

# Configuration of Microsoft 365 for Calendars access

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

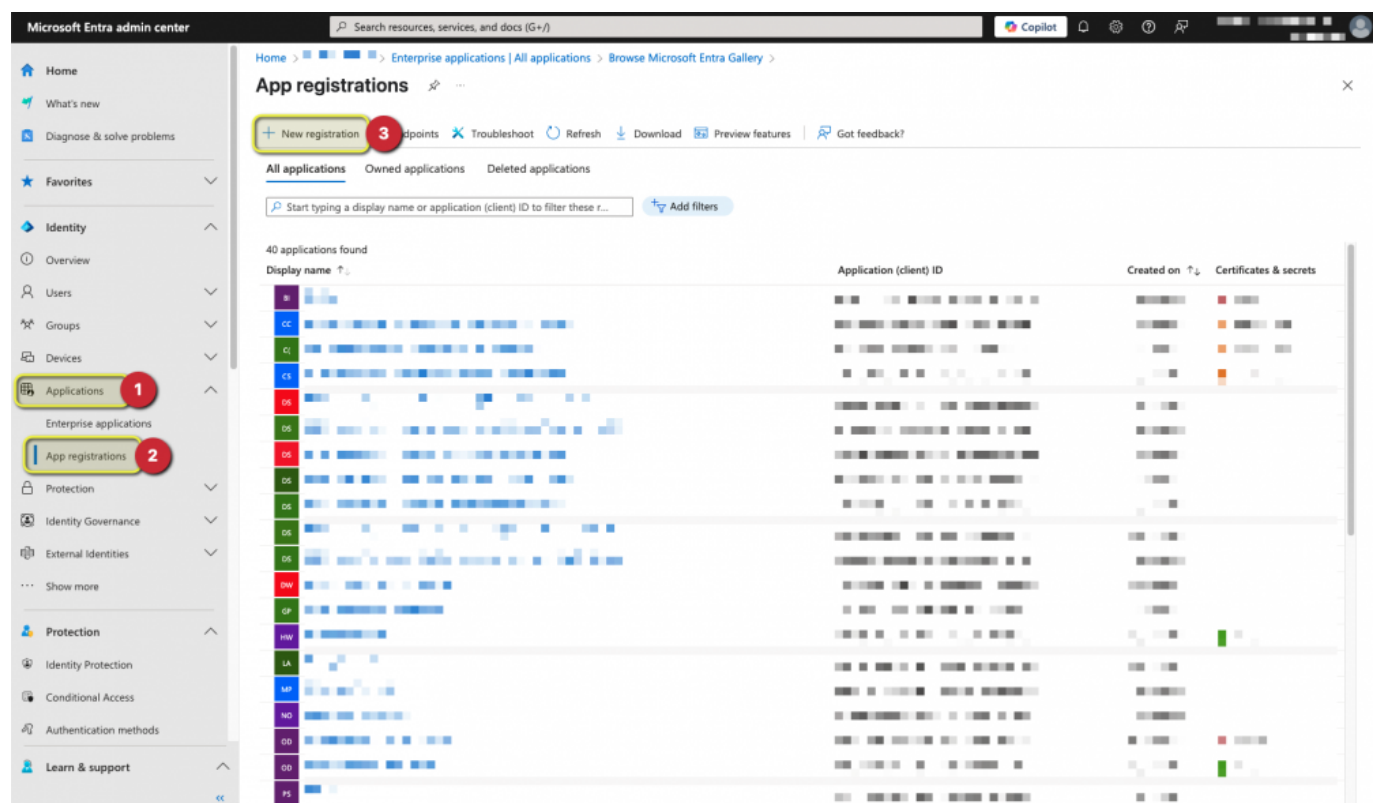
This guide explains how to register a new application in Microsoft 365 for use with calendar integrations in **zebrix signage**. You will create an app, add a client secret, and assign it the **Calendars.Read** application permission. Then, you'll share the required details to the zebrix technical team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

