




# CONTACTS DIRECTORY ENTRA ID WEB PART FOR SHAREPOINT

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TECHNICAL DOCUMENTATION

Torpedo – Serviços de Informática, Lda.


Torpedo.pt  
27/06/2024

	<b>TECHNICAL DOCUMENTATION</b>	<b>Date:</b> 27/06/2024
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# 1 DOCUMENT VERSION HISTORY

Table 1 - Name and Document Content


DOCUMENT NAME	CONTENT
trpd_spo_contactsdirectoryentraid_technicaldocumentation.pdf	Technical Documentation

## 1.1 VERSION HISTORY

Table 2 - Version History


VERSION HISTORY						
VERSION N°.	AUTHOR	DATE	REVISIONED BY	DATE OF REVISION	APPROVED BY	APPROVAL DATE
1.0.0.1	Francisco Ferreira	29/11/2023	Bruno Teixeira	29/11/2023	Bruno Teixeira	29/11/2023
1.0.0.2	Francisco Ferreira	29/01/2024	Bruno Teixeira	29/01/2024	Bruno Teixeira	29/01/2024
1.0.0.26	Francisco Ferreira	05/02/2024	Bruno Teixeira	05/02/2024	Bruno Teixeira	05/02/2024
1.0.0.28	Francisco Ferreira	06/02/2024	Bruno Teixeira	06/02/2024	Bruno Teixeira	06/02/2024
1.0.0.29	Francisco Ferreira	07/02/2024	Bruno Teixeira	07/02/2024	Bruno Teixeira	07/02/2024
1.0.0.32	Francisco Ferreira	28/02/2024	Bruno Teixeira	28/02/2024	Bruno Teixeira	28/02/2024
1.0.0.33	Francisco Ferreira	20/03/2024	Bruno Teixeira	20/03/2024	Bruno Teixeira	20/03/2024
1.0.0.34	Francisco Ferreira	22/03/2024	Bruno Teixeira	22/03/2024	Bruno Teixeira	22/03/2024
1.1.0.0	Francisco Ferreira	25/06/2024	Bruno Teixeira	25/06/2024	Bruno Teixeira	25/06/2024
1.1.0.1	Francisco Ferreira	27/06/2024	Bruno Teixeira	27/06/2024	Bruno Teixeira	27/06/2024

## 1.2 DISTRIBUTION

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*Table 3 - Distribution List*

NAME	COMPANY	BOARD
trpd_spo_contactsdirectoryentraid_technicaldocumentation.pdf	Torpedo.pt	Marketplace

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## 2 SUMMARIES

### 2.1 OBJECTIVE

Web Parts are modules of functionality that you can add to SharePoint Online. These modules are created by development teams and allow adding more functionalities to those already existing from scratch in SharePoint. The web parts are delivered in a package format (files with '.sppkg' extension), allowing to install several web parts in the customer's SharePoint Online tenant.

