Guide

ADP Marketplace Partner Development Learning Guide

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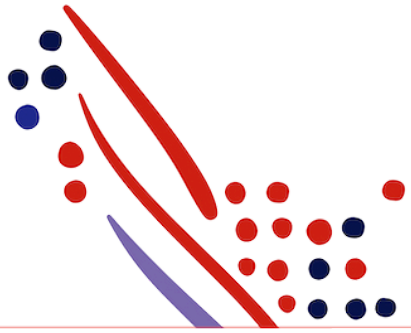

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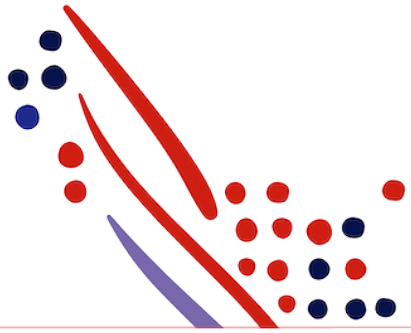

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Chapter 1

Introduction

Welcome to the ADP Marketplace 30 day Sandbox Stage!

The objective for partners in this stage is to:

Item	Description
Research & Plan	Research & Plan for the **3 required** integrations that are needed for a successful integration: 1. API Development 2. Marketplace Integration - 2 **required** listings o Core/eCommerce (New clients) & Connector (Existing mutual clients) 3. Single Sign On (SSO)
Integration Specification & Pricing	Provide your draft integration specification and pricing for both your core and connector listings for the ADP system you are integrating with.
Milestone Dates	Add your target milestone dates for the integration in the Partner Self Service Portal on your development project.

Your completed *specification* along with the *pricing* and *milestone dates* should be provided to your assigned technical advisor within **30** days of getting access. Once these three tasks are completed your Developer's Participation Agreement (DPA) can be executed with your ADP Marketplace Business Development (BD) resource. Once the agreement is executed you will officially move into the integration stage. You will not be able to complete your integration without an executed DPA.

While in the sandbox stage you will be able to access our documentation, create a development project, get access to APIs and a test client sandbox to help aid in your project planning.

Need To Knows before getting started

Which ADP System to integrate with?

Before starting your first integration you will need to identify which ADP system you will be building your initial integration for. After you are live with your integrated listings for your first ADP system you can come back and build to another ADP system. Below are the *common* ADP systems for an initial build:

Target	ADP System	Description
Small	RUN Powered by ADP®	For small businesses, usually clients with up to 50 employees
Mid-Size	ADP Workforce Now®	For small to mid-size clients, typically with 50 - 3000 employees
Mid-Size	ADP Workforce Now® Next Generation	A NEW version of ADP Workforce Now currently sold to new clients with 50 - 1,000+ employees
Large	ADP Vantage HCM®	For large businesses, typically over 1,000 employees

	ADP Lyric	

Links to Bookmark:

Resource	Description
Partner Self-Service Portal	Create & manage projects, partner credentials, sandbox, mutual SSL certificate and consent link. Partner Self-Service Guide
Developer Resources	API specific guides, API explorer & Marketplace integration guides
ADP US Marketplace	ADP U.S. Marketplace ecosystem of partner solutions for ADP clients can browse and purchase.
ADP CAN Marketplace	ADP Canada Marketplace ecosystem of partner solutions for ADP clients can browse and purchase.

NOTE: Only use your "partner" login for the above resources. Your sandbox user will not have access to these links during development.

Support Resources:

Resource	Description
Marketplace Technical Advisor	Your assigned technical advisor will review your integration spec, pricing and milestone dates and assist you during your integration..
ADP Partner Help Center	Tickets can be submitted by going to the bottom of the page and clicking "Submit A Ticket"

Assigned Resources:

Resource	Description
Business Development (BD)	• Contracts/Agreements • Business Terms/Pricing
Marketplace Technical Advisor (MTA)	• Assist with specification and milestone review. • Escalation point for support ticket resolutions. • Review your product demonstrations and provide feedback. • Provide best practices for ADP Marketplace Integration.
Partner Strategy Manager (PSM)	• Listing Content Review and Approval • Post Publish Marketing and Sales Support

Chapter 2

API Development

In this section we will review the pre-requisites to starting your API development.

