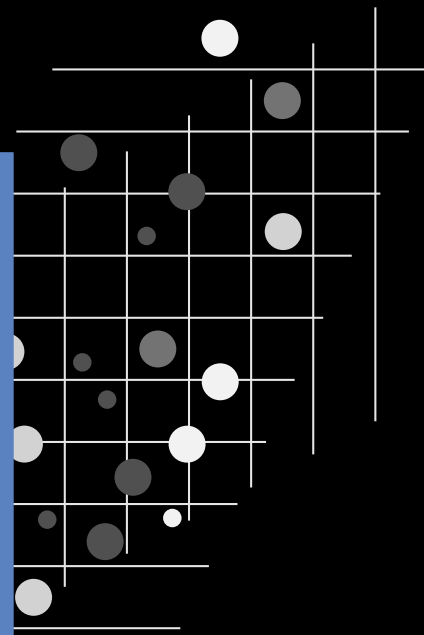# Community Bot for OneDrive

Thomas Goelles , MVP Office Development, Austria

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Hans Brender, MVP Office Apps and Services

THRIVE CONFERENCE

thriveconf.com

Community Bot for OneDrive

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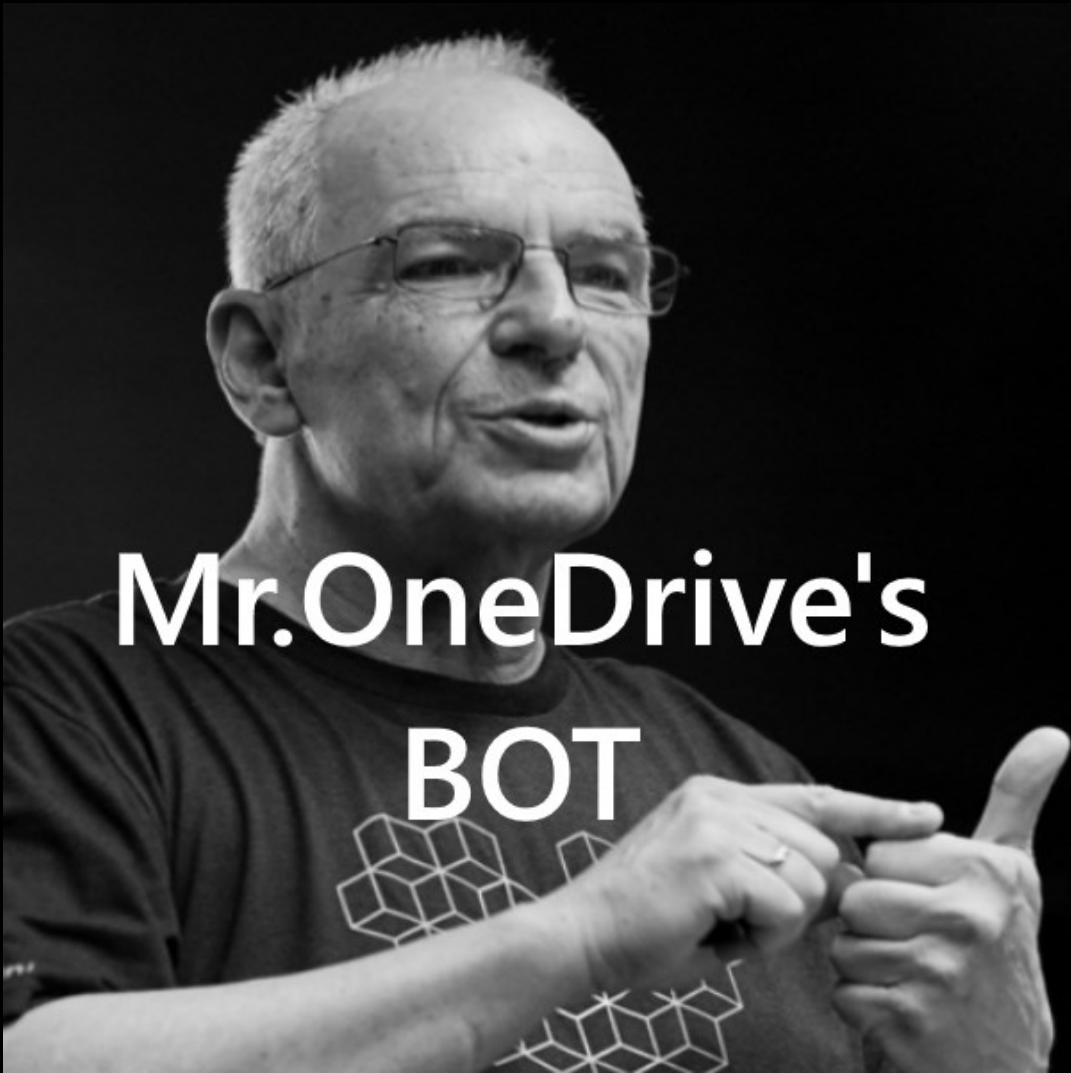
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MVP

