Configuration of Microsoft 365 for Calendars access

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

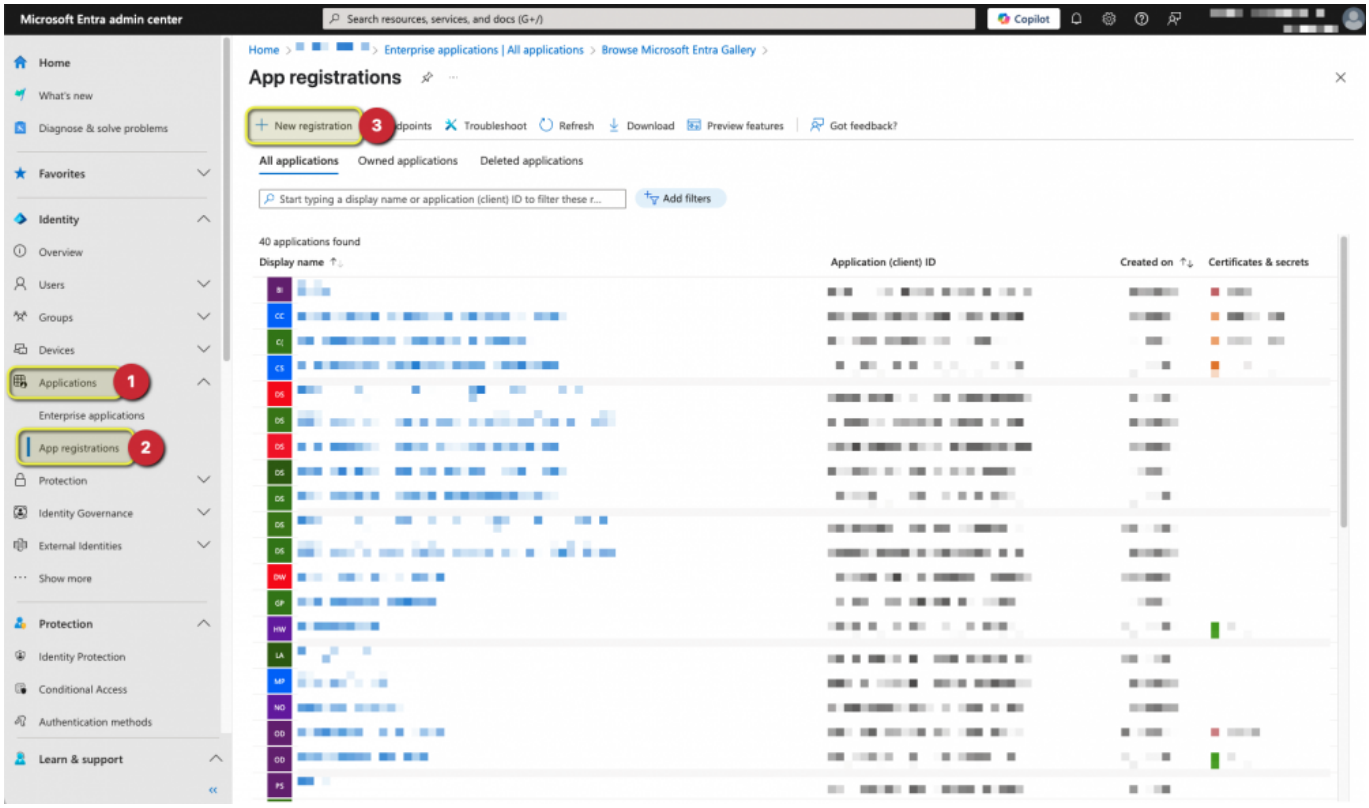
This guide explains how to register a new application in Microsoft 365 for use with calendar integrations in **zebrix signage**. You will create an app, add a client secret, and assign it the **Calendars.Read** application permission. Then, you'll share the required details to the zebrix technical team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

