

Configure an Additional Tenant to Hybrid Calendar with Office 365

Contents

[Introduction](#)

[Prerequisites](#)

[Requirements](#)

[Components Used](#)

[Background](#)

[Deployment](#)

[Control Hub](#)

[Validation](#)

[Control Hub](#)

[Question & Answers](#)

[Can I have multiple Webex Organizations connected to a single Office 365 tenant?](#)

[How many different Office 365 tenants are supported in the Cloud-based Calendar?](#)

[Related Information](#)

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.

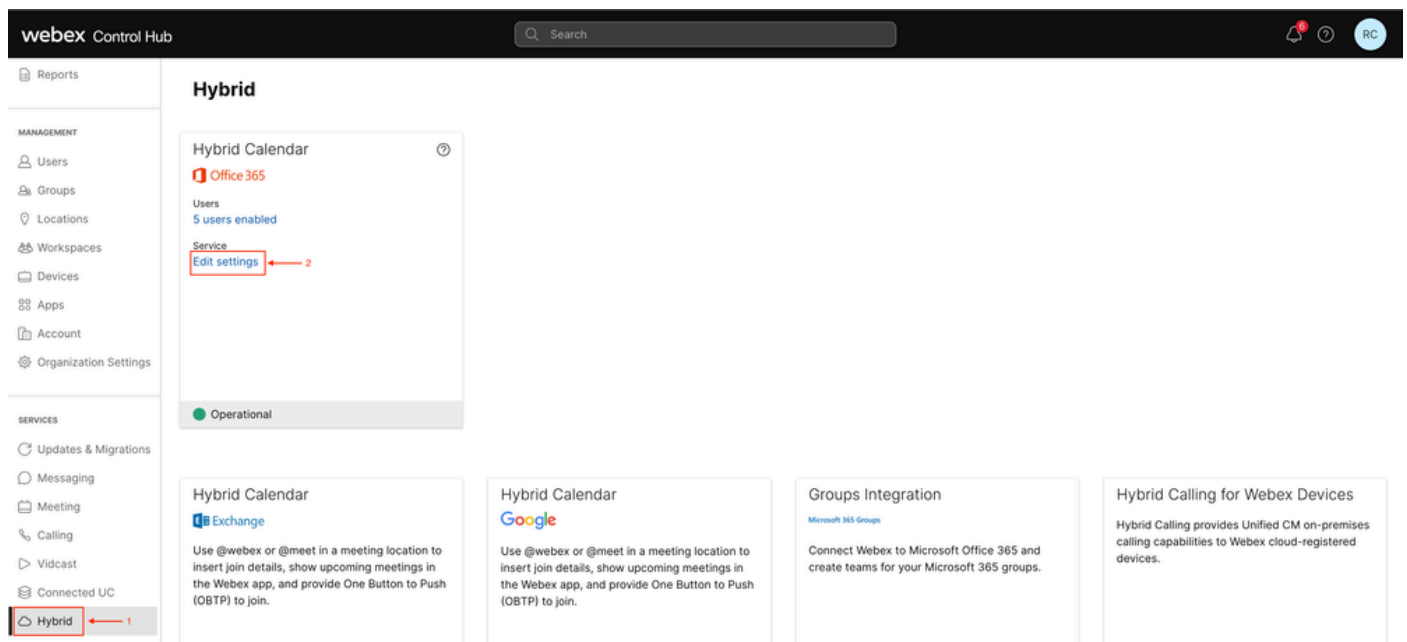
Background

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

Deployment

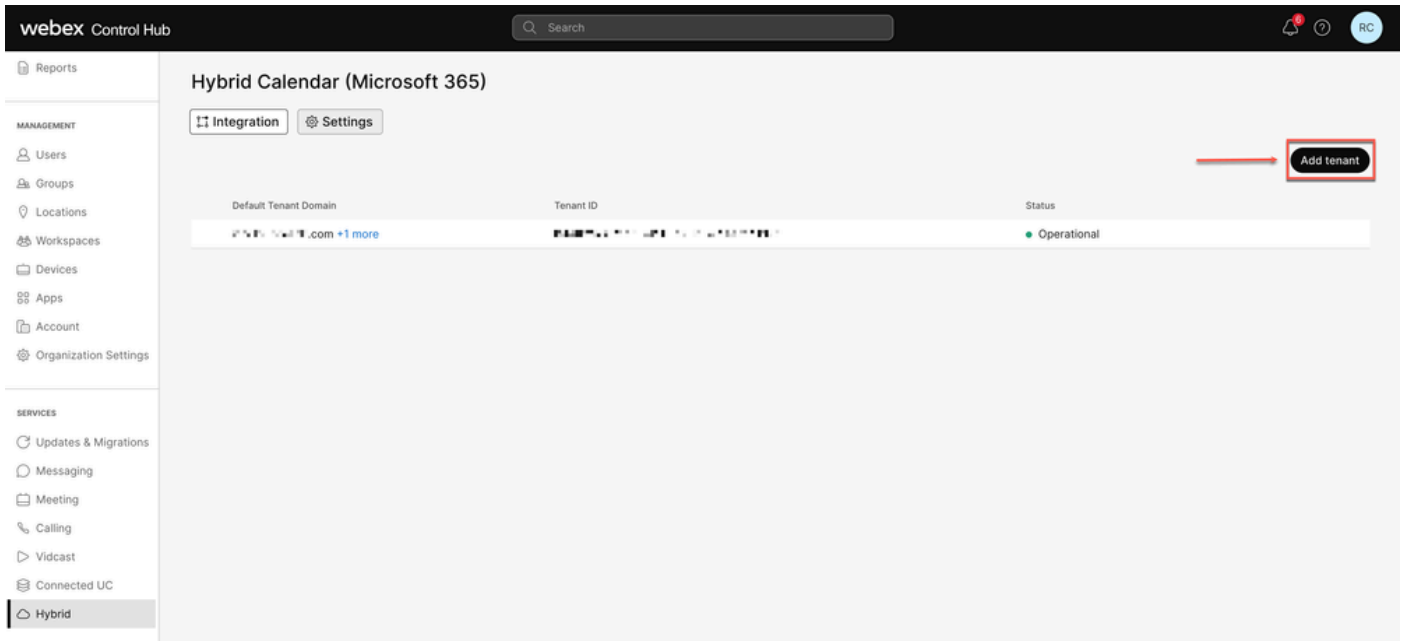
Control Hub

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**.



