Lepide

Configuring Lepide AI

configuration guide.

Updated 7 April 2026

Contents

1 Generate the Token for Lepide AI

NOTE: The following steps are not required if you already have a M365 Subscription.

- Click the following link to start your free trial of Microsoft 365: https://www.microsoft.com/en-gb/microsoft-365/try
- Click **Start your free trial** and follow the steps of the wizard

2 Setting Up the Azure OpenAI Service

Follow these steps to create your AI resource and obtain the credentials needed for integration:

2.1 Create the Azure OpenAI Resource

1. **Login:** Sign in to the Azure Portal.
2. **Search:** In the top search bar, type **Azure OpenAI** and select it from the services list.

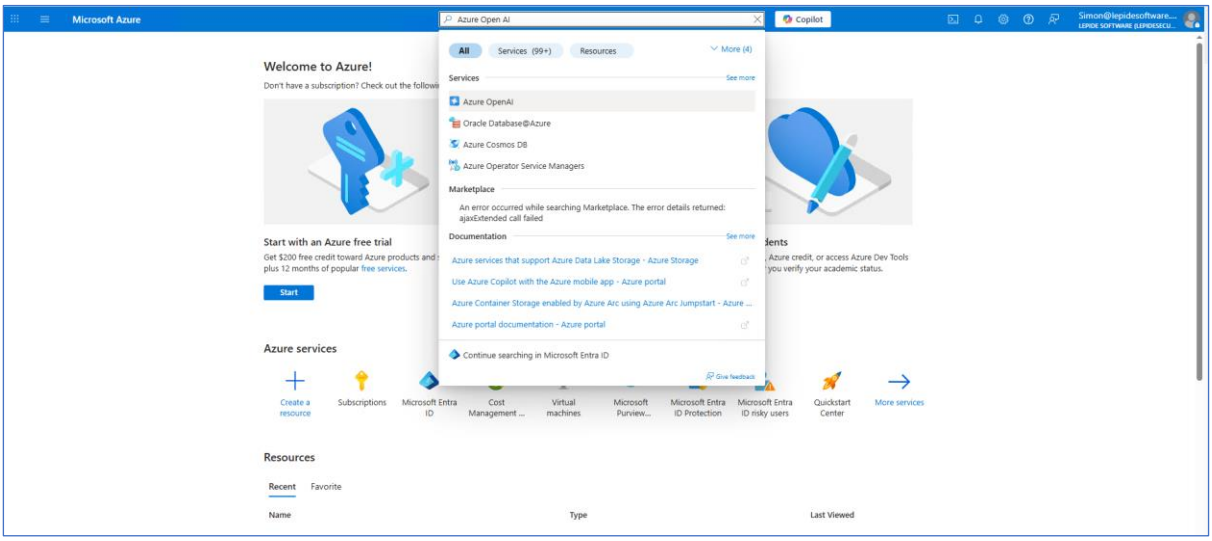

Figure 1: Azure Open AI

3. **Initiate:** Click the **+ Create** button.
4. **Basics Tab:** Fill in the following:
    - **Subscription:** Choose your active Azure subscription.
    - **Resource Group:** Select an existing one or click "Create new."
    - **Region:** Choose a region (e.g., East US, Sweden Central) based on model availability.

- **Name:** Give your service a unique name.
- **Pricing Tier:** Select **Standard S0**.

5. **Networking:** Select your preferred network security (Standard is "All networks").
6. **Tags:** You can set up tags for consolidated billing now, or skip this step if they aren't needed.
7. **Review + Create:** Click **Review + Create**, then click **Create** once validation passes.

2.2 Deploy Your Model

Once your resource is "Successfully Deployed," follow these steps to activate a specific model (like GPT-4o).

1. **Go to Resource:** Click the **Go to resource** button from your deployment screen.
2. **Launch Foundry:** Under the **Overview** or **Explore and deploy** section, click on **Go to Azure OpenAI Foundry** (formerly AI Studio).
3. **Deployments:** In the left-hand menu, select **Deployments**, then click **Deploy model** > **Deploy base model**.
4. **Select Model:** Choose a Chat Completion model (e.g., **gpt-4o**).
5. **Configure:**
   - **Deployment Name:** Give it a name (you will need this for your code).
   - **TPM (Tokens Per Minute):** Adjust the slider based on your required capacity.

> **NOTE:** For higher TPM limits, click **Request Quota** and complete the provided form to submit your application.

6. **Finalize:** Click **Deploy**.

2.3 Collect Your Credentials

To connect your application to this model, you need three specific pieces of information. Navigate to the **Resource Management > Keys and Endpoint** section in the Azure Portal:

Credential	Description	Example
Endpoint	The base URL for your resource	https://my-ai-service.openai.azure.com/
API Key	Either Key 1 or Key 2 (keep this secret!)	7a1b2c3d4e5f6g7h8i9j...