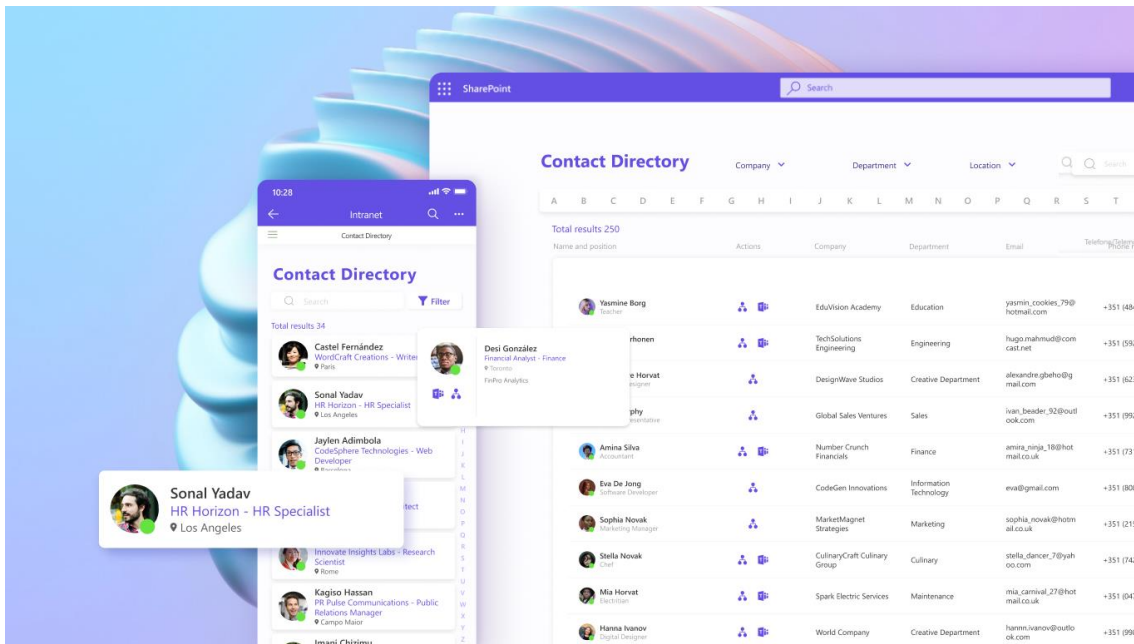



Figure 1 - Web Part Teaser

### 2.2 BRIEF DESCRIPTION OF THE PRODUCT


Elevate organizational collaboration with **Contacts Directory Entra ID Web Part for SharePoint**. Access employee info from **Entra ID**, fostering quick interactions and streamlining connectivity.

Main features of the web part:

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- **Comprehensive Employee Listing:** Present a holistic overview of all collaborators within your organization.
- **Interactive Actions Column:** Foster quick and efficient interactions with colleagues through a dedicated actions column.
- **Dynamic Filtering:** Refine searches by company, department, and location for pinpoint accuracy.
- **Versatile Viewing Modes:** Tailor your experience with a choice between the organized list view or the visually engaging card view.

Transform your organizational collaboration with the **Contacts Directory Entra ID Web Part for SharePoint**. Streamline access to employee information, encourage quick interactions, and cultivate a more connected and engaged workplace. Select the operational mode that aligns with your organizational structure, delivering a seamless and tailored experience for your users.

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### 3 REQUIREMENTS

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For the correct functioning of the **Contacts Directory Entra ID Web Part for SharePoint**, the following requirements are necessary:

- Microsoft SharePoint Online;
- Microsoft Azure Active Directory
- Permission level for using the web part
  - Contributor or higher (permission to add, edit records in SharePoint lists);

*Table 4 - Allowed permissions levels for using the web part*

PERMISSION LEVEL	ACCESS RIGHTS
Contribute	Add, view, update and delete list items and documents
Edit	Edit, add, and delete lists; view, add and update list items
Full Control	Full control over the site, lists, libraries, and settings

- The permission level for installing the web part
  - Tenant Administrators;
  - Access to the SharePoint Application Center (app catalog) to deploy web parts;


*Table 5 - Allowed permissions levels for installing the web part*

PERMISSION LEVEL	ACCESS RIGHTS
Full Control	Full control over the site, lists, libraries, and settings


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*To know more about permissions on SharePoint Online click [here](#)*

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## 4 INSTALLATION

The solution consists of a “.sppkg” file that will have to be added to the SharePoint Online Tenant's AppCatalog through the SharePoint Application Center.

Using a Tenant administrator account, access the SharePoint Online [application catalog](#).



Figure 2 - Add SharePoint App

Add the “.sppkg” file to be installed.

