PeopleFluent Learning

Microsoft Teams Integration Guide

Contents

About this Document

Introduction

This document describes how to configure Microsoft Office 365 to integrate Microsoft Teams with PeopleFluent Learning. Microsoft Teams integration enables LMS system administrators to set up virtual classroom accounts for Teams so that learners can launch courses from the LMS that are delivered via Teams events.

Microsoft Teams integration is available with PeopleFluent-hosted (SaaS) customers with the Learning License only.

Document Information

Revision Information	
Revision Date:	November 11, 2024
Revised Document Version Number:	3.0
Details of Revision:	Updated content to reflect changes to Microsoft 365.

Microsoft Office 365 Set Up

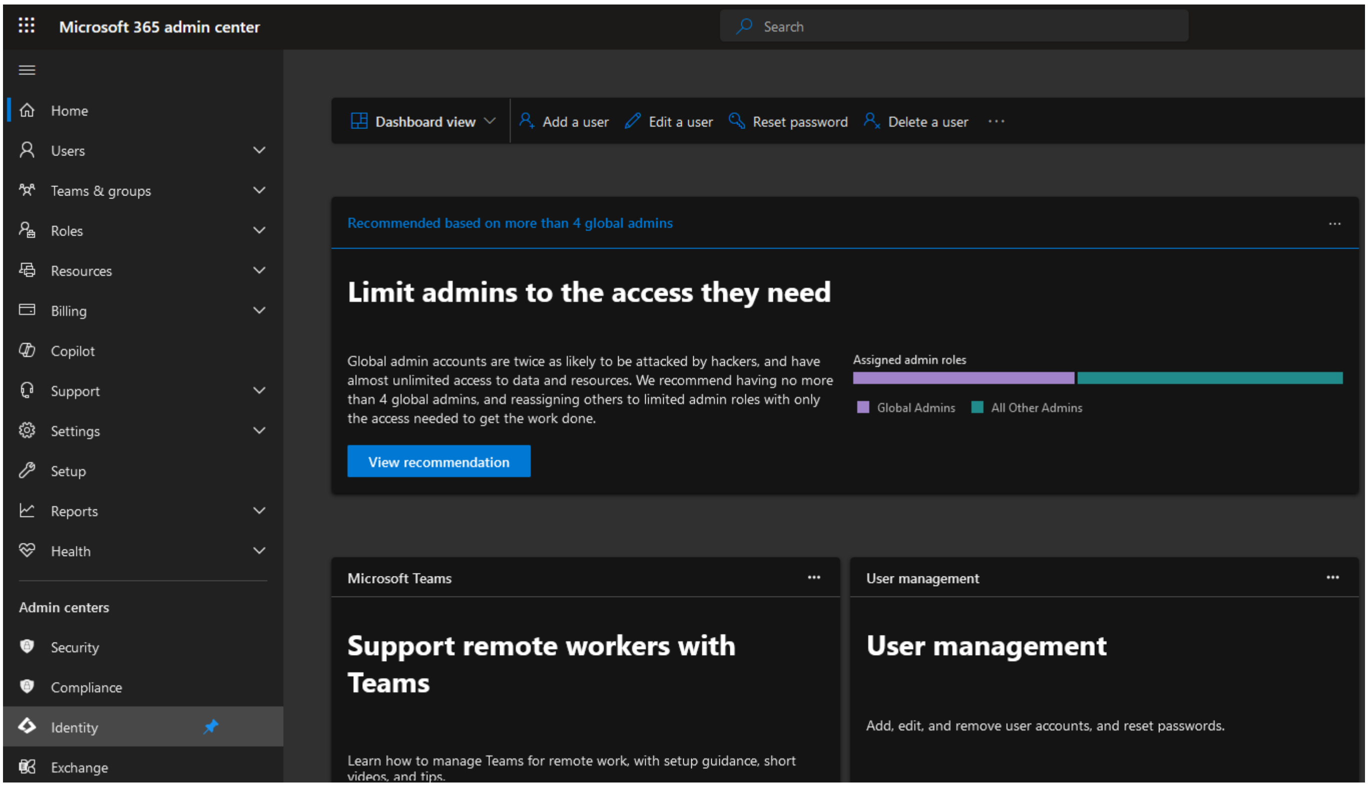
The following steps may need to be completed by whomever administers the Microsoft Office 365 accounts. Three pieces of information will be needed in the LMS, and these are noted on steps 9 and 14 below. Also, there is a URL from the LMS required on Step 7.

