Configure an Additional Tenant to Hybrid Calendar with Office 365

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Introduction

This document describes how to add a new tenant to an existing Hybrid Calendar deployment with Microsoft 365.

Prerequisites

Requirements

Cisco recommends that you have knowledge of these topics:

- A Microsoft 365 tenant with Exchange online accounts for users.
- A Webex Organization

Users must have activated Webex accounts, with email addresses that are exact matches in Exchange online (Primary Email Address).

Components Used

The information in this document is based on these software and hardware versions:

- Control Hub build: 20231031-6eac2ad
- Office 365 E3 licensing
- Google Chrome 115.0.5790.170 x64

The information in this document was created from the devices in a specific lab environment. All of the devices used in this document started with a cleared (default) configuration. If your network is live, ensure

that you understand the potential impact of any command.

Background

Hybrid Calendar with Office 365 now provides the capability to add additional tenants to an existing Hybrid Calendar integration with Office 365.

Deployment

Control Hub

To add a new tenant to an existing Hybrid Calendar with Hybrid Calendar with Office 365, navigate to**admin.webex.com** > **Services** > **Hybrid**. On the Hybrid Calendar with Office 365 card, click **Edit settings**.

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SERVICES	Operational			
C Updates & Migrations ○ Messaging ← Meeting ♣ Calling ▷ Vidcast € Connected UC ← Hybrid ← 1	Hybrid Calendar Bechange Use @webex or @meet in a meeting location to insert join dealis, show upcoming meetings in the Webex app, and provide One Button to Push (OBTP) to join.	Hybrid Calendar Google Use @webex or @meet in a meeting location to insert join details, show upcoming meetings in the Webex app, and provide One Button to Push (OBTP) to join.	Groups Integration Microsoft 365 Genese Connect Webex to Microsoft Office 365 and create teams for your Microsoft 365 groups.	Hybrid Calling for Webex Devices Hybrid Calling provides Unified CM on-premises calling capabilities to Webex cloud-registered devices.

Edit settings

On the Integration tab click on Add tenant.

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Add tenant

Since the Commercial version of Webex only supports the Worldwide instance of Office 365, click on **Authorize** to continue.

Wicrosoft 365 Setup The Hybrid Calendar Service needs permission to access Microsoft 365 on behalf of your users. Click Authorize to sign in to Microsoft and accept permissions for the service. Choose your Microsoft 365 instance and then click Authorize to sign in to Microsoft and accept permissions for the service. After you accept, your browser should redirect you back here. If you're not redirected shortly, return to admin.webex.com and start this process again. Microsoft 365 Instance Worldwide	Microsoft 365 Setup The Hybrid Calendar Service needs permission to access Microsoft 365 on behalf of your users. Click Authorize to sign in to Microsoft and accept permissions for the service. Choose your Microsoft 365 instance and then click Authorize to sign in to Microsoft and accept permissions for the service. After you accept, your browser should redirect you back here. If you're not redirected shortly, return to admin.webex.com and start this process again. Microsoft 365 Instance Worldwide	Hybrid Calendar Setup	×
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Use an account that can authorize multi-tenant apps (like Global Administrator or Privileged Role Administrator) to grant permission for the setup process.

Microsoft		
Sign in		
I → Email, phone, or Sk	уре	
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Admin Sign-In

Accept the read permissions requested for the tenant.



0365@•

Permissions requested

Review for your organization



This application is not published by Microsoft or your organization.

This app would like to:

- ✓ Read and write all user mailbox settings
- ✓ Read and write calendars in all mailboxes
- V Read domains
- ✓ Sign in and read user profile

If you accept, this app will get access to the specified resources for all users in your organization. No one else will be prompted to review these permissions.

Accepting these permissions means that you allow this app to use your data as specified in their terms of service and privacy statement. You can change these permissions at https://myapps.microsoft.com. Show details

Does this app look suspicious? Report it here

to exit the wizard. When a connection is not created, verify that the user name you are using has a license on the Microsoft account and try these steps again.

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Organization Settings services	Use @webex or @meet is insert join details, show u the Webex app, and prov (OBTP) to join.			Cancel	caling capabilities to Webex cloud-registered devices.
C Updates & Migrations					Successfully updated the Calendar X Scheduling Show More

Successful

Validation

Control Hub

Navigate to**admin.webex.com** > **Services** > **Hybrid**. On the Hybrid Calendar with Office 365 card, click **Edit settings**.



Validation

The new tenant with the tenant ID and status is now configured.

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New Tenant

Question & Answers

Can I have multiple Webex Organizations connected to a single Office 365 tenant?

Yes, this is supported.

How many different Office 365 tenants are supported in the Cloud-based Calendar?

Currently, it is unlimited.

Related Information

- Hybrid Calendar Service with Office 365 integration reference
- Deploy cloud-based Hybrid Calendar for Office 365 Add an additional tenant to Hybrid Calendar with Office 365
- <u>Cisco Technical Support & Downloads</u>