Microsoft

ARGUS DATA INSIGHTS®
INSIGHTS FOR SUCCESS

ARGUSspot for Microsoft Teams
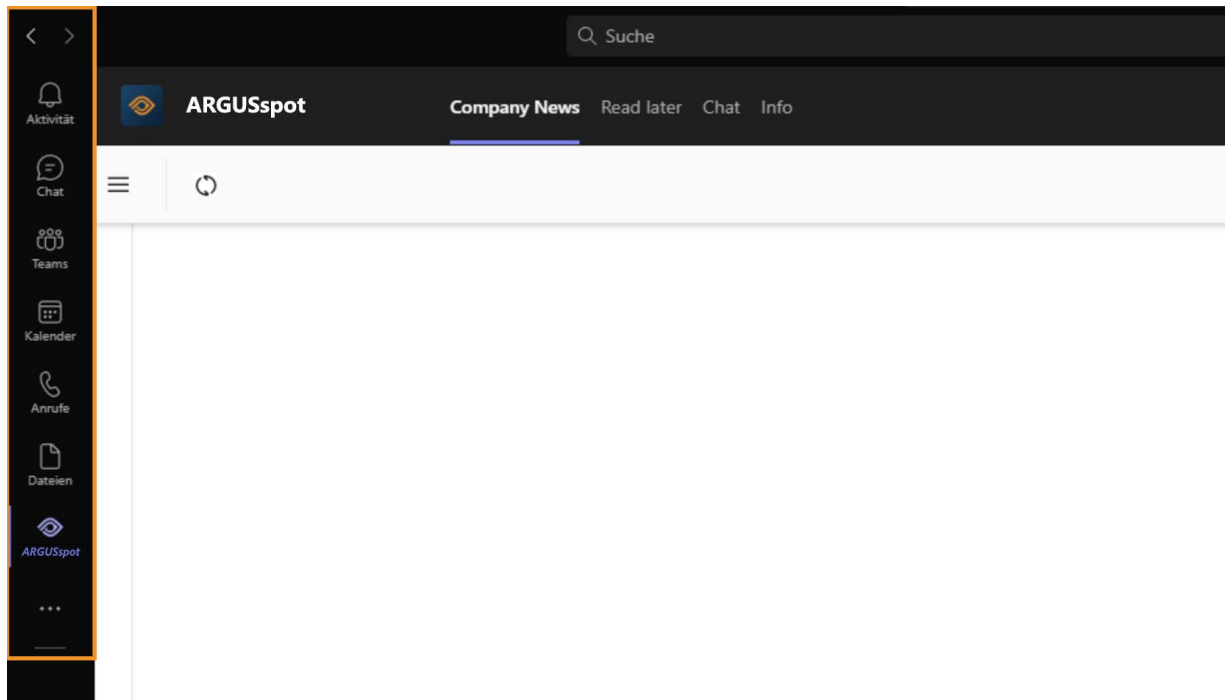
The IT department installs the app for the end user
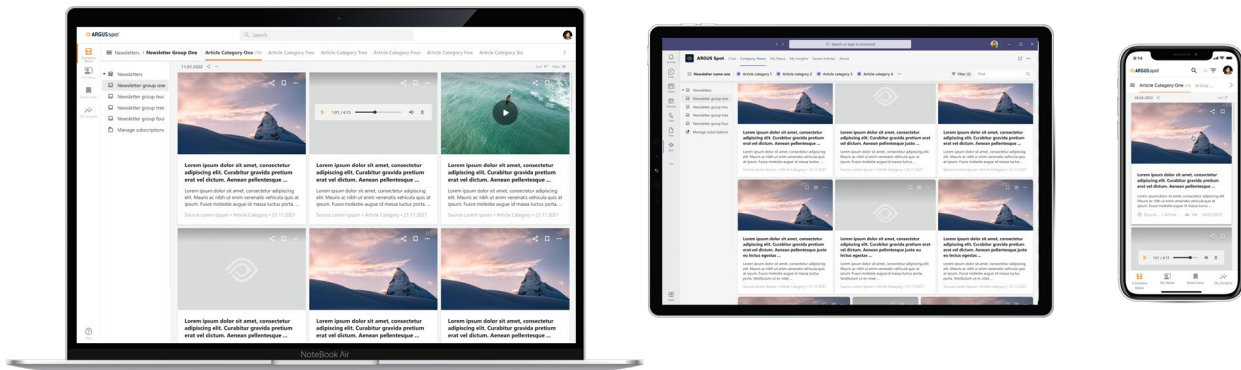
Contents