Register the Application in Azure Active Directory

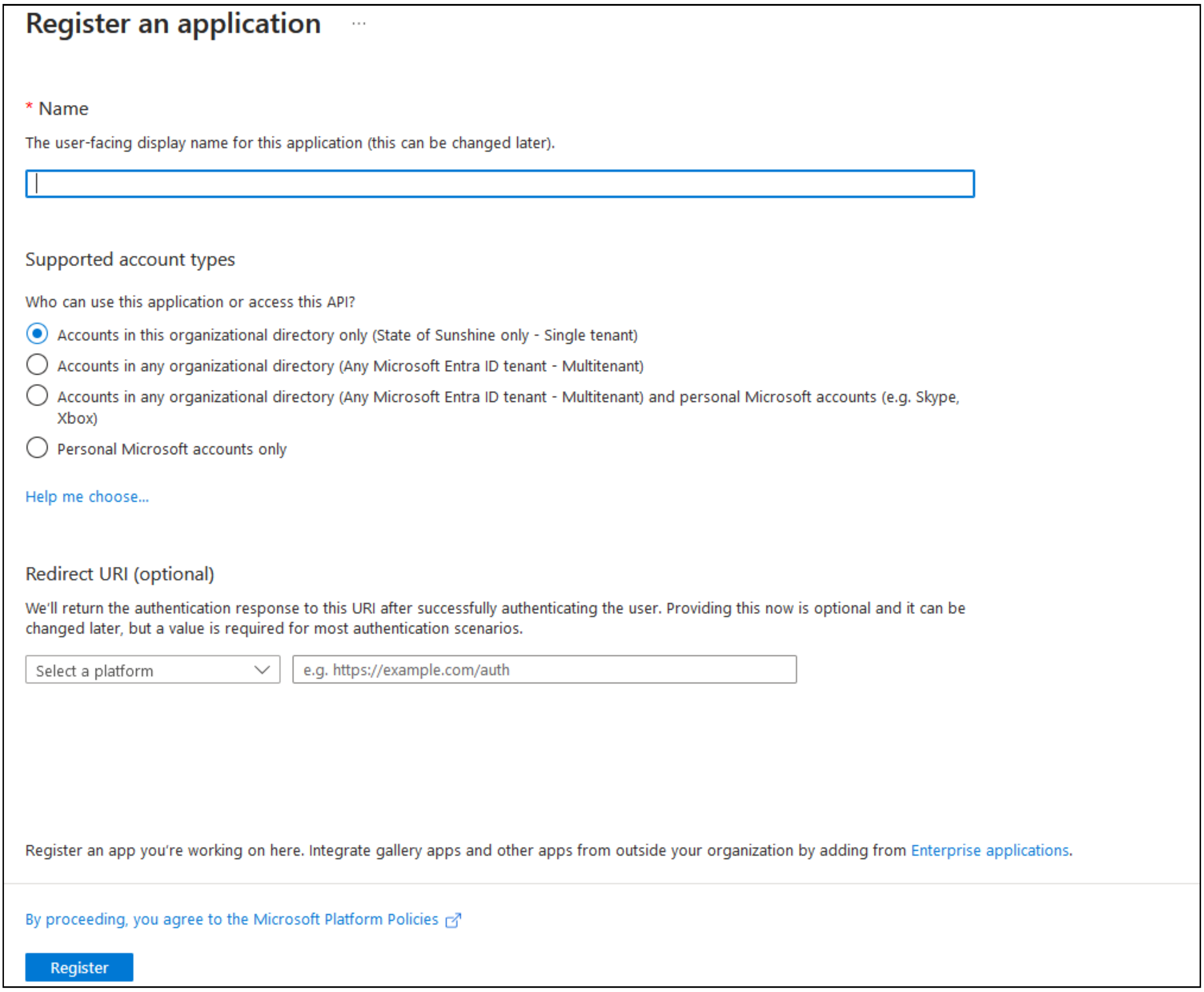
While this only needs to take place once, it is possible to create multiple "applications" in Azure Active Directory. This will be necessary for customers who have test and production LMS sites.

To register the application in Azure Active Directory:

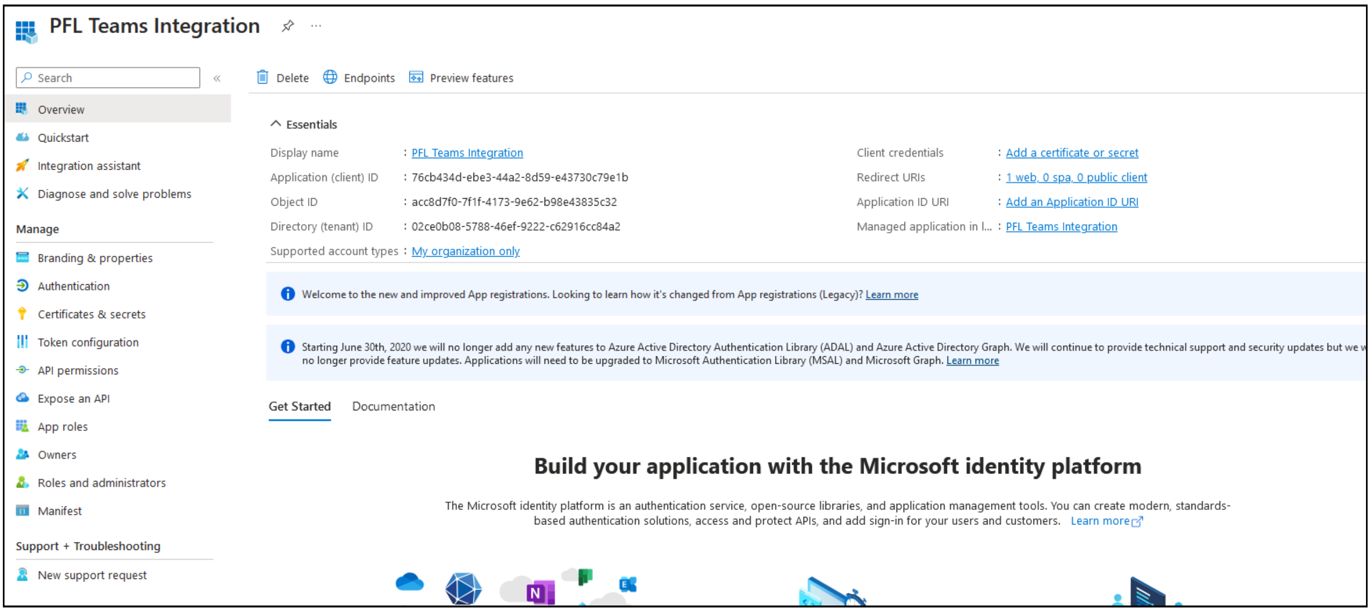
1. Log in to the Office 365 Admin Portal https://portal.office.com/adminportal/home?#/homepage.
2. On the left side, under Admin Centers, select **Identity**. The Microsoft Entra admin center opens in a new tab or window.



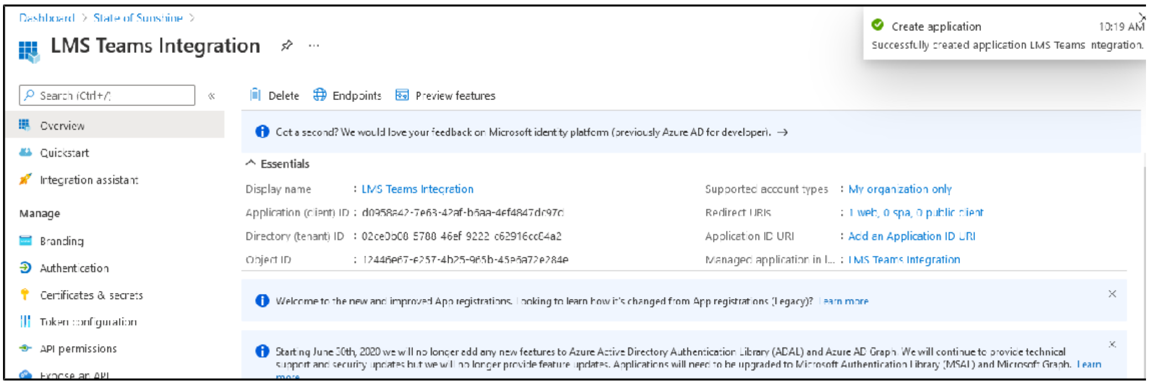
3. In the Microsoft Entra admin center, select **Identity** in the left menu.
4. Select **Applications** then **App Registrations**.
5. Select **+ New Registration**.



6. Enter a name for the Application. This can be anything, but should reflect the LMS (for example, LMS Teams Integration or something similar).
7. Select **Web** and enter the Redirect URL in the following format: http{s}://{customer.domain}/{instance}/servlet/ekp/TEAMSPROCESSOR. {customer.domain} is the full domain for the LMS (customer.netdimensions.com) while {instance} is the second part of the URL (default is "ekp" but this is often changed for customers. This can also be found in your LMS under **Manage Center > Learning > Virtual Classroom Account Setup > + Create new > Select Microsoft Teams**.

