

KNOWLEDGE BASE ARTICLE

Upgrade Employee Directory from 1.* to 2.*



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This article describes how to update the Employee Directory to the latest version.

Introduction

The new version of Employee Directory was released in August 2020. There are two new core features:

- Employee availability to plan a meeting
- Recent documents created by the employee

Also the new version support 22 languages.

This article describes how to update the existing installed app to the new version.

🖓 Tip

Old versions are not retired. You can continue to use them without affecting your license.

Installation package

Download the zip file (and unpack it to somewhere on your computer.

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File Home Share View							```	~ ?
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Name	Туре	Size						
Vitextra.EmployeeDirectory.2020Q3 Vitextra.EmployeeDirectory.2020Q3.zip	File folder WinRAR ZIP archive	16 KB						
📙 🛛 🗹 📙 🗧 🛛 Vitextra.EmployeeDire	ctory.2020Q3					-		×
File Home Share View								/ ?
$\leftarrow \rightarrow \checkmark \uparrow$ 📙 « Downloads >	Vitextra.EmployeeDire	ectory.2020Q3		U	∠ Search			
Name	Туре	Size						
vitextra.employee-directory.sppkg	SPPKG File		18 KB					
1 item 1 item selected 17.1 KB								
2 items								
Extracted installation nackage (spnkg)								

Installation

From SharePoint Admin Center go to **More Features** and click Open button under **Apps** heading:

	SharePoint admin cent								
=		More features							
ណ៍	Home	Access familiar features from the classic SharePoint admin center.							
	Sites	×							
	Policies	Term store User profiles							
ŝ	Settings	data consistently. Learn more data c							
ŧ	Content services	× C							
Ģ	Migration	V Open							
°o	Advanced	\checkmark							
÷	More features	Apps BCS							
8	OneDrive admin center	Configure SharePoint Store settings, monitor app usage, manage app licenses, and more. Learn more databases or WCF web services. Learn more							
Ø	Customize navigation	Open Open							
	Show all								
	SharePoint Admin Center								

Go to App Catalog

Apps
App Catalog Make apps available to your organization and manage requests for apps. An app catalog is required to disable Store purchases for end users.
Purchase Apps Purchase apps from the SharePoint Store.
Manage Licenses Manage licenses for apps purchased from the SharePoint Store.
Configure Store Settings Manage app acquisition settings including turning off purchases for end users in the SharePoint Store.
Monitor Apps Track usage of applications and review errors.
App Permissions Manage app access to this tenant.
SharePoint Tenant Apps

Open **Apps for SharePoint** and upload the extracted .sppkg file.

Home					📜 🗹 📜 = Vit	extra.EmployeeDirectory.20)20Q3	
Apps for SharePoint @				File Home Share View				
					← → • ↑	> This PC > Download	s > Vitextra.Employee	Directory.2020Q3
New	🚹 Upload 🛛 😂 S	ync 🛛 🗘 Share	More 🗸		Name		Туре	Size
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< D								
G.								
Ę	Vitextra Smart Tiles Web	Part smartelies	+ Copy	1.0.4.0				
Unload .spoko to SharePoint App Catalog								

Confirm you trust the app, check **Make this solution available to all sites in the organization**, and click **Deploy**.

Do you trust Vitextra Employee Directory Web Part?	x					
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 Vitextr following domains:	ra Employee Directory Web Part					
https://vitextra-storage.azureedge.net/spfx/						
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, User.Read.All; Microsoft Graph, Presence.Read.All; Microsoft Graph, Calendars.Read						
	Deploy Cancel					
SPFx Deploy Confirmation						

Once the new version of Employee Directory is deployed you'll see it in the list of installed client-side packages.

API Access

Go to **API Access** section in SharePoint Admin Center to make sure the installed application has the necessary permission to the API. Expand **Pending Request** heading and approve API access requests.

📝 Note

The new version of the Employee Directory app has new required permission (**Calendars.Read**) to get the user's availability status.

≡	API access					
ப் Home	Manage access to Azure AD-secured APIs from SharePo	pint Framework components and scripts. Learn ab	out managing permission re			
🗖 Sites 🗸	⊘ Approve ⊖ Reject					
🚔 Policies 🗸 🗸	✓ API name	Dackage	Permission			
慾 Settings	 Pending requests (8) 	rackage	Fermission			
Content services ~	 Organization-wide (8) 					
A Migration	Microsoft Graph	Vitextra Employee Directory Web Part	User.Read.All			
°☆ Advanced ^	Microsoft Graph	Vitextra Employee Directory Web Part	Calendars.Read			
API access	\checkmark Approved requests (4)					
: More features	 ✓ Organization-wide (4) 					
	SPFx API Access					

License Update

The update process, as well as downgrade one, does not affect your subscription or license. No additional action is required.

📝 Note

There are no additional expenses associated with the update of cloud-based Vitextra solutions.