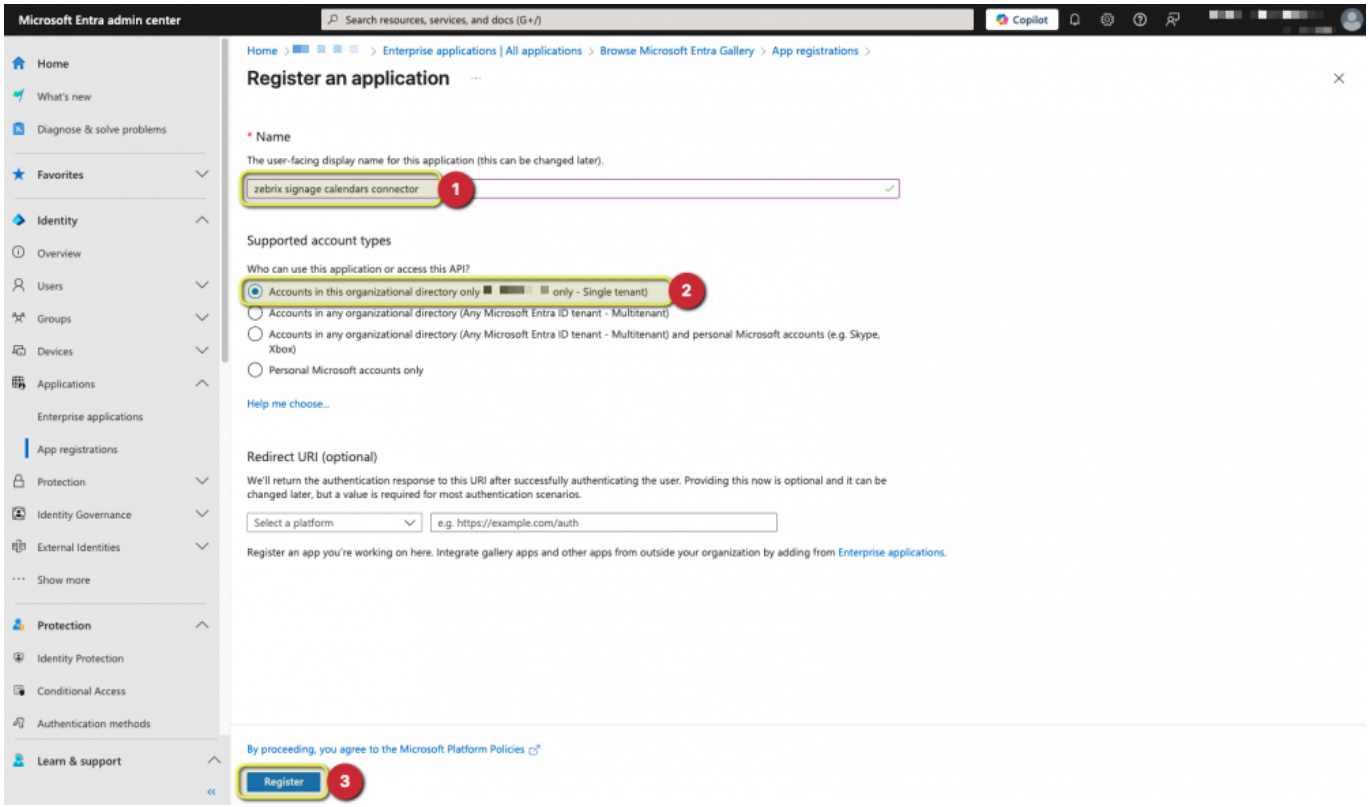
1. Accessing App Registrations

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.



