

PeopleFluent Learning

Microsoft Teams Integration Guide

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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.

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

Document Information

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Details of Revision:	Updated content to reflect changes to Microsoft 365.			

Microsoft Office 365 Set Up

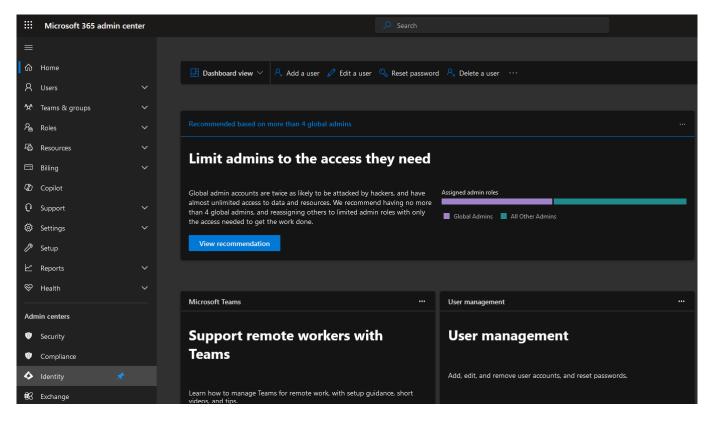
The following steps may need to be completed by whomever administers the Microsoft Office 365 accounts. Three pieces of information will be needed in the LMS, and these are noted on steps 9 and 14 below. Also, there is a URL from the LMS required on Step 7.

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.

Register an application
* Name
The user-facing display name for this application (this can be changed later).
Supported account types
Who can use this application or access this API?
 Accounts in this organizational directory only (State of Sunshine only - Single tenant)
🔘 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)
O 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
Select a platofin +
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

- 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.

PFL Teams Integrat	ion 🖈 …			
₽ Search «	📋 Delete ⊕ Endpoints	Preview features		
Overview				
📣 Quickstart	∧ Essentials			
💉 Integration assistant	Display name	: <u>PFL Teams Integration</u>	Client credentials	: Add a certificate or secret
X Diagnose and solve problems	Application (client) ID	: 76cb434d-ebe3-44a2-8d59-e43730c79e1b	Redirect URIs	1 web. 0 spa, 0 public client
	Object ID	: acc8d7f0-7f1f-4173-9e62-b98e43835c32	Application ID URI	Add an Application ID URI
Manage	Directory (tenant) ID Supported account type	: 02ce0b08-5788-46ef-9222-c62916cc84a2	Managed application in l	. : <u>PFL leams integration</u>
🔤 Branding & properties	supported account type	• My organization only		
Authentication	Welcome to the new	and improved App registrations. Looking to learn how it's changed	from App registrations (Legacy)? Learn more	
📍 Certificates & secrets				
Token configuration				raph. We will continue to provide technical support and security updates but we w
-> API permissions	no longer provide fe	ature updates. Applications will need to be upgraded to Microsoft A	uthentication Library (MSAL) and Microsoft Graph. <u>Learn mo</u>	re
🙆 Expose an API	Get Started Docume	ntation		
App roles				
A Owners		Build your applic	ation with the Microsoft ide	entity platform
👃 Roles and administrators		Build your applica	ation with the Microsoft la	
III Manifest	The Microsoft identity platform is an authentication service, open-source libraries, and application management tools. You can create modern, standards- based authentication solutions, access and protect APIs, and add sign-in for your users and customers. Learn more			
Support + Troubleshooting				
New support request		N	1 in	

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

$Dashboard \geq State \text{ of Sunshine} \geq$			Create application 10:19 AM
🔣 LMS Teams Integrati	Successfully created application LMS Teams integration.		
Search (Ctrl+/) «	🗊 Delete 🌐 Endpoints 🐻 Preview features		
🗮 Overview	Cot a second? We would love your feedback on Microsoft identity platform (previously Application)	sure AD for developer). \rightarrow	
🦀 Quickstart	^ Essentials		
💉 Integration assistant	Display name : LMS Teams Integration	Supported account types 💠 🕨	ty organization only
Manage	Application (client) ID : d0958642-7e63-42af-b6aa-4ef4847dc97c	Redirect URIs : 1	web, 0 spa, 0 public client
🗮 Branding	Directory (tenant) ID 3 2020000 5788 46ef 9222 c62916cc64a2	Application ID URI : A	d an Application ID URI
Authentication	Object ID : 12446667-6257-4b25-965b-45868726284e	Managed application in L., + H	MS Teams Integration
📍 Certificates & secrets	Welcome to the new and improved App registrations. Looking to learn how it's changed f	rom App registrations (Legacy)? Learn m	are ×
Token configuration			
API permissions	1 Starting June 20th, 2020 we will no longer add any new features to Azure Active Directory / support and security, updates but we will no longer provide feature updates. Applications		
🙆 Exacse an ARI	more		,,

- 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.

💡 PFL Teams Integration	on Certificates & secre	ets ৵ …			
Search «	🔊 Got feedback?				
 Overview Quickstart Integration assistant 	Credentials enable confidential applicati scheme). For a higher level of assurance			e when receiving tokens at a web addressable location (using an HTTPS t secret) as a credential.	
X Diagnose and solve problems Manage	() Application registration certificates, s	secrets and federated credenti	als can be found in the tabs b	elow.	×
 Branding & properties Authentication 	Certificates (0) Client secrets (0)			an be referred to as application password.	
Certificates & secrets		s to prove its identity when	requesting a token. Also c	n be referred to as application password.	
 Token configuration API permissions 	 New client secret Description 	Expires	Value 🗊	Secret ID	
 Expose an API App roles 	No client secrets have been created fo	r this application.			
 Owners Roles and administrators 					
Manifest					
Support + Troubleshooting					

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

Add a client secret		\times
Description	Enter a description for this client secret	
Expires	Recommended: 180 days (6 months)	\sim
	Recommended: 180 days (6 months)	
	90 days (3 months)	
	365 days (12 months)	
	545 days (18 months)	
	730 days (24 months)	
	Custom	

- 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**.

