

TeaMs App

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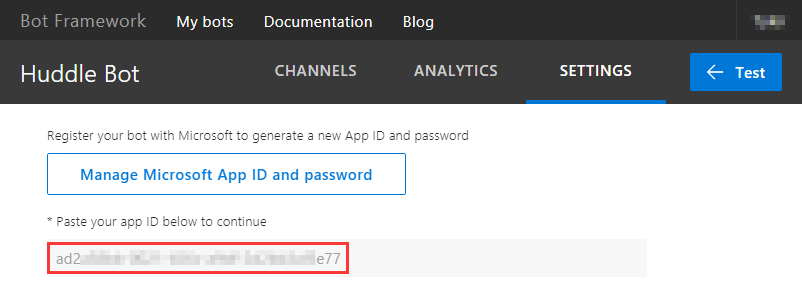
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# Create Teams App package

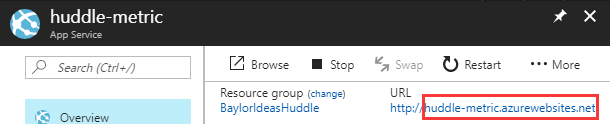
## Update manifest.json

1. Open */Files/TeamsAppPackage/manifest.json* with a text editor.
2. Replace the following 2 placeholder with the corresponding values you got in previous guides

* <MicrosoftAppId>: the App Id of the Microsoft App registered when creating the Bot



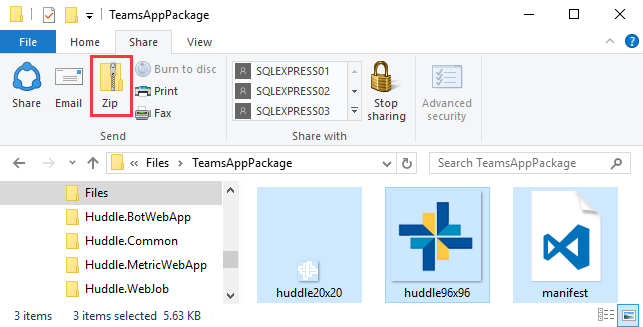
* <MetricWebAppDomain>: the domain of the Metric Web App



1. Save the changes.

## Create Teams App package

Zip the files in */Files/TeamsAppPackage* folder.



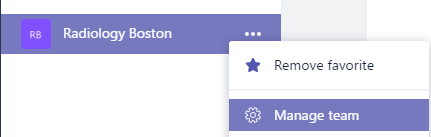
Name it HuddleTeamsApp.zip.

# Manage Team

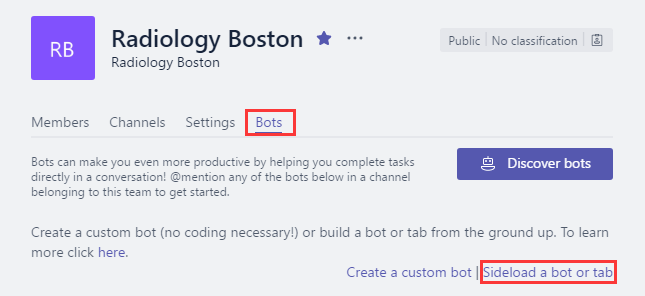
## Side-load the Teams App

Follow the steps below to side the Teams App.

1. Right-click a team in Microsoft Teams, then click Manage team



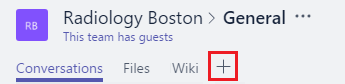
1. Click the **Bots** tab



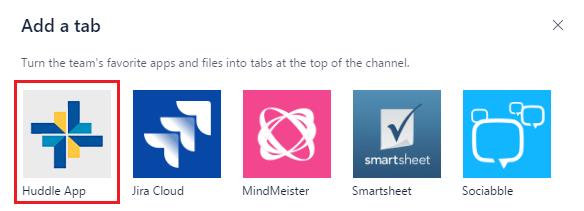
1. Then click **Sideload a bot or tab**.
2. Select the *HuddleTeamsApp.zip*.

## Add the Metric Input tab

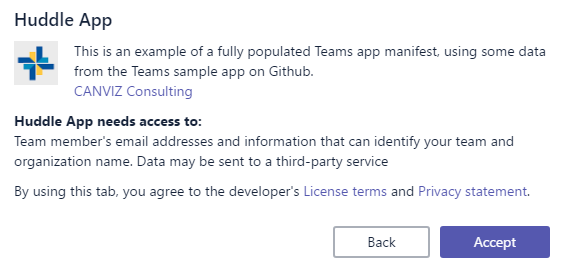
1. Click a team.



