Microsoft

Building modern conversations in Office365 with add-ins and actionable messages

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Agenda

Platform Overview

M365 platform
Outlook platform

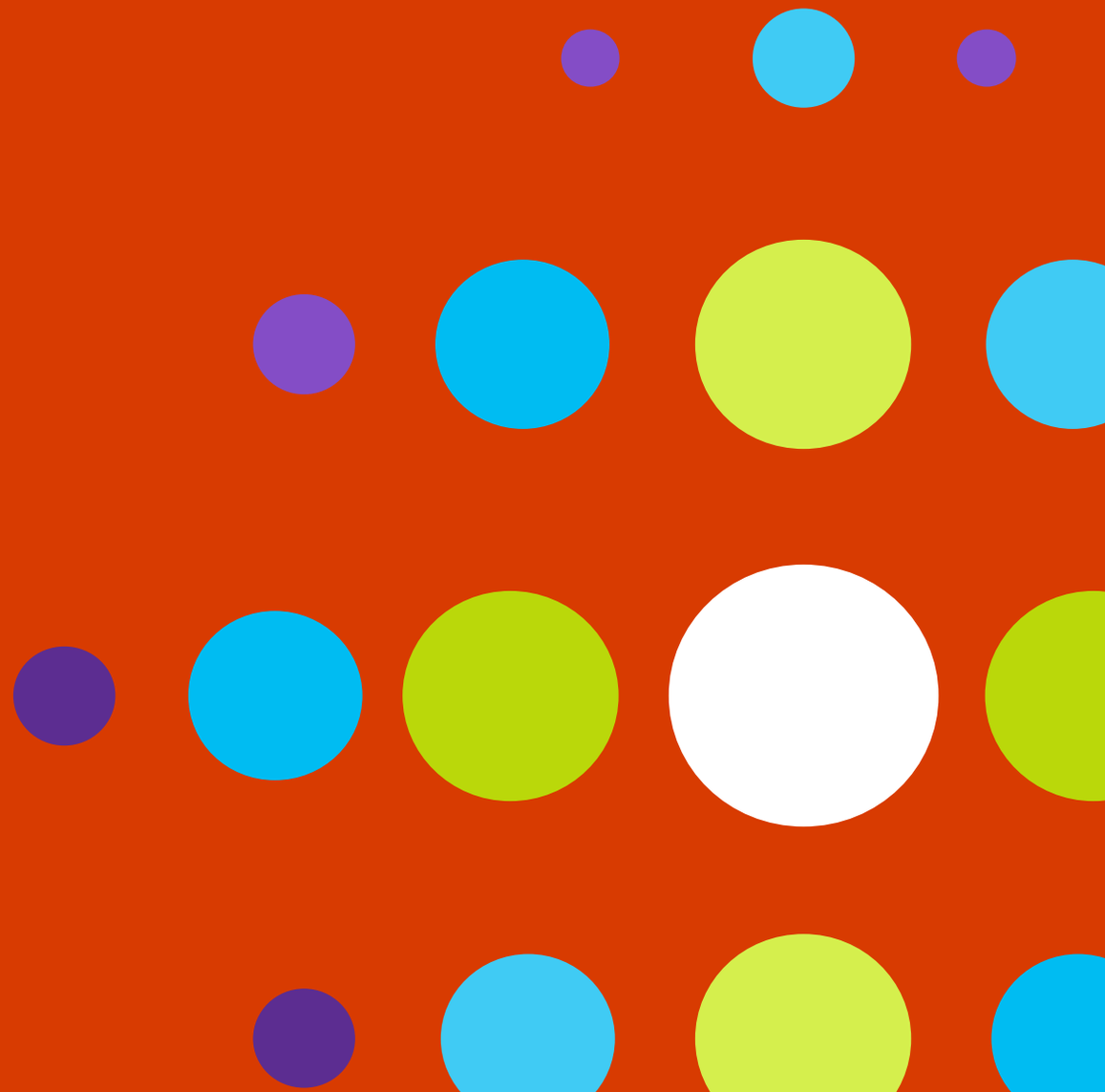
Microsoft Graph

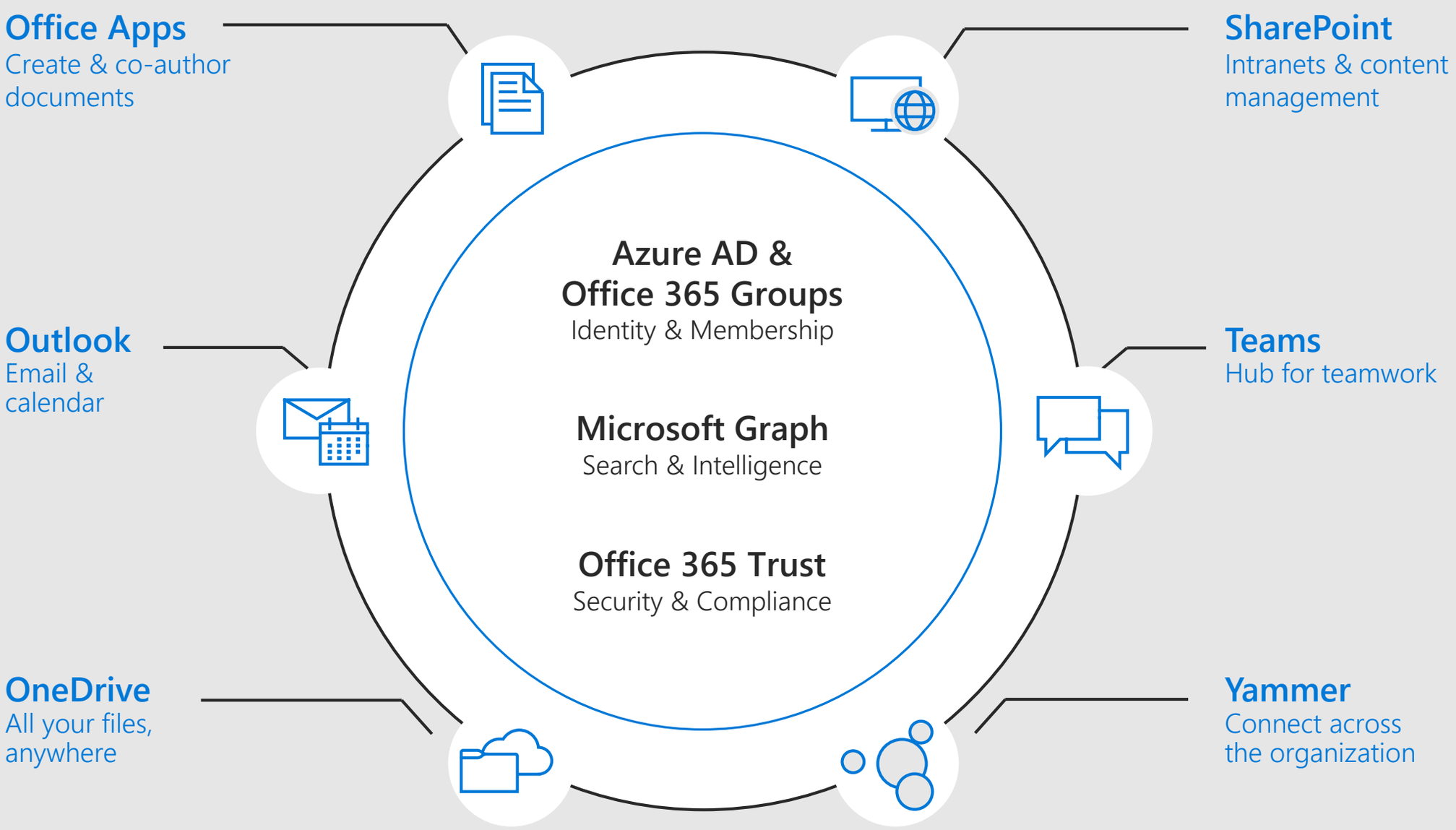