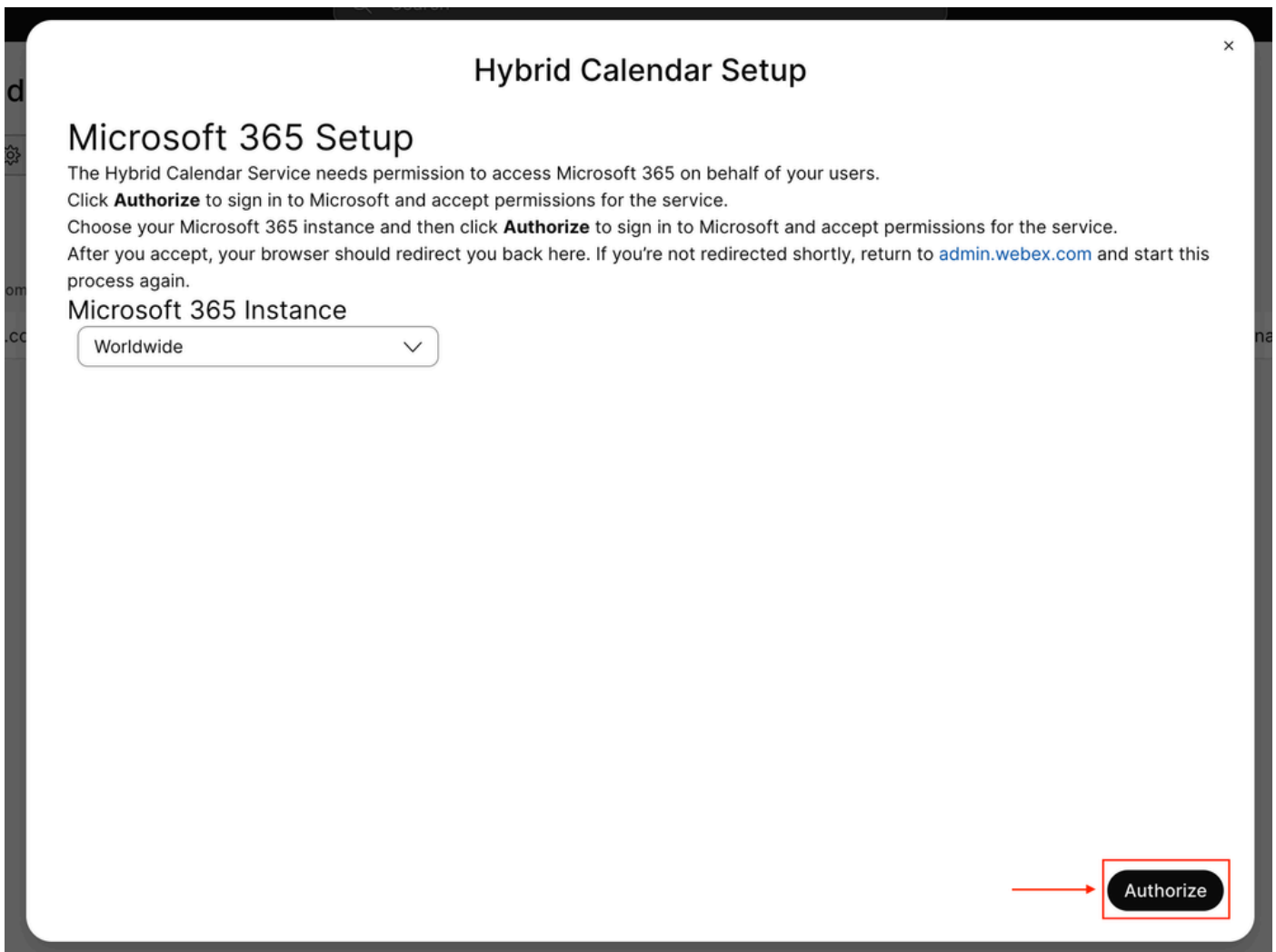
Edit settings

On the Integration tab click on **Add tenant**.



