



# Osprey Approach: Use Single Sign on Functionality

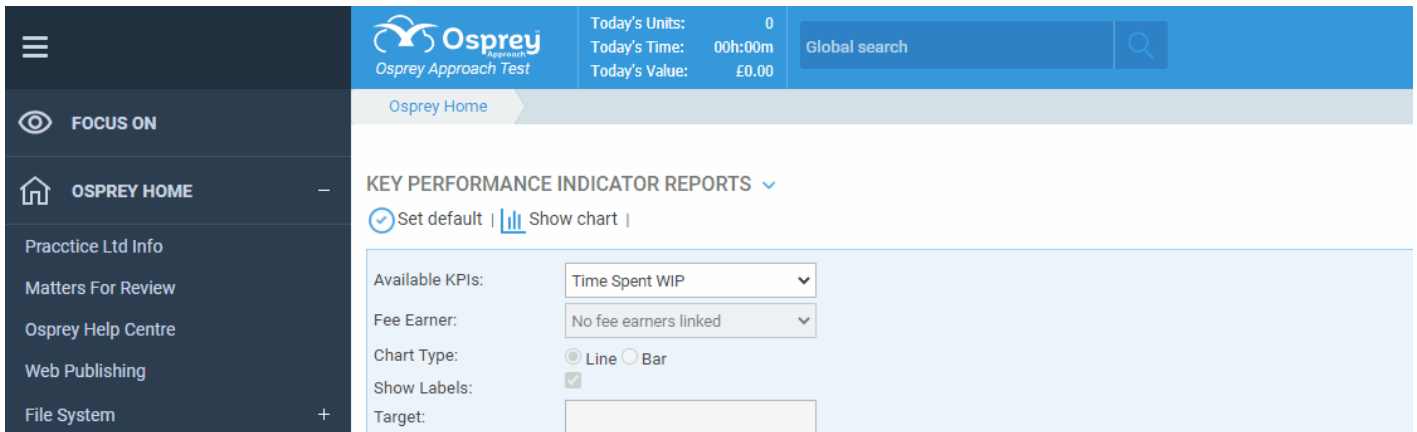
This help guide was last updated on  
Oct 24th, 2022

The latest version is always online at  
<https://support.ospreyapproach.com/?p=34513>



Single sign on ensures you don't have to sign into Osprey each time you open this apps. This can be used to navigate seamlessly between the browser and the apps.

Single sign on will be enabled automatically in your site. To use it, first click on the "Focus on" menu.



The screenshot displays the Osprey dashboard interface. On the left is a dark sidebar menu with the following items: 'FOCUS ON' (with an eye icon), 'OSPREY HOME' (with a house icon), 'Practice Ltd Info', 'Matters For Review', 'Osprey Help Centre', 'Web Publishing', and 'File System' (with a plus icon). The main content area has a blue header with the Osprey logo, 'Osprey Approach Test', and statistics: 'Today's Units: 0', 'Today's Time: 00h:00m', and 'Today's Value: £0.00'. A 'Global search' box is also present. Below the header, the 'Osprey Home' breadcrumb is shown. The main section is titled 'KEY PERFORMANCE INDICATOR REPORTS' with a dropdown arrow. It includes a 'Set default' button and a 'Show chart' button. The report configuration area shows: 'Available KPIs: Time Spent WIP', 'Fee Earner: No fee earners linked', 'Chart Type: Line (selected) / Bar', 'Show Labels: [checked]', and an empty 'Target' input field.

Now choose the app you wish to load, hovering over the app icon will show you the name of the app you are going to load. Clicking the app will then open the desired app, and you will already be signed in.

Please note in order to load the apps you will need to have them downloaded. You can view the [guide for this](#) [here](#)