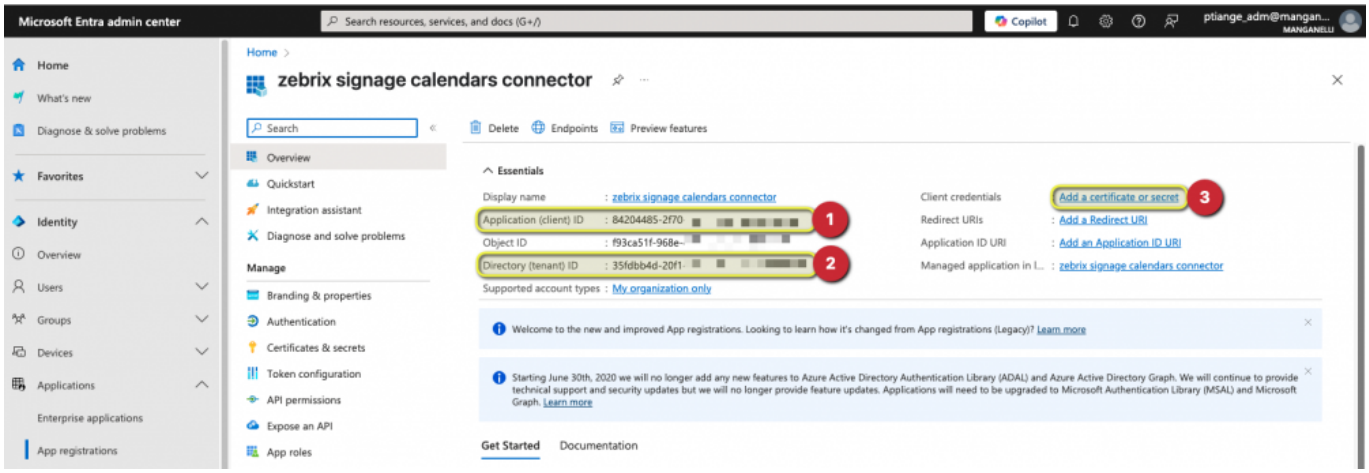
2. Registering the App

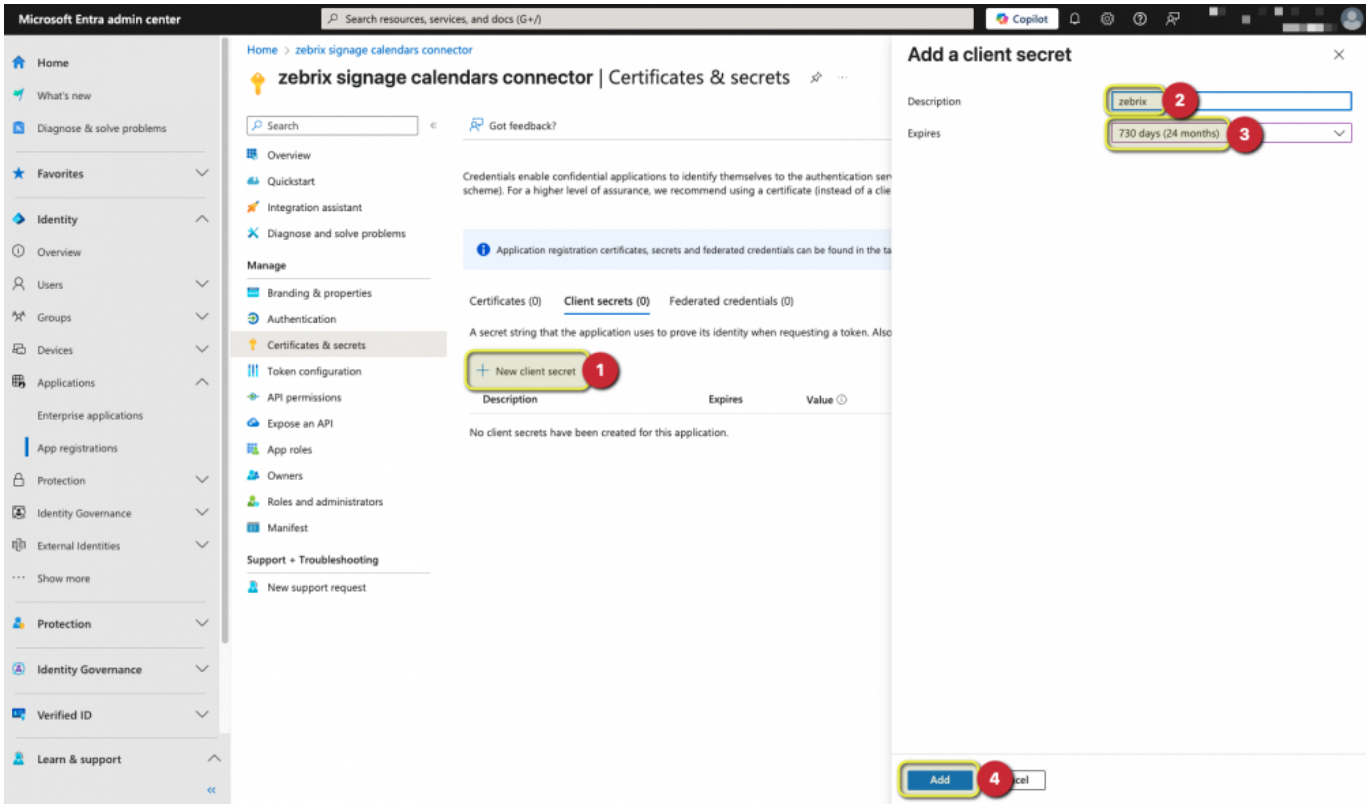
1. **Name**: Enter `zebrix signage calendars connector`
2. **Supported account types**: Choose **“Accounts in this organizational directory only”** (default).
3. Leave the **Redirect URI** empty.
4. Click **“Register”** to create the application.

