitigation
Student UPN migration in M365 causes disruption to active sessions or dependent services	Medium	High	Plan migration during a scheduled maintenance window. Communicate to stakeholders in advance. Test with a pilot group before full rollout.
New student domain DNS or M365 verification delays block federation	Medium	Medium	Confirm domain registration and DNS access with DeKalb County School District IT at kickoff. Identify responsible owner for DNS changes.
Pictograph authentication not supported on all student devices or browsers	Low	Medium	Validate browser/device compatibility during design phase. Identify fallback authentication method if needed.
Customer approval/decision delays extend project timeline	Medium	Medium	Establish named stakeholders and decision timelines at kick-off. Build review windows into the project schedule.

5. Hours Breakdown

The following table summarizes estimated professional services hours for all in-scope deliverables.

Deliverable	Description	Hours
Authentication Enablement	Policy design, configuration, and testing for Staff and	16

	Students; pictograph authentication setup	
Provisioning Updates	Domain attribute updates across Active Directory, Google, and Microsoft 365	16
M365 Student Domain Federation	Federation configuration; PowerShell command delivery and validation	8
Total Hours	40	

Total Defined Professional Services Hours: 40 hours

6. Assumptions

The following assumptions govern the delivery of this engagement. Any deviation from these conditions may result in a change order, adjusted timeline, or additional cost.

6.1 Scope Limitations

- This scope of work covers the deliverables explicitly described herein. Any additional functionality will require a change order.
- Writing back to the HRMS or SIS is not included unless explicitly stated in the scope of work.
- Any items or functionality not included in this Statement of Work are outside project scope and would require a separate SOW or change order, incurring additional costs.

6.2 Access and Timeliness

- The customer will provide timely access to all devices, facilities, systems/applications, and services necessary to complete the tasks in this scope of work. Failure to provide timely access will result in a change order and resetting of project timelines and anticipated go-live date.

6.3 Data Requirements

- Uniquely identifiable information must be populated within all applications in scope.
- All use cases, unless otherwise specified, will be built within production systems. Building in development or test environments is not supported under this scope and would require a change order.

6.4 Customer Responsibilities

- Domain registration, DNS configuration, and Microsoft 365 domain verification are the sole responsibility of **DeKalb County School District**.

- Identity Automation engineers do not provide consulting or advice on DirSync, Azure AD Connect, or Entra ID. It is recommended to consult with a Microsoft engineer prior to disabling any of these tools.

6.5 Acceptance Testing

- Customers will perform acceptance testing in advance of production rollout.
- Test cases will be written and provided by Identity Automation staff prior to completion. Successful completion of these test cases constitutes project completion.
- Test users and groups MUST be provided prior to any testing. Failure to provide these may result in project timeline delays and inaccurate test results.

6.6 Project Continuity and Delays

- Projects are designed to be executed continuously through to completion and production deployment once started.
- Any delay in project deployment may result in the reassignment of the Identity Automation engineer and potential rescheduling. Engineer availability requires a minimum of 30 days notice before an engineer can be rescheduled back onto the customer project.
- Any project delays may introduce risk to originally agreed-upon go-live dates, including start of school.