Hello!

Thank you for your interest in GroupCalendar. This Getting Started Guide will help you to install this Add-On from Microsoft AppSource. For detailed information, please take a look at our guides or blogs.

There are basically two ways to install GroupCalendar from AppSource:

1. Get solution from Marketplace in Dynamics 365

It is possible to open AppSource directly from Dynamics 365. Therefore, please navigate to Settings > Solutions and hit the [Get Solutions from Marketplace]-button, highlighted in yellow in the figure below.

![Figure 1: Get solutions from Marketplace](image)

This leads you to the AppSource website where you can search for GroupCalendar and is described below.
2. Get solution from AppSource

The second option is to go to the AppSource website and search for GroupCalendar. Use this [link](#) to find all add-ons provided by mscrm-addons.com (figure below).

Next, please select GroupCalendar. The so opened window provides you with information regarding GC. Here, please click on the **FREE TRIAL**-button on the left side.
Next, please sign in to Microsoft AppSource. Enter your e-mail address and hit the [Sign in]-button as you can see in the figure below.

![Figure 4: Sign in to Microsoft AppSource](image)

In the window below please check the Microsoft permission checkbox at the bottom. Click on the [Continue]-button to proceed.

![Figure 5: Check the Microsoft permission checkbox](image)
Next, please select the Dynamics 365 organization you want to add the solution to, check the checkboxes below and hit the [Agree]-button.

![Figure 6: Select the Dynamics 365 organization](image)

Add the application to Dynamics 365

Select the Dynamics 365 organization you want to add this application to:

- [ ] Agree to Microsoft’s Legal Terms and Privacy Statement
- [ ] Agree to Privacy Statement and Legal Terms for importing solutions into Dynamics 365

This leads you to your organization overview. The installation takes a while – as you can see GroupCaledar has the Status “Installation pending” until the installation is completed (highlighted in yellow).

![Figure 7: Organization overview – GC installation pending](image)
Meanwhile, you will receive an e-mail with more information about GC and its usage.

To see when the installation is finished, please refresh the page in between. Only when the status is on “Installed” you can continue with the process (highlighted in yellow below).

Congratulations! You have successfully completed the installation of GroupCalendar from Microsoft AppSource. If you now open your Dynamics 365 Settings, you will see the MSCRM-ADDONS section containing the so installed solution – GroupCalendar (highlighted in yellow).
A click on GroupCalendar leads you to the GC Getting Started page. This provides you with information about the next steps to finalize the setup.

Figure 10: GroupCalendar Getting Started page

1. **SIGN UP TO MSCRM-ADDONS.COM**

There are two ways to sign up. If you are not registered to mscrm-addons.com, please enter your e-mail address to the register light module. Otherwise please enter your user credentials – your username and password and hit the [Continue]-button.
2 ACTIVATE TRIAL VERSION

In order to connect and activate your trial version, please enter the Office 365 credentials of a user from this Dynamics 365 organization. After hitting the **[Request trial]**-button you will receive a message that the trial license is successfully requested as you can see in the green box.

![Figure 11: Activate trial version](image)

3 ASSIGN SECURITY ROLES

First, you have to assign security roles for the users who should be able to use GC. Therefore, go to **Settings > Security** and select **Users**. Please open a user account and click on the ‘**Manage roles**’-option as you can see it highlighted in yellow below.

![Figure 12: Manage roles](image)
In the so opened window please enable the two security roles you can see in the figure below by checking the checkbox.

![Manage User Roles](image1.png)

*Figure 13: Manage user roles*

Congratulation! You have finished the setup of GroupCalendar. More information can be found in the corresponding [GroupCalendar Installation Guide](#) and [GroupCalendar User Guide](#).

After installing GC and assigning the security roles, you are now able to launch GroupCalendar. It is automatically added to the sitemap of your default application (Dynamics 365 - custom).

![Main page of GroupCalendar](image2.png)

*Figure 14: Main page of GroupCalendar*
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