

# 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.



The screenshot shows the Microsoft Entra admin center interface. The left sidebar is collapsed, and the main content area is the 'App registrations' page. The page title is 'App registrations'. At the top, there is a toolbar with 'Search resources, services, and docs (G+)', 'Copilot', and other navigation icons. Below the toolbar, there are three tabs: 'All applications' (selected), 'Owned applications', and 'Deleted applications'. A search bar says 'Start typing a display name or application (client) ID to filter these r...'. A 'Add filters' button is also present. The main table lists 40 applications. The columns are 'Display name', 'Application (client) ID', 'Created on', and 'Certificates & secrets'. The 'Display name' column shows various application names, and the 'Application (client) ID' column shows long, mostly redacted client IDs. The 'Created on' column shows dates from 2023 to 2025. The 'Certificates & secrets' column shows small green and red icons. A red circle with the number '1' is over the 'Applications' link in the sidebar, a red circle with '2' is over the 'App registrations' link in the sidebar, and a red circle with '3' is over the 'New registration' button at the top of the list.

## 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 +/)

Home > Enterprise applications > All applications > Browse Microsoft Entra Gallery > App registrations > Register an application

**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 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 3 e.g. <https://example.com/auth>

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. In the app overview, select "**Certificates & secrets**".
3. Under **Client secrets**, click "**New client secret**".
4. Add a description, for example zebrix connector secret.
5. Set an expiration (recommended: 6 or 12 months).
6. Click "**Add**" and copy the generated value immediately. **You will not be able to retrieve it again.**

zebrix signage calendars connector

Search

Overview

Quickstart

Integration assistant

Diagnose and solve problems

Client credentials

Add a certificate or secret

Application (client) ID : 8420485-2f70 [REDACTED]

Object ID : f93ca51f-968e-[REDACTED]

Directory (tenant) ID : 35fdbb4d-20f1-[REDACTED]

1

2

3

Redirect URIs

Add a Redirect URI

Application ID URI

Add an Application ID URI

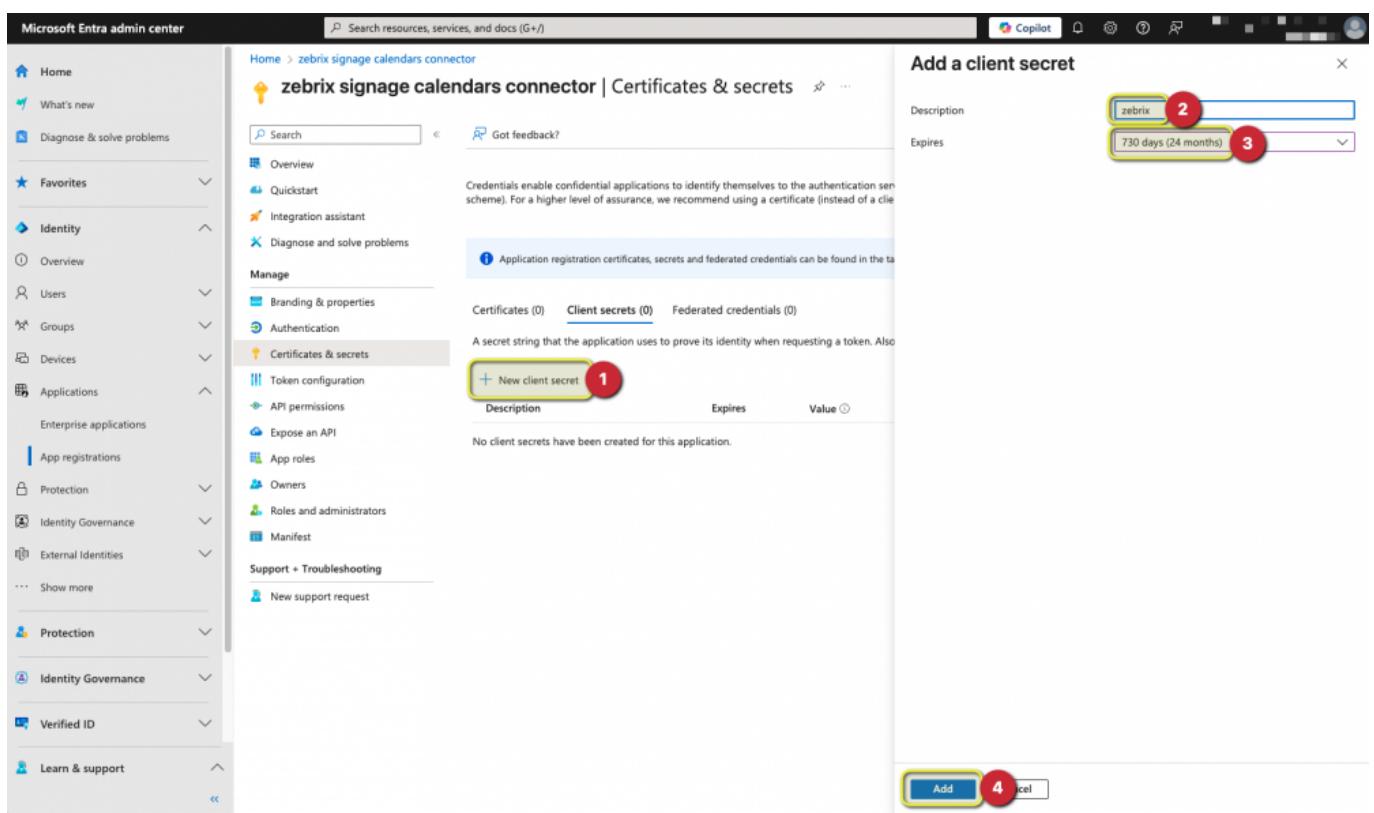
Managed application in ... : zebrix signage calendars connector