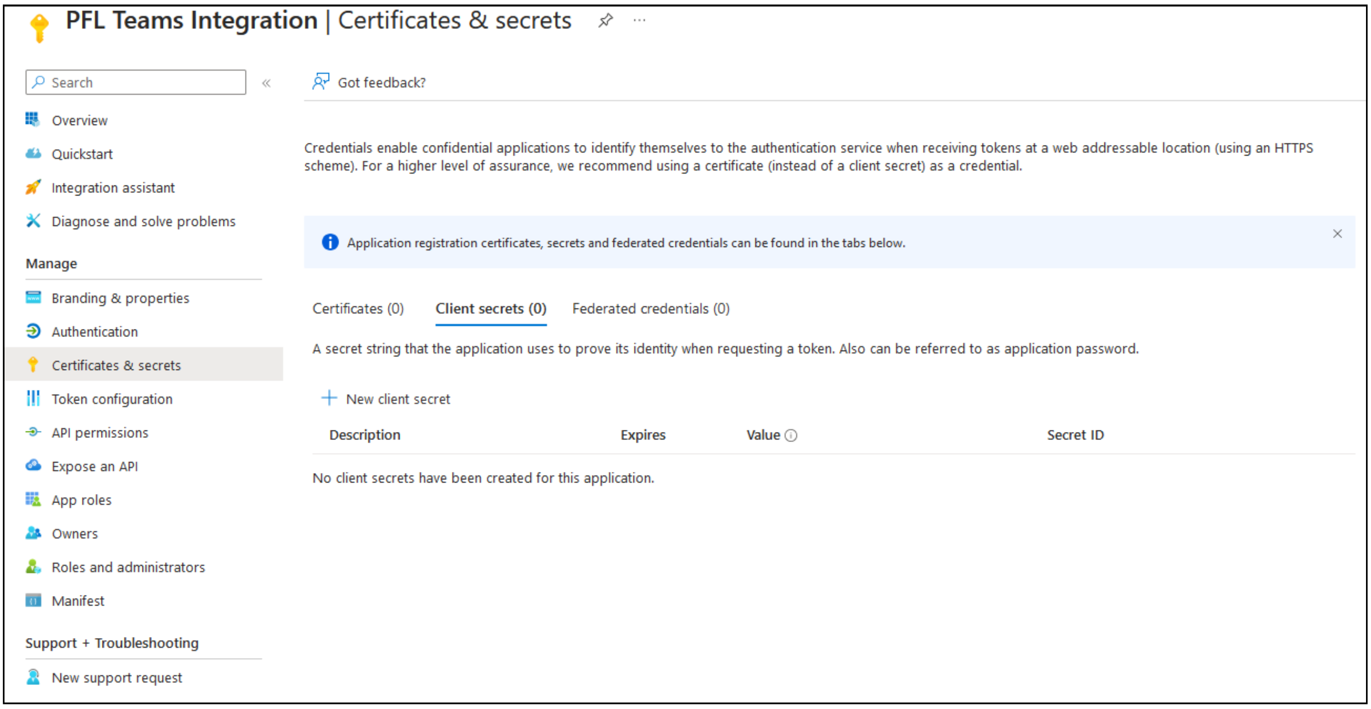


8. If not already open, open the App registration page.

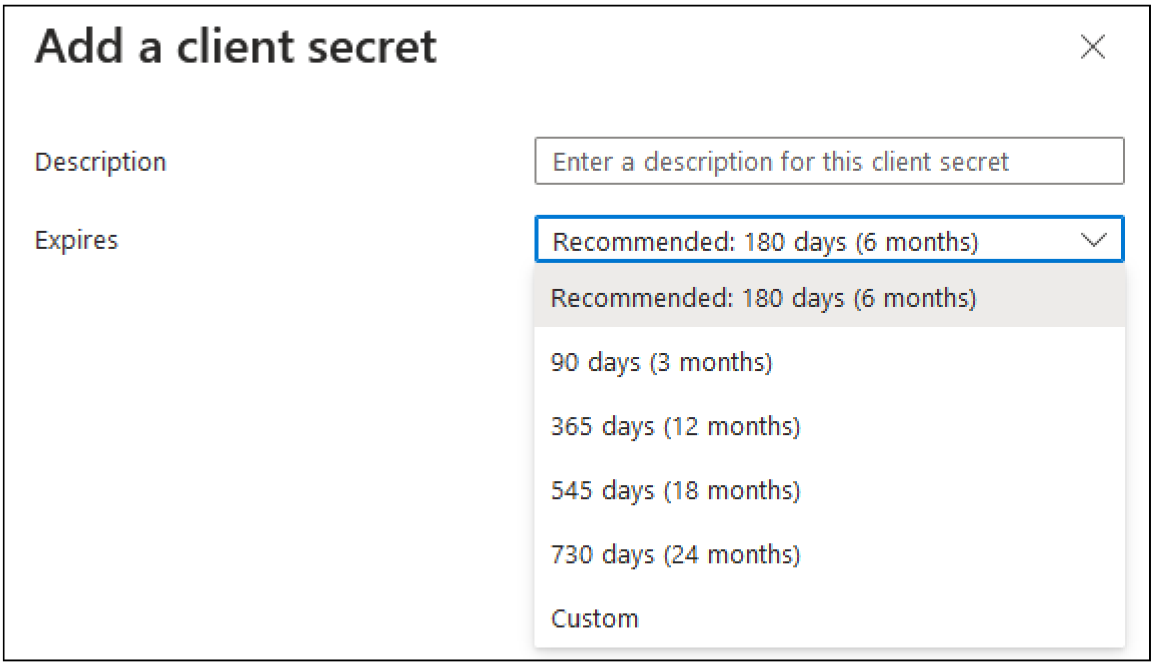


9. Copy the *Application (client) ID* and the *Directory (tenant) ID*. These values are needed as part of the Virtual Classroom Account Setup (see below) fields, *Client ID* and *Tenant ID*.

