

# Configuration of Microsoft 365 for Calendars access

**You expect to display your meeting rooms planning on your screen running with zebrix signage ?**

This guide explains how to register a new application in Microsoft 365 for use with calendar integrations in **zebrix signage**. You will create an app, add a client secret, and assign it the **Calendars.Read** application permission. Then, you'll share the required details to the zebrix technical team and finally a secret UUID will be returned to you to be used in the widget configuration.



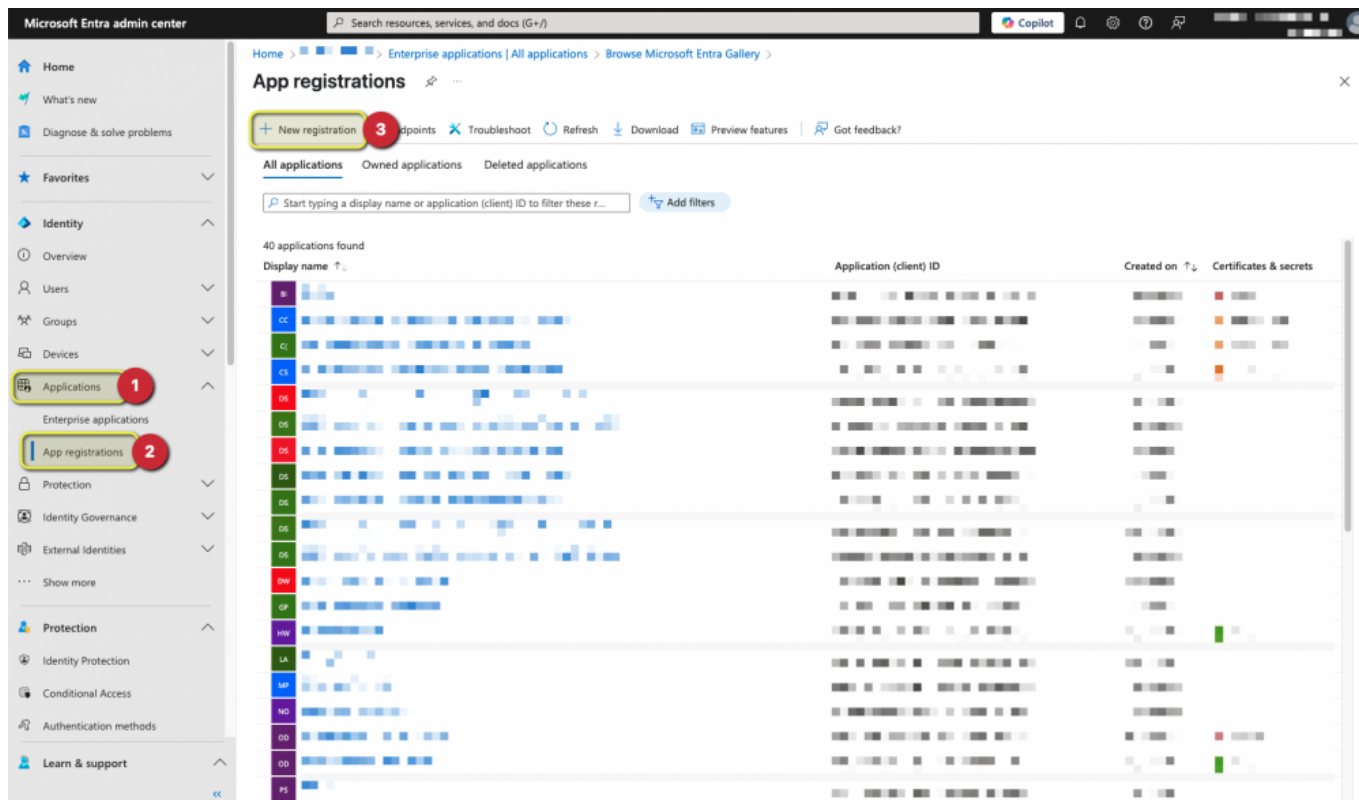
Please note that a Microsoft 365 Global Admin account is required to complete this configuration



This tutorial is a straightforward approach that grants application-wide **permissions to all resources and users calendars**. It is the easiest to implement this, using only the Microsoft Entra Admin Center, making it suitable for quick setups. However, **restricting permissions to specific resources** by scoping them to groups is an approach that is **more secured and recommended**. It involves combining the Microsoft Entra Admin Center for initial setup with PowerShell commands to apply scoping that will not be covered in this tutorial.