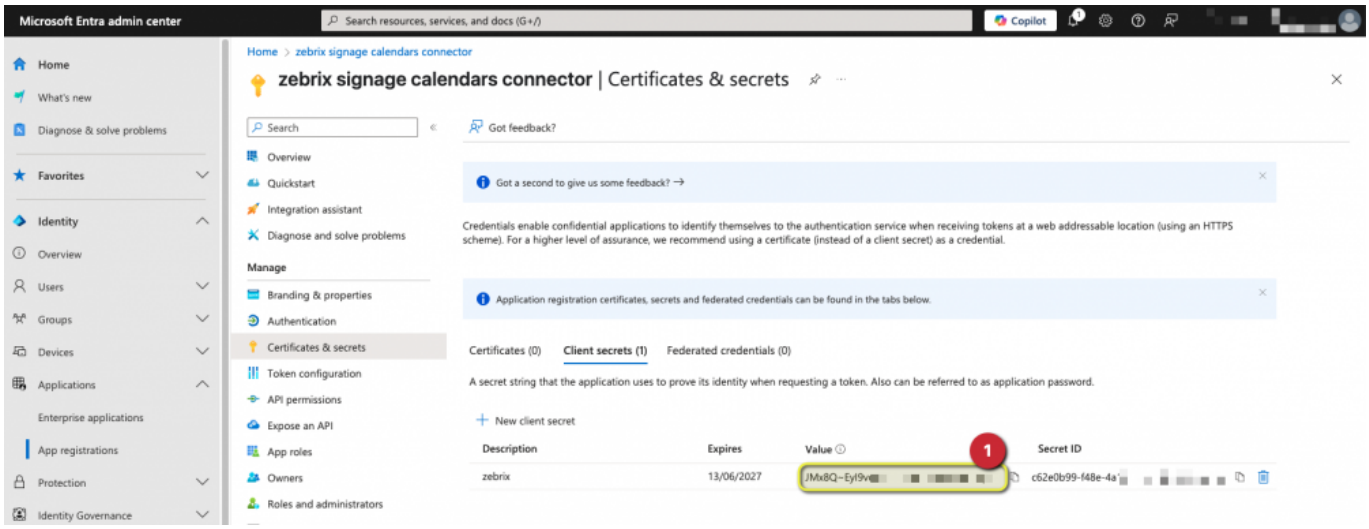


3. Creating a Client Secret

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.**

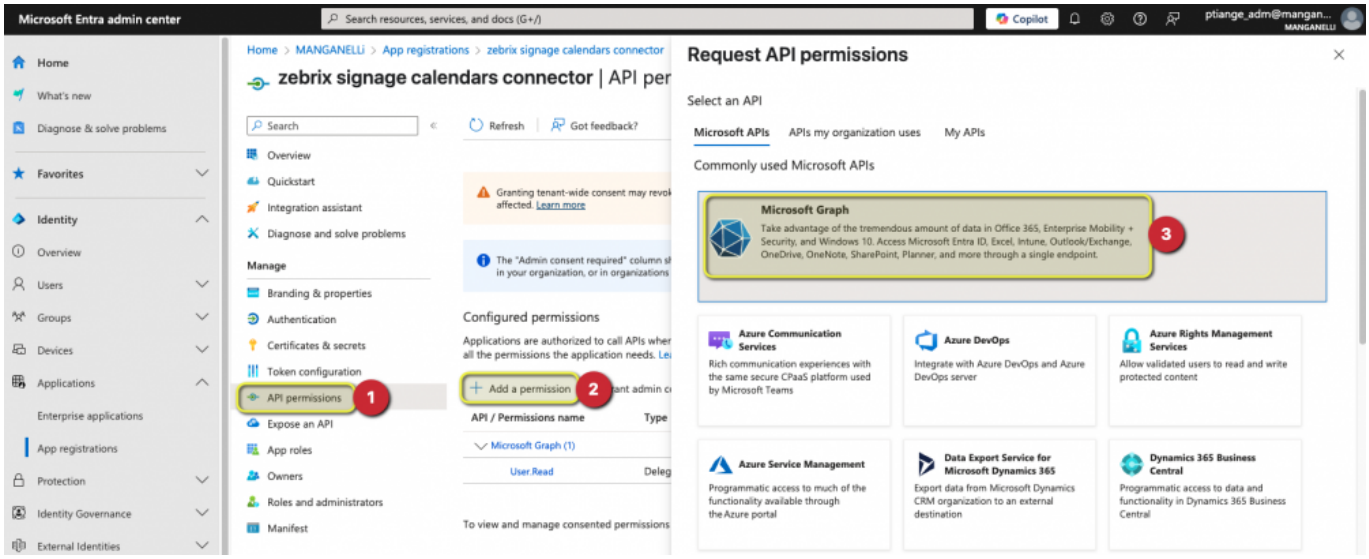


