



☑ smartsheet



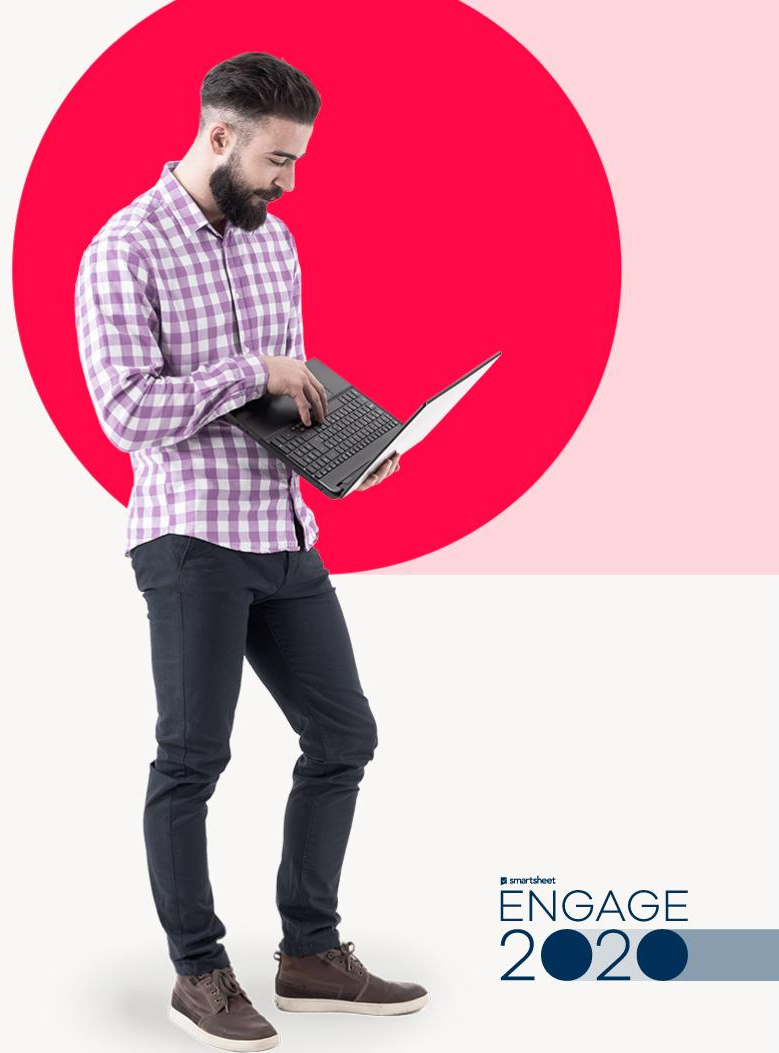
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Configure and Secure Your Smartsheet Environment

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Welcome!