## 1. Accessing App Registrations

1. Go to the Microsoft Entra admin center: <https://entra.microsoft.com/>
2. In the left menu, select **"Applications" > "App registrations"**.
3. Click **"New registration"** at the top of the page.



## 2. Registering the App

1. **Name:** Enter zebrix signage calendars connector (you are free to choose the name you want)
2. **Supported account types:** Choose “Accounts in this organizational directory only” (default).
3. Leave the **Redirect URI** empty.
4. Click “**Register**” to create the application.

Microsoft Entra admin center

Search resources, services, and docs (G+)

Copilot

Home > Enterprise applications > All applications > Browse Microsoft Entra Gallery > App registrations

## Register an application

**Name**

The user-facing display name for this application (this can be changed later).

zebrix signage calendars connector 1

**Supported account types**

Who can use this application or access this API?

☒ Accounts in this organizational directory only ☐ only - Single tenant 2

☐ Accounts in any organizational directory (Any Microsoft Entra ID tenant - Multitenant)

☐ Accounts in any organizational directory (Any Microsoft Entra ID tenant - Multitenant) and personal Microsoft accounts (e.g. Skype, Xbox)

☐ Personal Microsoft accounts only

[Help me choose...](#)

**Redirect URI (optional)**

We'll return the authentication response to this URI after successfully authenticating the user. Providing this now is optional and it can be changed later, but a value is required for most authentication scenarios.

Select a platform

Register an app you're working on here. Integrate gallery apps and other apps from outside your organization by adding from [Enterprise applications](#).

By proceeding, you agree to the [Microsoft Platform Policies](#)

Register 3

### 3. Save details and create a Client Secret

1. Save the details that need to be provided to zebrix's technical team:
  1. **Application (client) ID**
  2. **Directory (tenant) ID**
2. Click on **Add a certificate or secret**.

The screenshot shows the Microsoft Entra admin center interface. The left sidebar contains navigation links: Home, What's new, Diagnose & solve problems, Favorites, Identity, Overview, Users, Groups, Devices, Applications, Enterprise applications, and App registrations. The main content area is titled 'zebrix signage calendars connector'. It features a search bar and tabs for Overview, Quickstart, Integration assistant, and Diagnose and solve problems. The 'Essentials' section displays the following information:

- Display name: zebrix.signage.calendars.connector
- Application (client) ID: 84204485-2f70-458d-8000-000000000000 (highlighted with a red circle 1)
- Object ID: f93ca51f-968e-4b8a-8000-000000000000
- Directory (tenant) ID: 35fdbb4d-20f1-4b8a-8000-000000000000 (highlighted with a red circle 2)
- Supported account types: My organization only

On the right, the 'Client credentials' section includes links to 'Add a certificate or secret' (highlighted with a red circle 3), 'Add a Redirect URI', and 'Add an Application ID URI'. Below this, the 'Managed application in' section shows the connector's name. Two informational messages are displayed at the bottom:

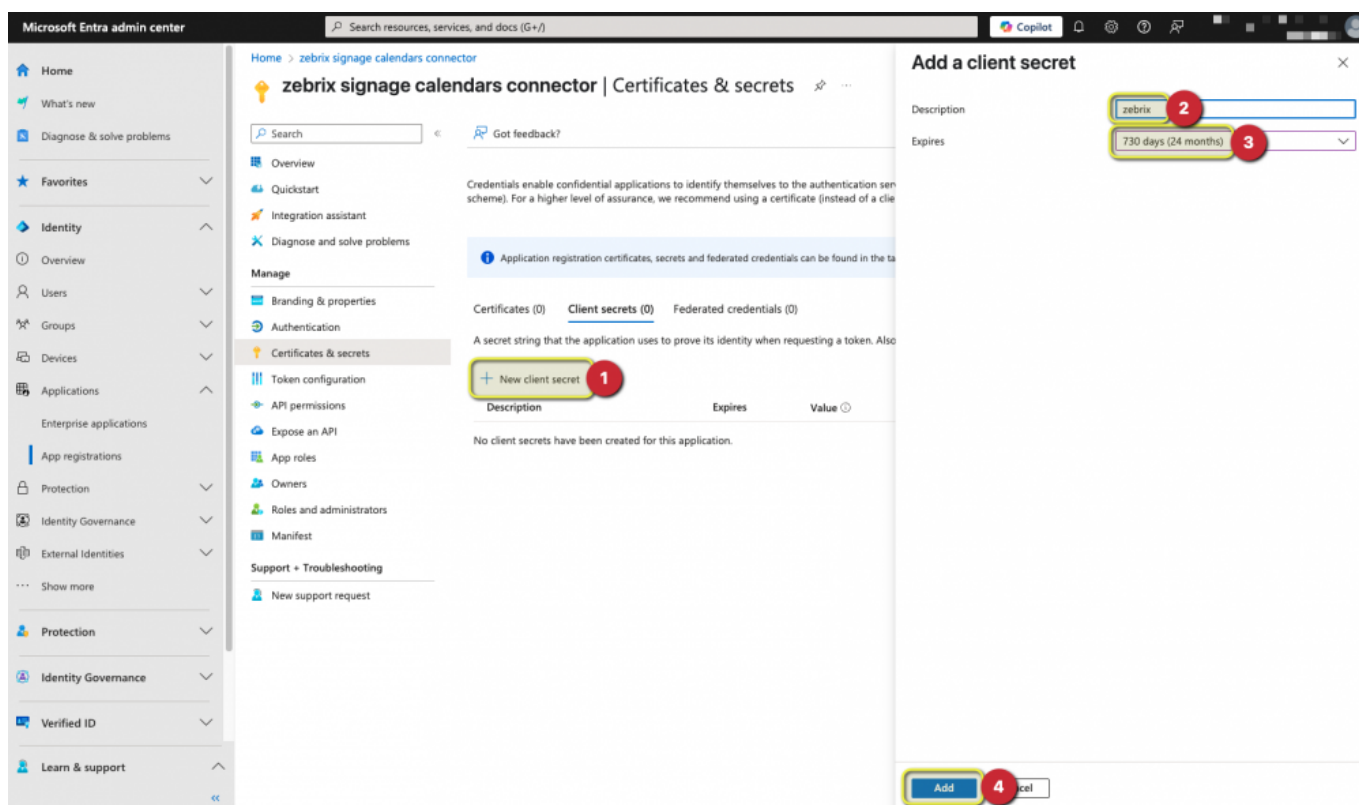
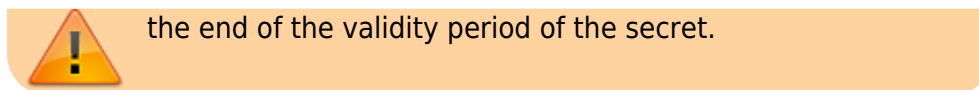
- Welcome to the new and improved App registrations. Looking to learn how it's changed from App registrations (Legacy)? [Learn more](#)
- Starting June 30th, 2020 we will no longer add any new features to Azure Active Directory Authentication Library (ADAL) and Azure Active Directory Graph. We will continue to provide technical support and security updates but we will no longer provide feature updates. Applications will need to be upgraded to Microsoft Authentication Library (MSAL) and Microsoft Graph. [Learn more](#)

At the bottom, there are links for 'Get Started' and 'Documentation'.

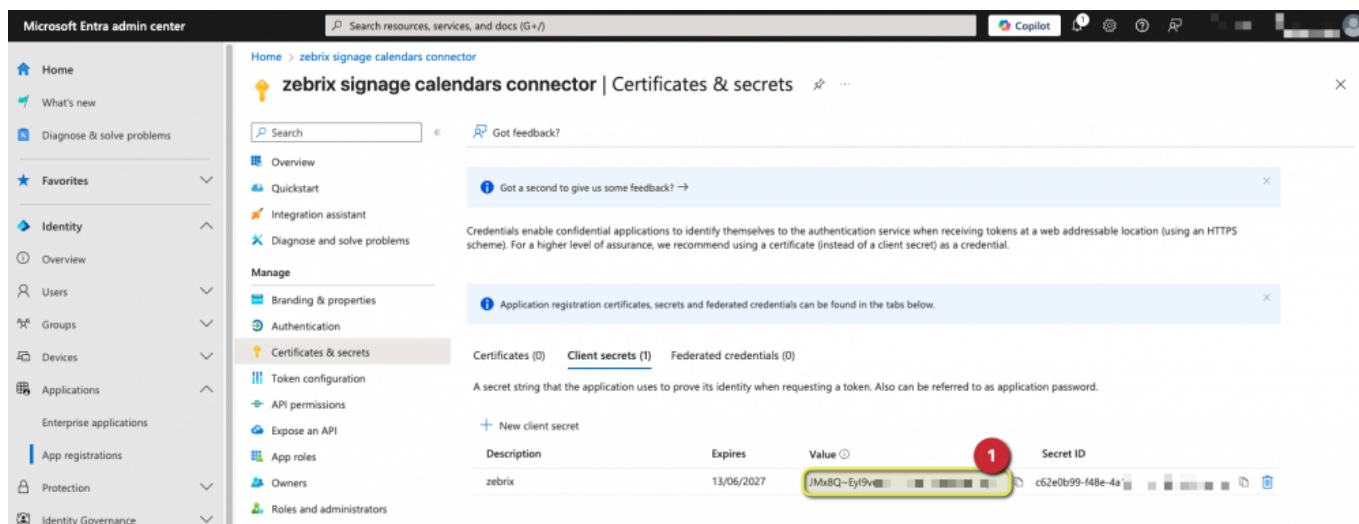
- Add a description, for example `zebrix connector secret`.
- Set an appropriate expiration (24 months is recommended).