## 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.



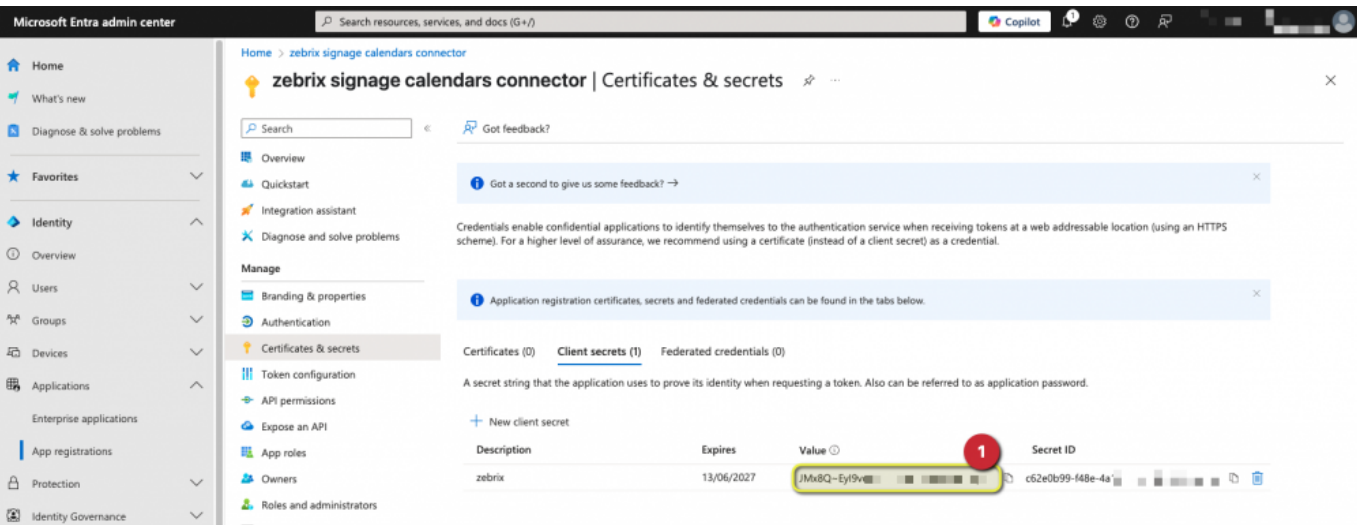
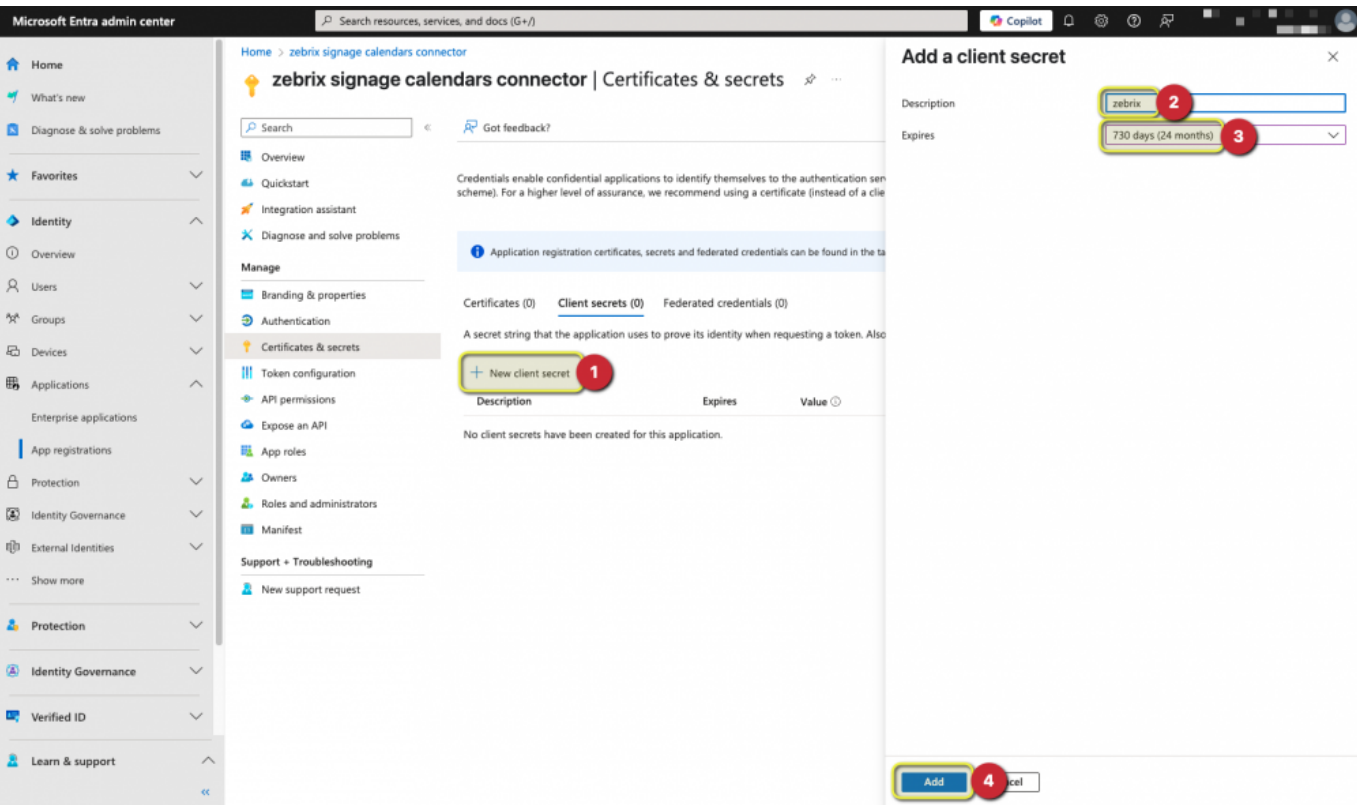