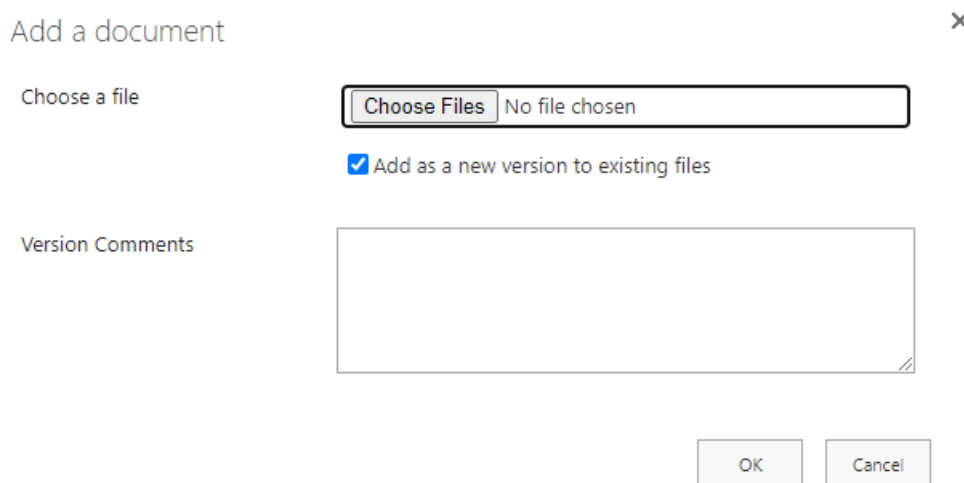



Figure 3 - Add ".sppkg" file to be installed

Enable the application to be available to all sites.

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Do you trust Contacts Directory Entra ID Web Part for SharePoint? ✕

The client-side solution you are about to deploy contains full trust client side code. The components in the solution can, and usually do, run in full trust, and no resource usage restrictions are placed on them.



This client side solution will get content from the following domains:

Contacts Directory Entra ID Web Part for SharePoint

SharePoint Online

Make this solution available to all sites in the organization

If you clear this setting, users won't be able to add the web part to pages. The web part will continue to work if it was already added to pages.

Please go to the API Management Page to approve pending permissions. These are the permissions that need to be reviewed: Microsoft Graph, Directory.Read.All; Microsoft Graph, Directory.ReadWrite.All; Microsoft Graph, Group.Read.All; Microsoft Graph, Group.ReadWrite.All; Microsoft Graph, GroupMember.Read.All; Microsoft Graph, GroupMember.Read.All; Microsoft Graph, User.Read.All

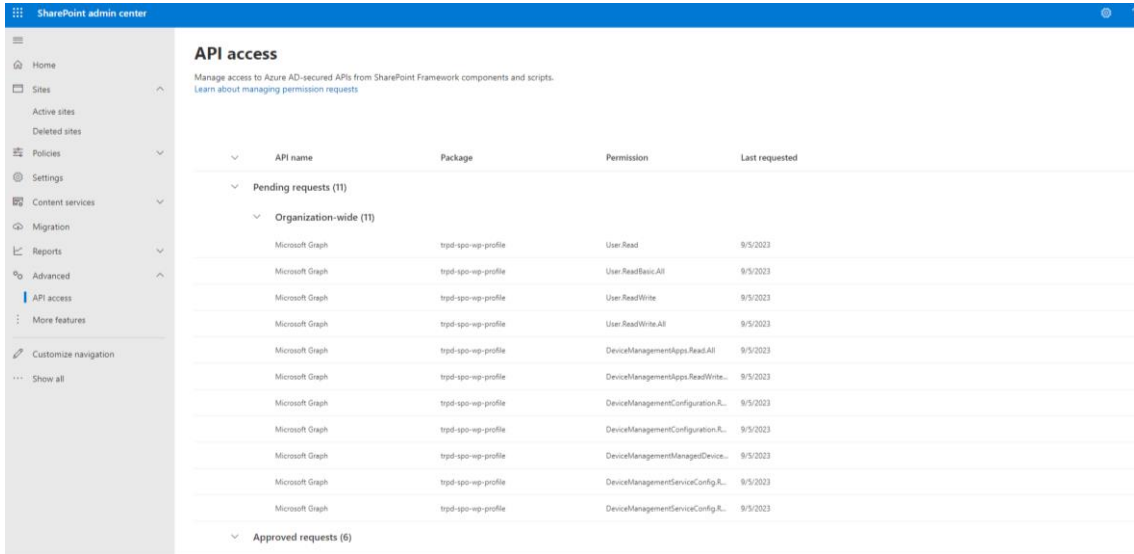
Figure 4 - Enable the app to be available to all sites

## 4.1 GRANT API ACCESS PERMISSIONS

For its correct functioning, **Contacts Directory Entra ID Web Part for SharePoint** requires permissions to use the Microsoft Graph API, to obtain information from all user profiles saved in Azure Active Directory.

For this, using a tenant administrator account, access the SharePoint Online application catalog and go to "**Advanced**" and then "**API access**".