10. Select **Certificates & secrets** from the Manage menu on the left.



11. At the bottom, click **+ New client sec**.



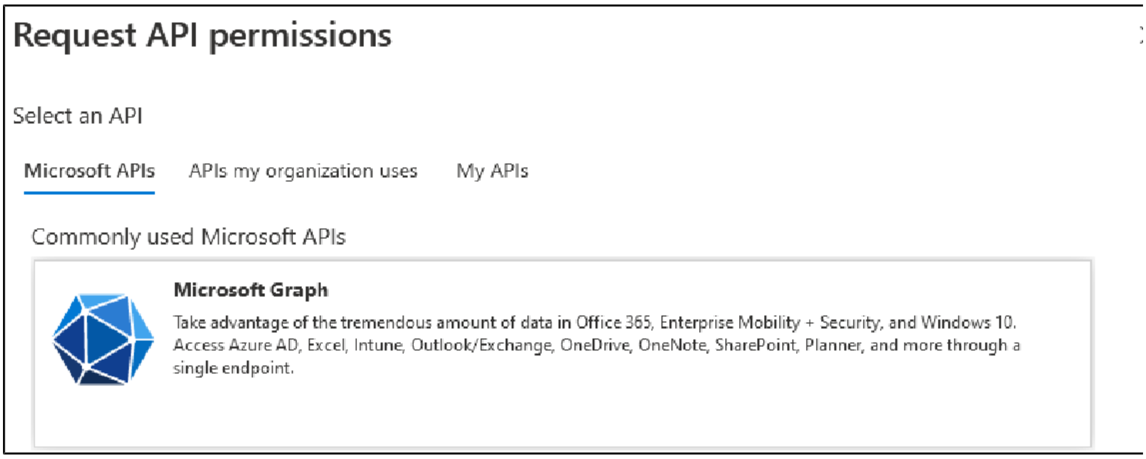
12. Description is optional. Select an option to specify if or when the secret expires. Note that if the secret expires, a new secret will need to be created.
13. Click **Add**.

14. Copy the **Value** of the secret you just created, not the ID. The client secret value is needed as part of the Virtual Classroom Account Setup below.

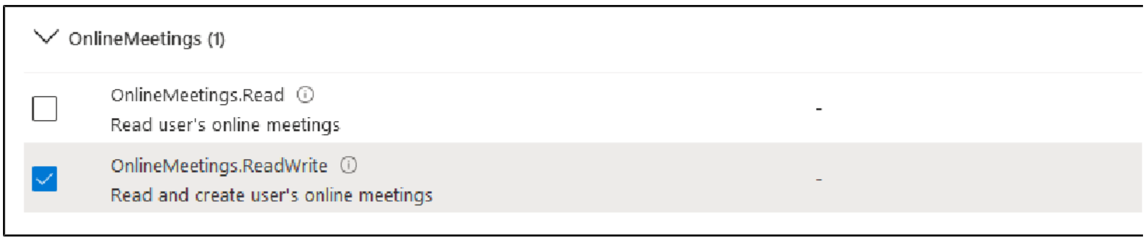
Set API Permissions

To set the API permissions

1. In the App Registrations page for the app, click the **API Permissions** link under Manage.
2. Click **Add a permission**. When the options appear, select **Microsoft Graph**.



3. Select **Delegated Permissions**.
4. Scroll down (or search) for OnlineMeeitngs and select the **ReadWrite** check box.

