



ARGUSspot for Microsoft Teams

The IT department installs the app for the end user









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1. Introduction

The aim is to make the **ARGUSspot** Microsoft Teams app available for users by having the app pinned and permanently displayed in Microsoft Teams without users having to integrate the app themselves.

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Q Aktivität		ARGUSspot	Company Nev	vs Read later	Chat	Info
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2. Instructions for Microsoft 365 administrators

2.1 Logging in to the Microsoft Teams admin centre

- 1. Go to https://admin.teams.microsoft.com/
- 2. Enter your administrator login details.

← TeamsAdmin@cont	050 com
Enter password	d
••••••	
Forgot my password	
	Sign in



2.2 Setup policies

3. Open the 'Teams apps' drop down in the menu ribbon and click on 'Setup policies'.

	Microsoft Teams a	dmin cen	P Search - Preview	P Search - Preview	
≡					
ń	Dashboard		Overview		
8 6 3	Teams		Overview		
සි	Users		Microsoft Teams upgrade User search		Activit
٨	Teams devices	~		0	Activity
₿	Teams apps	^	Pian your upgrade to learns Search by display or username As you prepare for the July 31, 2021 retirement of Stope for	ų	Group po
	Manage apps		Business Online, Microsoft is committed to supporting your organization's upgrade to Teams. Check our planning guidance		Group po
	Permission policies		and training resources to hep along the way.		
	Setup policies		Learn more		
	Customize store		Vew uses →		View de

4. Add a setup policy by clicking on '+ Add'.

I	Manage policies	Group policy assignment				
	+ Add 🖉 Edit	🕼 Duplicate 📑 Delete	O Reset Global policy	Assign users		
	✓ Name ↓			Description	Custom policy	

5. Check that 'Upload custom apps' and 'User pinning' are enabled.





6. Under 'Pinned apps', select 'Add apps'.

Pinned apps Choose the order apps are pinned in messaging extensions and the Teams app bar. Learn more								
+ Ac	+ Add apps ↑ Move up ↓ Move down × Remove 6 items							
	✓ App bar ()	 Messaging extensions (i) 						
1	Activity	=						
2	Chat	= No pinned apps						
3	😛 Teams	=						
4	Calendar	=						
5	Calling	=						
6	Files	=						

7. You can search for the required app or the permission policy in the 'Add pinned apps' column. Confirm by clicking on 'Add'.

Search based on this ann nermissin	
None	in poincy O
Search for apps you want to add or of apps go to Manage apps. ①	to see a list
Argus	×
Apps to add (1)	
	×
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8. You can now find the required app under '**Pinned apps**'. You can move the apps around depending on how you want them to be displayed in Teams. Finally, save your settings by clicking on '**Save**'.

Pinned apps Choose the order apps are pinned in messaging extensions and the Teams app bar. Learn more								
+ Ad	+ Add apps ↑ Move up ↓ Move down × Remove 7 items							
	✓ App bar ③		✓ Messaging extensions (;)					
1	Activity	=	()					
2	Chat	=	No pinned apps					
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4	Calendar	=						
5	Calling	=						
6	Files	=						
7	ARGUSspot	=						
Sa	Cancel							