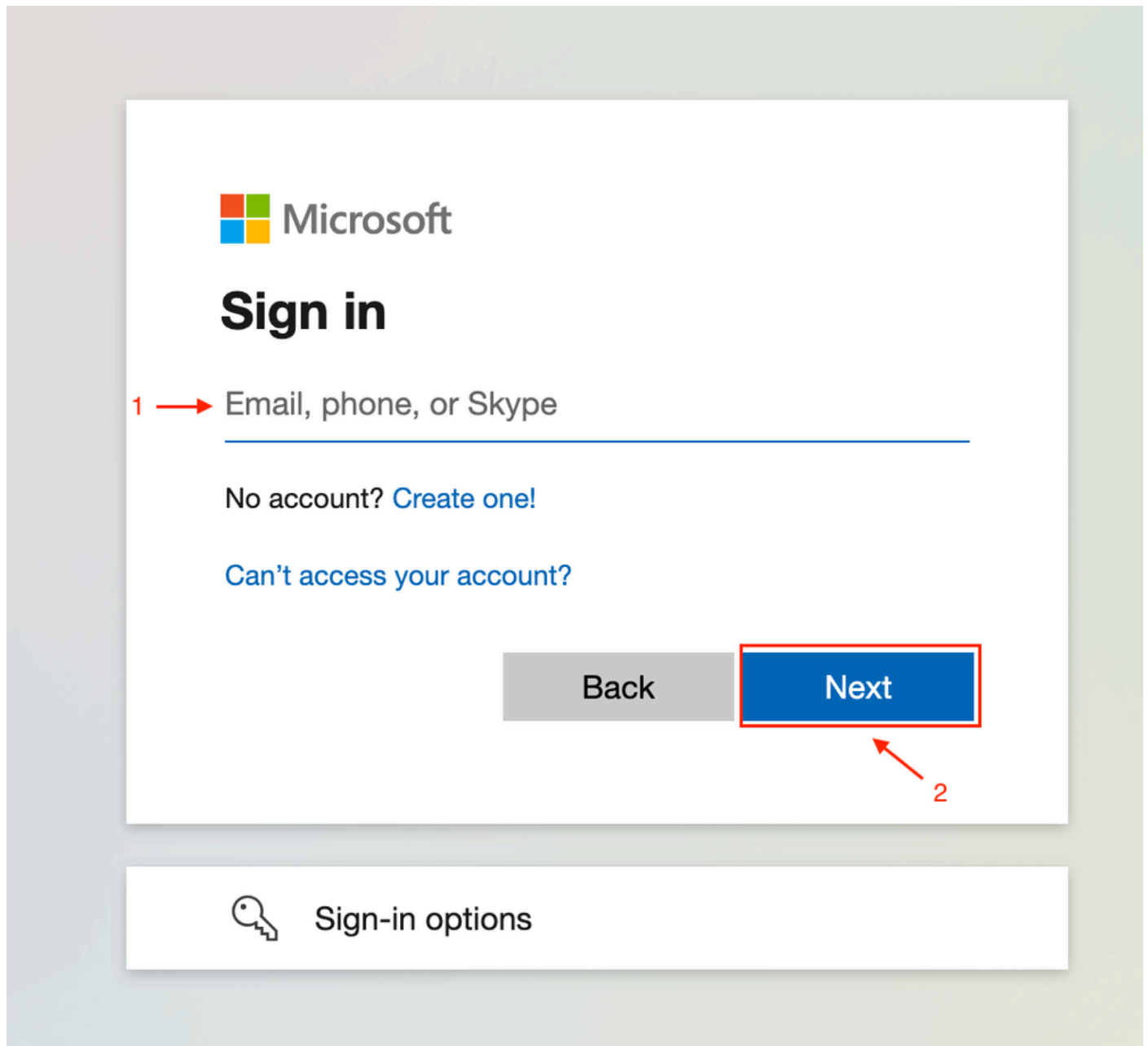
Add tenant

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



Authorize

Use an account that can authorize multi-tenant apps (like Global Administrator or Privileged Role Administrator) to grant permission for the setup process.



Admin Sign-In

Accept the read permissions requested for the tenant.



o365@. [redacted]

Permissions requested

Review for your organization