Outlook capabilities
What is coming

Add-ins & Actionable messages

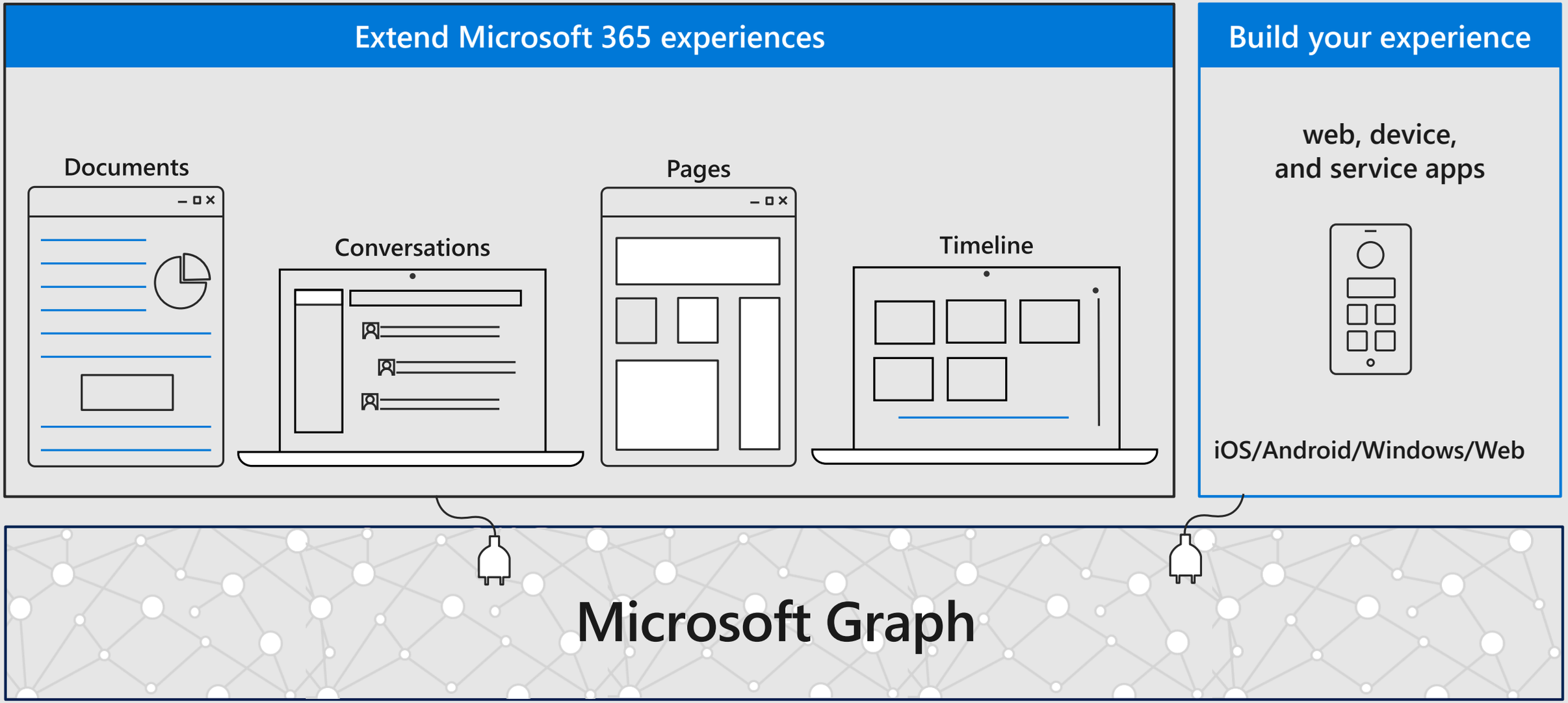
Demo - New capabilities
What is coming
Best practices

