PCI Comply For Microsoft Teams Installation Guide

Installation Guide

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redcentric

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PCI Comply For Microsoft Teams Installation Guide

This document details the steps required in order to install the Redcentric PCI Comply application to Microsoft Teams.

Pre Installation

Redcentric will supply a zip file that will be required to be uploaded to the O365 environment via the Microsoft Teams Admin Centre.

Application Installation - Microsoft Teams Admin Centre

Login to the Microsoft Teams Admin Centre and browse to Teams Apps -> Manage Apps, then select Upload:



Click the Upload button on the pop up screen:



Then browse to the zip file on your local machine and upload.

Once uploaded search for the application in the same window to ensure it was successfully uploaded:

+ Upload \checkmark Allow \oslash Block	Customize 28 Add to to	eam 1 item		pci	<u>×</u>
✓ Name Î	Certification (1)	Publisher	Publishing status	Status 🛈	Licenses
Redcentric PCI Comply		Redcentric	Published	Allowed	

The next step is dependent on your application policies. If required you can create a new application policy specifically for the end users that will be utilising the PCI Comply service.

New Application Policy - Microsoft Teams Admin Centre

In the Microsoft Teams Admin Centre browse to Teams Apps -> Setup Policies and click Add:

	Microsoft Teams admin	center	
≡			
ଜ	Home	App setup policies	
දීලී	Teams	App setup policies control how apps are made available to a user with the Teams app. You can use the Global (Org-wide	
දී	Users	default) policy and customize it or you can create custom policies and assign them to a set of users. Learn more	
ا	Teams devices		
B	Teams apps	+ Add Z Edit Duplicate Delete C Reset Global policy & Manage users	
	Manage apps	✓ Name↑ Description C	Custom policy
_	Permission policies	FirstLineWorker This is a default app setup N	No
	Setup policies	Global (Org-wide default)	No
	Customize store		

Give the policy a name and then click "Add Apps". Search for the Redcentric PCI Comply application:

≡			App setup policies \ Add
ଜ	Home		
දීලී	Teams	~	PCI
දී	Users	~	Add a friendly description so you know why it was created
Ą	Teams devices	~	
₿	Teams apps	^	Upload custom apps 🕥 💿 On
	Manage apps		User pinning 🗊 On
	Permission policies		
	Setup policies		Installed apps Choose which apps and messaging extensions you want installed in your users' personal Teams environment, and in meet
	Customize store		Learn more
÷	Meetings	~	+ Add apps X Remove 1 item
Ē	Mossaging policios		

This will then show the application:

	Microsoft Teams adr	nin cen	ter				[<u>نې</u> ا	?
≡			App setup policies \ Add						
ଜ	Home								
දීරී	Teams		PCI						
දී	Users		Add a friendly description so you know why it wa	s created					
\$	Teams devices								
₿	Teams apps		Upload custom apps 🕤	On On					
	Manage apps		User pinning ①	On On					
	Permission policies								
	Setup policies		Installed apps Choose which apps and messaging extensions vo	u want installed in your users' personal Teams en	vironment and in meetings	they create. Users can install other a	available apps from th	e Teams a	nn store
	Customize store		Learn more	a want installed in your users personal reality en	who in the congo		and approved a second	e reams a	pp store.
Ē	Meetings		+ Add apps $ imes$ Remove $ $ 1 item						
E	Messaging policies								
6	Voice		∼ Name	App ID	Publisher				
•	Locations	~	Redcentric PCI Comply	8171319d-17d3-484c-b332-16032a5a0d68	Redcentric				

You will also be able to choose if the application will be pinned. To pin the application, click Add Apps:

ය ස	Home Teams	~	Pinned apps Choose the order apps are pinned in th	he Teams app bar and messaging extensions. Learn more	
89 &	Users Teams devices		$+$ Add apps \uparrow Move up \downarrow	V Move down X Remove 1 item selected	
B	Teams apps		✓ Name	App ID	Publisher
	Manage apps		Activity	14d6962d-6eeb-4f48-8890-de55454bb136	Microsoft Corporation
	Permission policies		Chat	86fcd49b-61a2-4701-b771-54728cd291fb	Microsoft Corporation
	Setup policies		# Teams	2a84919f-59d8-4441-a975-2a8c2643b741	Microsoft Corporation
	Customize store		Calendar	ef56c0de-36fc-4ef8-b417-3d82ba9d073c	Microsoft Corporation
Ē	Meetings				
Ę	Messaging policies		Calling	20c3440d-c67e-4420-9f80-0e50c39693df	Microsoft Corporation

Search for the Redcentric PCI Comply application and select add:

Add pinned apps

Search based on this app permission policy ①
None
Search for apps you want to add or to see a list
of apps go to Manage apps.

pci
Redcentric ...
Add
Add

The application will then appear in the pinned list:



Grant Policy

To grant the application policy to a user – browse to the specific user in Users -> Manage Users. Select the user then click on the Policies tab. Then select Edit:

	Microsoft Teams adm	n center				
≡		Mar	nage users \ Test Customer 6			
ଜ	Home					
දීරිඉ	Teams	~	Test			
ii	Users	~		8 E M	Phone number	
	Manage users			United Kinadom	+44 05 Email	0
	Guest access			Child Mildeon	admin@ m	microsoft.co
	External access				Directory status	
ا	Teams devices	~				
B	Teams apps	^				
	Manage apps		Account Voice	Meetings & calls Policies		
	Permission policies					
	Setup policies		Assigned policies	🖉 Edit		Policy package 🖉 Edit
	Customize store		Meeting policy			Package assigned
*	Meetings	~	Global (Org-wide default)			None
E	Messaging policies		Messaging policy Global (Org-wide default)			
ଡି	Voice	~	Live events policy			

Update the App Setup policy for that user to the newly created policy and apply:

Meeting policy	
Global (Org-wide default)	\sim
Messaging policy	
Global (Org-wide default)	\sim
Live events policy	
Global (Org-wide default)	\sim
App permission policy	
Global (Org-wide default)	\sim
App setup policy	
Global (Org-wide default)	\sim
Global (Org-wide default)	

(Powershell command: PS C:> Grant-CsTeamsAppSetupPolicy -identity "User One" -PolicyName PCI)

Remove Application Policy - Microsoft Teams Admin Centre

In the Microsoft Teams Admin Centre browse to Teams Apps -> Setup Policies, select the policy to be deleted and click Delete:



Application Removal - Microsoft Teams Admin Centre

To remove the Redcentric PCI Comply application from Microsoft Teams browse to Teams Apps -> Manage Apps, then search for the Redcentric PCI Comply application in the search box. Click on the hyperlink which is the application name:

	Microsoft Teams admin cer	iter					🖾 🅸 ? 🄇
≡							
ଜ	Home	Manago appr					
සී	Teams ~	When you are managing apps for your organization	n, you are controlling what apps are available	to users in your organization's		Org	-wide app settings
දී	Users ^	app store. You can then use app permission and app Learn more	p setup policies to configure what apps will b	be available for specific users.			
	Manage users						
	Guest access	Pending approval					
	External access						
\$	Teams devices \lor	O Submitted custom apps Updated custom apps					
B	Teams apps ^						
	Manage apps						
	Permission policies	+ Upload 🗸 Allow 🖉 Block 🖉 Cus	tomize 😤 Add to team 1 item			pci	× ©
	Setup policies	✓ Name Î Certifica	tion 🛈 Publisher	Publishing status ③	Status ③	Licenses ③	Custom app
	Customize store	Redcentric PCI Comply	Redcentric	Published	Allowed		Yes
	Meetings ~						

Click delete:

Redcentric		Version
	↑ Update	1.0.3
	Publishing status 🕕	By using this app, your users agree to the Privacy policy
UNITY	Published V	and Terms of use.
	Status ()	

And confirm the deletion:

Delete app	
Do you want to delete this app	?

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