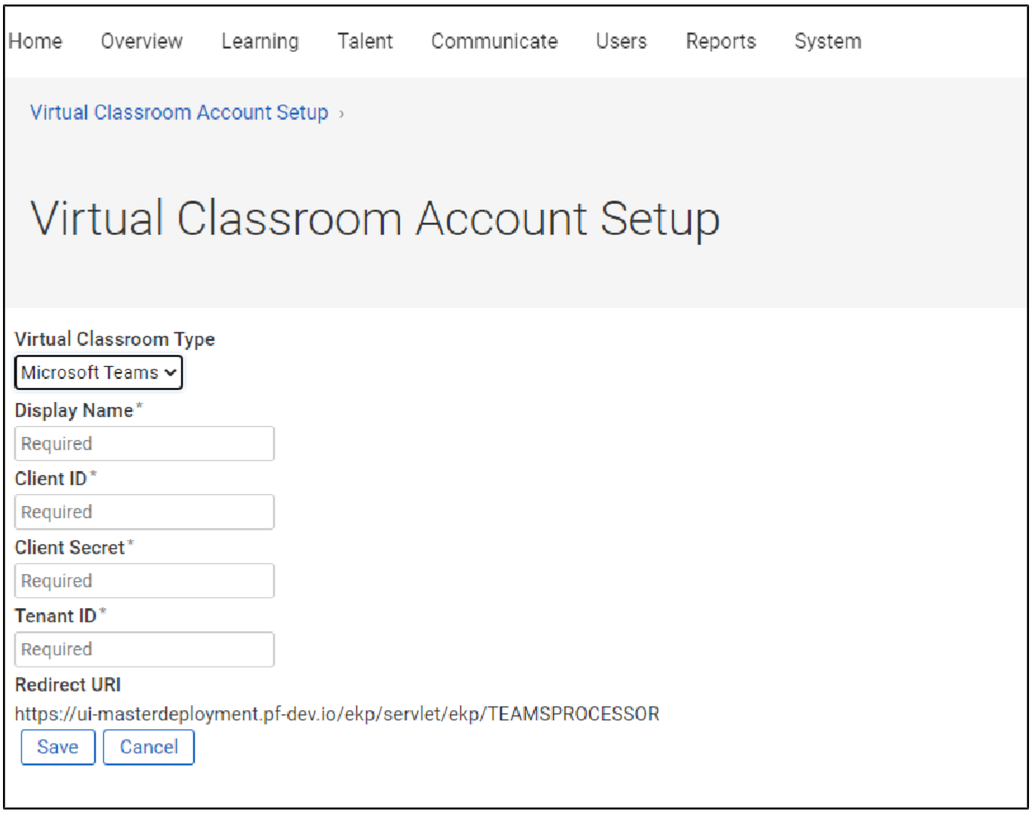


Once the information above is set up, everything else is done within the LMS. It is up to each customer how many Applications to register in Azure Active Directory. Only one is needed per LMS site because of the Redirect URL in Step 7.

LMS Set Up

Virtual Classroom Account Set Up

To set up a Microsoft Teams Virtual Classroom Account, go to **Manage Center > Learning > Catalog General Settings > Virtual Classroom Account Setup**. Accounts can be created, edited or deleted.



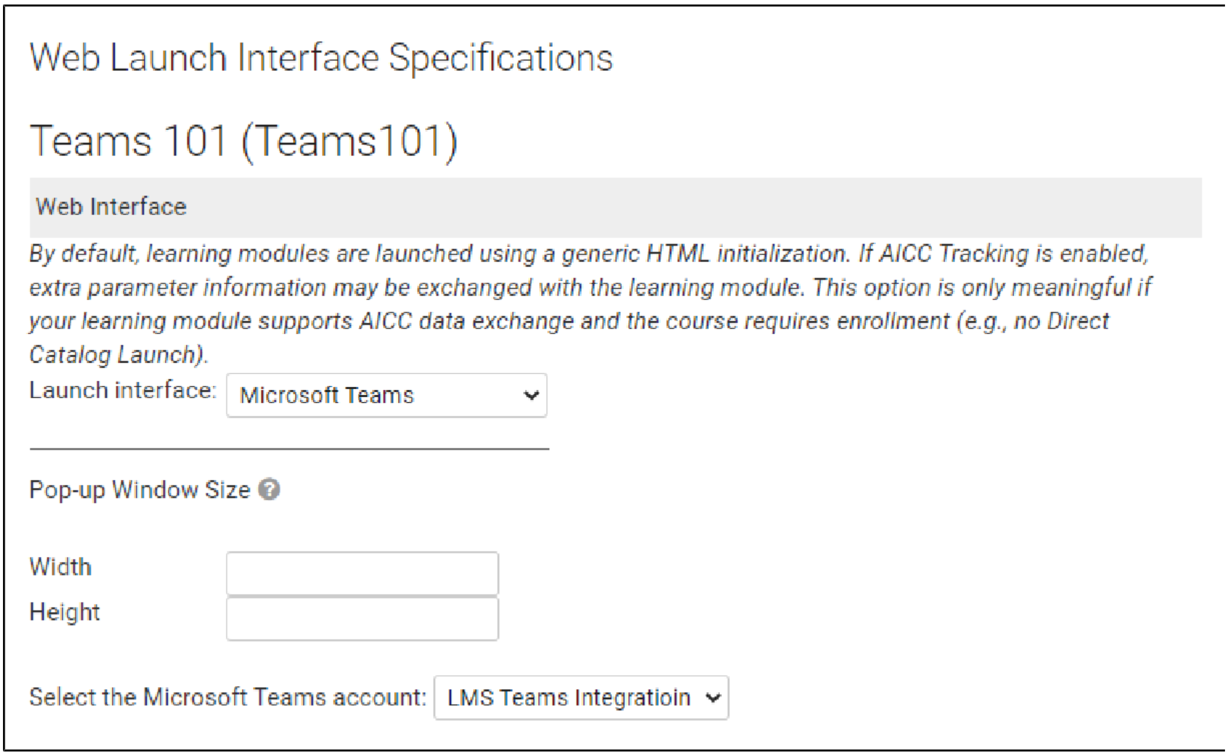
For Microsoft Teams, the entries are:

- **Display Name** - This is used in the LMS to display the account. It is used when creating a Virtual Classroom Session.
- **Client ID** - This is the client id created in Azure Active Directory above (step 9).
- **Client Secret** - This is client secret created in Azure Active Directory above (step 14).
- **Tenant ID** - This is the tenant id created in Azure Active Directory above (step 9).