When the secret will expire, zebrix will not have access to your calendars anymore and display their details on screen. You'll have to create a new secret and provide it to zebrix. We invite you to create an event in your personal calendar at



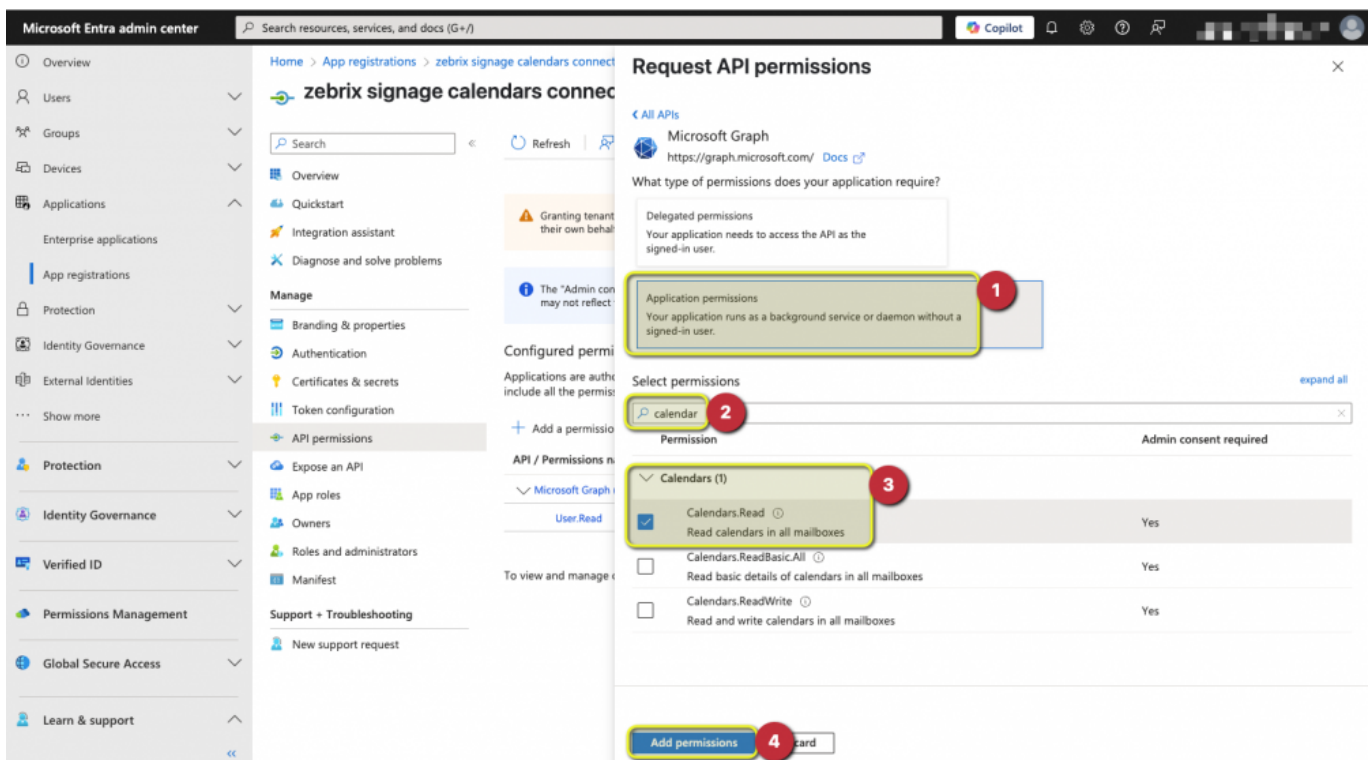
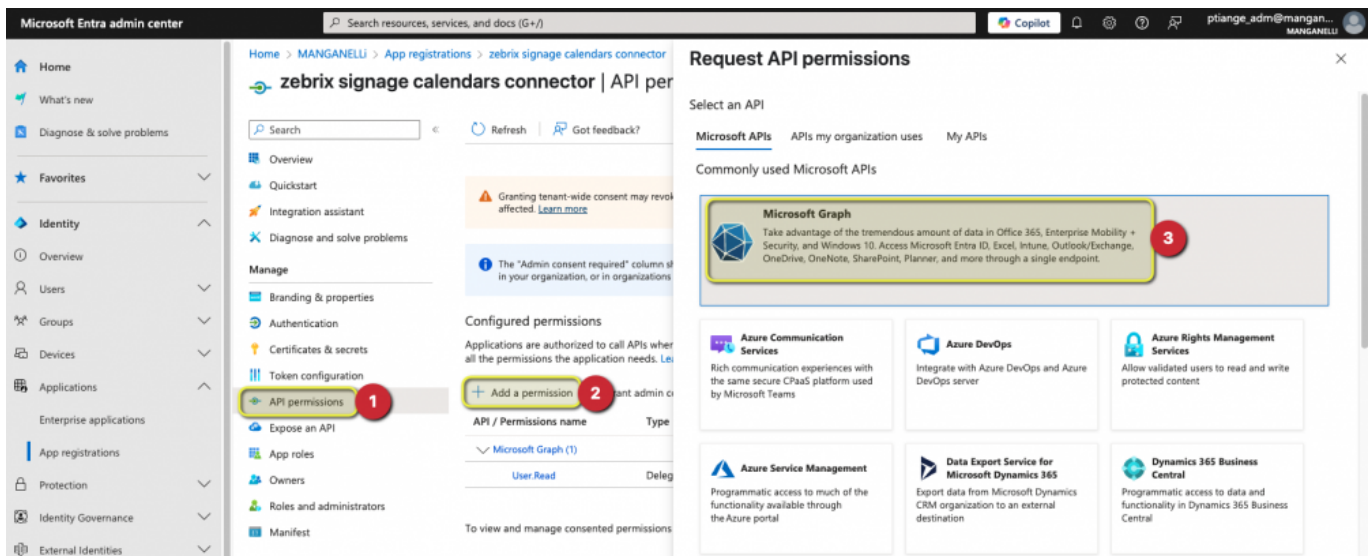
- Click **“Add”** and copy the generated value and save it immediately. **You will not be able to retrieve it again.**



