

Microsoft Teams Configuration for Venio OnDemand

Generate Application (Client ID)

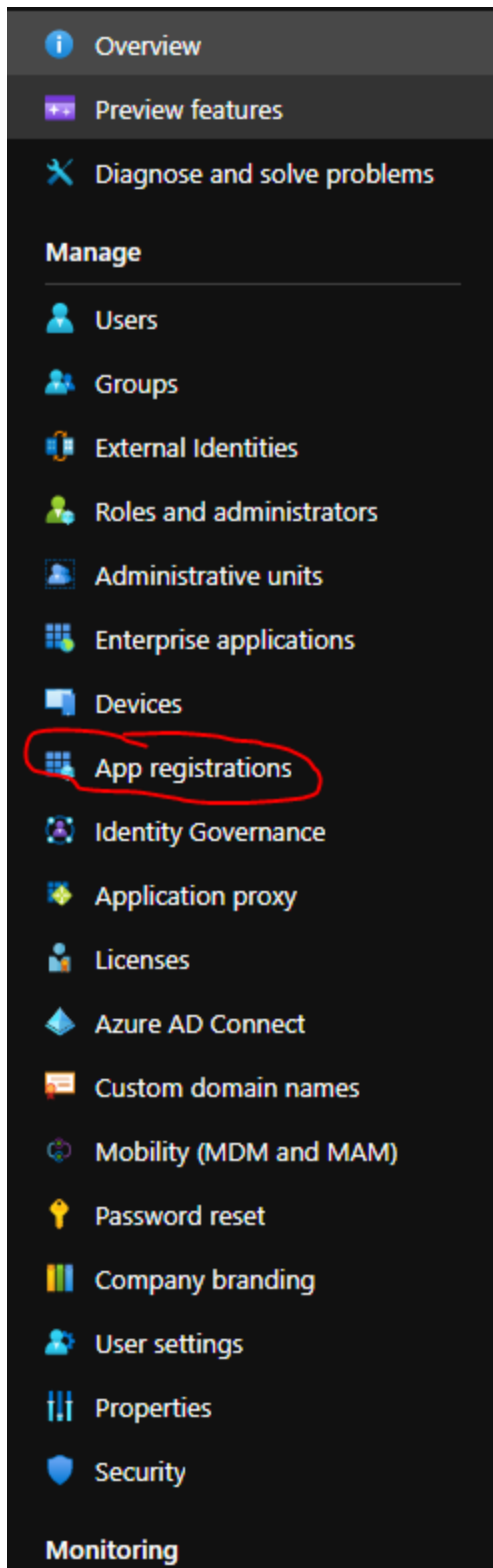
Each client who has direct access to Microsoft Teams either internally or externally will need to follow these steps to ensure they can access MS Teams from the Venio OnDemand UI upload page. You will create a new application in Microsoft Azure and proceed with generating the application Id or client Id. This id needs to be updated in the oauth client id in the control setting.

1. Access your Azure Portal by going to <https://portal.azure.com/>
2. Login with an account with permission to create or edit attributes.
3. At the top search bar type in Azure Active Directory

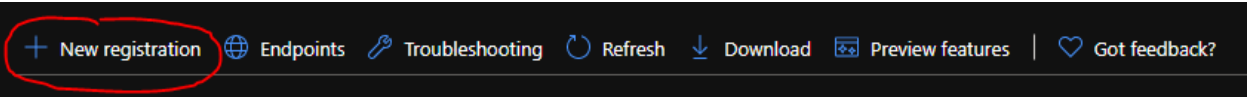


4. After you press enter you will see Azure Active Directory populate

5. On the Left-hand side scroll down until you see Application Registrations



6. Select this feature
7. Now Select + New Registration



- 8.
9. Enter the Name of application
10. in supported account types, select appropriate option such as:
"Accounts in any organizational directory (Any Azure AD directory - Multitenant) and personal Microsoft accounts (e.g. Skype, Xbox)"

*** 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 (veniocloud only - Single tenant)
- Accounts in any organizational directory (Any Azure AD directory - Multitenant)
- Accounts in any organizational directory (Any Azure AD directory - Multitenant) and personal Microsoft accounts (e.g. Skype, Xbox)
- 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.

