KNOWLEDGE BASE ARTICLE

How to Install a Vitextra Product in SharePoint Online

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Introduction

Vitextra offers a range of SPFx-based products that extend the functionality of **SharePoint Online** and **Microsoft Teams**.

This article is a step-by-step guide to installing a Vitextra product in your SharePoint Online environment, including the prerequisites and permissions you need for a smooth installation.

Prerequisites

Environment

Vitextra SPFx-based products can be installed only on **Microsoft 365** (SharePoint Online and Microsoft Teams).

Warning

Vitextra SPFx products cannot be installed on **SharePoint** on-premises 2016/2019.

Required Permissions

Admin Access

You must have the SharePoint Administrator role in your Microsoft 365 tenant. This role gives you the authority to manage the **App Catalog** and install apps across the SharePoint Online environment.

App Catalog Permissions

Within the App Catalog **site**, you need *Full Control* permissions. This lets you upload, manage, and delete apps, including SPFx packages.

User Permissions for End Users

While not directly related to installation, make sure the users who will use the SPFx web parts have permission to access the site and its content. This usually means at least Read permission on the site where the **web part** is deployed.

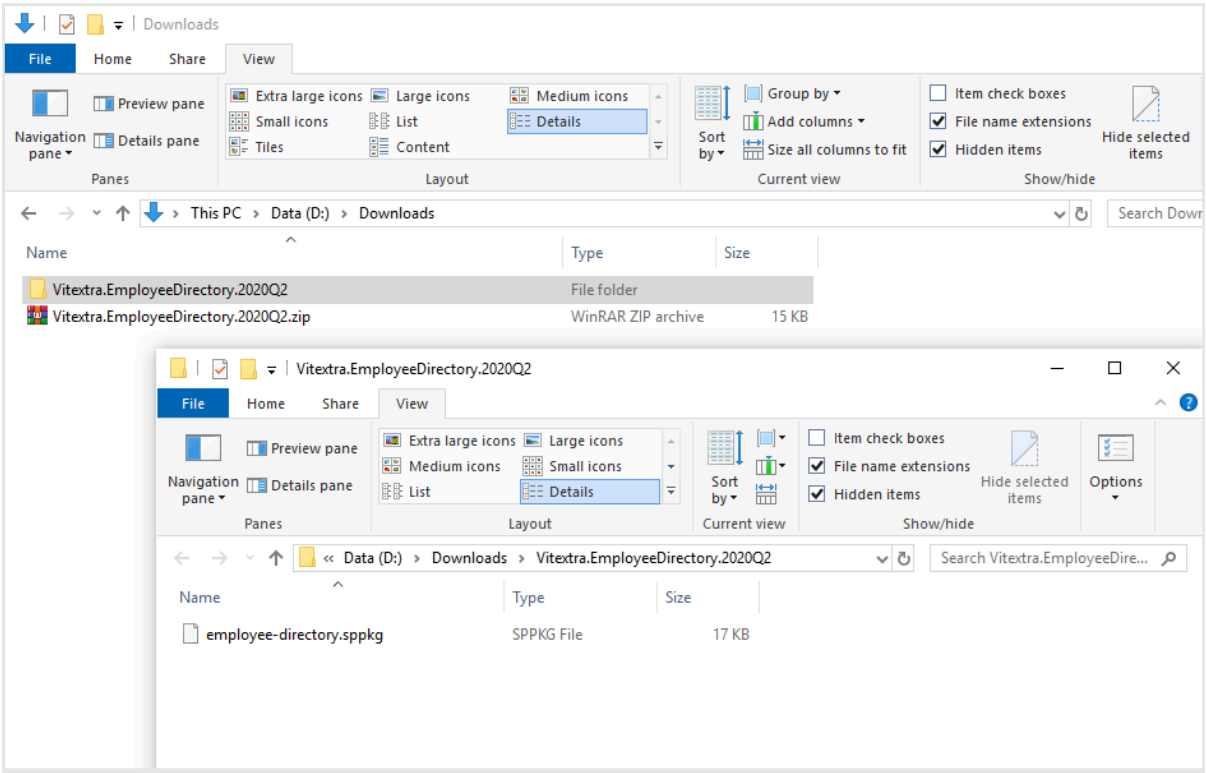
Installation Package

First, download the product package. You can get it from the Vitextra Download Center or Microsoft **AppSource**.

Tip

The Download Center often provides the latest updates and features more quickly than AppSource.

Download the product's ZIP file (*.zip) and extract it somewhere on your computer.