Microsoft 365 Platform

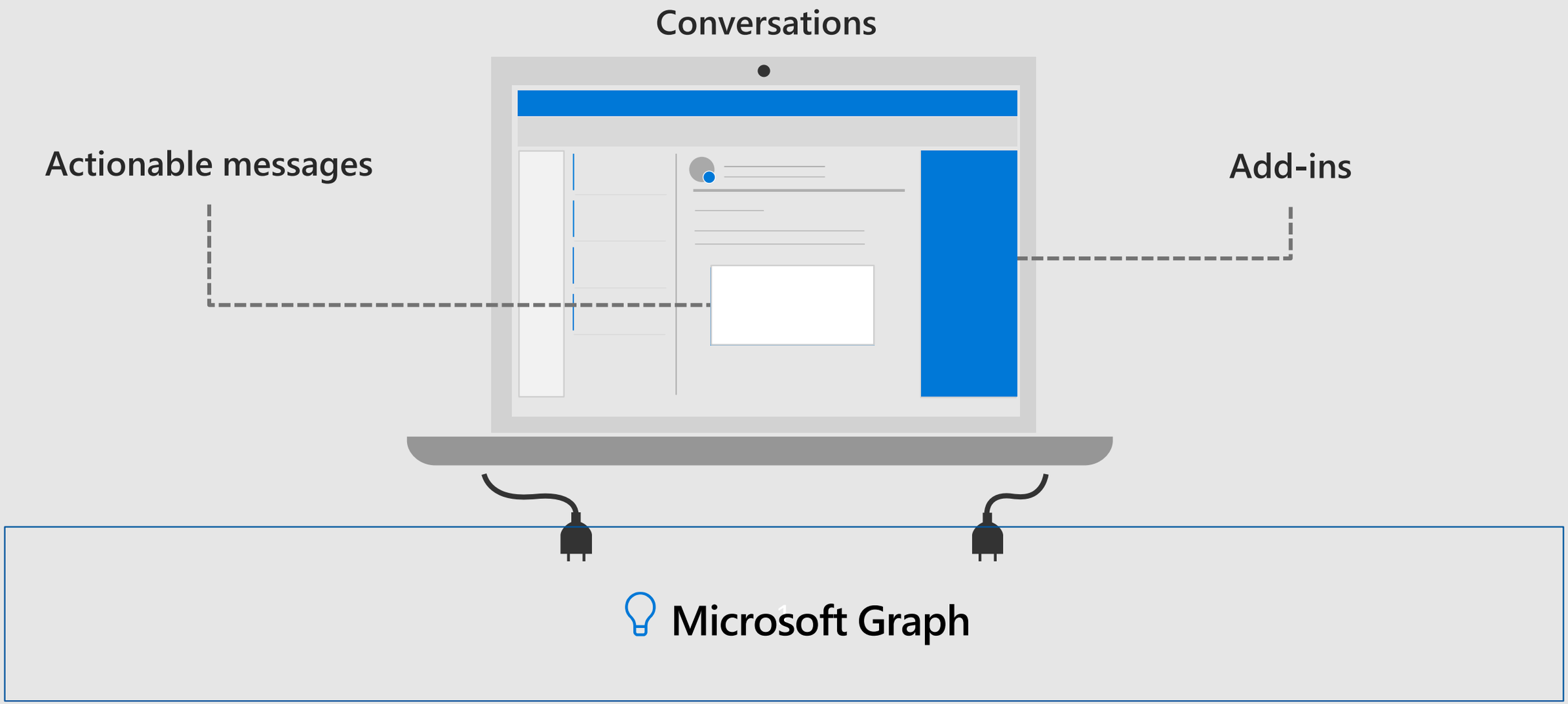



Office Apps
Create & co-author documents
SharePoint
Intranets & content management
Outlook
Email & calendar
Azure AD & Office 365 Groups
Identity & Membership
Microsoft Graph
Search & Intelligence
Office 365 Trust
Security & Compliance
Teams
Hub for teamwork
OneDrive
All your files, anywhere
Yammer
Connect across the organization

Microsoft 365 Platform



Outlook extensions



Join the Outlook Platform

Reach

100M Office 365 Enterprise users/mo.