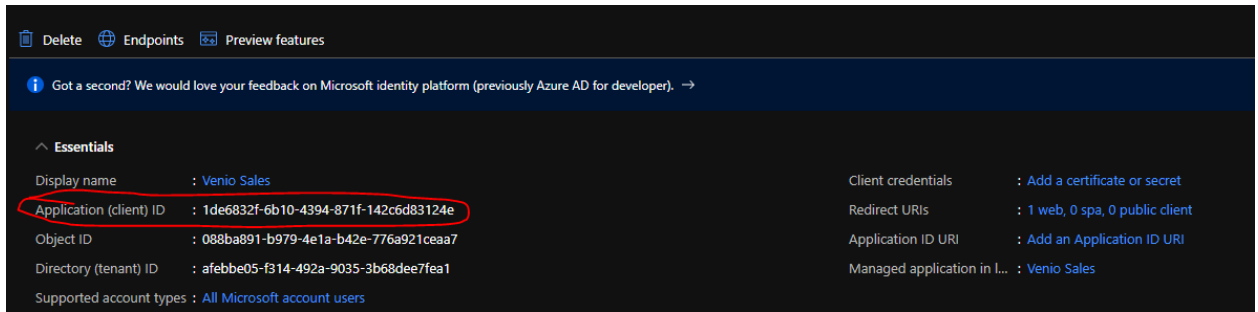
Web

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](#)

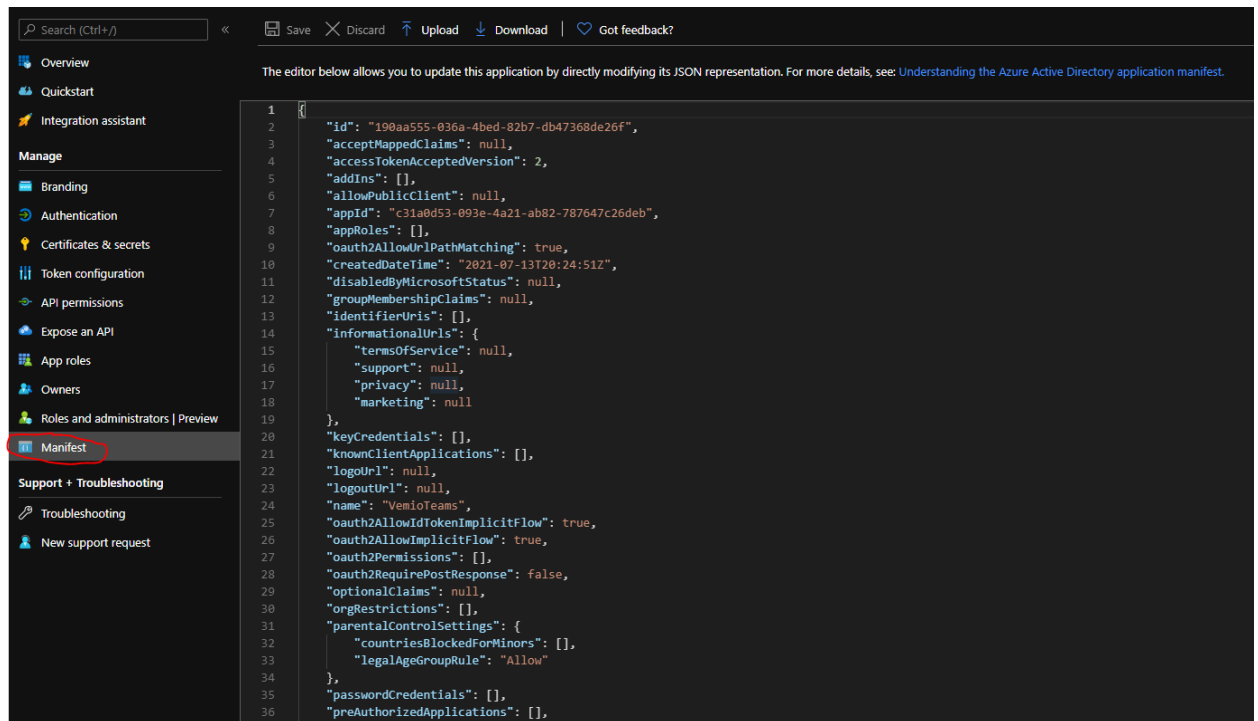
11. Lastly in Redirect URI, Select enter the Venio Base URL which can be found under the Venio PCD using the following Query (Select * from tbl_pj_ControlSetting where [key] = 'WEB_BASE_URL')
12. Now Click Enter
13. Once that is completed you will now see the Application Registration Panel

