

# 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 displays a list of 40 registered applications. The columns include 'Display name', 'Application (client) ID', 'Created on', and 'Certificates & secrets'. A red circle with the number '1' is on the 'Applications' link in the sidebar. A red circle with the number '2' is on the 'App registrations' link in the sidebar. A red circle with the number '3' is on the 'New registration' button at the top of the list table.

## 2. Registering the App

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

Microsoft Entra admin center

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

**Name**  
zebrix signage calendars connector 1

**Supported account types**

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)**  
e.g. https://example.com/auth

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

**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**.

Microsoft Entra admin center

Home > zebrix signage calendars connector

**Overview**

**Essentials**

Display name : zebrix.signage.calendars.connector  
 Application (client) ID : 84204485-2f70 1  
 Object ID : f93ca51f-968e-435f-bdb4d-20f1 2  
 Directory (tenant) ID : 35fdbbd4-20f1  
 Supported account types : My organization only

**Client credentials**

**Add a certificate or secret** 3

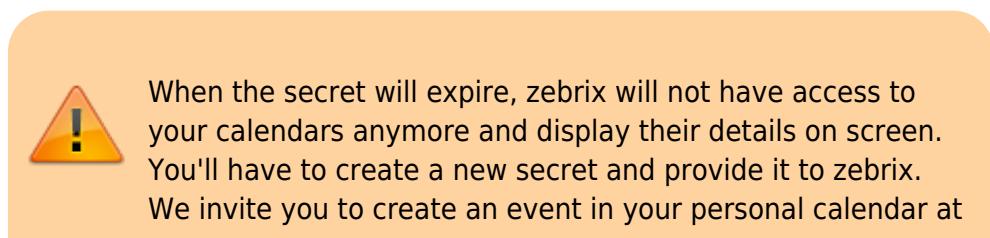
Redirect URIs : Add a Redirect URI  
 Application ID URI : Add an Application ID URI  
 Managed application in ... : zebrix.signage.calendars.connector

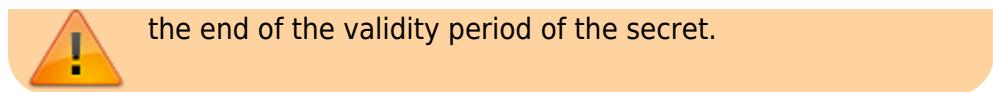
Welcome to the new and improved App registrations. Looking to learn how it's changed from App registrations (Legacy)? [Learn more](#)

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](#)

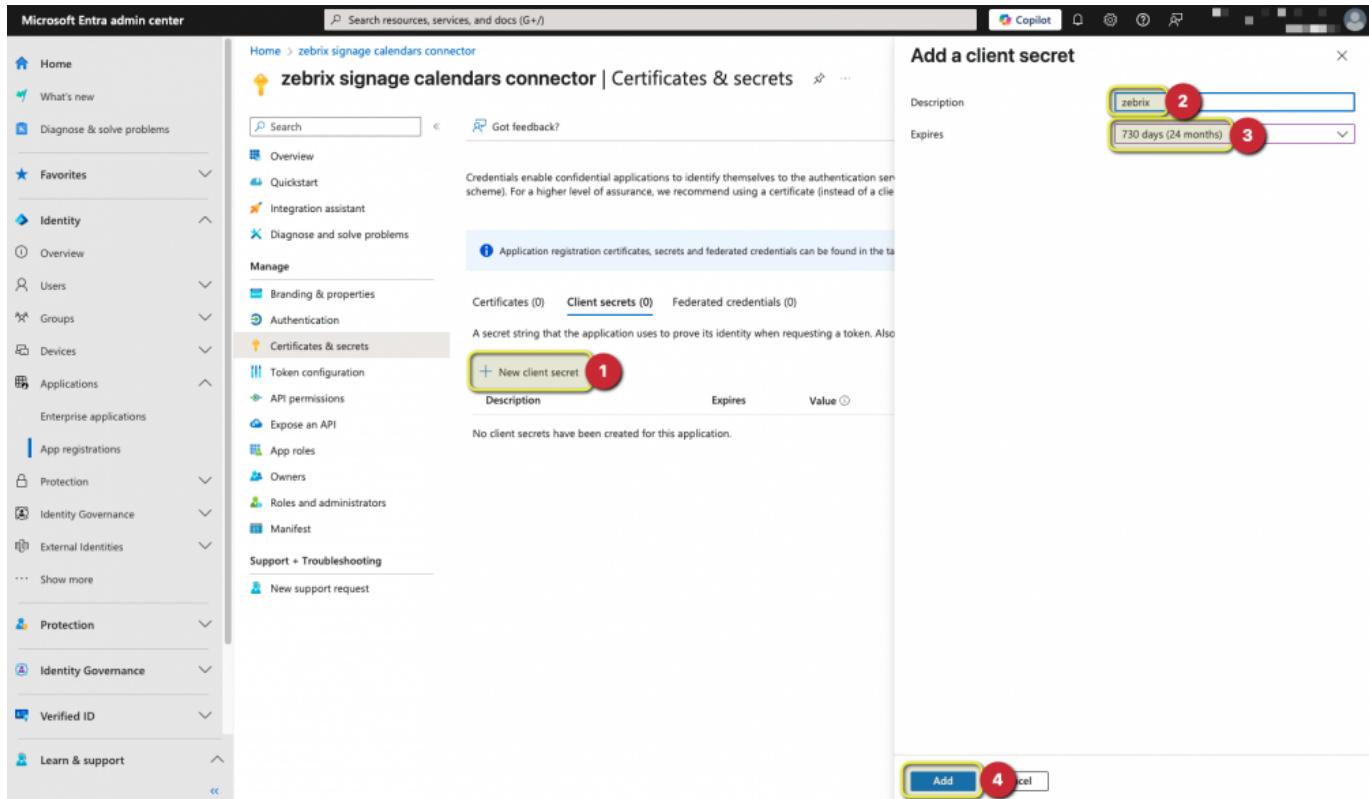
Get Started Documentation

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





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



Microsoft Entra admin center

Home > zebrix signage calendars connector

### zebrix signage calendars connector | Certificates & secrets

Search resources, services, and docs (G+/)