The Partner Self Service Portal is where you will manage partner members, mutual SSL certificate, integration projects (DEV and PROD), request a test sandbox instance, and more. **Please bookmark this URL!** Partner Self Service Guide

Create Partner Members:

1. Log into the Partner Self Service Portal and go to the **Members** tab
2. Add new partners team members
3. Manage your partner team members as needed.
    - Note: Member/user accounts get suspended after 30 days of inactivity. You can activate and reset passwords on this page as needed. After 180 days in a suspended status the user is deleted.

Create Mutual SSL Certificate:

A Mutual SSL certificate is required for **all** API calls exchanged with the ADP API Gateway: api.adp.com -or- accounts.adp.com

1. Log into the Partner Self Service Portal and go to the **Certificate** tab
2. Click on **Request Certificate**.
3. You will be prompted to fill out a few required fields. Once filled out click on **Next**.
4. The next page will present you with your **Private Key**. Use the **Copy** button and save the Private key in a text editor as a **.KEY** file. Then click on **OK, I Copied My Key**.
5. You will be taken to page where your certificate will be generated click on **Done**.
6. On the next page you will click on the Download link to retrieve your Signed **.PEM** file.
7. Store both the **.KEY** and **.PEM** in a safe place.

Create a Project:

A project is created for each ADP system that you integrate with. You will have a development and production project for each integration. For each project you will be able to pick a use case which will give you API access to the common APIs along with your partner API credentials.

1. Log into the Partner Self Service Portal
2. Click **Create New Project** in the top right of the screen
    - Note: Only one project should be created per ADP system that you integrate with.
3. You will be prompted to fill out basic information:
    - Project name:
        - Suggest using a standard format such as [PartnerName] - [ADP System] as this will appear on the consent page **Example**: ABC Company - WFN
    - Description
    - Marketplace: USA or CAN
    - ADP System
    - Use Case (this will give you some standard API access)
4. Your Development project will be created and you will be able to add/update your target **Milestone Dates** (**NOTE:** this is one of the requirements to finalize your agreements and move into the integration stage)

Request a test client Sandbox:

1. Log into the Partner Self Service Portal
2. Click into your Development project and at the top of the page click on **Test Instance**.
3. Click on the **Request A Test Instance** button.
4. You will then receive 3 emails (two of which will come from SecurityServices NoReply@adp.com)
5. The first email will contain your test instance **User ID** and link to your test instance.
6. The second will be your temporary **Password**.
7. Use the Link and the ID and Password from the steps above to log into your test instance
8. The third email will come from ADP Marketplace Support noreply@adp.com with the subject of Connect Request.
9. You will see **View Request** at the bottom of that email. In an Incognito window open that link and Login with the ID and Password you received above and Grant Consent by clicking on **Allow**.

**If you need a test environment for another ADP system (such as ADP Recruiting Management, ADP Enterprise HR, etc.) please reach out to your assigned Marketplace Technical Advisor to setup your test instance.

NOTE: For **Workforce Now** and **Workforce Now Next Generation** test instances you will need to provide your user with admin permission to see all employees in the sandbox.

Making an API call:

Once you have setup your development project in the Partner Self Service portal you will now be able to test the APIs to help with building your integration specification. Follow **ALL** of the instructions on **Development API Credentials** tab which also includes some examples.

As a supplement to the instructions on the Development API Credentials tab the following guide also gives an overview of your "partner" credentials and how to use those credentials to get the subscribed "clients" credentials.

Making Your First API Call with Postman

Postman Collection for How to Retrieve Client Credentials

If you need additional API scopes to be added to your project, open up a ticket with the partner help center. Please be sure to include the full scope canonical from the API guide that your requesting access for. Choose your ADP Product/System to see the API specific guides.

