




Installation Guide

Version DSC1.0.0C

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1. Installation Prerequisite

- a. Download the SharePoint Fotopia Discovery App add-in from the introductory e-mail.
- b. The SharePoint tenant should be created and configured as per client requirements.
- c. The user installing Fotopia Discovery App must have Global Admin permission on the SharePoint tenant site.
- d. Create and Configure an App Catalog. Follow below steps to create an App Catalog:
 - a. User with global admin permission must sign in to Office 365
 - b. Clicking on the app launcher icon , which is available on the upper-left screen.
 - c. Click on the **Admin** icon to open the Microsoft 365 admin center. (You will only see the Admin icon if you have Office 365 Global Admin permissions in the SharePoint tenant site.)
 - d. In the left panel, choose **Admin centers** > **SharePoint**.
 - e. In SharePoint admin center, choose **apps** in the left panel, and then select **App Catalog**.
 - f. If an App Catalog site does not exist, the system will prompt to access an App Catalog. Select **Create a new app catalog site**, and then select **OK**.

App Catalog Site

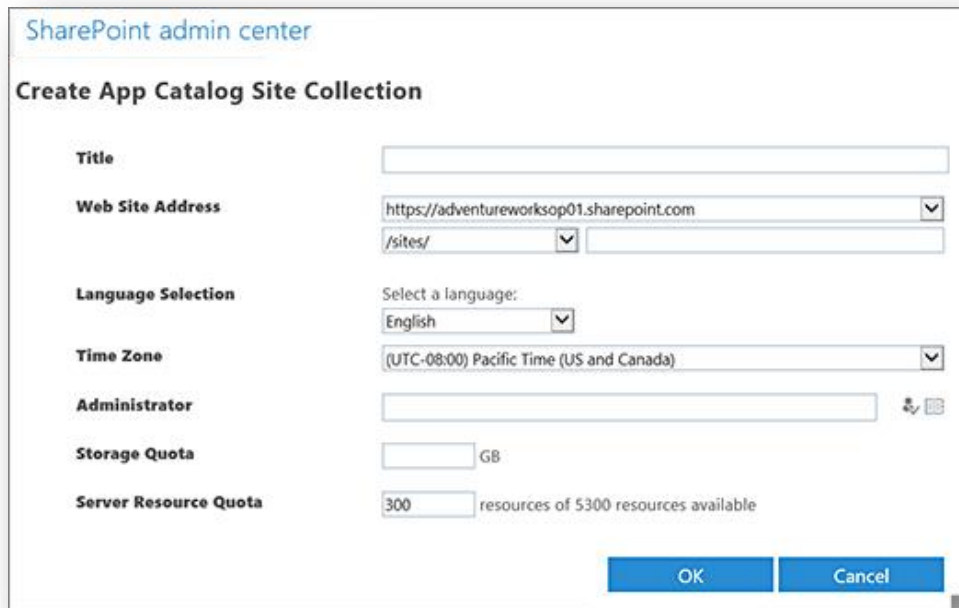
The app catalog site contains catalogs for apps for SharePoint and Office. Use this site to make apps available to end users.

There is no app catalog site created for your tenant.

☒ Create a new app catalog site

☐ Enter a URL for an existing app catalog site

- g. Enter the required information on the Create App Catalog Site Collection page and select **OK**.

