

Microsoft Teams Integration Guide

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CHAPTER 1. Introduction

The Purpose of the Microsoft Teams apps is to enable Microsoft Teams users to see all their Resource Central meetings in Teams using MyMeetings. This will allow them to make or change existing orders for a team meeting or standard meetings from Outlook.

< >	ď					
Activity Resource Central My Meetings About						
Chat Teams	Delete Orders My Meetings My Visitors					
Calendar						
Calls	May 2020	То				
	Su Mo Tu We Th Fr Sa 📃 🕀 5/9/2020 1:00 A	M 5/9/2020 1:30 AM				
Files	26 27 28 29 30 1 2 🔳 🕀 5/9/2020 2:30 A	M 5/9/2020 3:00 AM				
	3 4 5 6 7 8 9 🖃 🕂 5/9/2020 8:30 A	M 5/9/2020 9:00 AM				
Besource Ce	10 11 12 13 14 15 16 🕢 🕀 5/9/2020 1:30 P	M 5/9/2020 2:00 PM				
	17 18 19 20 21 22 23 + 5/9/2020 3:00 P	M 5/9/2020 3:30 PM				
	24 25 26 27 28 29 30	M 5/9/2020 5:30 PM				

This document is created to describe how the Administrator can make the Resource Central app available in Teams for the users.



CHAPTER 2.

Pre-requisite requirements

The installation of this solution is based on the presumption that:

- External Authentication protocol OAuth2 or OpenID Connect must be enabled in Resource Central backend. For more details, please refer to *External Authentication Configuration Guide*.
- The below MS GRAPH permissions must be granted to the azure app associated with external authentication.

,	🕐 Refresh					
 Overview Quickstart Integration assistant (preview) Manage 	Configured permissions Applications are authorized to call AF all the permissions the application ne + Add a permission	Pis when they are g eeds. Learn more a rant admin conser	granted permissions by users/admins a bout permissions and consent ht for aoprc	s part of the consent process. The list of con	figured permissions should	include
Branding	API / Permissions name	Туре	Description	Admin consent req	Status	
Authentication	✓Microsoft Graph (3)					
📍 Certificates & secrets	Group.Read.All	Application	Read all groups	Yes	📀 Granted for aoprc	
Token configuration	MailboxSettings.Read	Application	Read all user mailbox settings	Yes	📀 Granted for aoprc	
API permissions	User.Read.All	Application	Read all users' full profiles	Yes	🤣 Granted for aoprc	

Note: These are minimum rights needed for the use of Resource Central application in Microsoft Teams.

Step-by-step instruction

Follow these steps to carry out the installation:

Step 1: Download Manifest file

Go to **Resource Central backend** \rightarrow **System** \rightarrow **Manifest Files**. Click the highlighted link to download the manifest file:

Resource Central	Manifest Files
 DAILY TASKS REPORTS DESIGNER 	► SAVE ◆ Outlook Add-in: Disabling Add-in on selected platforms
 LOCATION SECURITY 	Disable the web content of the Outlook Add-in on the selected platforms and show the following message: "The Outlook Add-in is not available on this platform" Outlook 2016 Outlook 2016
Parameters Manifest Files	Outlook for Mac Outlook Add-in buttons across specific platforms cannot be disabled in current Microsoft web add-in architecture. <u>Download manifest file for Outlook Add-in</u>
SMS Configuration Languages Calendar Mail Log	∧ My Meetings for Microsoft Teams <u>Download manifest file for Microsoft Teams</u> Download manifest file

Step 2: Publish app to organization's app catalog



Go to **Teams apps** \rightarrow **Manage apps** \rightarrow **Upload new app**. Use the downloaded manifest file to publish the app. For more details on how Microsoft recommends to deploy apps in Teams, please refer to this <u>article</u>.

The application is now available for installation at end users in Teams under Apps. Or they can search for it under "..."



Microsoft is in preview with a mass deployment option pushing the application directly in to the end users' Team view.

NOTE: Administrator must ensure that Azure AD URL "https://autologon.microsoftazuread-sso.com" has been added to the client computer as a trusted site.

Step 3: Setup policies and pin apps

Microsoft allows you to setup different policies and pin the app for users after deployment.

For more information on what Microsoft can when deploying apps to Teams please refer to this <u>article</u> for more details.