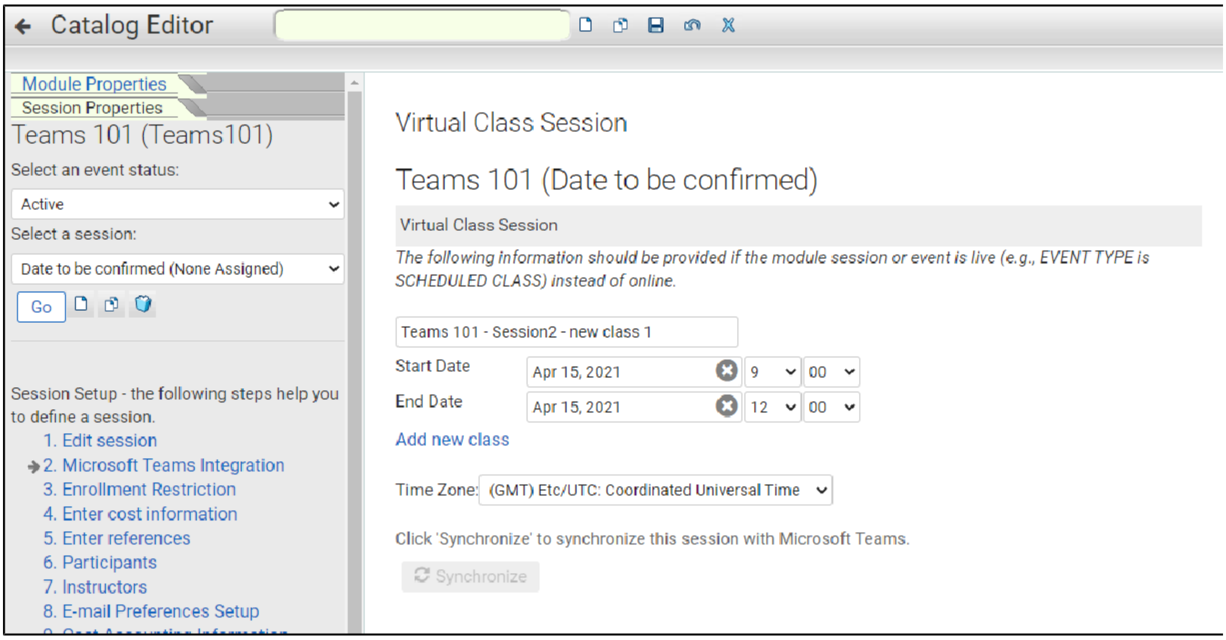
Enter the values and click **Save**.

Create Virtual Classroom Module

1. Go to **Manage Center > Learning > Create Learning Module**. In the Catalog Editor, select Virtual Classroom and enter a Module ID.
2. To designate the Teams account, go to **4.1 Define Launch Properties** and select **Microsoft Teams** and then select the Microsoft Teams account as set up above. There can be more than one account.



3. Once the Launch Interface is designated, create a session and go to **2. Microsoft Teams Integration**.



4. Give the class a title and designate the dates and times. Additional classes can be added here.
5. Click the **Save** icon in the header. After saving, the Synchronize button is activated.
6. The logged in administrator will authorize the integration by logging into the Office 365 account (it not already logged in). This step may be repeated depending on the time between creating sessions. This is required for the application to integrate.

```
<RequestMapper type="Native">
  <RequestMap applicationId="default">
    <Host name="ekp.example.com">
      <Path name="ekp/servlet/ekp/remoteUserAuthenticator"
requireSession="true" authType="shibboleth"/>
    </Host>
  </RequestMap>
</RequestMapper>
```

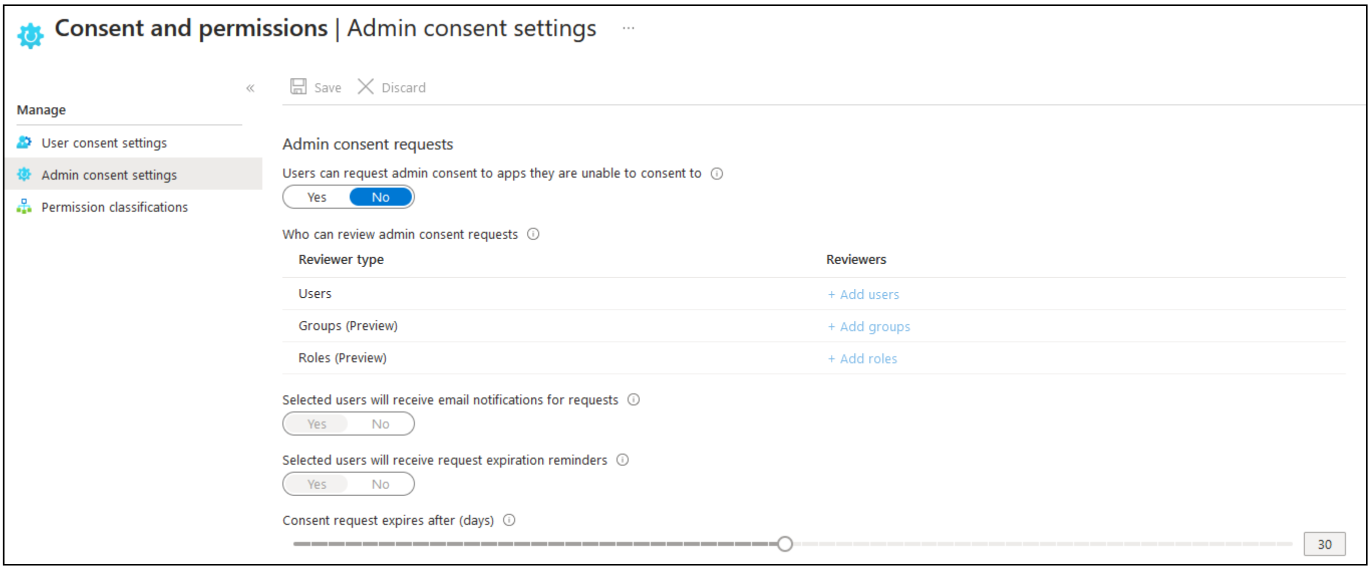
```
<Location /ekp/servlet/ekp/remoteUserAuthenticator>
 AuthType shibboleth
 ShibRequestSetting requireSession 1
 require valid-user
</Location>
```