All pending requests will appear and all requests from the "**trpd-spo-wp-contacts-directory-ad**" package must be accepted to guarantee the proper functioning of the web part.




The screenshot shows the 'API access' page in the SharePoint Admin Center. The page title is 'API access' and it includes a sub-header: 'Manage access to Azure AD-secured APIs from SharePoint Framework components and scripts. Learn about managing permission requests'. The main content is a table with the following columns: API name, Package, Permission, and Last requested. The table is organized into sections: 'Pending requests (11)' and 'Approved requests (6)'. Under 'Pending requests (11)', there is a sub-section 'Organization-wide (11)' containing 11 rows of data. Each row represents a request for a specific API (all are 'Microsoft Graph') with a package name, a permission, and a date of '9/5/2023'. The permissions listed include 'User.Read', 'User.ReadBasic.All', 'User.ReadWrite', 'User.ReadWrite.All', 'DeviceManagementApps.Read.All', 'DeviceManagementApps.ReadWrite.All', 'DeviceManagementConfiguration.Read.All', 'DeviceManagementConfiguration.ReadWrite.All', 'DeviceManagementManagedDevices.Read.All', and 'DeviceManagementServiceConfig.Read.All'.

API name	Package	Permission	Last requested
Pending requests (11)			
Organization-wide (11)			
Microsoft Graph	tpd-spo-wp-profile	User.Read	9/5/2023
Microsoft Graph	tpd-spo-wp-profile	User.ReadBasic.All	9/5/2023
Microsoft Graph	tpd-spo-wp-profile	User.ReadWrite	9/5/2023
Microsoft Graph	tpd-spo-wp-profile	User.ReadWrite.All	9/5/2023
Microsoft Graph	tpd-spo-wp-profile	DeviceManagementApps.Read.All	9/5/2023
Microsoft Graph	tpd-spo-wp-profile	DeviceManagementApps.ReadWrite.All	9/5/2023
Microsoft Graph	tpd-spo-wp-profile	DeviceManagementConfiguration.Read.All	9/5/2023
Microsoft Graph	tpd-spo-wp-profile	DeviceManagementConfiguration.ReadWrite.All	9/5/2023
Microsoft Graph	tpd-spo-wp-profile	DeviceManagementManagedDevices.Read.All	9/5/2023
Microsoft Graph	tpd-spo-wp-profile	DeviceManagementServiceConfig.Read.All	9/5/2023
Microsoft Graph	tpd-spo-wp-profile	DeviceManagementServiceConfig.ReadWrite.All	9/5/2023
Approved requests (6)			

Figure 5 - Grant API access

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## 5 WEB PART ADDITION

To add a web part to a SharePoint Online page, you must first edit the page.

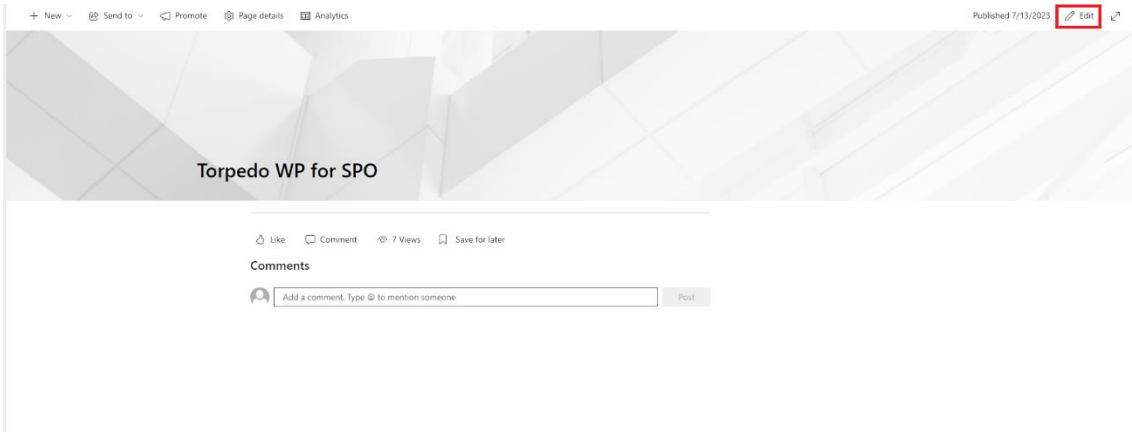


Figure 6 - Edit page in SharePoint Online

After editing the page it's possible to change sections, add or remove web parts. Add a one-column or full-width section as shown in the following figure.

