Recording TDC Implementation Guide for Teams

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Content

Introduction and requirements

This document describes the how to setup your Office 365 and Azure environment to start using the Recording TDC Solution for Teams.

Getting started

To start using the services in the Recording TDC solution for Teams you have to some basic setup of your Office 365 and Azure environment, this includes:

1. Register an App that handles the user logins towards the Recording TDC Solution

Required basic knowledge

The installation procedure requires that you have detailed knowledge of the existing IT-environment and detailed knowledge of the Teams deployment in Azure.

Accounts and Permissions Requirements

The person performing the configuration tasks for the customer in Azure needs to have sufficient permissions in Azure to add applications in "App registrations". For example the Global Admin role.

Azure Active Directory

The following table outlines the information that will get imported from the Azure directory to Recording TDC solution. It is highly important that the informations in Azure AD are correct and completed as it could affect the use of the Recording solution.

| Azure field name	Field in Recording
DisplayName	Name
Mail	E-Mail
SipProxyAddress	TelephoneNumber
UserPrincipalName	UserName

Setup in your Azure Portal

Azure User Importer / SSO App.

You will need to register an App to open up for the import of user information and SSO functionality to the Recording TDC solution. This is done under **App registrations** in the Azure portal.

Follow the steps below.

1. Log on to your Azure portal and go to Azure Active Directory and then click on **App registrations**.

2. Select **New registration**.
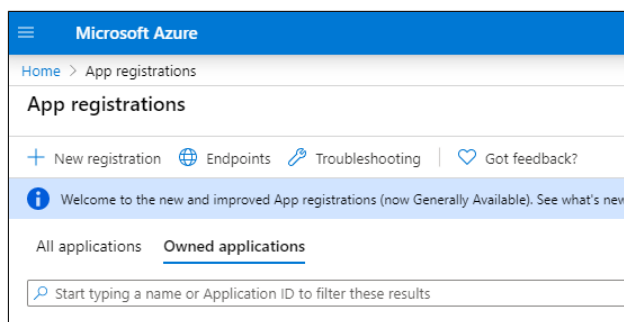
3. Add the Name: "**NuudayRecording**"

Register an application

* Name

The user-facing display name for this application (this can be changed later).

NuudayRecording   ✓

Supported account types

Who can use this application or access this API?

◉ Accounts in this organizational directory only (mynuuday 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...

4. Then click **Register**.

By proceeding, you agree to the Microsoft Platform Policies ⧉

[Register]

5. Take a note of the "Application (client) ID" and the "Directory (tenant) ID".
    Also make a note of the Azure tenant domain: eg. *tdcdk.onmicrosoft.com*.
    This will have to be provided to the responsible TDC representative who
    will configure the Recording TDC solution in the backend.

6. Go To Certificates and Secrets, and click new client secret, give it
    description "NuudayRecordingSecret", set expiration date to never. Copy
    the Value in the client secret for later use, it will be used by the TDC
    Representative for the configuration. Press **Add**.

7. Open the API permissions page, click **Add permission** and choose
    Microsoft Graph and choose **Application permission**, select the
    permission **Directory.Read.All**, and click **Add permission**.

8. This permission will be used to read users and groups, for automatic
    synchronization of users.

9. Click **Grant admin consent** and **Yes** to verify.

10. Click **Authentication -> Add a platform** and choose **Web**. Insert "https://teams-recording.ontdc.net/sso-response.php" into the redirect URI's.

11. The app is now created.

Create Microsoft 365 groups

Users that will be enabled for recording needs to be assigned a specific group. Users in this group will be able to log in to the TDC Recording webpage and listen to their own recordings.

Supervisors/admins that need to be able to listen to all recordings made by users, need to be a member of a specific group also.

To create a group in Microsoft 365/Azure follow the steps below.

1. Logon to Azure Active Directory via portal.azure.com
2. Click on **Groups**
3. Click on **New group**.
4. Enter the following
   a. **Group Type:** Microsoft 365
   b. **Group Name:** NuudayRecordingSupervisedUsers
   c. **Group email address:** NuudayRecordingSupervisedUsers

New Group

Group type * ⓘ

Microsoft 365	⌄

Group name * ⓘ

NuudayRecordingSupervisedUsers	✓

Group email address * ⓘ

NuudayRecordingSupervisedUsers	✓	@mynuuday.onmicrosoft.com

Group description ⓘ

Enter a description for the group

Azure AD roles can be assigned to the group (Preview) ⓘ

Yes	**No**

Membership type * ⓘ

Assigned	⌄

5. Send the Group names to your TDC Erhverv representative.

Compliance Recording Bot Access

Before Nuuday recording bot can access and record Teams conversations call is need to be granted access, follow the steps below.

1. Login to Microsoft 365 with powershell, use the cmdlet below.
    a.
    ```
    $credential = Get-Credential
    Import-Module SkypeOnlineConnector
    $sfboSession = New-CsOnlineSession -Credential $credential
    Import-PSSession $sfboSession -AllowClobber
    ```
2. Create a Application instance that will communicate with TDC recording backend. Run the cmdlet below. Eg. The UserPrincipalName can be anything you like it is not used by TDC.
    a. New-CsOnlineApplicationInstance -UserPrincipalName <recorder@company.com> -DisplayName "Nuuday Teams Recorder" -ApplicationId "1c8d020e-145a-4f7a-a650-b21ffa3c16e4"
    b. The system will reply and output on the screen a new object id of the created object. We will need to use this object id in the next command and further commands, run the cmdlet below.
    c. Sync-CsOnlineApplicationInstance -ObjectId <objectId>

3. Granting Access to the Nuuday recording bot, as a customer Office 365 Tenant admin opne the link below.
    a. https://login.microsoftonline.com/common/adminconsent?client_id=1c8d020e-145a-4f7a-a650-b21ffa3c16e4
    b. Click on the Accept button on the webpage.

Teams Recording Policies

Users that need recording of conversations, needs to be assigned policies.

1. Run the cmdlet below and take note of the object id.
    a. get-CsOnlineApplicationInstance -DisplayName "Nuuday Teams Recorder"
2. Run the cmdlet below
    a. new-CsTeamsComplianceRecordingPolicy -Enabled $true -Description "Teams Recording Policy" -identity "NuudayRecording"

3. Run the cmdlet below and fill in Object id
    a. Set-CsTeamsComplianceRecordingPolicy -Identity "NuudayRecording" -ComplianceRecordingApplications @(New-CsTeamsComplianceRecordingApplication -Parent NuudayRecording -Id <objectId>)
4. By default, users to which the recording policy has been assigned cannot make calls or join meetings when the recorder bot is offline. To allow calls and meetings to proceed when the bot is offline, set the following options:

    a.
```
get-CsTeamsComplianceRecordingApplication | where identity -like "*NuudayRecording*" | Set-CsTeamsComplianceRecordingApplication -RequiredBeforeMeetingJoin $false -RequiredBeforeCallEstablishment $false -RequiredDuringMeeting $false -RequiredDuringCall $false
```

5. For alle users that need to be enabled for Recording the below cmdlet should be run.
    a. Grant-CsTeamsComplianceRecordingPolicy -Identity <userPrincipleName> -PolicyName nuudayRecording