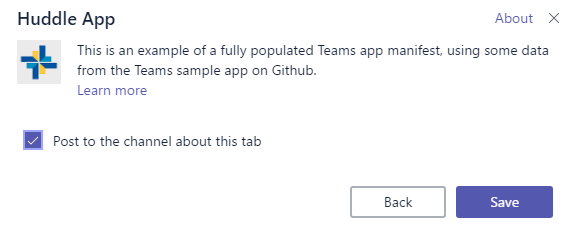
1. Click +



1. Click **Huddle App**.



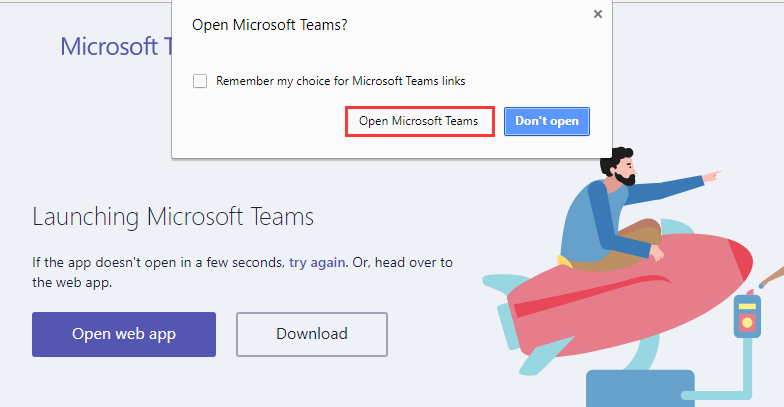
1. Click Accept.



1. Click **Save**.

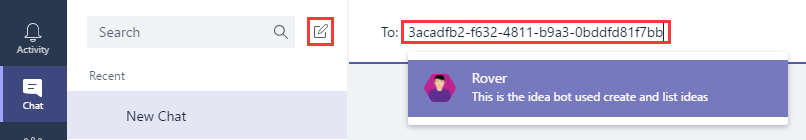
## Start 1:1 conversation with the Bot

Find the URL of Microsoft Teams Channel of the Bot, then open it in your browser:



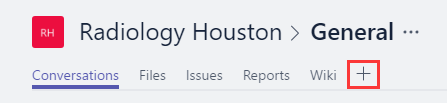
Click **Open Microsoft Teams**.

Note: Another way to start 1:1 talk is using the MicrosoftAppId of the Bot:

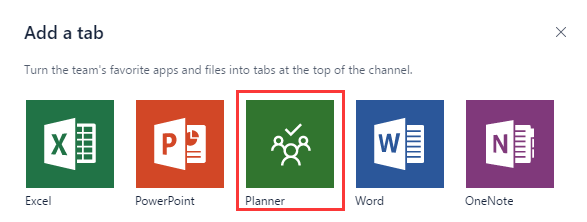


## Add the Idea Board tab

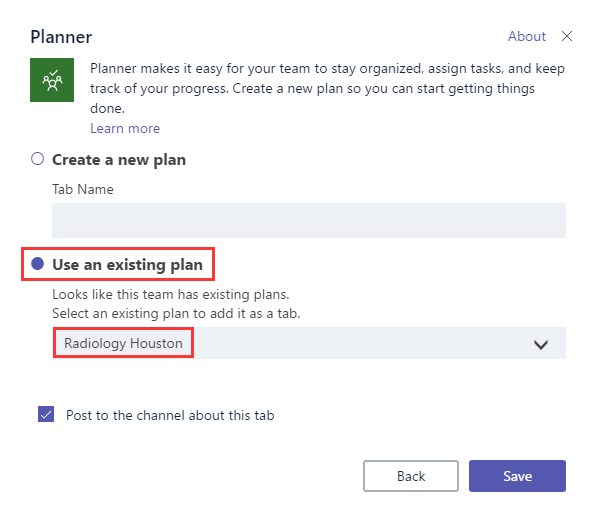
1. Click a team.



1. Click +

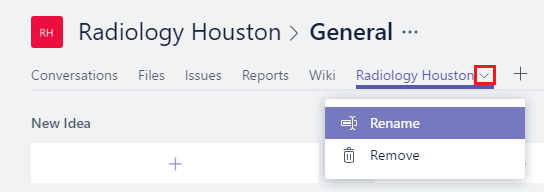


1. Click Planner.
2. Sign in with the work account.

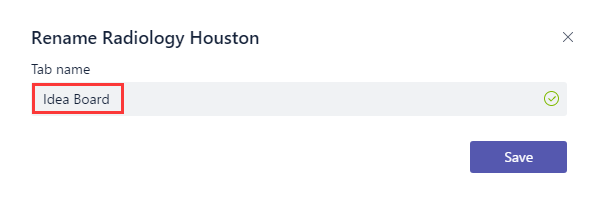


Choose **Use an existing plan**, then select the plan which has the same name with the team.

1. Click **Save**.



1. Click the dropdown icon, then click **Rename**.



Input: Idea Board

1. Click **Save**.