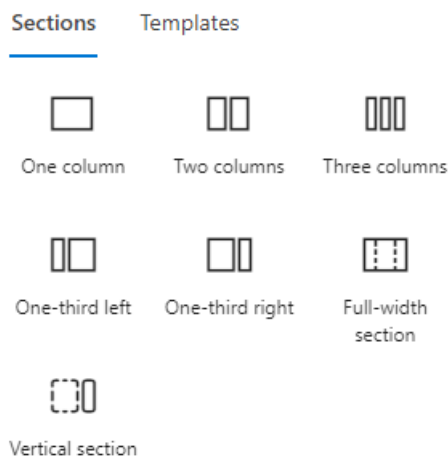



Figure 7 - Add one column section or full-width section in SharePoint Online

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After adding the section, it's possible to include the **Contacts Directory Entra ID Web Part for SharePoint** web part within it.

Still in page editing mode in SharePoint Online, it is possible to add web parts by clicking on the + button that appears in each section zone, as shown in the figure below.



Figure 8 - Button to add web parts

A popup will appear with all the web parts available for use in SharePoint Online. To add the **Contacts Directory Entra ID Web Part for SharePoint** web part, you can scroll through the list of options or filter the results by searching. Click on the web part to add it to the page.

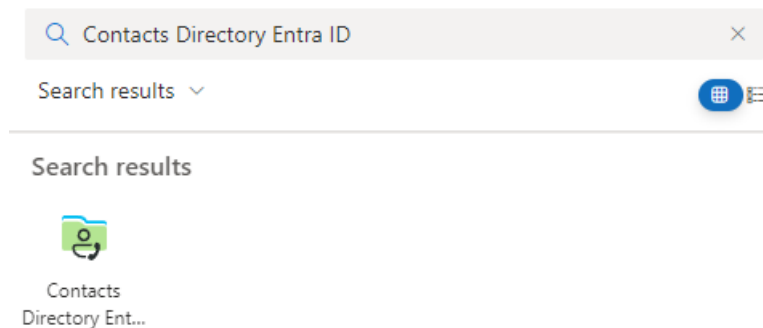



Figure 9 - Add Contacts Directory Entra ID Web Part for SharePoint

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## 6 WEB PART CONFIGURATION

To configure the web part, click on the option to edit the web part.

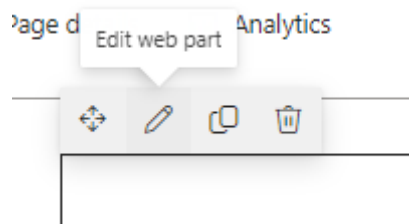


Figure 10 - Edit web part

Next, a right-side panel will appear with all configurable properties for the web part.

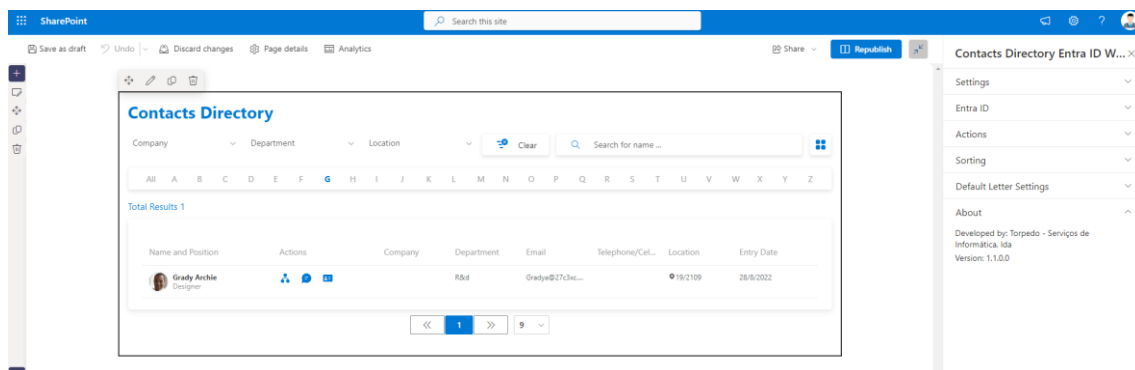



Figure 11 - Configure Contacts Directory Entra ID Web Part for SharePoint

The properties panel of **Contacts Directory Entra ID Web Part for SharePoint** is structured in five big groups: **Settings**, **Entra ID**, **Actions**, **Sorting** and **Default Letter Settings**.