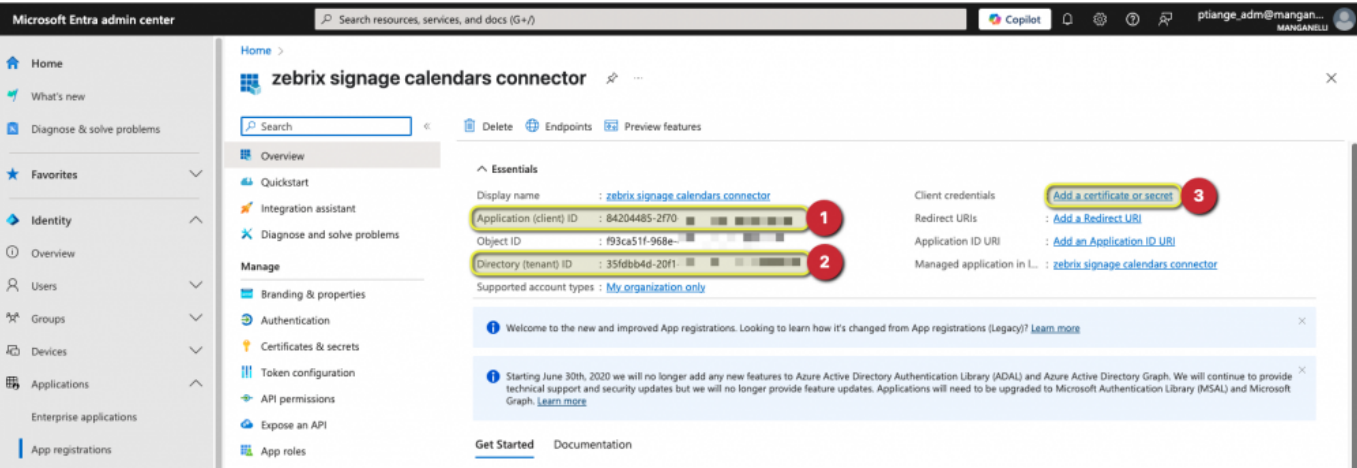
## 2. Registering the App

1. **Name:** Enter zebrix signage calendars connector
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.