## 4. Adding API Permissions

1. Go to **“API permissions”** in the left menu.
2. Click **“Add a permission”**.
3. Select **Microsoft Graph**.
4. Choose **Application permissions**.
5. In the search bar, type **Calendars.Read**.

6. Check **Calendars.Read** under the **Calendars** section.
7. Click **"Add permissions"**.
8. Back on the API permissions page, click **"Grant admin consent"** and confirm.



## 5. Provide details to zebrix's technical team and get your UUID

- Please provide to zebrix's technical team the following details:
  - Application (client) ID
  - Directory (tenant) ID
  - Secret value
- We recommend using a secured channel to provide these details to our team.
- A UUID will be returned to you by the zebrix's technical team. These UUID has to remain secret as it will give full access to all your resources and users calendars details.

## 6. Configure the widget

- Go to <https://widgets.zebrix.net>
- Choose the Microsoft 365 calendar widget that suits your needs
- Copy / Paste your UUID in the field
- Set the resource or user UPN (usually, the email address)
- Customize other options of the widgets
- Copy the generated URL and paster it in a web zone in the page editor.

From:  
<https://documentation.zebrix.net/> - **zebrix documentation**

Permanent link:  
[https://documentation.zebrix.net/doku.php?id=en:m365\\_graphapi\\_calendars\\_read](https://documentation.zebrix.net/doku.php?id=en:m365_graphapi_calendars_read)

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