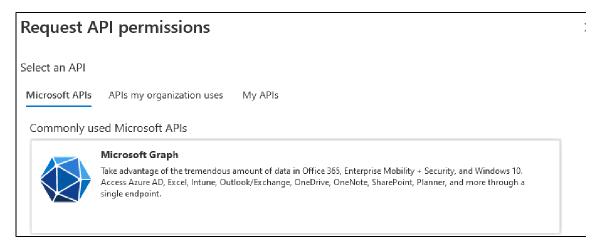
Client secrets			
A secret string that the application uses to prove	e its identity when req	uesting a token. Also can be referred to as ap	oplication password.
+ New client secret			
Description	Expires	Value	ID
Password uploaded on Mon Mar 29 2021	12/31/2299	R-l25~8oz.5q1U0BL6BYc-UwP_4pyYGBfv	dd8c9380-083c-4378-b283-5

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.

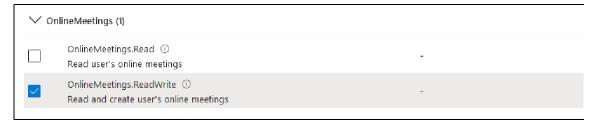
Set API Permissions

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.

Home	Overview	Learning	Talent	Communicate	Users	Reports	System
Virtua	l Classroom A	Account Setu	0 >				
Vir	tual C	lassro	om	Account	t Set	up	
Virtual C	lassroom Typ	e					
Microso	ft Teams 🗸						
Display	Name*						
Require	1						
Client ID	*						
Require	d						
Client Se	ecret*						
Require	d						
Tenant I	D **						
Required	d						
Redirect	URI						
https://u Save	i-masterdeplo	yment.pf-dev.	io/ekp/ser	vlet/ekp/TEAMSPR(OCESSOR		

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.
- 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.

Web Launch Interface Specifications				
Teams 101 (Teams101)				
Web Interface				
By default, learning modules are launched using a generic HTML initialization. If AICC Tracking is enabled, extra parameter information may be exchanged with the learning module. This option is only meaningful if your learning module supports AICC data exchange and the course requires enrollment (e.g., no Direct Catalog Launch).				
Launch interface: Microsoft Teams				
Pop-up Window Size 😨				
Width				
Height				
Select the Microsoft Teams account: LMS Teams Integration 🐱				

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

← Catalog Editor	X @ B C D			
Module Properties Session Properties Teams 101 (Teams101)	Virtual Class Session			
Select an event status:	Teams 101 (Date to be confirmed)			
Active Select a session:	Virtual Class Session			
Date to be confirmed (None Assigned)	The following information should be provided if the module session or event is live (e.g., EVENT TYPE is SCHEDULED CLASS) instead of online.			
	Teams 101 - Session2 - new class 1			
	Start Date Apr 15, 2021 😵 9 🗸 00 🗸			
Session Setup - the following steps help you to define a session.	End Date Apr 15, 2021 🔯 12 🗸 00 🗸			
1. Edit session	Add new class			
2. Microsoft Teams Integration 3. Enrollment Restriction 4. Enter cost information 5. Enter references	Time Zone: (GMT) Etc/UTC: Coordinated Universal Time Click 'Synchronize' to synchronize this session with Microsoft Teams.			
6. Participants 7. Instructors	C Synchronize			
8. E-mail Preferences Setup				

- 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>
```

- 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.

🔅 Consent and per	mis	sions Admin consent settings	
	~	🗟 Save 🗙 Discard	
Manage			
User consent settings		Admin consent requests	
Admin consent settings		Users can request admin consent to apps they are unable to consent to ③	
🖧 Permission classifications		Yes No	
		Who can review admin consent requests \odot	
		Reviewer type	Reviewers
		Users	+ Add users
		Groups (Preview)	+ Add groups
		Roles (Preview)	+ Add roles
		Selected users will receive email notifications for requests Yes No Selected users will receive request expiration reminders Yes No Consent request expires after (days)	
		0	30

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.

LMS-Integration Users and groups										
~	🕂 Add user/group 🕴 🖉 Edit assignment 🥤	🗓 Remove 🔑 Update credentials 🎫 Columns 🍦 椂 Got feedback?								
📕 Overview	1 The application will not appear for assigned users within My Apps. Set 'visible to users?' to yes in properties to enable this. \rightarrow									
Deployment Plan										
🗙 Diagnose and solve problems	Assign users and groups to app-roles for your app	00								
Manage	Assign exclusion groups to approve to pour apprication netter o actate net approve on suppretation, ase the apprication registration									
Properties	✓ First 200 shown, to search all users & gr									
🄉 Owners	Display Name	Object Type	Role assigned							
🚨 Roles and administrators	Si Simple Instructor	User	Default Access							
Users and groups										
Single sign-on										
Provisioning										
Application proxy										
Self-service										
Custom security attributes										

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

Administrative roles Administrative roles can be used to grant access to Azure AD and other Microsoft services. Learn more \square^3											
Q	Search by name or descript	tion	+ Add filters								
	Role	↑↓	Description	Resource Name $~\uparrow_{\downarrow}$	Resource Type \uparrow_{\Downarrow}	Assignment Path \uparrow_{\downarrow}	Туре				
	Cloud application ac	dmini	Can create and manage all aspects of app regi	Directory	Organization	Direct	Built-in				

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