Microsoft®
Most Valuable
Professional

The History of Mr.OneDrive' BOT

06/2019 SharePoint Conference, Vienna, Austria

11/2019 SharePoint Saturday, Munich, Germany

12/2019 First Pictures – Project Name of the BOT

03/2020 QnAMaker, Building a German database

03/2020 QnA Maker, Building a English database

06/2020 First Release BETA Version

11/2020 Submit the 1st Release to Microsoft

12/2020 Big discussion with Microsoft Legal/Brand

The History of Mr.OneDrive' BOT

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01/2021 New Name of the BOT to release

02/2021 Discussions with Microsoft

04/2021 Release

09/2021 Release of the WebChat Version

10/2021 Quality Dashboard

Teams Platform Overview

Rich apps, seamlessly integrated into the Teams experience

Commands and Actions
Trigger commands to kick off workflows or search content

Bots and Connectors
Notify and help users get tasks via natural language

Tabs and Modal Popups
Surface rich content within Teams

Seamless integration with the Teams UX
App features exposed as native Teams features

Microsoft Graph

Bot Framework SDK

Reach Across Devices

Robust tools to manage and deploy

Enterprise Developers
Upload to your organization's app catalog

IT admins
Manage apps in your organization

App publishing and certification

ISVs
Publish to AppSource and make your app available in the Teams app store

Certification and Publisher Attestation
Submit your Teams app for certification, or document your security and compliance practices and be featured on AppSource
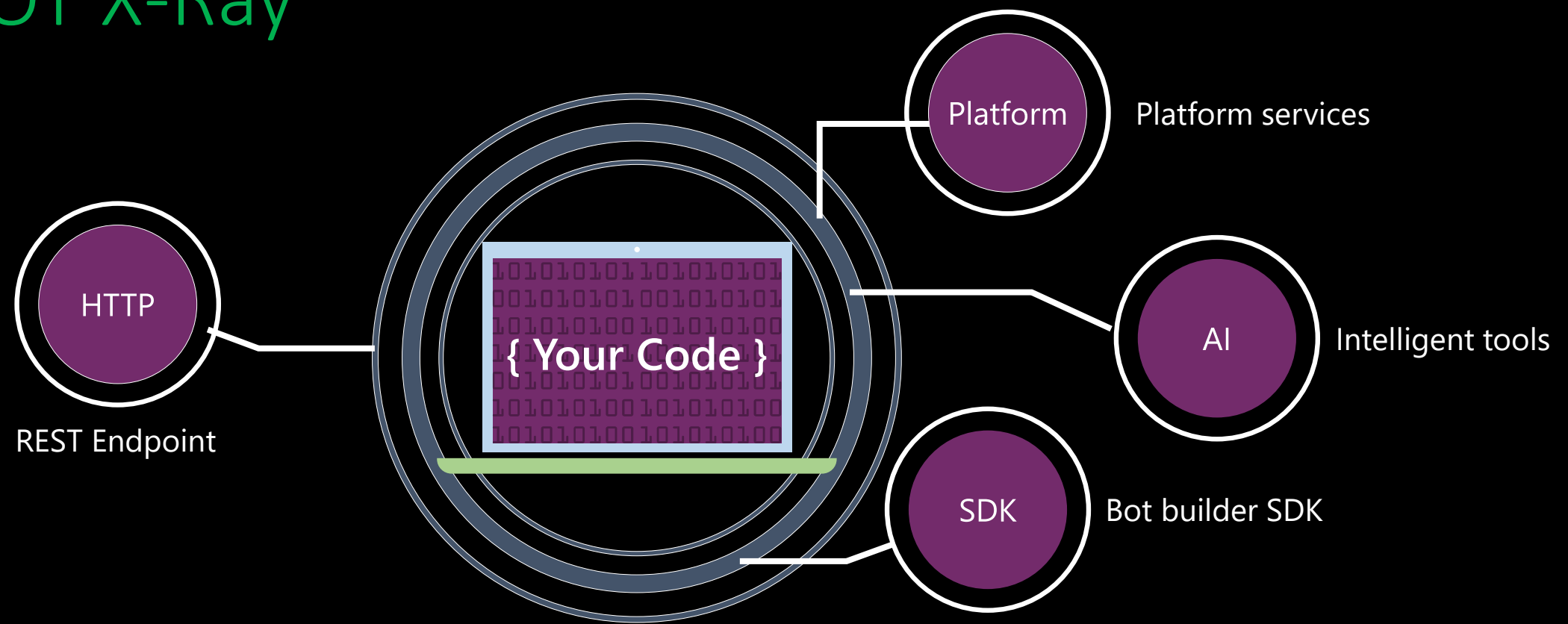
BOT X-Ray