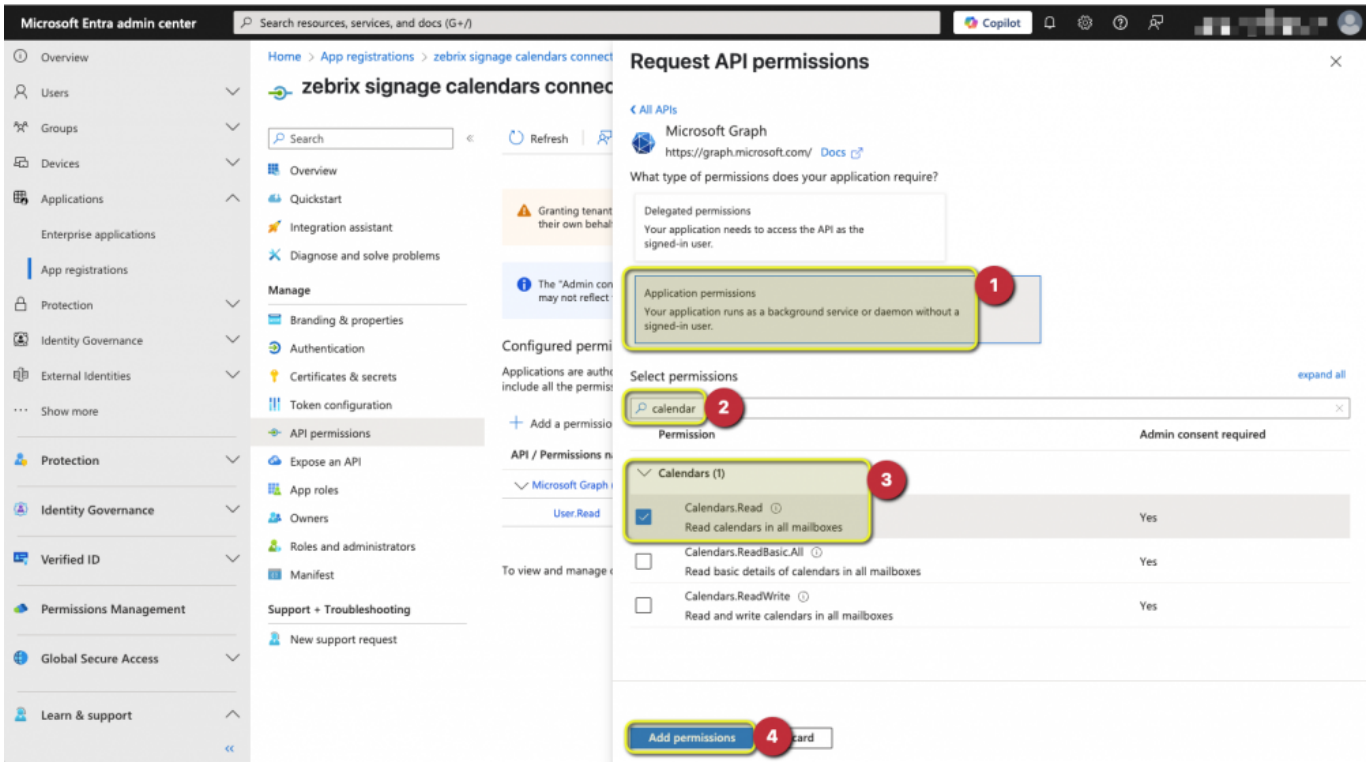




4. Adding API Permissions

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=1750088768

Last update: **2025/06/16 17:46**