Webex Calendar Service

[App info](#)

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
- ✓ 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.

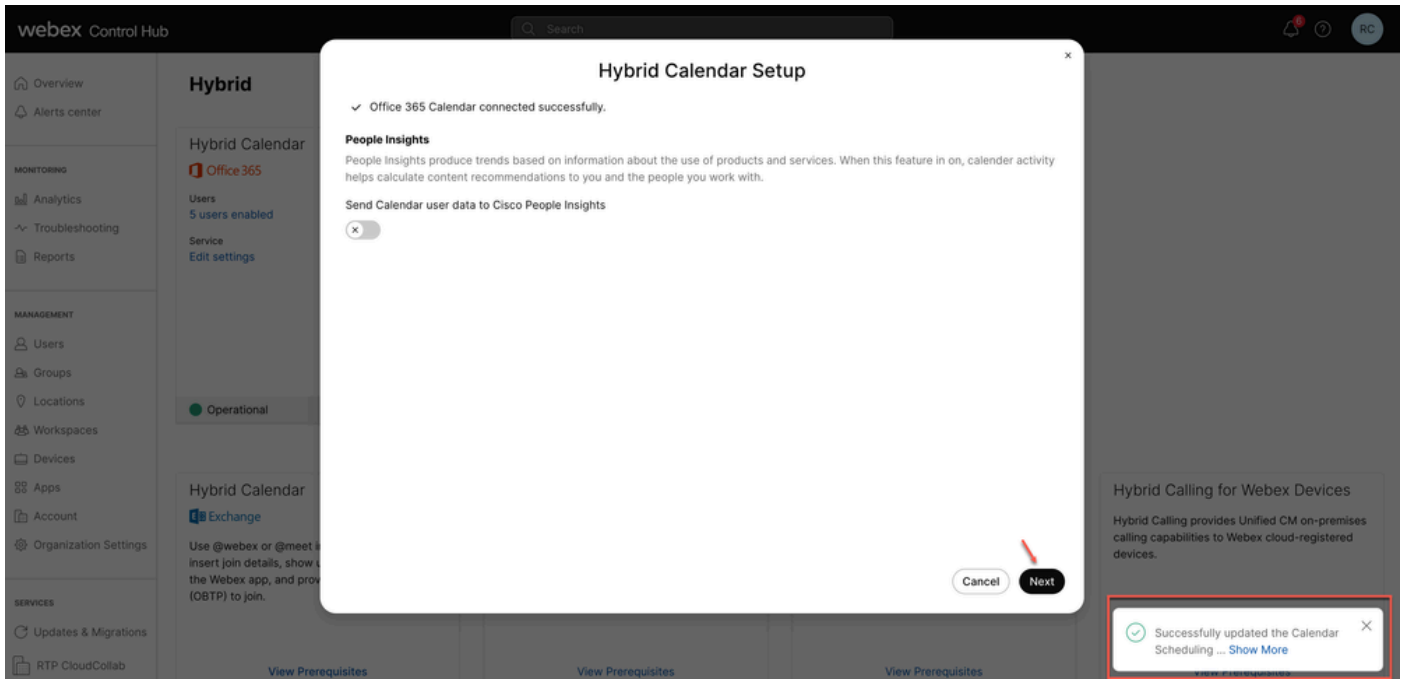
Accepting these permissions means that you allow this app to use your data as specified in their [terms of service](#) and [privacy statement](#). You can change these permissions at <https://myapps.microsoft.com>. [Show details](#)

