

# Permissions and Set Up

## Admin Consent

To make the Pleaz Microsoft Teams application available for your employees, most companies require whitelisting from a Microsoft Teams administrator.

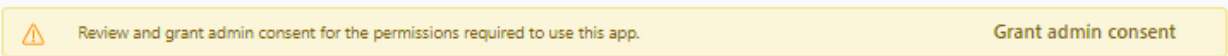
This is done in the Microsoft Teams admin center:

Generally, this is a quick process for users with the “Global Administrator” or “Teams Administrator” roles, but the process varies a bit depending on the configuration of your Microsoft Teams.

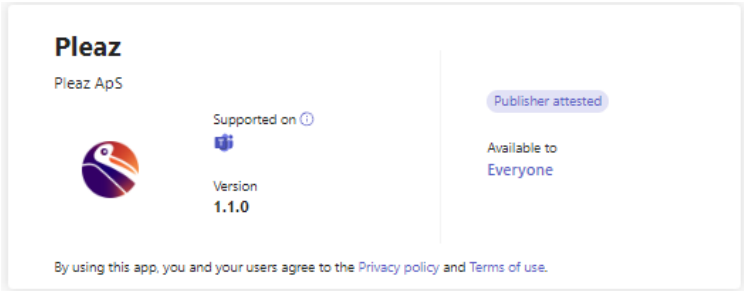
For a guide on how to make Pleaz available, please see this link:  
<https://learn.microsoft.com/en-us/microsoftteams/manage-apps>

After making the app available, the admin should go to the app “permissions page” to grant admin access: <https://admin.teams.microsoft.com/policies/manage-apps/6df0eff9-cf3f-41ef-b809-1b4f173fea93/permission>

Before the consent:

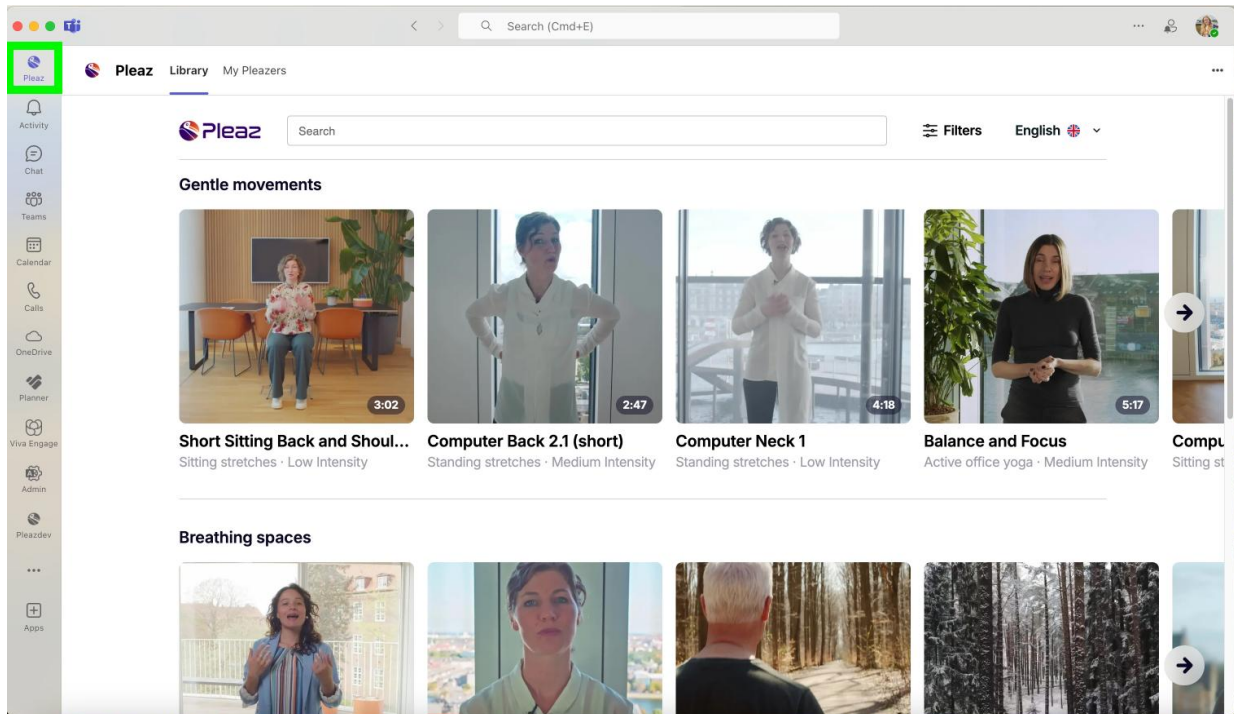


After the consent is granted and the app is allowed for everyone, it should look as follows:

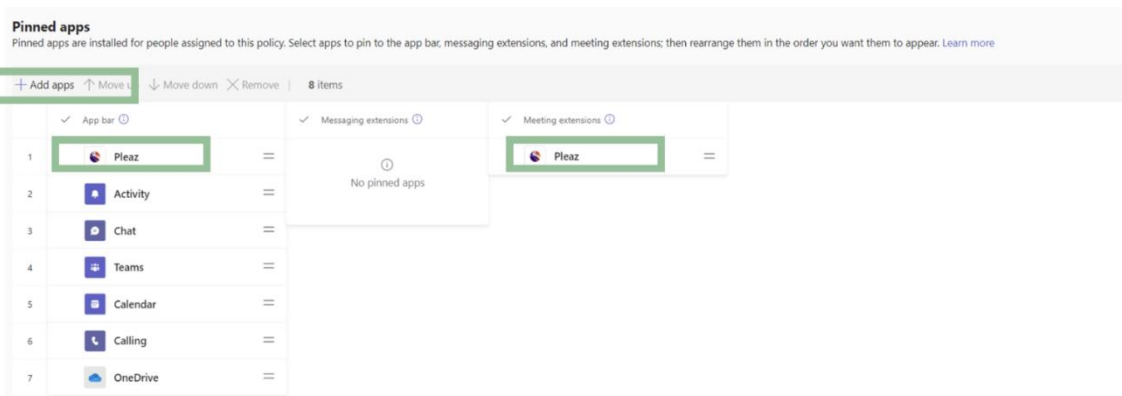


# Pin Pleaz in Microsoft Teams

To make the Pleaz on-demand video library easily accessible to your employees through the Pleaz Microsoft Teams application, we recommend pinning the app to the app bar on the left-hand side. App pinning promotes ease of access and improves app adoption in your organization. This also allows you to pin the app in all MS Teams meetings across your organization or for selected users.



The admin should navigate to the Microsoft Teams Admin Center and go to Teams apps > Setup policies to manage the relevant policy – either the Global (Org-wide default) or any custom policy. In the "Pinned apps" section, scroll down to add Pleaz and drag it to the desired position for your employees.



When adding the Pleaz app, you will see that it will also be pinned in the “meeting extension” section.

For a guide on how to pin apps, please see this link: <https://learn.microsoft.com/en-us/microsoftteams/teams-app-setup-policies>