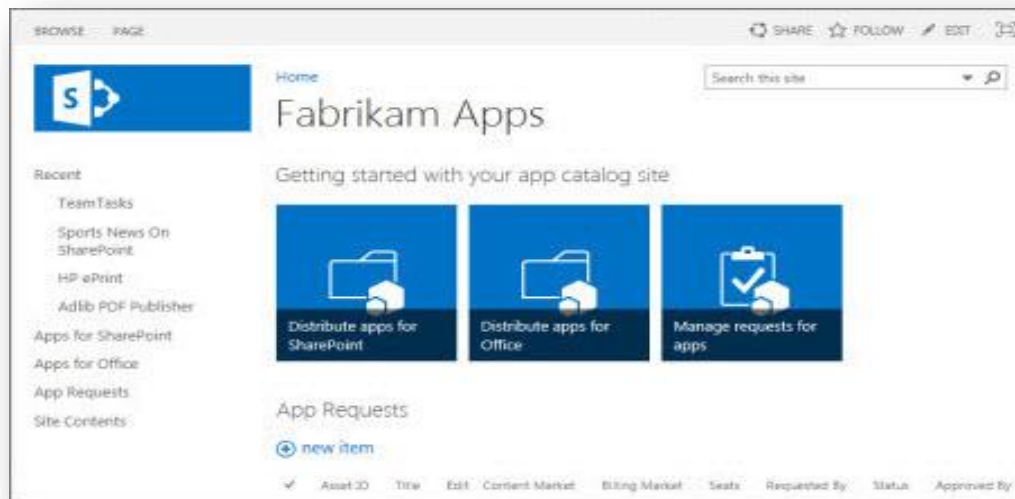


The screenshot shows the 'Create App Catalog Site Collection' form in the SharePoint admin center. The form includes the following fields and options:

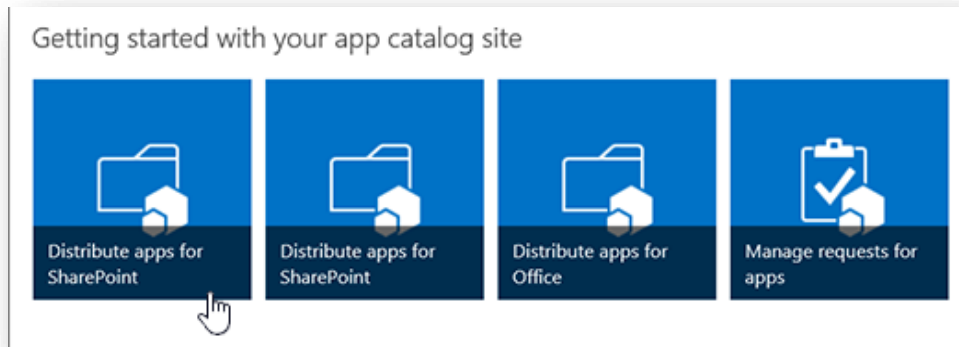
- Title:** A text input field.
- Web Site Address:** A dropdown menu showing 'https://adventureworkshop01.sharepoint.com' and a text input field with '/sites/'.
- Language Selection:** A dropdown menu with 'English' selected.
- Time Zone:** A dropdown menu with '(UTC-08:00) Pacific Time (US and Canada)' selected.
- Administrator:** A text input field with a user icon.
- Storage Quota:** A text input field with 'GB' next to it.
- Server Resource Quota:** A text input field with '300' and 'resources of 5300 resources available' next to it.

At the bottom right, there are 'OK' and 'Cancel' buttons.

- h. App Catalog site could take a few minutes to load. Do not proceed to the next step without confirming that the App Catalog is created.



- i. Navigate to **Distribute apps for SharePoint** under App Catalog site



- j. Click on **New** to upload a new app.
- i. Chose the downloaded file from mail and upload it to see below view