Platform — Platform services

HTTP

{ Your Code }

AI — Intelligent tools

REST Endpoint

SDK — Bot builder SDK

REST endpoint Direct Line Protocol	Conversational and business logic	Canvas aware	Context sensitive

1 User asks the bot a question.

2 Teams routes the question to the bot framework infrastructure.

3 Bot logic retrieves the question

4 Bot asks the translator service about the input language.

Translator service

5 Bot queries the QnA Maker service for an answer.

Azure Bot Framework

Bot Application

8 Teams bot answers.

7 Bot framework routes the answer back to the Teams client.

6 Bot decides if a translation is needed and creates the answer (adding images and links)

Challenge: *Fake or Real*

Community BOT
for OneDrive

« *password protection* »

Community Bot for OneDrive   11:08

Protect your Shared files additionally with a **password**

If you saved a file in OneDrive, you can share it with other users. The option to assign an additional **password** is available if

- have saved the file to OneDrive for Business.
- the file is stored in a document library of SharePoint Online.
- the file is stored in OneDrive Personal from the subscription of Office 365 Home.
- the file is stored in OneDrive Personal from the subscription of Office 365 Personal.

If you only use Onedrive Personal in its Basic version, the additional password option is **not** available.

Ready for you next question. Ask or click on one of the follow up prompts if provided!

« *storage limit* »

Mr. OneDrive Bot 9:09 AM

Storage in OneDrive for Business

The SharePoint administrator has control over how much storage is allocated for all tenant users in Office 365. By default, the E3 plan has **1 TB**, the volume can be increased to 5 TB *). A reduction is also possible.

If a change is made through the admin center, the lower limit is **1 GB**. This can be further reduced for selected users using PowerShell.

Here is a Microsoft **article** on how to set the default storage space. I myself have also described this in **German** and **English**.

A reduction to a smaller memory size may be necessary for e.g. Devices that do not support "Files on Demand" (Windows 7, 8.x) and whose free hard disk capacity is less than the synchronization volume!

*) This memory can be expanded with the help of Microsoft.

« allowed file types »

11:25 AM
allowed file types ✓

Community Bot for OneDrive 11:25 AM

Exclude specific kinds of files from being uploaded

At the end of 2020, Microsoft published a new group policy for OneDrive. It is a computer policy with the name **Exclude specific kinds of files from being uploaded**. The file types are not excluded by extension, but the **principle** of **wildchards** is made.

The **main** criteria:
- This group policy works only for new files, existing files keep the state of synchronization.
- Office files **cannot** be excluded
- Bypassing can be done by the user if he uploads the file manually via browser. This file will then be synchronized back.

Microsoft Documentation

Here you can find two blog posts in English language
Exclude certain file types from uploading
Exclude certain file types

Ready for you next question. Ask or click on one of the follow up prompts if provided!

« *fort knox* »

Community Bot for OneDrive 11:23 AM

Fort Knox security in SharePoint Online

All files stored in **SharePoint Online** and **OneDrive for Business** are encrypted with a technology called **Fort Knox** and stored in different vaults. Microsoft has released a **video** describing the technology.

All hard drives in Microsoft data centers are protected with **Bitlocker**.

Security

Ready for you next question. Ask or click on one of the follow up prompts if provided!

« *mobile client* »

Community Bot for OneDrive 11:28 AM

Use the **OneDrive mobile app**

This **video** shows how to open and edit documents with the **mobile OneDrive app** and Word, Excel or PowerPoint. It also shows how to **share**, **delete** or **move** files.

Video about OneDrive or OneDrive for Business

Video: Sign in or create an account

Video: Basics of OneDrive (for Business)

Video: Set up OneDrive on an Android-smartphone

Video: Set up OneDrive on an iPhone or iPad

Ready for you next question. Ask or click on one of the follow up prompts if provided!

« *private vs business* »

Community Bot for OneDrive 11:31 AM

Difference between OneDrive and OneDrive for Business.

Cloud storage from Microsoft is hidden under the terms **OneDrive** and **OneDrive for Business**. **OneDrive** is the free version that you can set up with your Microsoft account. This gives the user free storage and the data is stored in Microsoft Azure. There is history for saved Office documents, but only for max. 30 levels.