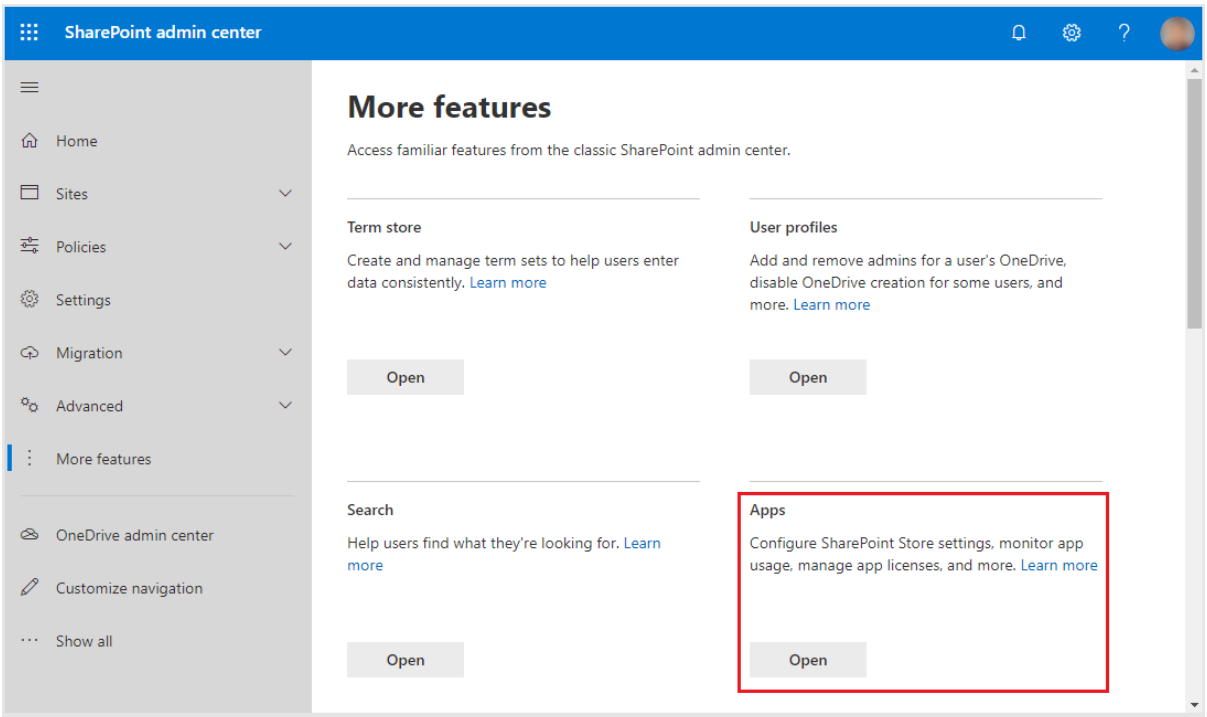
Extracted installation package (.sppkg)

Installation

Step-by-step instructions:

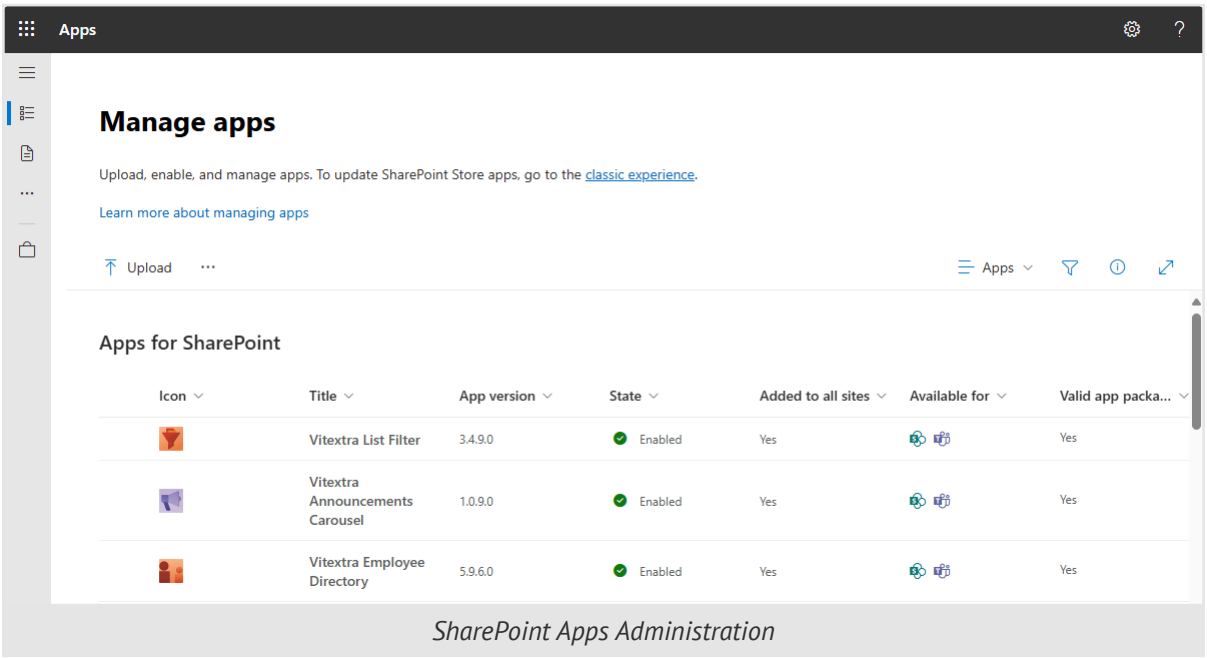
1. From the Microsoft 365 admin center, navigate to the **SharePoint admin center**.