Chapter 3

Marketplace Integration

ADP Marketplace platform enables developers to develop, market, and sell solutions to clients. Clients are able to:

- Discover your solution/s listed on the ADP Marketplace at apps.adp.com.
- Review key features, reviews, and terms and conditions.
- Purchase your integrated solution
- Provide consent for data transmissions.

ADP Marketplace platform is powered by AppDirect, which is an eCommerce platform. It has two key components:

- StoreFront for ADP clients, also being referred as ADP Marketplace
- App management tool for developers to create solutions as well as manage their customers and orders.

ADP Marketplace provides integration mechanisms to enable a true e-commerce experience for clients when it comes to buying and using the apps in the storefront. When apps are integrated with ADP Marketplace, clients can subscribe, change and cancel their subscription, assign, and un-assign users to the apps. This also helps provide clients with instant activation, and instant access to the app upon subscription.

During the planning phase of your project, it's important to define user stories and requirements for each of the following main themes:

- Order Subscription
- Order Change (move from one edition to another)
- User Assignment and Un-Assignment
- Order Cancellation
- Optional: Usage upload for billing and invoicing and/or Free trial automation

The development effort related to the above items are referred to as **Marketplace Integration.**

Listing Types

You will build 2 integrated solutions as part of this project, Core and Connector.

Listing Type	Client Type	Pricing	Free Trial	Notes/Considerations	
Core	New clients	How do you sell your solution today? The	Yes, this can be	Ability to provision the new client & purchaser admin user (synchronous or asynchronous method supported).	

		pricing will include the ADP integration	optionally added	Create an experience for the new client, welcome email, next steps, etc.	
Connector	Existing Mutual Clients	Price to enable the ADP integration. Commonly monthly flat rate/s	No	Include a validation form in the check-out experience to ensure the client is an existing client. This will enable your integration to associate the Order Subscription with the client's existing partner instance.	

When building your ADP Marketplace solution, you will have to setup endpoints to respond to ADP Marketplace Subscription Events. You can review this guide for more details on how to configure your listing and respond to these events.

Chapter 4

Single Sign On (SSO)

Implementing SSO with OpenId Connect

Integration of partner applications with ADP Single Sign-On (SSO) is required, as it provides a seamless activation and sign-in experience for our mutual clients.

In ADP's SSO, the **authentication** aspect deals with validating the client's employee credentials and establishing their identity with ADP.
The **authorization** aspect deals with access restrictions with respect to which APIs the user can access. ADP's SSO uses OpenID Connect for authentication and oAuth 2.0 for authorization.

IMPORTANT: ADP requires TLS v1.2 for all secure and encrypted communication. Please ensure your application has been configured to use this if you encounter issues around establishing a connection.

1. Review the ADP Single Sign-On Integration, which describes ADP Single Sign-On

Your SSO credentials and configuration of your redirect URI can be found in the partner self service portal on the **Development API Credentials** tab under the **End-User/SSO** menu.