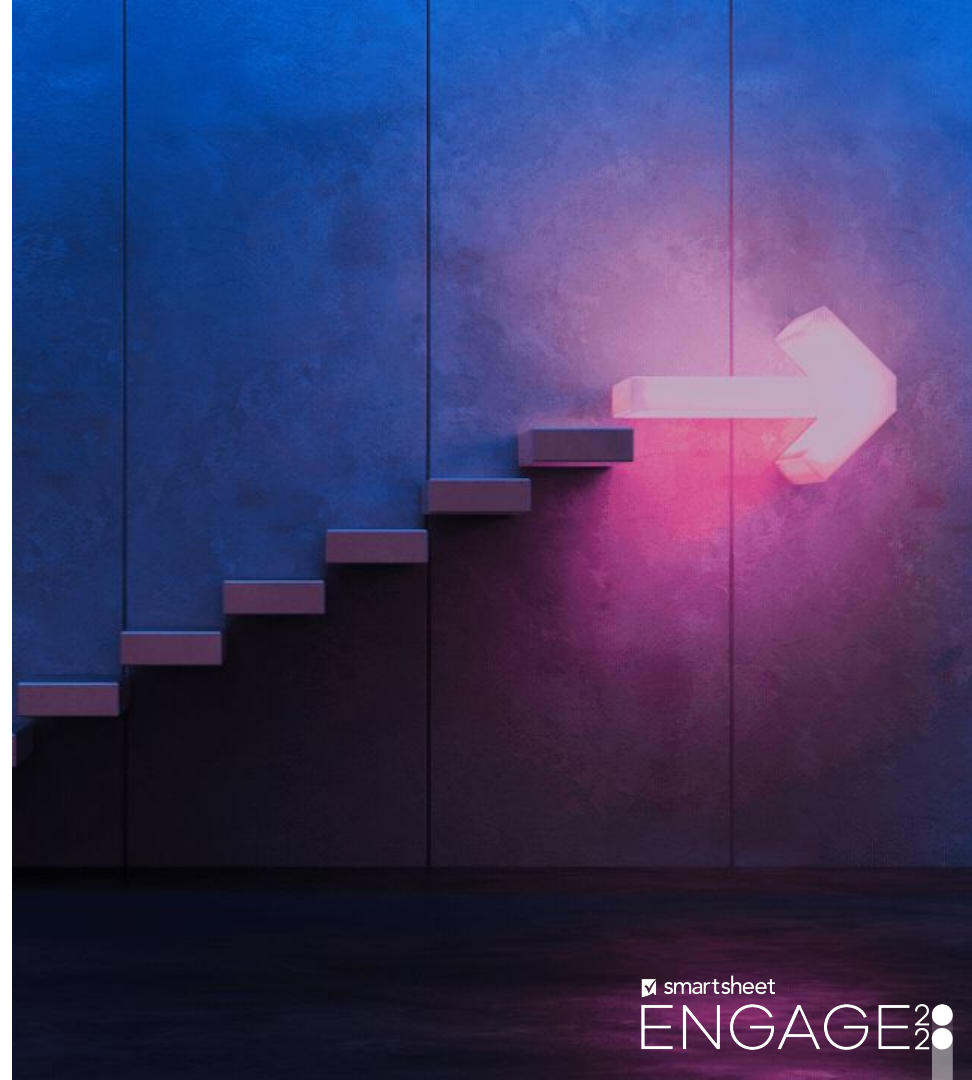


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Learning objectives

1. Understand the Smartsheet security options
2. Identify your ideal configuration pathway



System Admin mindset

Smartsheet System Admins' tend to fall into one of four personas, each with different requirements and a different pathway for optimal configuration.



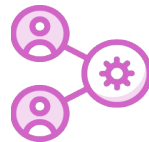
Business user admins

- Smartsheet Champions
- Core business role
- License Management



Part-time admins

- Technically savvy
- Software admin is not core job function
- Share Admin Role



Consolidators

- Enterprise IT System Admins
- Increased Efficiencies
- Central IT Management



Infosec

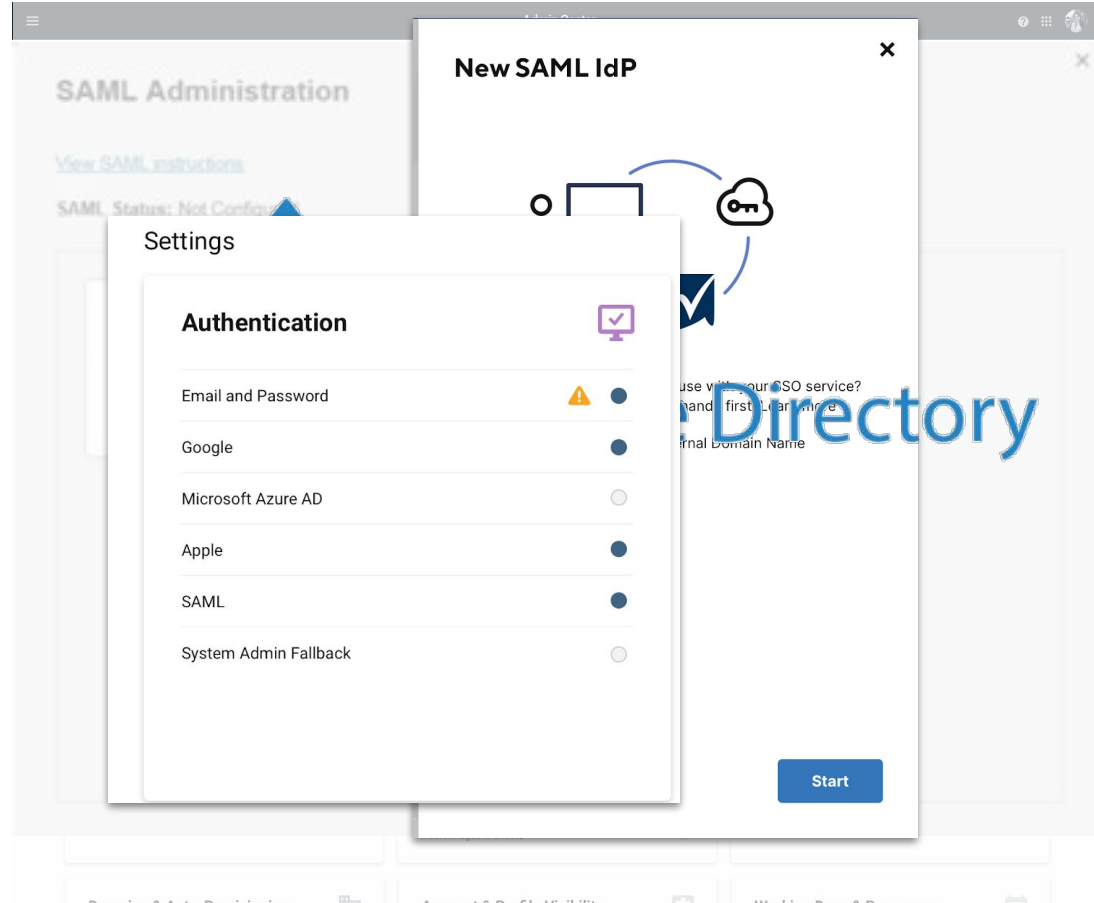
- Focused on Infosec needs
- Approve & Enable
- Governance/compliance controls