14. Copy the Application (Client) ID like shown below



15. Go to Manifest from the left panel and verify the following settings have 'true' in their values. If the values are 'false', change the values to 'true' and save it.

- "oauth2AllowUrlPathMatching": true,
- "oauth2AllowIdTokenImplicitFlow": true,
- "oauth2AllowImplicitFlow": true,



16.

Configuring Venio PCD

1. Open up SSMS on the SQL Server and open the Venio PCD table
2. Type in the following query (select * from tbl_pj_ControlSetting where [key] = 'OAUTH_CLIENT_ID')
3. You will now be updating the Value that you copied from Azure AD Application Registration.
4. update tbl_pj_ControlSetting set [Value] = 'INSERT APPLICATION (CLIENT) ID' where [key] = 'OAUTH_CLIENT_ID'
5. Execute the query

IIS Configuration check

NOTE: Make sure you are configured using HTTPS. Also, the values for the the following keys of the control setting table should be configured to https as well

1. WEB_BASE_URL eg https://Sitename.com/venioweb
2. VOD_API_URL eg https://Sitename.com/VenioOnDemandAPI/vod/services

Active Directory User permissions

1. Go back to your Microsoft Licensing portal and select Users
2. Create a new Service account that will only be used for Microsoft Teams data for Venio OnDemand
3. After creating your user you will need to assign a License key Please select from the following (E1,E3,E5) the following license will allow access into Microsoft Teams data

Microsoft Teams Access

1. As an Microsoft Teams administrator you will need to grant permission to select Users and channels or grant permissions to all user's Teams and channels

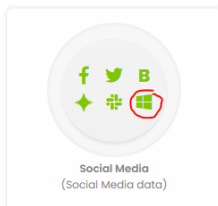
Note: Once all configuration is completed you will have access to Microsoft Teams Data within Venio OnDemand.