Deployment Name	The specific name you gave in Phase 2	gpt-4o-production

Security Tip: Never hard-code your API keys directly into your front-end code. Use environment variables or a Key Vault to keep them secure.

2.4 Least Privilege Permission for the User to Deploy the Model

Follow the link below to see a summary of the Azure OpenAI Roles and Figure 2 shows examples of these permissions:

https://learn.microsoft.com/en-us/azure/ai-services/openai/how-to/role-based-access-control#summary

Permissions	Cognitive Services OpenAI User	Cognitive Services OpenAI Contributor	Cognitive Services Contributor	Cognitive Services Usages Reader
View the resource in Azure Portal	✓	✓	✓	—
View the resource endpoint under "Keys and Endpoint"	✓	✓	✓	—
View the resource and associated model deployments in Azure OpenAI Studio	✓	✓	✓	—
View what models are available for deployment in Azure OpenAI Studio	✓	✓	✓	—
Use the Chat, Completions, and DALL-E (preview) playground experiences with any models that have already been deployed to this Azure OpenAI resource.	✓	✓	✓	—
Create or edit model deployments	✗	✓	✓	—
Create or deploy custom fine-tuned models	✗	✓	✓	—
Upload datasets for fine-tuning	✗	✓	✓	—
Create new Azure OpenAI resources	✗	✗	✓	—
View/Copy/Regenerate keys under "Keys and Endpoint"	✗	✗	✓	—
Create customized content filters	✗	✗	✓	—
Add a data source for the "on your data" feature	✗	✗	✓	—
Access quota	✗	✗	✗	✓
Make inference API calls with Microsoft Entra ID	✓	✓	✗	—

Figure 2: Azure OpenAI Roles Examples

3 Adding the Credentials to Lepide AI

- Login to the Lepide Web Console and the Home page will be displayed:

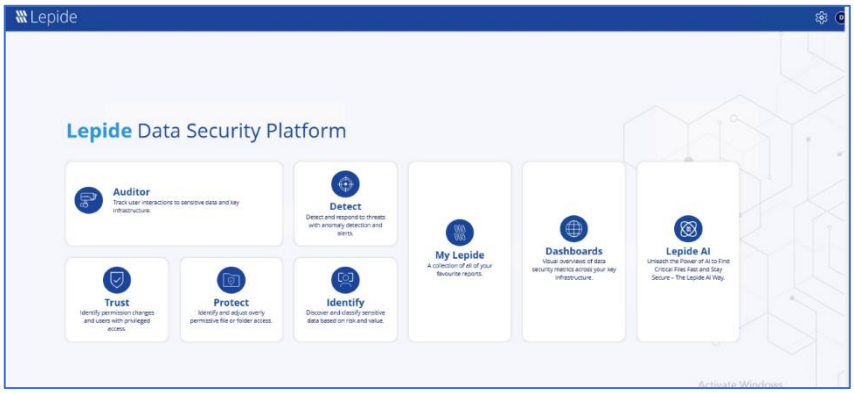

Figure 3: Lepide Web Console Home Page

- Click on the **Settings** icon  to display the Lepide **Admin Console**

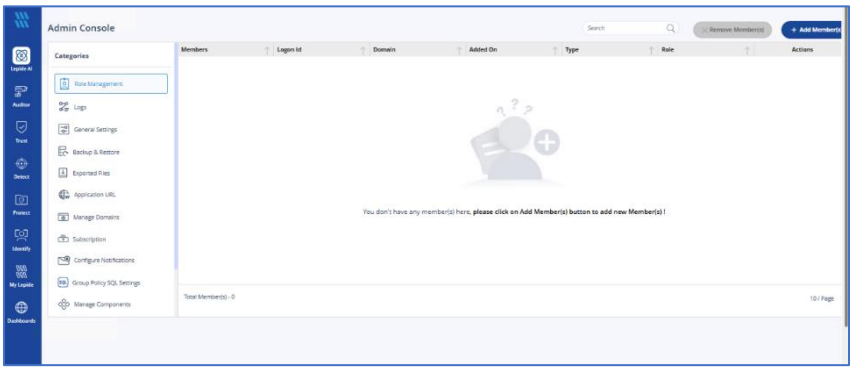

Figure 4: Lepide Admin Console

- From the **Categories** menu on the left-hand side, select **Lepide AI** (you may need to scroll down the menu to see the Lepide AI Option)
- Click on **Configure Database**