2. Go to **More Features** and click the **Open** button under the **Apps** heading:



SharePoint Admin Center

3. Click **App Catalog** to manage your SharePoint apps.



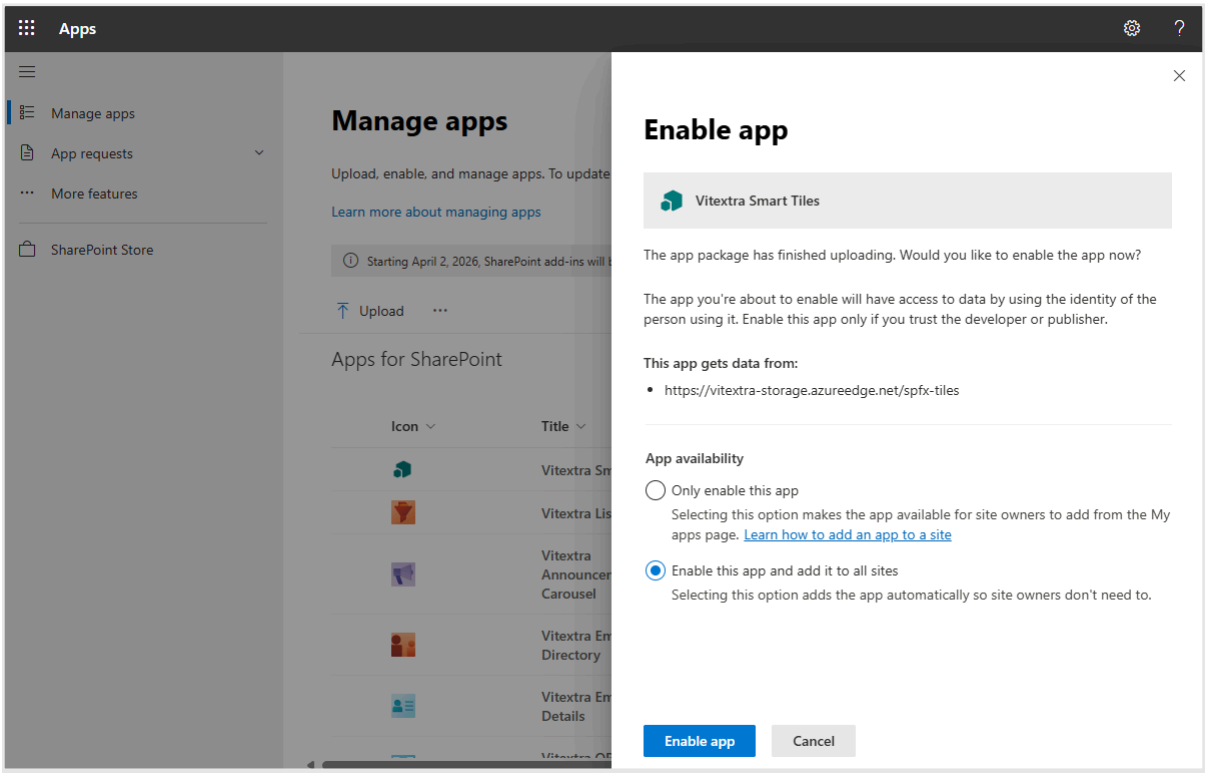
SharePoint Apps Administration