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.
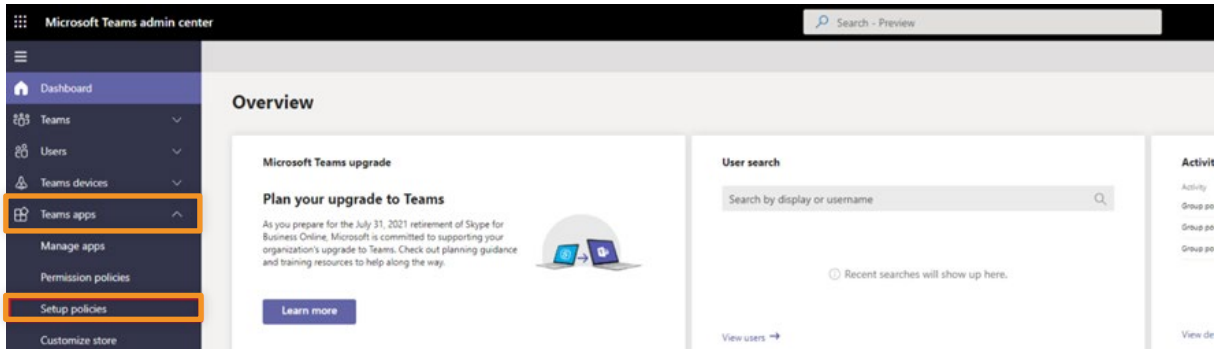

2. Instructions for Microsoft 365 administrators

2.1 Logging in to the Microsoft Teams admin centre

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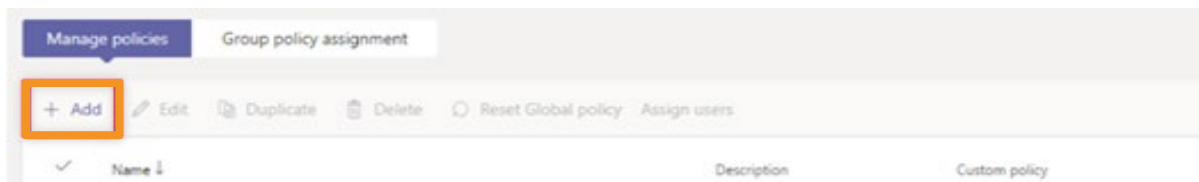2. Enter your administrator login details.
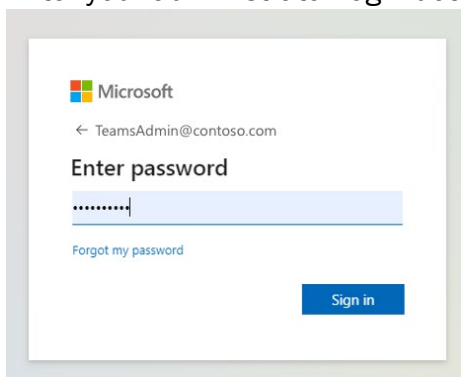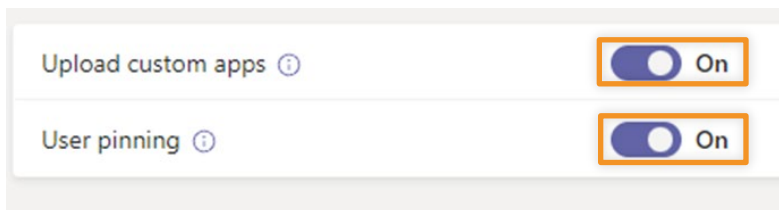
2.2 Setup policies