Chapter 5

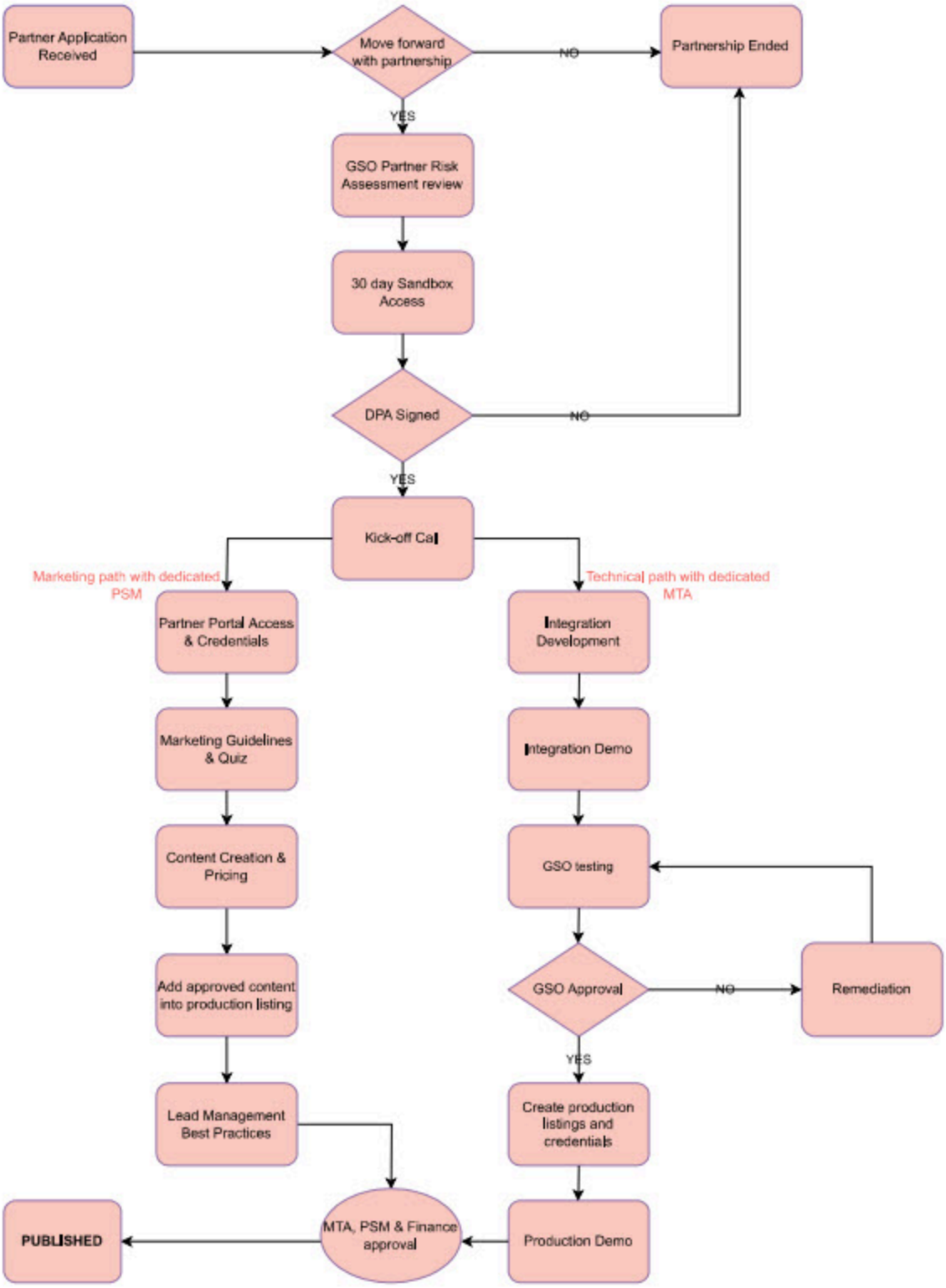
ADP Marketplace Security Review

Applications integrated through ADP API's will be reviewed by ADP's Global Security Organization (GSO) for the purpose of data security and privacy. The below resources will go over the ADP security requirements. Please assess and plan for the required work accordingly to avoid delays caused by issues identified during the code review.

- ADP Global Security Review for Marketplace Apps

Chapter 6

Partner High Level Flow



Key:

Global Security Organization (GSO)

Developers Participation Agreement (DPA)

Partner Strategy Manager (PSM)

Chapter 7

Next Steps

Submit the below items to your assigned Marketplace Technical Advisor (MTA) and Business Development (BD) resources **within 30 days of getting access** in order to finalize your Developer's Participation Agreement (DPA)

- Integration Specification
- Pricing **for your core and connector listings**
- **Target Milestone Dates** (to be filled out in the Partner Self Service portal for your DEV project)

Following, you will move into our full Integration Stage.

The Integration Step by Step guide contains detailed integration guides for each of the steps in more detail.