4. Click the **Upload** button and select the extracted .sppkg file.

Warning

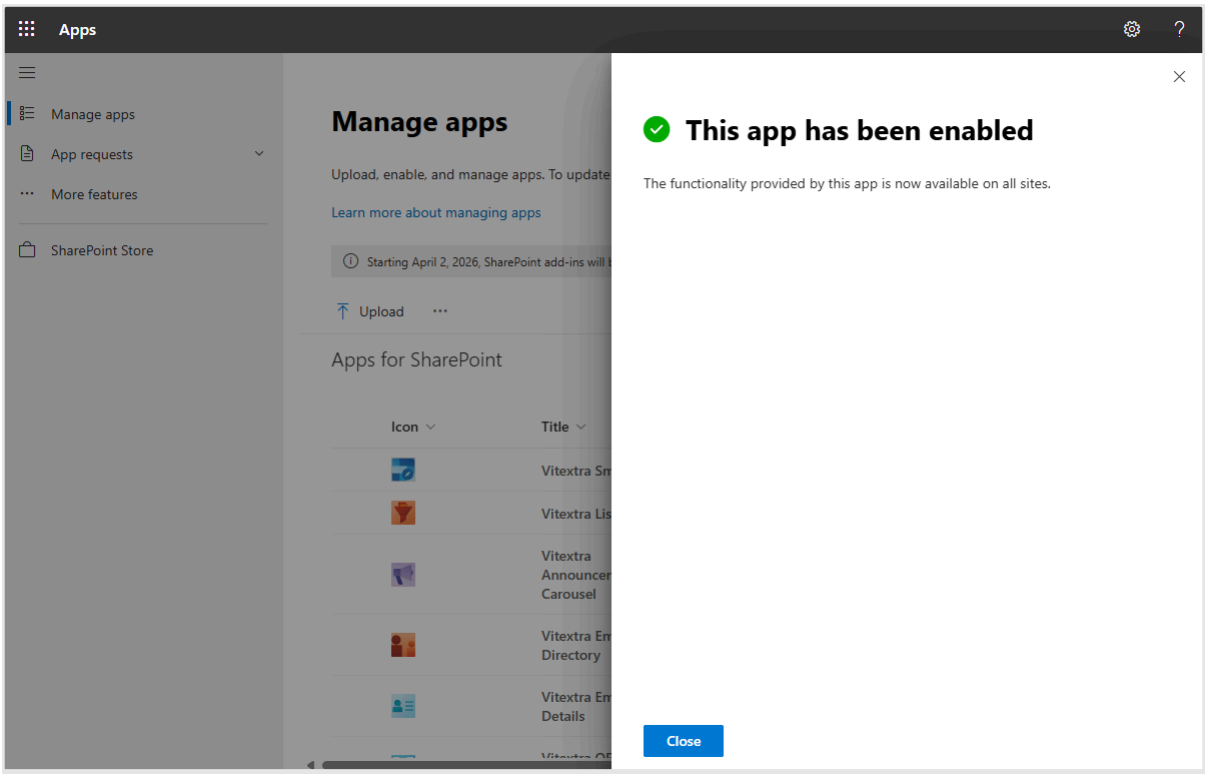
Make sure to extract the .zip archive before uploading. You must upload the extracted .sppkg file, not the .zip file itself.