The screenshot shows the 'Register an application' page in the Microsoft Entra admin center. The left sidebar contains navigation links for Home, What's new, Diagnose & solve problems, Favorites, Identity, Overview, Users, Groups, Devices, Applications, Enterprise applications, App registrations, Protection, Identity Governance, External Identities, Show more, Protection, Identity Protection, Conditional Access, Authentication methods, and Learn & support. The main content area is titled 'Register an application'. It includes a 'Name' field with the text 'zebrix signage calendars connector' (marked with a red circle 1). Below this is the 'Supported account types' section, where 'Accounts in this organizational directory only' is selected (marked with a red circle 2). The 'Redirect URI (optional)' field is empty. At the bottom, the 'Register' button is highlighted with a red circle 3.

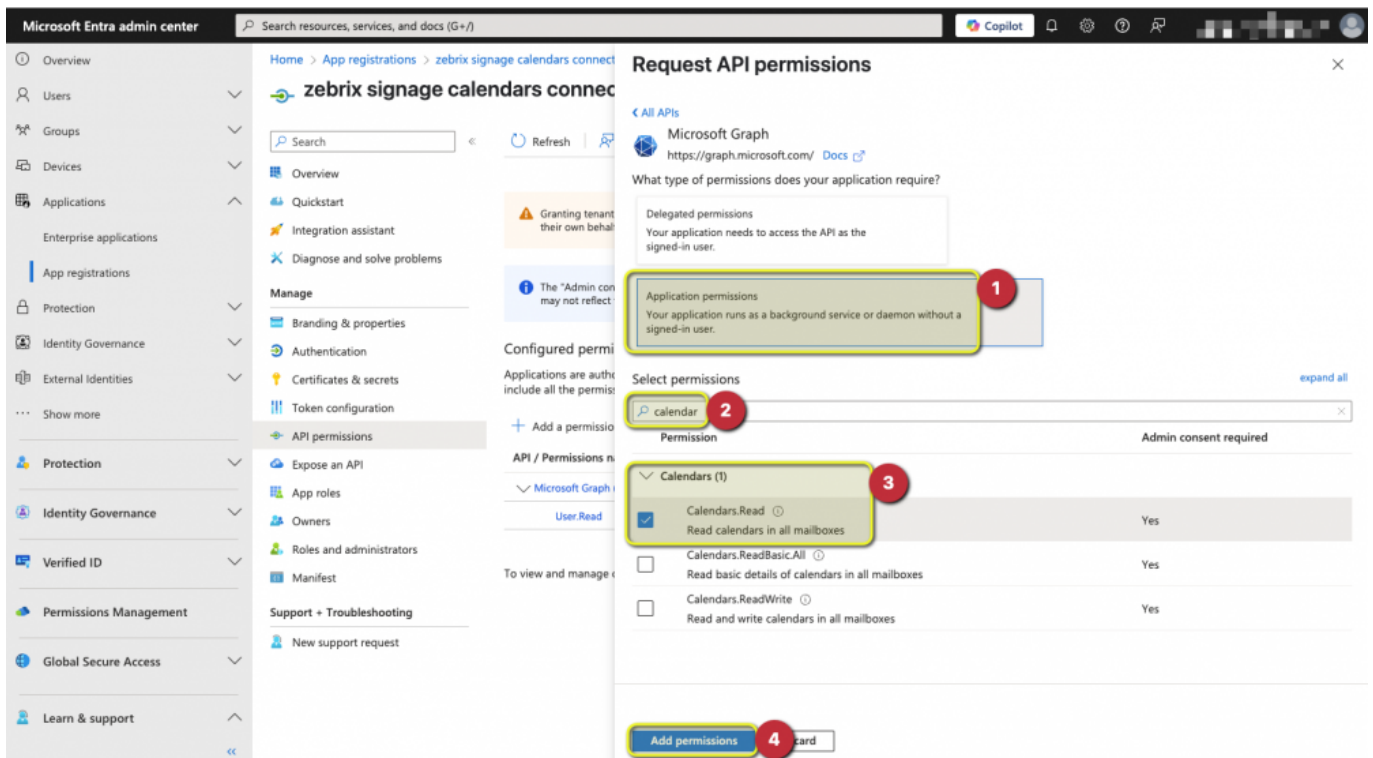
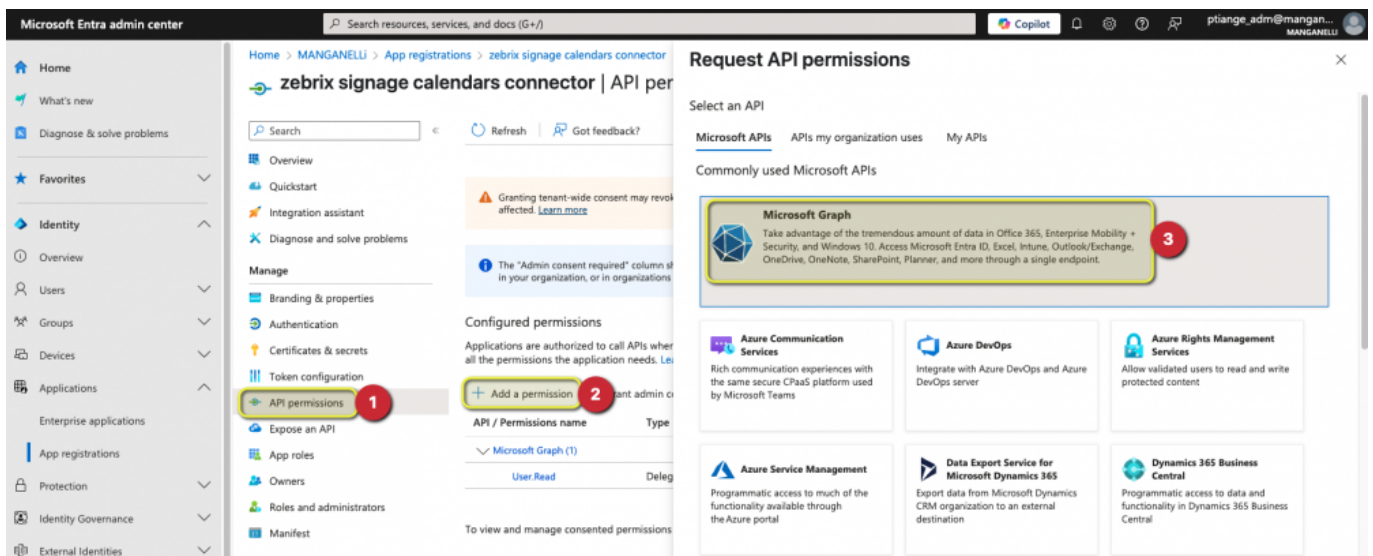
## 3. Creating a Client Secret

1. In the app overview, select “**Certificates & secrets**”.
2. Under **Client secrets**, click “**New client secret**”.
3. Add a description, for example zebrix connector secret.
4. Set an expiration (recommended: 6 or 12 months).
5. Click “**Add**” and copy the generated value 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. Summary

You now have:

1. Registered an application named **“zebrix signage calendars connector”**.
2. Generated a client secret to authenticate your backend app.
3. Granted **Calendars.Read** application-level permission to access calendars in your organization.

## Next Steps

Use the **Application (client) ID**, **Directory (tenant) ID**, and **Client secret** in your integration code to authenticate using the OAuth 2.0 client credentials flow.

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

Permanent link:  
[https://documentation.zebrix.net/doku.php?id=en:m365\\_graphapi\\_calendars\\_read&rev=1750088439](https://documentation.zebrix.net/doku.php?id=en:m365_graphapi_calendars_read&rev=1750088439)

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