The **Settings** group lets the user specify the **name** of the web part, which will be the name that will appear in the header of the web part.

Through the **Entra ID** group, it is possible to select a group of users that can be listed. If no group is selected, all users present in the Azure Active Directory will be listed. It is also possible to specify whether or not guest members should be displayed.

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In the **Actions** group, it is possible to configure the actions section of the people listing. Thus, if you have **Torpedo Organizational Chart WP for SPO** and **Insight Profiles Web Part for SharePoint**, you can check these options and indicate the URL of the page where they are installed.

The **Sorting** group allows specifying the sorting field and the sorting order to be applied when rendering the web part. It is also possible to specify the default selected letter through the **Default Letter Settings** group.

After this configuration, the user of the web part will be redirected to the above web parts when he selects the respective link.





































Once the republish button at the top of the page is pressed, the web part will render looking similar to the one shown below.

**Torpedo Contacts Directory WP for SPO**

Company  Department  Location

**All** A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

Total Results 26

Name and Position	Actions	Company	Department	Email	Telephone/Cel...	Location
 <b>Adele Vance</b> Retail Manager	  	Inapa	Retail	Adelev@27c3xc...	919191919	18/2111
 <b>Alex Wilber</b> Marketing Assistant	  		Sales & Marketing	Alexw@27c3xc...		131/1104
 <b>Grady Archie</b> Designer	  		R&d	Gradya@27c3xc...		19/2109
 <b>Henrique Serafim</b>	  			henriqueserafim...		
 <b>Henrique Serafim</b>	  			henrique.serafim...		
 <b>Johanna Lorenz</b> Senior Engineer	  		Engineering	Johanna@27c3xc...		23/2102
 <b>Lynne Robbins</b> Planner	  		Retail	Lynner@27c3xc...		20/1104
 <b>Megan Bowen</b> Marketing Manager	  		Marketing	Meganb@27c3xc...		12/1110
 <b>Patti Fernandez</b> President	  		Executive Managem...	Pattif@27c3xc.on...		15/1102

<< 1 2 3 >> 9 ▾










Figure 12 - Contacts Directory Entra ID Web Part for SharePoint (List View)

### Torpedo Contacts Directory WP for SPO

Company  Department  Location

**All** A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

Total Results 26

 <p><b>Adele Vance</b> Retail 18/2111 Retail Adelev@27c3xc.onmicrosoft.com 919191919</p>	 <p><b>Alex Wilber</b> Sales &amp; Marketing 131/1104 Sales &amp; Marketing Alexw@27c3xc.onmicrosoft.com</p>	 <p><b>Grady Archie</b> R&amp;D 19/2109 R&amp;D Gradya@27c3xc.onmicrosoft.com</p>
 <p><b>Henrique Serafim</b> henriqueserafim@27c3xc.onmicrosoft.com</p>	 <p><b>Henrique Serafim</b> henrique.serafim@27c3xc.onmicrosoft.com</p>	 <p><b>Johanna Lorenz</b> Engineering 23/2102 Engineering JohannaL@27c3xc.onmicrosoft.com</p>
 <p><b>Lynne Robbins</b> Retail 20/1104 Retail Lynnner@27c3xc.onmicrosoft.com</p>	 <p><b>Megan Bowen</b> Marketing 12/1110 Marketing Meganb@27c3xc.onmicrosoft.com</p>	 <p><b>Patti Fernandez</b> Executive Management 15/1102 Executive Management Pattif@27c3xc.onmicrosoft.com</p>

<< 1 2 3 >> 9 ▾

Figure 13 - Contacts Directory Entra ID Web Part for SharePoint (Cards View)