OneDrive for Business is part of Office 365. Depending on the plan (license), each user gets free space on Office 365. It is a SharePoint site collection that is assigned to the user.
For both variants, the cloud service OneDrive.exe (**N**ext **G**eneration **S**ync **C**lient == NGSC) can be used to synchronize the cloud data on the respective device. Depending on the device, offline files from the cloud are also available.

Distinguishing feature:
In the browser version, OneDrive Personal can be recognized by the fact that the storage space (free / occupied) is displayed on the bottom left of the start page.
Common to both services is the ability to share files with other users. The different options of OneDrive for Business for **sharing** are more diverse. **OneDrive (for Business)** is integrated everywhere. For example, in the Windows Explorer of Windows 10 or the Office products.

Windows Explorer:

« *file request* »

request files

Community Bot for OneDrive 11:33 AM

Request files

The scenario is quite simple. I need some files from someone on the outside. I don't necessarily want these people to see who else is a supplier. In the old days, this was only possible with a great deal of effort. So I could create different folders for these people, and then share them with each external person

With requesting data this is now much easier. A folder is created in OneDrive for Business, selected and then the **Request Files** function is selected. I have described the whole picture gallery here in **German** and **English**.

Ready for you next question. Ask or click on one of the follow up prompts if provided!

« *sharing* »

Community Bot for OneDrive 11:35 AM

Sharing overview

An essential part of **SharePoint** document libraries is the **sharing** of information. When sharing information, we have to consider whether these files should be shared with **internal** or **external** people. Internal people are all those who work within the company / organization / authority. External persons are all persons who work with us more or less. From the point of view of the administrators, the external persons are to be classified more critically because the sharing enables this external group of people to access internal documents.
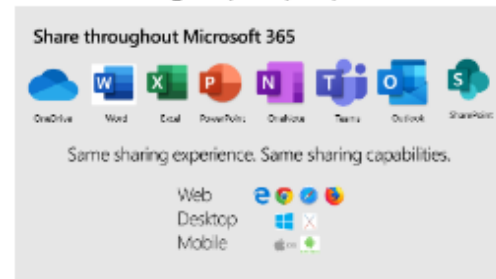
As you can see in the picture, information can not only be shared from applications such as **Word**, **Excel**, **PowerPoint**, **OneNote** and **Teams**, but also shared directly in Windows **Explorer**, in **Outlook**, in the web interface of **SharePoint** or **OneDrive for Business**. Everywhere you can find the opportunity to start the basic initiation of sharing. And the following dialog is the same everywhere, whether in **Windows** or **Mac**, **iOS** or **Android**.

And if you take a closer look at the dialog, we see 4 areas and some additional options:

INTELL**IT**Y
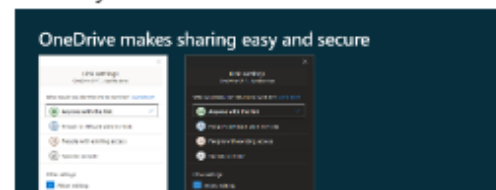
« *add to OneDrive* »

Add to OneDrive?

Community Bot for OneDrive 11:05

Add shortcut to MyFiles

At the end of 2020, OneDrive Insiders discovered it for the first time, although this feature had already been implemented in **OneDrive Personal** for quite some time. Now this feature is also available in **OneDrive for Business**. Here you can read what **Add to OneDrive** is all about.

difference of classic synch and "Add ShortCut to My Files"

5 steps to sync with Shortcuts

Ready for you next question. Ask or click on one of the follow up prompts if provided!

Quality Dashboard

DEMO

Anonymous sharing is understood behind this term. It is the easiest way to share files and folders. The recipients decide who else gets access. The link can be forwarded by the recipient (anonymously). The link can be opened on any device. Share with anyone easily via email, chat, social networks, etc. No frustrating errors or registration.

Options:
As simple as the procedure is, it's a potential hazard for any administrator. Access is granted to everyone (provided they have the link). Therefore, many administrators simply deny anonymous access. This is then not selectable by the user. Of course, the user can share with external people files using the method *specific people*.

Time limit:
However, Microsoft has given this method an option that can at least limit the vulnerability in terms of time. You can limit the time for access. The administrator can select a range between 1 and 730 days, which the user can only fall below, not exceed. After that, access is no longer possible.

Additional password
Since the link is anonymous and can be forwarded by any recipient, the user also has the option of using an additional password, which should be communicated to the recipients via a different communication channel. No access without password.

Allow editing and prevent download
If you want to prevent editing a document, you can uncheck the box. If editing is prevented, a possible download can be prevented.