Accessing Microsoft Teams Data within Venio OnDemand console

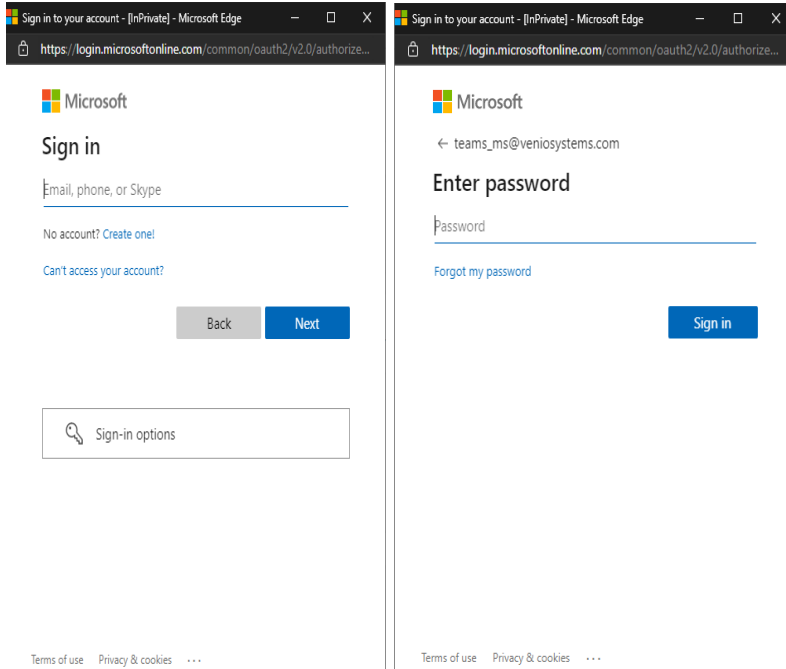
1. Log into Venio OnDemand Website with a user who has permission to access and upload data into the platform
2. Create or select a exciting case
3. Select the upload Icon



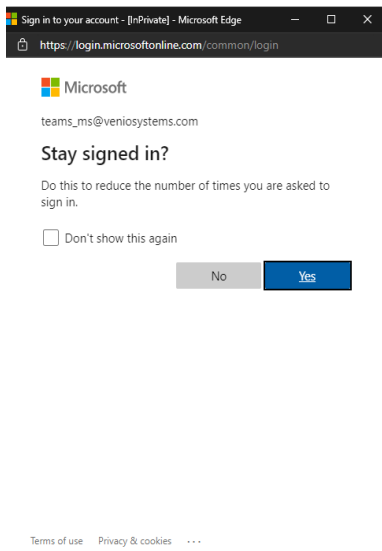
4. When the new upload window display "Select" the Microsoft Teams Icon



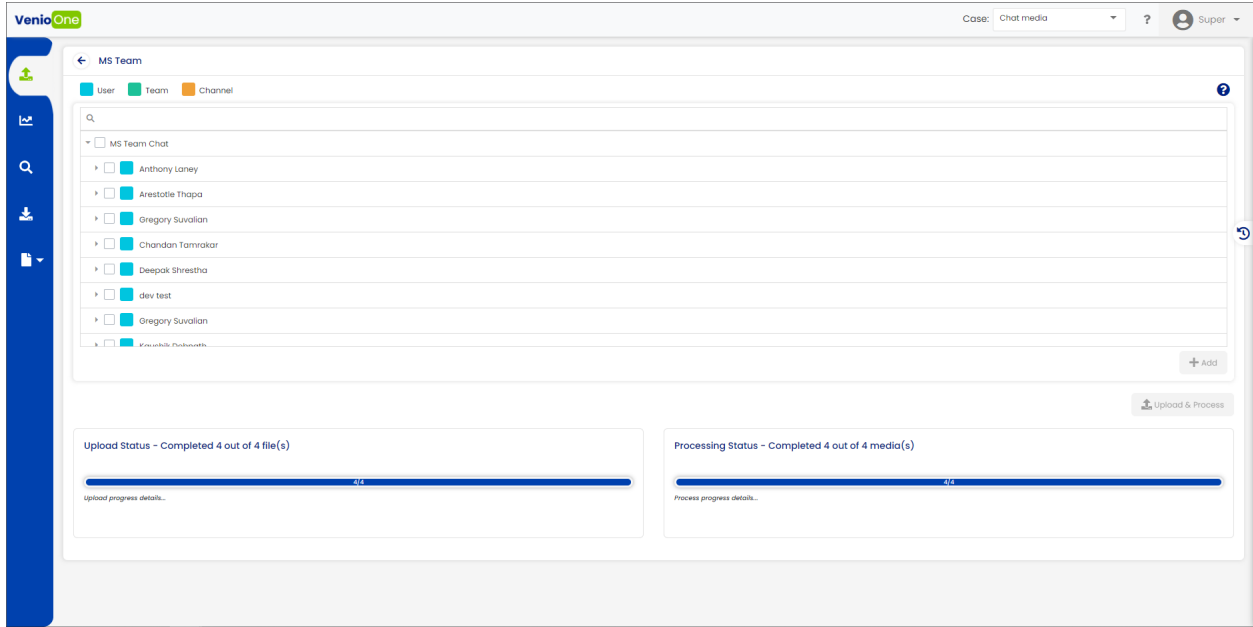
5. A New window will popup asking for Active Directory credentials or you will be presented with saved credentials




6.



