



Onit Outlook Add-In Centralized Deployment

1. Go to

<https://admin.microsoft.com/Adminportal/Home?source=applauncher#/Settings/AddIns>

2. Click 'Deploy Add-In'

Add-ins

+ Deploy Add-In				Search	
Name ↑	Description	Host Apps	Status		
 Onit Outlook (easterby)	New and Improved!	Outlook	Ok		
 Onit Outlook (support)	New and Improved!	Outlook	Ok		

3. Click 'Next'

4. Click 'Upload custom apps'

Deploy a new add-in

Deploy from the Store

Get solutions tailored to your industry that work with the products you already use.

Choose from the Store

Deploy a custom add-in

Create a new web application, or upload an add-in / integration for Office.

Upload custom apps

5. Enter the url for your subdomain's Add-In as follows and click

Deploy:https://[subdomain].onit.com/o365/manifest.prod.xml

6. Configure who should have access to the add-in and click 'Deploy'

Configure add-in



Onit Outlook (ux)
By Onit

Assign Users

Choose which users will have access to Onit Outlook (ux)

☒ **Everyone**

☐ **Specific users / groups**

Search for specific users or groups to add or remove

Start typing a name to search for users

☐ **Just me**

Deployment Method

☒ **Fixed (Default)**

The add-in will be automatically deployed to the assigned users and they will not be able to remove it from their ribbon.

☐ **Available**

Users may install this add-in by clicking the Get More add-ins button on the home ribbon in Outlook and going to Admin-managed.

☐ **Optional**

The add-in will be automatically deployed to the assigned users but they can choose to remove it from their ribbon.

7. The deployment will start processing. Per Microsoft, it can take up to 24 hours for the add-in to be available to users.