load completed (1 added) Refresh

New Upload Sync Share More

Featured Apps Unavailable Apps Find a file

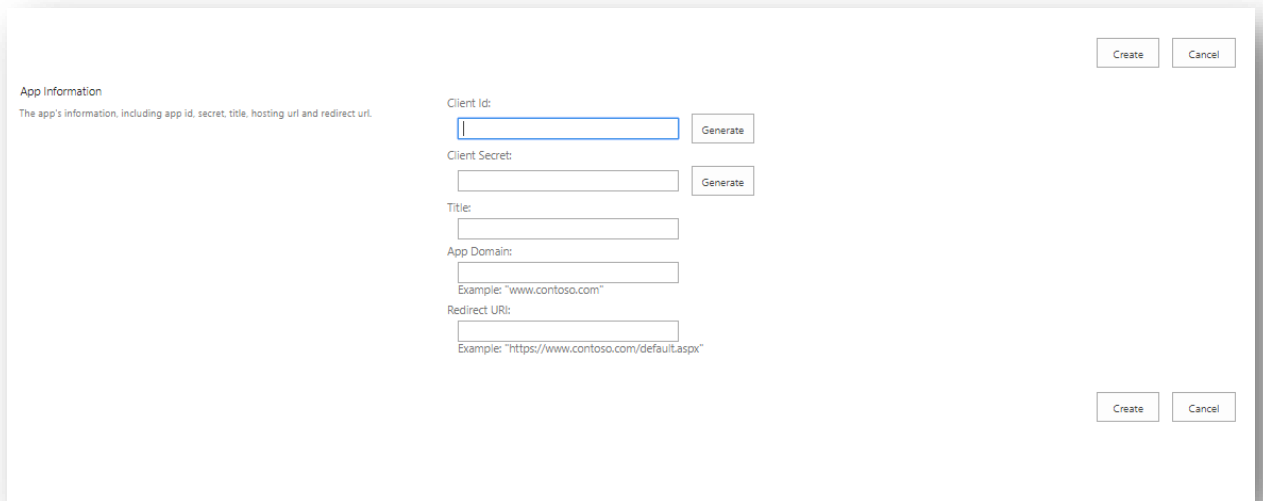
Title	Name	App Version	Edit	Product ID	Metadata Language	Default Metadata Language	Modified	Enabled	Valid App Package	Deployed	Tenant Deployed	App Package Er
Product ID : {DA191770-E395-4846-976F-5FF77F788033} (1)												
Fotopia Discovery	FotoPiaDiscoveryApp	1.0.0.0		(DA191770-E395-4846-976F-5FF77F788033)	English - 1033	Yes	A few seconds ago	Yes	Yes	Yes		No errors.

and make sure that last column contains no errors.

2. Fotopia Discovery App installation steps

1.To register the App

- a. Open the New Registration Page by using the below URL template:
Link: <site collection>/_layouts/15/AppRegNew.aspx
Replace<site collection> to your SharePoint site collection url
Sample Link:



App Information
The app's information, including app id, secret, title, hosting url and redirect url.

Client Id: Generate

Client Secret: Generate

Title:

App Domain:
Example: "www.contoso.com"

Redirect URI:
Example: "https://www.contoso.com/default.aspx"

Create Cancel

Create Cancel

- b. Use the below details to register Fotopia Discovery App and click on **Create**

Client Id: [aefbbdda-ddd5-455f-953f-58022edbe5ca](#)

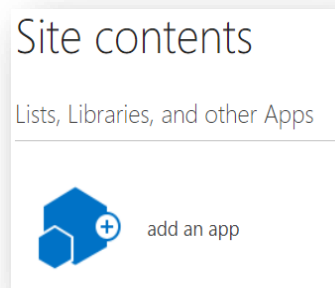
Client Secret: [UWGRW1v9f0ZS+y7gdm/OpSVQjNGe/6H/pskW/rbPcDM=](#)

Title: [Fotopia Discovery](#)