500M Outlook.com users

Maturity

350+ Add-Ins

100+ Connectors

2.5M+ Actionable emails

Availability

Desktop
Windows
Mac

Web

Mobile
iOS
Android

Add-ins

OFFICE ADD-INS

- Integrations built by third parties into Office products

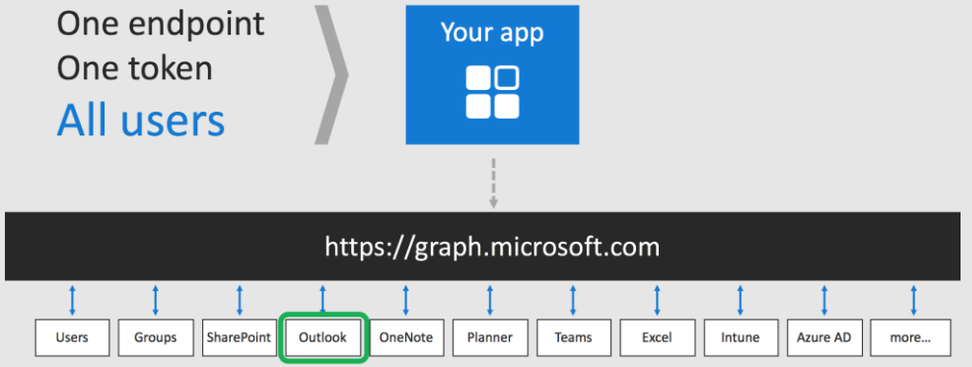
ADVANTAGES OF WEB ADD-INS

- Does not install code physically onto a user's device

- One code → all platforms
- Centralized deployment and distribution
- Submit on App Source, find your app on all platforms!

WHY YOU SHOULD USE OFFICE PLATFORM

- Add new functionality to office clients
- Create new rich interactive objects
- Microsoft Graph API to connect to data that drives productivity



5M	MAU (Monthly Active Users)	1200+	Apps available	800	Partners onboarded

COMPONENTS OF ADD-IN

Manifest

Specifies settings and capabilities of the Add-in such as:

- Permission levels
- Data access levels
- How it integrates with Outlook

Web App

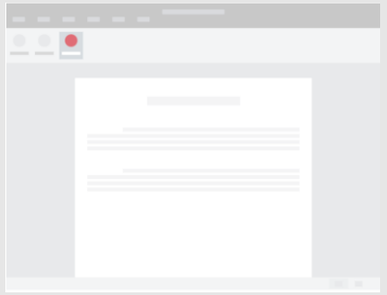
HTML + JS files hosted on a server or hosting service

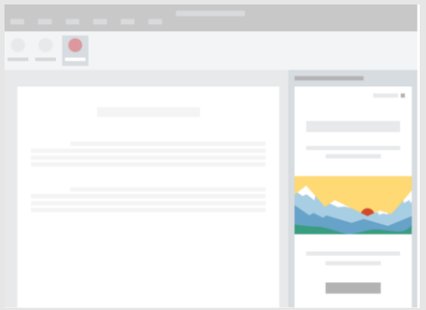
- Specifies Add in UI and behavior
- Uses Office JS API to interact with office clients