Overview Quickstart Integration assistant Diagnose and solve problems

Manage

- Certificates & secrets (1)
- Token configuration
- API permissions
- Expose an API
- App roles
- Owners
- Roles and administrators
- Manifest

Application registration certificates, secrets and federated credentials can be found in the tabs below.

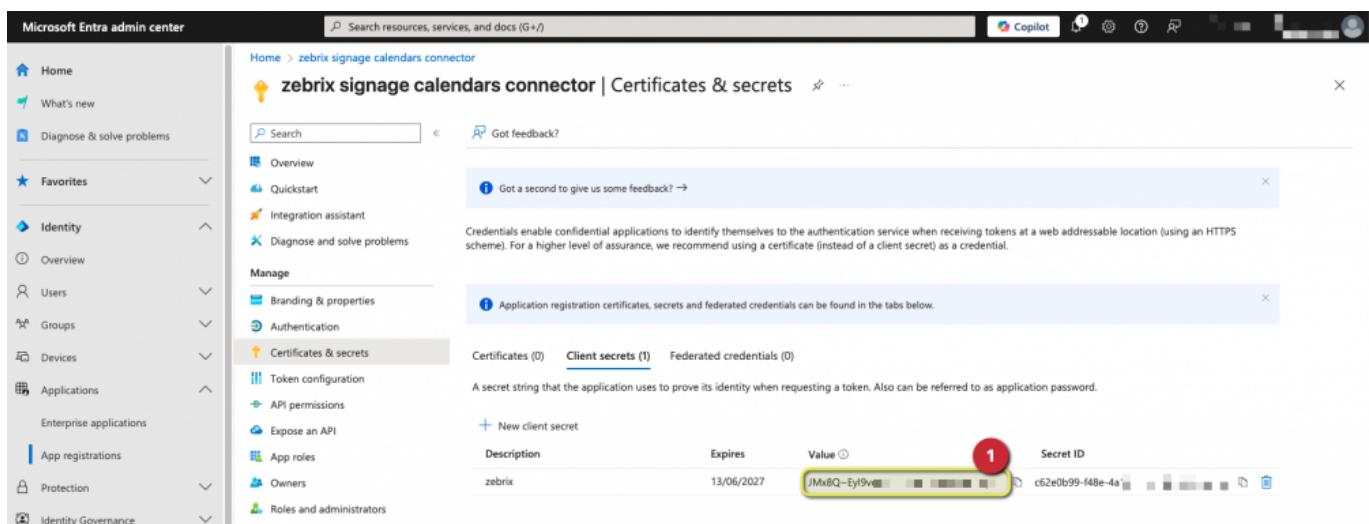
Certificates (0) Client secrets (0) Federated credentials (0)

A secret string that the application uses to prove its identity when requesting a token. Also can be referred to as application password.

**New client secret** 1

Description	Expires	Value
zebrix	13/06/2027	JMx8Q-EyI9v... 1

Add 4 Cancel



Microsoft Entra admin center

Home > zebrix signage calendars connector

### zebrix signage calendars connector | Certificates & secrets

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Certificates (0) Client secrets (1) Federated credentials (0)

A secret string that the application uses to prove its identity when requesting a token. Also can be referred to as application password.

**New client secret**

Description	Expires	Value	Secret ID
zebrix	13/06/2027	JMx8Q-EyI9v... 1	c62e0b99-f48e-4a...

## 4. Adding API Permissions

- Go to “**API permissions**” in the left menu.
- Click “**Add a permission**”.
- Select **Microsoft Graph**.
- 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.

**Request API permissions**

Select an API

**Microsoft APIs** APIs my organization uses My APIs

Commonly used Microsoft APIs

**Microsoft Graph** Take advantage of the tremendous amount of data in Office 365, Enterprise Mobility + Security, and Windows 10. Access Microsoft Entra ID, Excel, Intune, Outlook/Exchange, OneDrive, OneNote, SharePoint, Planner, and more through a single endpoint. **3**

**Configured permissions**

Applications are authorized to call APIs when all the permissions the application needs. [Learn more](#)

**Add a permission** **2** Grant admin consent

**API / Permissions name** **Type**

**Microsoft Graph (1)** **User.Read** **Deleg**

To view and manage consented permissions

**Request API permissions**

**All APIs**

**Microsoft Graph** <https://graph.microsoft.com/> [Docs](#)

What type of permissions does your application require?

**Delegated permissions** Your application needs to access the API as the signed-in user.

**Application permissions** Your application runs as a background service or daemon without a signed-in user. **1**

**Select permissions**

**calendar** **2** **Permission**

**Admin consent required**

**Calendars (1)** **3**

**Calendars.Read** **4** **Read calendars in all mailboxes**

**Calendars.ReadBasic.All** **Read basic details of calendars in all mailboxes**

**Calendars.ReadWrite** **Read and write calendars in all mailboxes**

**Add permissions**

## 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=1750089241](https://documentation.zebrix.net/doku.php?id=en:m365_graphapi_calendars_read&rev=1750089241)

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