Does this app look suspicious? [Report it here](#)

Cancel

Accept

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.

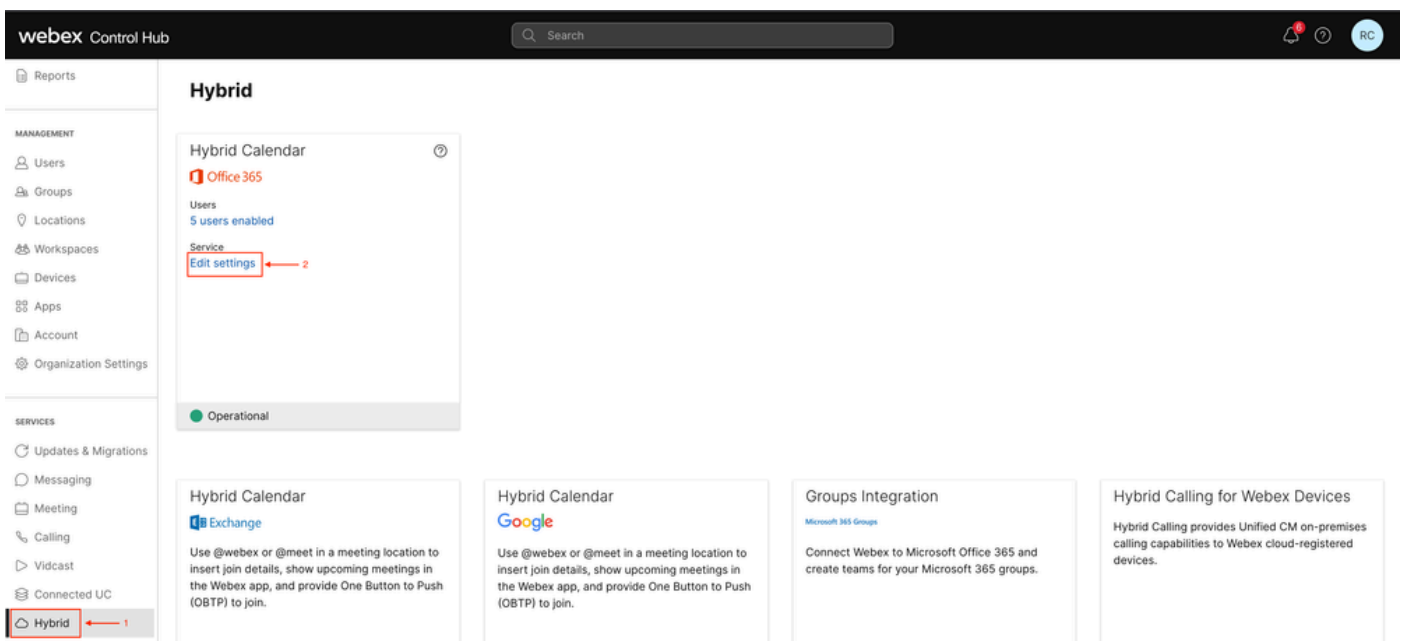


Successful

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.