EXTENSION POINTS

Extend office functionality

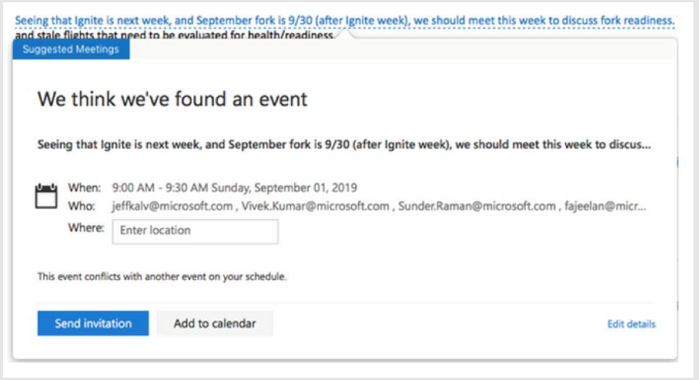
1) Custom Buttons





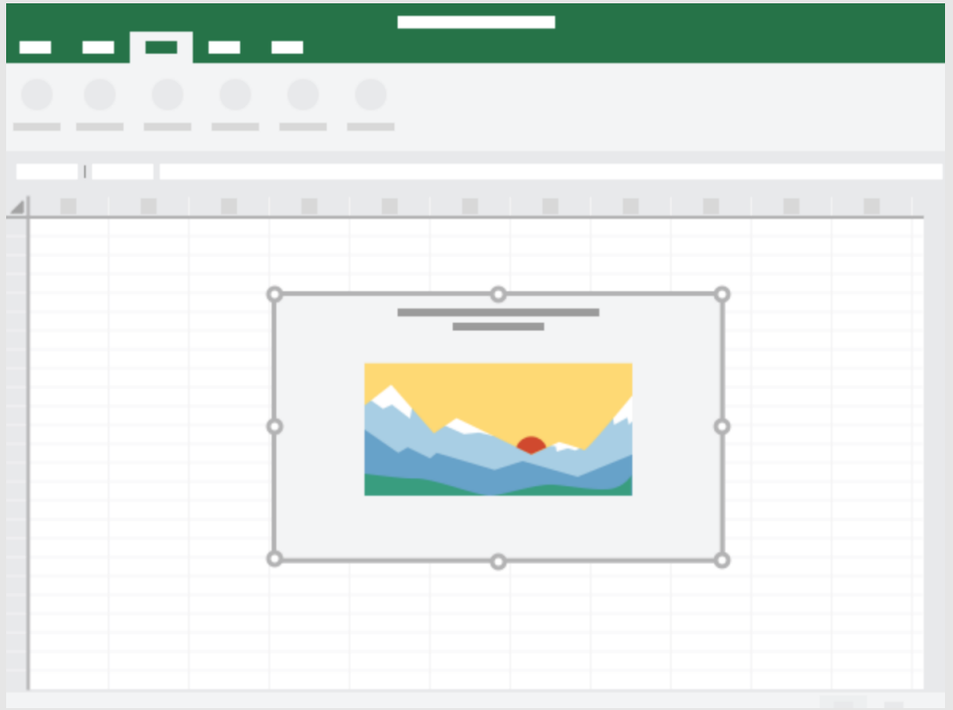
2) Task Pane

3) Contextual Add-ins



Create new objects

Content Add-ins that integrate rich web-based data visualizations or media into Excel or Power Point