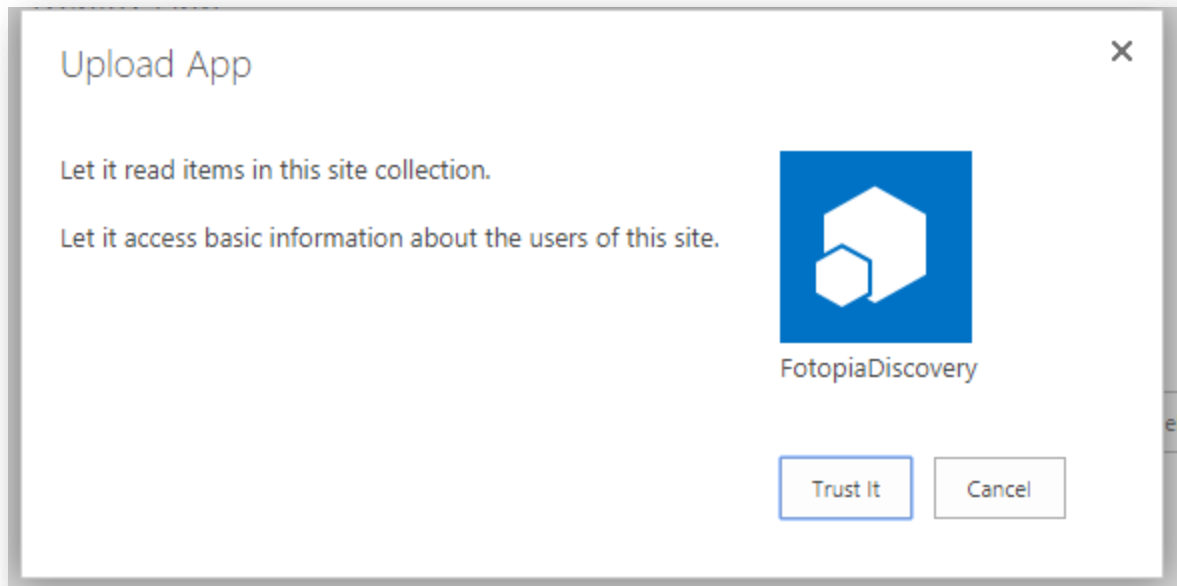
App Domain: [fotopiwizardstgsecured.fotopiatech.com](#)

Redirect URI: [https://fotopiwizardstgsecured.fotopiatech.com](#)

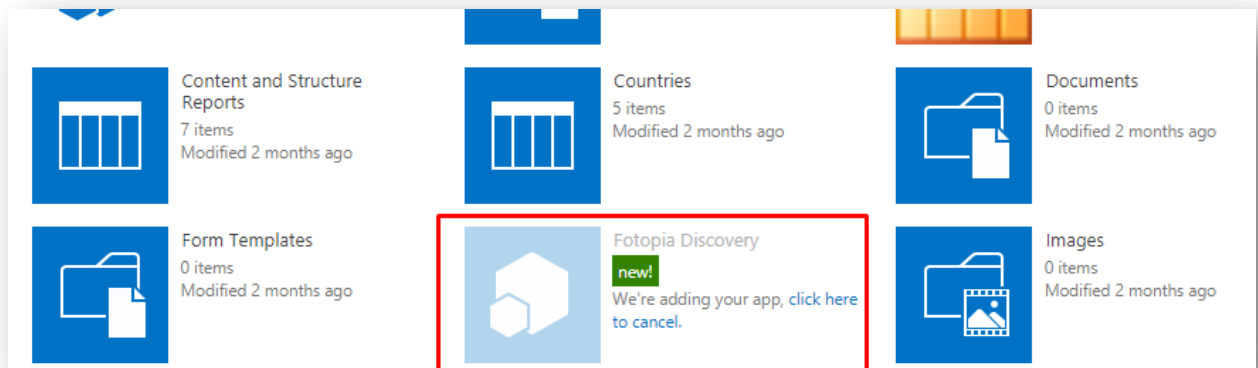
- b. To deploy to a specific site collection, navigate to **site contents** and click on **add an app**



- c. Click on **From Your Organization** and select **FotopiaDiscovery**.
- d. Make Fotopia Discovery App icon trusted by selecting **Trust It**



- e. Navigate to site contents, wait for the app to be installed.



- f. After the successful installation, when you open the app for the first time the system will prompt the user to send the SharePoint Tenant ID to Fotopia Support team to continue working on the App.
- g. Email the SharePoint Tenant ID to support@fotopiatech.com to create the License key.
- h. Once the Fotopia Support team enables the License key in the backend, users who have access to this tenant can open documents in Fotopia App.