Supported account types : My organization only

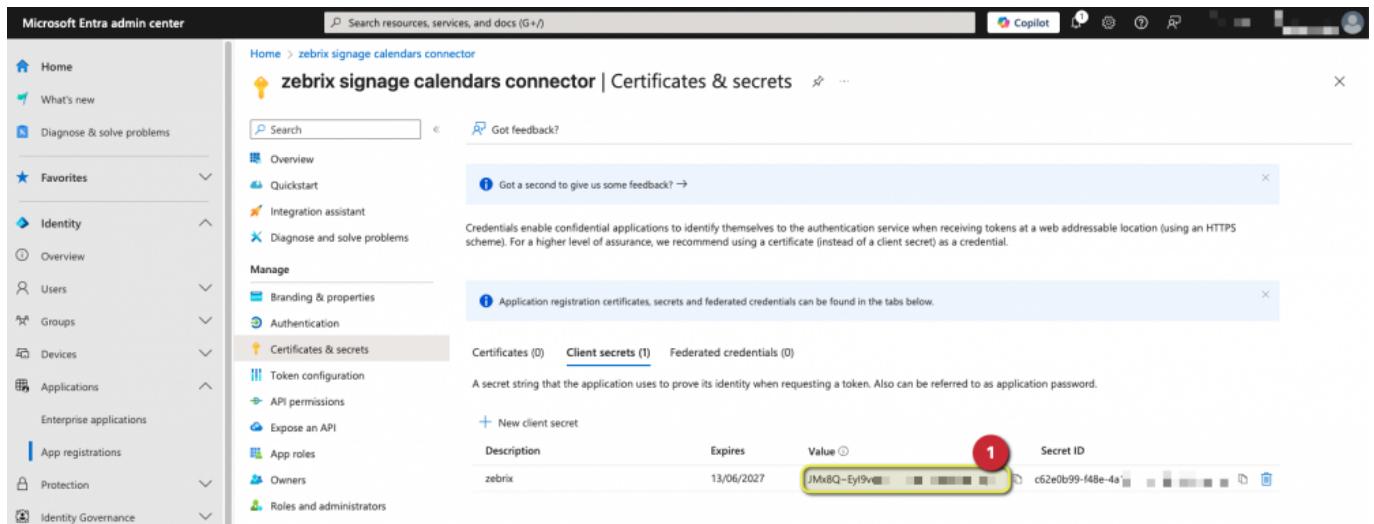
Welcome to the new and improved App registrations. Looking to learn how it's changed from App registrations (Legacy)? [Learn more](#)

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](#)

Get Started Documentation



The screenshot shows the Microsoft Entra admin center interface. On the left, a navigation menu is visible with sections like Home, What's new, Diagnose & solve problems, Favorites, Identity, Overview, Users, Groups, Devices, Applications, Protection, Identity Governance, External Identities, Show more, Protection, Identity Governance, Verified ID, and Learn & support. The main content area is titled 'zebrix signage calendars connector | Certificates & secrets'. It shows a table with one row for a client secret. The table columns are Description, Expires, Value, and Secret ID. The 'Value' column contains a placeholder 'JMx8Q-Ey9v...'. The 'Secret ID' column contains a placeholder 'c62e0b99-f48e-4a...'. A modal window titled 'Add a client secret' is open, showing fields for Description (containing 'zebrix') and Expires (containing '730 days (24 months)'). A large red circle labeled '1' is over the 'New client secret' button in the modal. A large red circle labeled '2' is over the 'zebrix' field in the modal. A large red circle labeled '3' is over the '730 days (24 months)' field in the modal. A large red circle labeled '4' is over the 'Add' button in the modal.



The screenshot shows the Microsoft Entra admin center interface, similar to the previous one but with a client secret added. The main content area is titled 'zebrix signage calendars connector | Certificates & secrets'. It shows a table with one row for a client secret. The table columns are Description, Expires, Value, and Secret ID. The 'Value' column now contains the actual secret value 'JMx8Q-Ey9v...'. The 'Secret ID' column now contains the actual secret ID 'c62e0b99-f48e-4a...'. A large red circle labeled '1' is over the 'Value' field. A large red circle labeled '2' is over the 'Secret ID' field. A large red circle labeled '3' is over the 'Add' button.

## 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=1750088976](https://documentation.zebrix.net/doku.php?id=en:m365_graphapi_calendars_read&rev=1750088976)

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