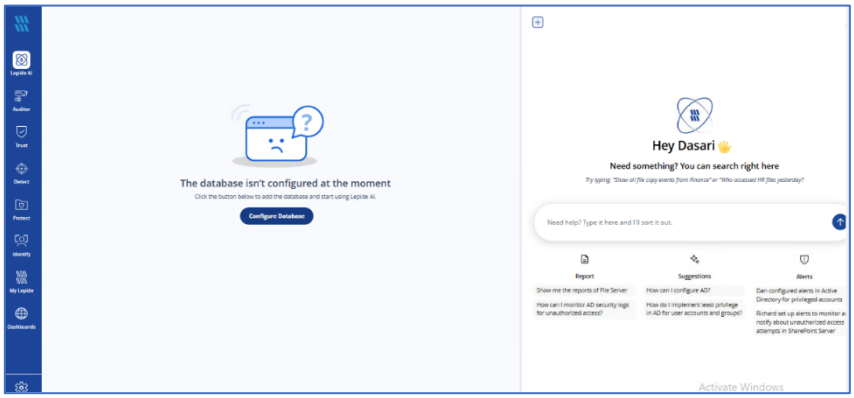

Figure 5: Configure Database

- Enter the database credentials:

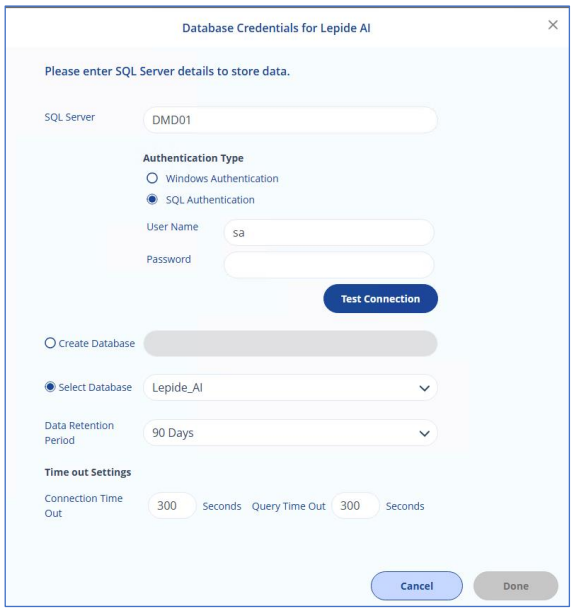

Figure 6: Database Credentials for Lepide AI

- Enter the SQL Server **name**
- There are two authentication options:
  - **Windows Authentication:** Add the domain account which has at least dbowner rights on the SQL server.

    or

  - **SQL Server Authentication:** Select this mode if SQL Server is installed on a remote machine or the local machine. **We recommend that this option is selected**.
- Provide the **username** and **password** of a SQL User. This user must have sufficient rights to create a new database.
- Click **Test Connection** to test the connection between the solution and the selected SQL Server.

  It will either display an error if connection fails or a message confirming successful connection.
- There are two Database options:
  - **Create Database**: Enter a database name in the Create Database field to create a new database

    or

  - **Select Database:** Select an existing database created by Lepide or another application
- Select the **Data Retention Period**: The options are 15, 30, 60 or 90 days
- Select the **Time Out** settings for **Connection** and **Query**

- Click **Done** when finished
- Click on **Add Credentials**

Figure 7: Lepide AI Screen

- Add the credentials

  These are the credentials which were collected previously. For further information, please see Section 2.3 Collect Your Credentials of this guide.

- Click **Add**

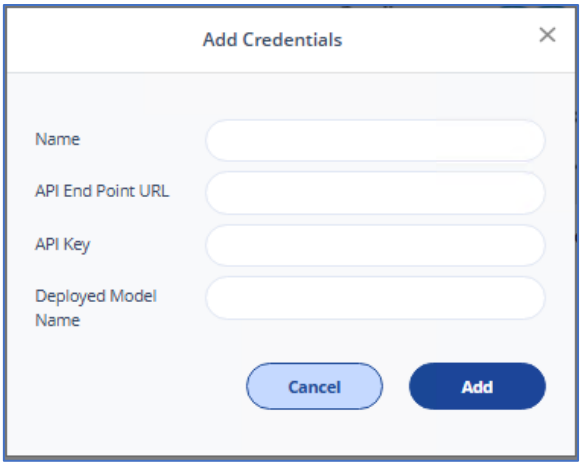

Figure 8: Add Credentials

4 Support

If you are facing any issues whilst installing, configuring, or using the solution, you can connect with our team using the contact information below.

Product Experts

USA/Canada: +1(0)-800-814-0578

UK/Europe: +44 (0) -208-099-5403

Rest of the World: +91 (0) -991-004-9028

Technical Gurus

USA/Canada: +1(0)-800-814-0578

UK/Europe: +44 (0) -208-099-5403

Rest of the World: +91(0)-991-085-4291

Alternatively, visit https://www.lepide.com/contactus.html to chat live with our team. You can also email your queries to the following addresses:

sales@Lepide.com

support@Lepide.com

To read more about the solution, visit https://www.lepide.com/data-security-platform/.

5 Trademarks

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