Securing access to Smartsheet

Strict login
methods

SAML/UAP

Azure Active
Directory Integration



Managing account / security settings

The screenshot displays the Smartsheet Admin Center interface. At the top, a grey header bar contains a menu icon, the text "Admin Center", and a user profile icon. Below the header, a white banner reads "Welcome to Smartsheet Admin Center". The main content area is divided into two primary columns: "Security" (marked with a blue shield icon) and "Branding & Personalization" (marked with an orange T-shirt icon). Each column lists various settings with progress indicators (blue, grey, or yellow warning icons). To the right, a "Next Step" card suggests further account personalization. Below this, three summary cards show counts for "Groups" (8), "System Admins" (13), and "Group Admins" (4). At the bottom, a grid of smaller setting cards is visible, including "Apple", "SAML", "System Admin Fallback", "Chat Integration", "Safe Sharing List", "Web Content Widget", "Publishing Settings", "Insert Images in Sheets", and "Branding & Personalization".

Admin Center

Welcome to Smartsheet Admin Center

Security

- Automation Permissions
- Attachment Controls
- Group Membership Controls
- Chat Integration
- Safe Sharing List
- Web Content Widget
- Publishing Settings
- Insert Images in Sheets

Branding & Personalization

- Account Colors
- Account Logo
- Branding Lock
- Welcome Site
- Help Site
- License Request Site

Next Step

Take the next step to personalize your account more and Personalization

Groups
8
Manage Groups

System Admins
13
Manage System Admins

Group Admins
4
Manage Group Admins

Branding & Personalization

- Account Colors
- Account Logo
- Branding Lock
- Welcome Site
- Help Site
- License Request Site

Apple

- SAML
- System Admin Fallback

Chat Integration

- Safe Sharing List
- Web Content Widget
- Publishing Settings
- Insert Images in Sheets

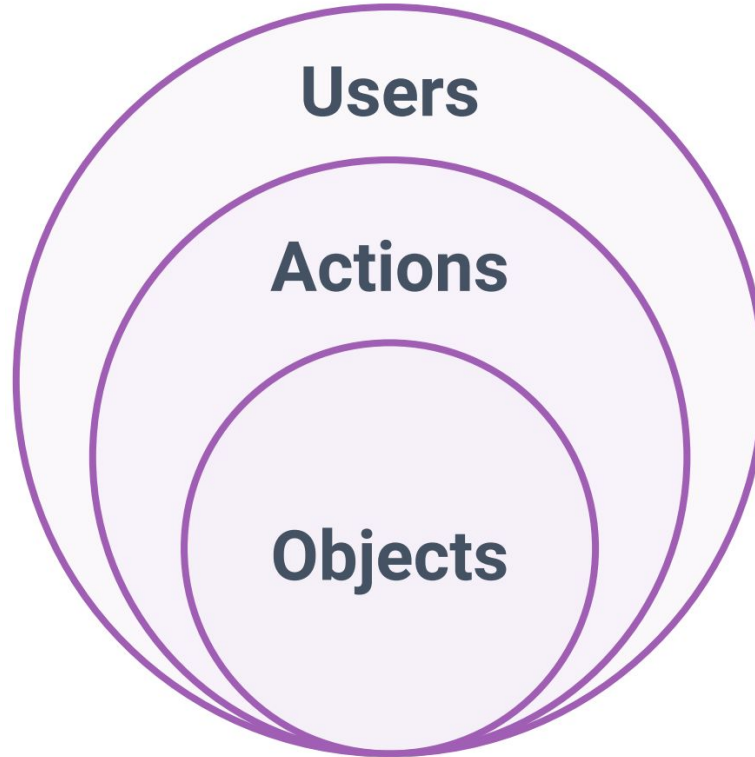
Branding & Personalization

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Trust... but verify



Event Reporting



Configuration pathways

				
	Business user admins	Part-time admins	Consolidators	Infosec
Account branding	✓	✓	✓	✓
Working days and resources	✓	✓	✓	✓
Security Settings		✓	✓	✓
Domain Validation			✓	✓
Auto-Provisioning			✓	✓
License Request Mgmt			✓	✓
Account Discovery			✓	✓
Event Reporting			✓	✓

In closing...

1. Secure Access

- Evaluate the login options you want to support
- Make sure you have at least two System Admins

2. Check out the Admin Center

- Understand what options are available to you
- Utilize the “recommended next step” feature

3. Connect with us and fellow admins

- Check out our new [IT Professionals Community Group](#)
- Reach out to learn more about the capabilities we discussed today

**Thank
you**



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