5. After uploading the package, review the request to trust the solution. Click **Install** to confirm the installation.



Deploy confirmation

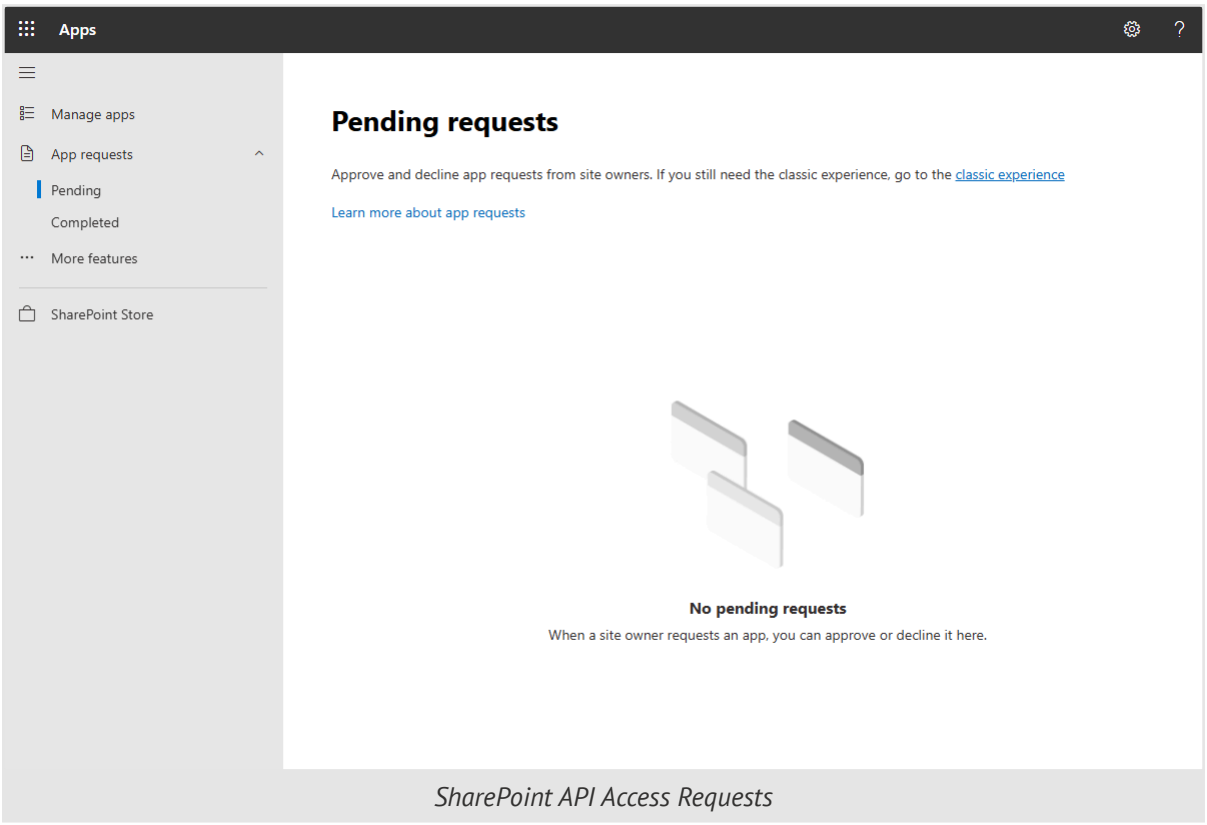
6. Once deployed, the package appears in the **list** of installed client-side packages, confirming a successful installation.



Successful installation confirmation

API Access

To grant the installed app the permissions it needs, open the **SharePoint admin center** and go to **API access**. Under **Pending requests**, select a request and click **Approve**. Review and approve the API permissions required by the app. See Microsoft's API access management guide. Approving Microsoft Graph permissions requires the Global Administrator role; the SharePoint Administrator role alone is not sufficient.



SharePoint API Access Requests

Summary

Installing a Vitextra product in SharePoint Online comes down to a few key steps: confirming the right environment and permissions, downloading and uploading the installation package, and approving any API access requests.

With these steps done, the Vitextra solution is integrated into your SharePoint environment and ready to use.

Terms

App Catalog
The App Catalog is a special SharePoint site that stores apps for SharePoint, Teams, and other Microsoft 365 services. Global or SharePoint administrators can upload and manage applications from the AppSource marketplace, custom-developed apps, or third-party apps for the organization's internal use. There can be only one tenant-level App Catalog in a tenant; site collection app catalogs can be added for individual site collections.

AppSource
Microsoft AppSource is a global online marketplace with applications and services created for Microsoft 365, Dynamics 365, Power BI, Power Platform, and other Microsoft services. AppSource allows you to find, purchase, and deploy applications in your organization's tenant.

List
A list is a storage unit in SharePoint. A list can contain columns of different types, content types, and views. A document library is a special type of list and therefore inherits the functionality of a list.

Microsoft 365
Microsoft 365 is a cloud-based subscription service that combines productivity apps such as Word, Excel, PowerPoint, and Outlook with cloud services such as SharePoint, OneDrive, Teams, and Exchange Online, together with advanced security and device management.

Microsoft Teams
Microsoft Teams is a chat-based collaboration platform for business communications with features for online meetings, live events, and document sharing.

SharePoint
SharePoint is a web-based collaboration platform that provides content management, document management, workflow applications, search, and other tools that empower employees and teams to work together. SharePoint is also a secure place to store, organize, and access shared information.

SharePoint Admin Center

Terms

The SharePoint admin center is the web portal where SharePoint administrators manage sites, sharing and access settings, the App Catalog, storage, and other SharePoint Online settings for the tenant.

SharePoint Online
The cloud version of SharePoint, a web-based collaboration platform within Microsoft 365 that provides an extensive range of capabilities to store, share, and manage the digital information, content, and knowledge of an organization.

Site
A SharePoint site is a container for information within the SharePoint platform. Sites typically offer features such as document libraries, lists, calendars, discussion boards, and workflows, facilitating collaboration, communication, and document management within teams or across departments. Sites can be customized and configured to suit the specific needs and workflows of an organization.

Web Part
A web part is a primary building block of functionality or content placed on a SharePoint page. Some web parts support customization, such as configuring the web part or changing its appearance.