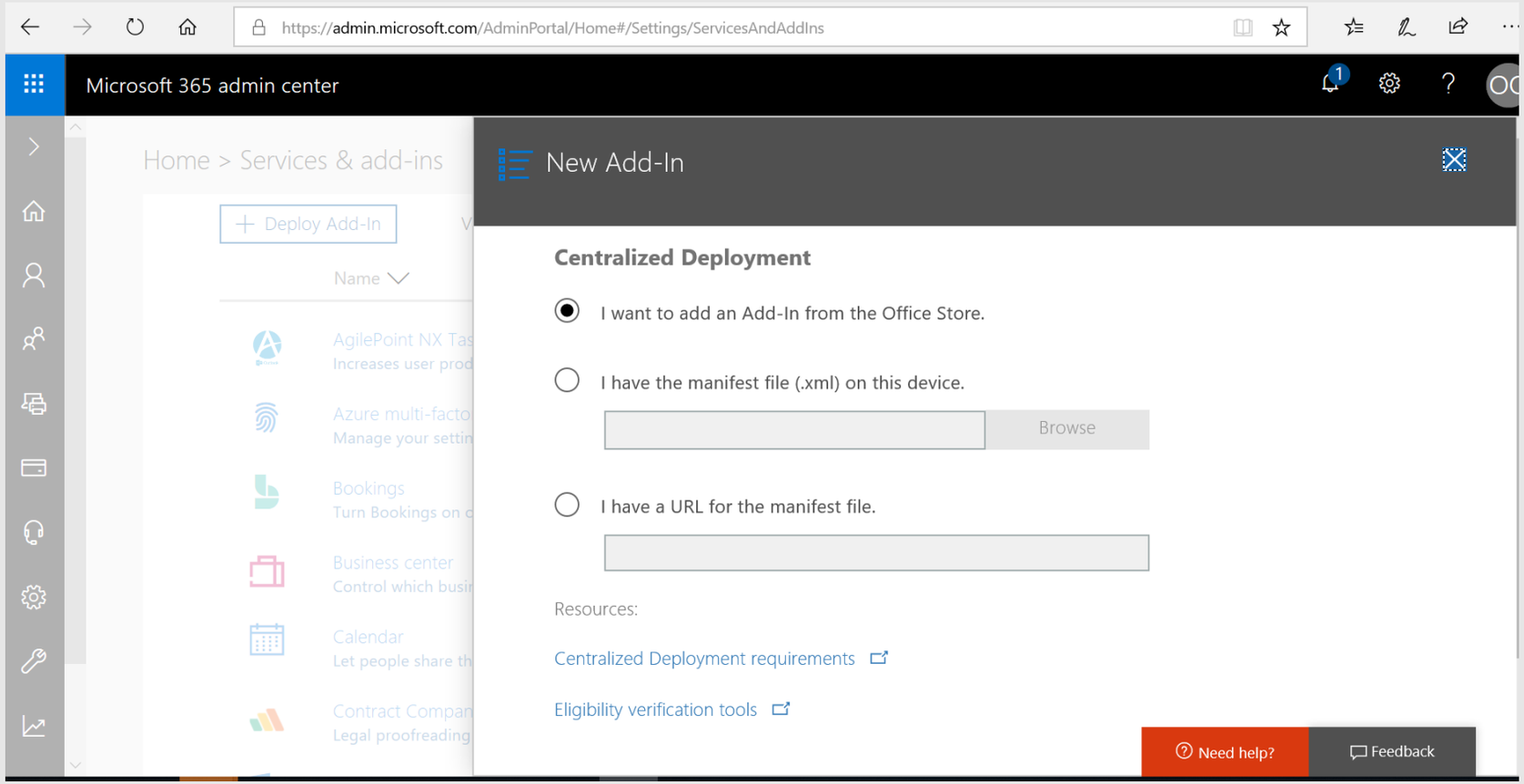
Demo – Create new Outlook addin

- Install Node.js
- Install latest version of Yeoman and the Yeoman generator for Office Add-ins using command "npm install -g yo generator-office"
- Create folder "MyOutlookAddin" and navigate to that folder
- Create Outlook addin project by running "yo office" and choosing following values
  - Choose a project type - Office Add-in project using Jquery framework
  - Choose a script type - Javascript
  - What do you want to name your add-in? - My Office Add-in
  - Which Office client application would you like to support? - Outlook
- Navigate to "My Office Add-in" folder and update index.html, src/index.js, app.css and manifest xml file as required.
- "npm start" to start service at . If npm start fails, pls update webpack-cli version: npm install --save-dev webpack-cli@3.1.2 and then try again.
- Sidelaod addin in Outlook client and use it

Refer https://docs.microsoft.com/en-us/outlook/add-ins/quick-start?tabs=visual-studio-code

Add-in Distribution

- Share manifest file with users and ask them side load
- Automatically install add-in for specific users/groups using centralized deployment feature @ https://admin.microsoft.com/AdminPortal/Home#/Settings/ServicesAndAddIns