7. After this step, click Synchronize again. The Copy Join URL button appears. This can be populated into communications if necessary. This will also be the URL enrolled learners will see after clicking Launch from their Current Courses (Current Enrollments).

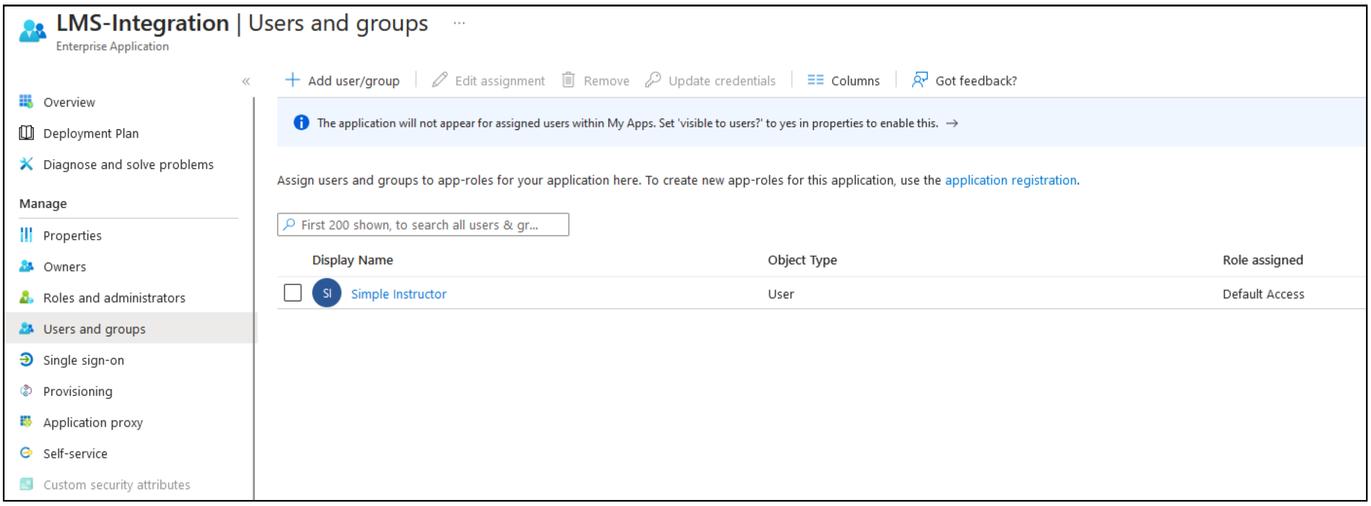
LMS Set Up

This appendix provides additional configuration steps for organizations that do not allow users to consent to apps accessing company data on their behalf.

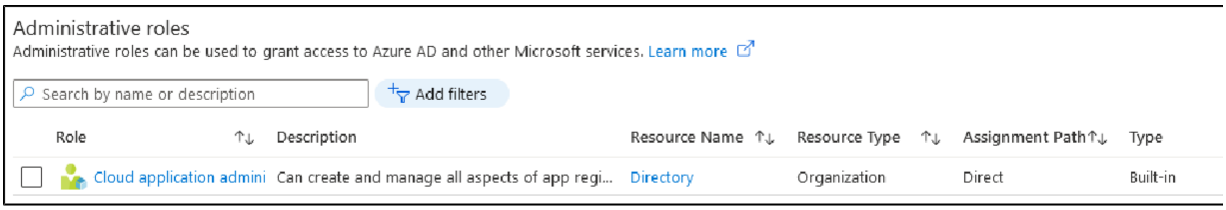
In the Microsoft Entra admin center, go to **Enterprise Applications > Consent and permissions > Admin consent settings** and confirm **Users can consent to apps accessing company data on their behalf** is set to No.



If so, then specific users will need to be permitted to access the integration. Go to **Enterprise applications**, select the specific application, and then select Users and groups to add a user.



Select the user and assign them the *Cloud application administrator* role. This is a default role that allows access to the application.



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