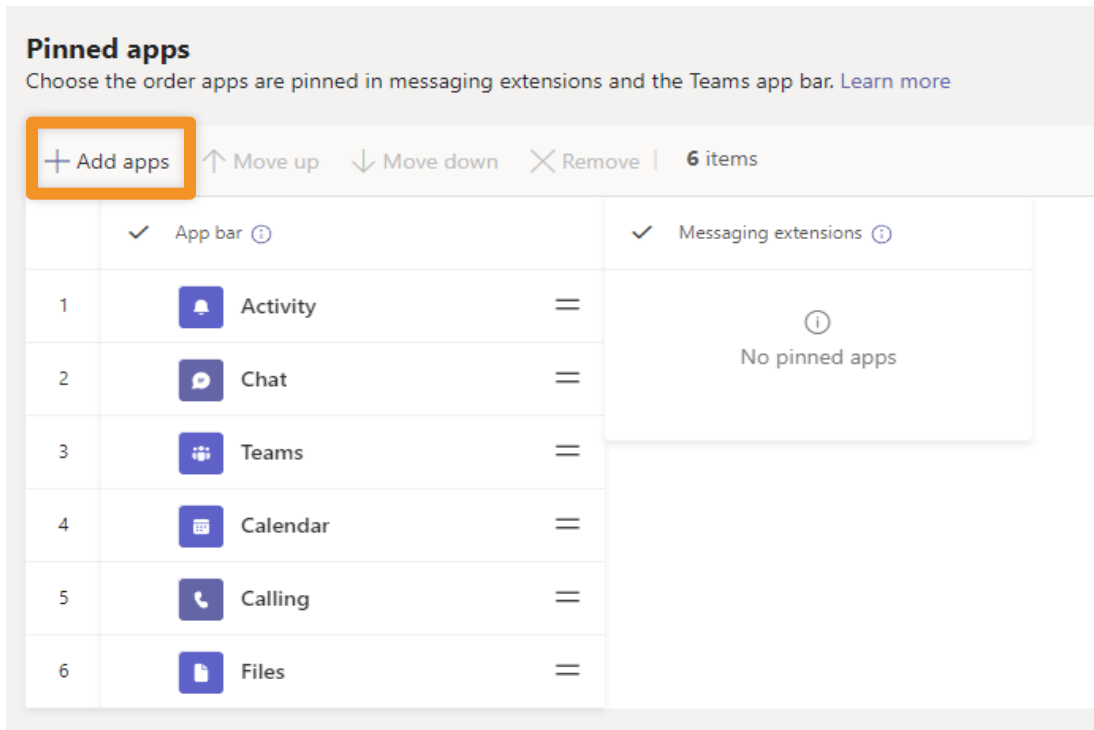3. Open the '**Teams apps**' drop down in the menu ribbon and click on '**Setup policies**'.

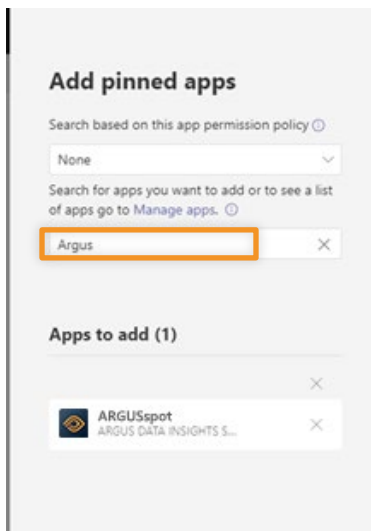4. Add a setup policy by clicking on '**+ Add**'.

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

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

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

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**'.

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