Here my request to the administrators to have a closer look at the options. If I keep the time limit very small, I don't see any problems with sharing anyone with this link. Of course, security restrictions like *IRM/RM* or the *sensitive labels* should be used.

> Share Overview
>
> Share: People in my organization with the link
>
> Share: People with existing access
>
> Share: Specific people

Ready for you next question. Ask or click on one of the follow up prompts if provided!

Resources

- ## Community Bot for OneDrive
  - The Gin Story
  - The WebChat version
  - Community Bot for OneDrive released

- ## Microsoft Learn
  - Microsoft Graph Fundamentials
  - Develop apps with the Microsoft Graph Toolkit

- ## Microsoft Docs
  - Get started with Teams Bots
  - Azure Bot Service Documentation
  - What is the Bot Framework SDK
  - Cognitive Services Translator Overview
  - What is Language Understanding (LUIS)?
  - What is QnA Maker Service?

Ask the Community Bot for OneDrive 24 hours

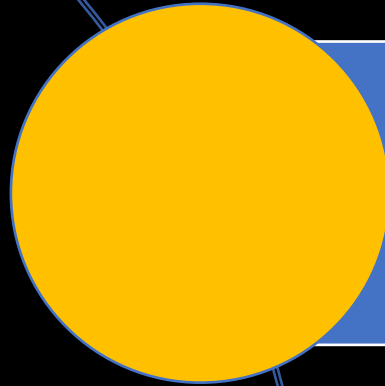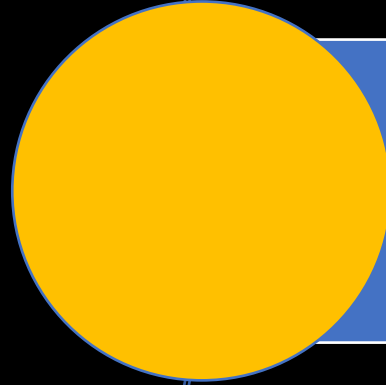Slides: https://bit.ly/CBfO220525
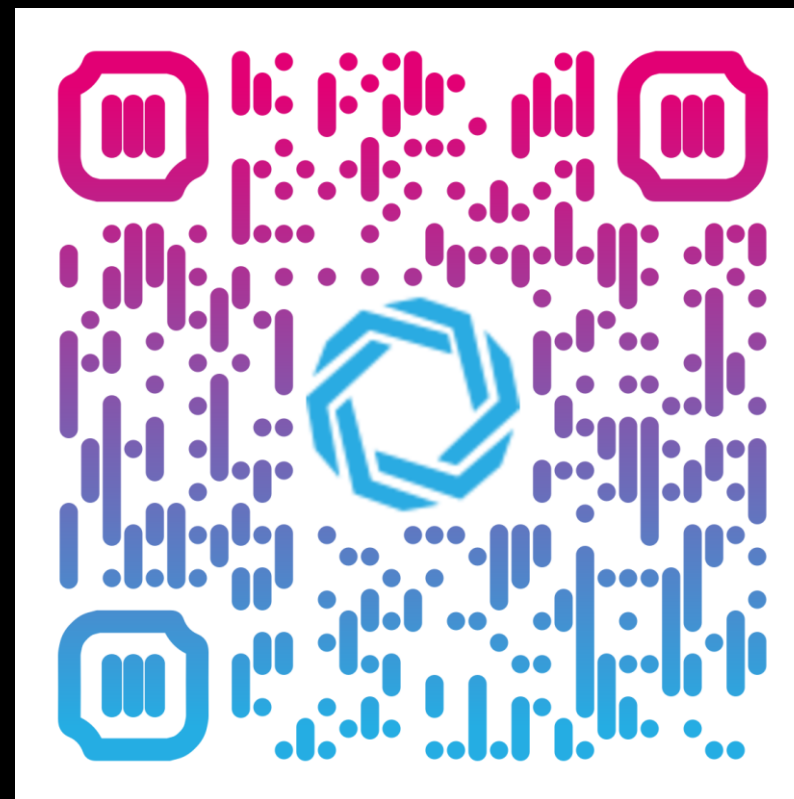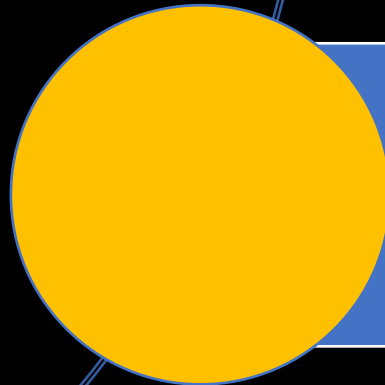
Thank You

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THANK YOU

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