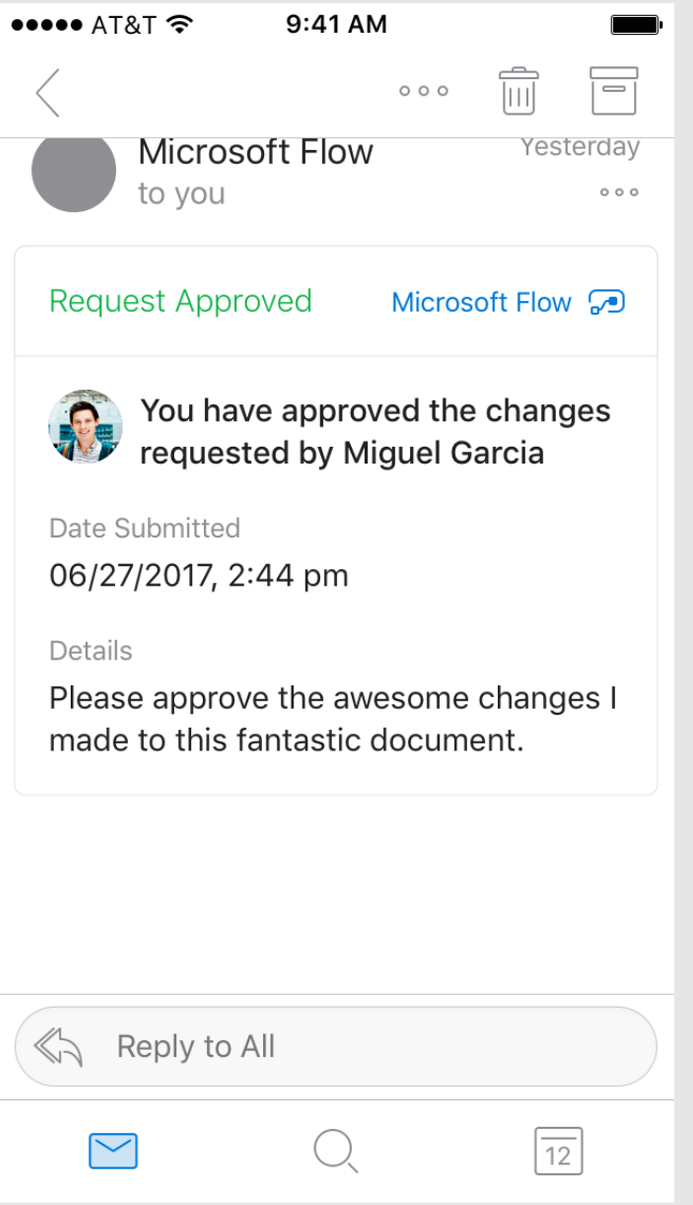


Actionable messages

Actionable Messages enable you to take quick actions right from within an email

Users can take actions within an email and get a response instantly right there.

With this platform developers can now embed actions in their emails increasing user engagement with their services, as well as enhancing the user's productivity.



Demo

Actionable Message

Scenario Archetypes

Here are a few scenarios that actionable messages can be used for.

- Expense/Invoice Expense Approvals, Invoice Payments, Review Details, Reject with comments
  - Zoho
  - MS Approvals
- Workflows Vacation approvals, Membership requests, Access approvals, Assign, Re-assign
  - Kronos
- Polls/Surveys Vote, Leave feedback, Rate, Comment, Choose from a list, View dynamic poll results
  - Survey Monkey
  - ServiceNow

Please note that this is an illustrative list of scenarios, and is WIP.

Key Takeaways

Call To Action

- Visit https://docs.microsoft.com/en-us/outlook/ to get started
  - Addins: https://docs.microsoft.com/en-us/outlook/add-ins/
  - Actionable Messages: https://docs.microsoft.com/en-us/outlook/actionable-messages/get-started
    - Adaptive Cards: http://adaptivecards.io/
    - Playground: https://messagecardplayground.azurewebsites.net/#
- Questions on stackoverflow?
  - Graph: #MicrosoftGraph
  - Add-ins: #outlook-web-addins
  - Actionable Messages: #office365connectors
- Help us shape our roadmap
  - User Voice: https://aka.ms/officedevuservoice