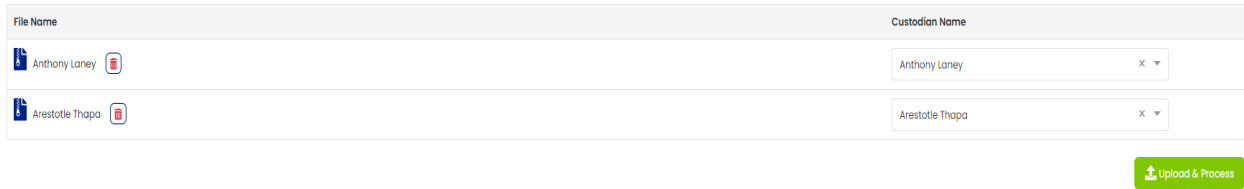
7. After you have successfully signed into Teams you will be presented with access into the companies Microsoft Teams Users, and Channels



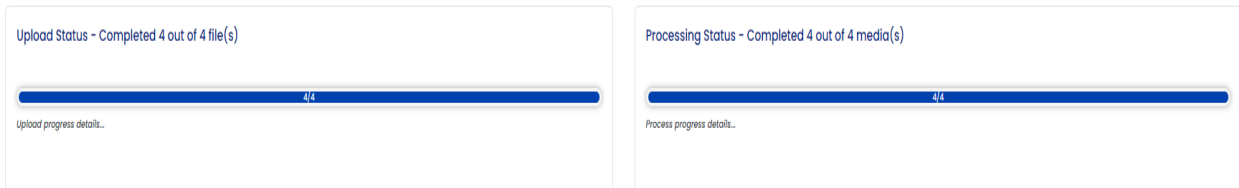
8. From here you can select Users and Channels that you would like to ingest into Venio
9. After you select the custodians and media from within Teams Add at the bottom Right

corner of the window 

10. Now you will see all the media and custodians ready for ingestion



11. Now Select Upload and Process
12. The media and custodians will move into the ingestion queue to be processed into the Venio Project.
13. Once the data is completed you will see in the Upload Status the data was completed



14. To Review the data that you have ingested you can select the Review icon from the left-hand panel



15. Once the Dashboard has finished loading you can start reviewing documents from those custodians.
16. If you would like to only review those custodians and media you can select the following option within review

The screenshot displays a software interface with a search bar at the top left, a search button labeled 'Advanced Search', and a 'Document Count: 33' indicator. Below the search bar, there are sections for 'Tags [FileID: 6] x' and 'Metadata [FileID: 6] x'. The 'Custodian/Media' dialog box is open, showing a search field and a list of selected items:

- Media Name
- Custodian Name : Celebrite
 - celebriteSMS
- Custodian Name : Facebook
 - facebook-balmukun-few
- Custodian Name : Slack
 - slacksample
- Custodian Name : Twitter
 - twitter-test-account

At the bottom of the dialog, it shows 'Custodian#: 4 Media#: 4 - Media(s) Selected: 4'. There is a checkbox for 'Do not display in future' which is checked, and a note: 'By default custodian/media scope will be set to all custodian/media'. The dialog has 'Apply' and 'Close' buttons.

17. After you unselect and leave the custodians you would like to review click the Apply button at the bottom left window-panel
18. You are now only reviewing documents ingested from Microsoft Teams.