
REVCORD TEAMS RECORDING ADMINISTRATION AND CONFIGURATION MANUAL

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Microsoft Teams Environment Setup

To set up Teams for recording, customers must possess Admin access to their Teams environment. The following steps outline the setup process:

Authorization Link

Customers need to authorize the Revcord bot to access their Teams Calls and User details. The Teams Admin can do this by clicking on the following authorization link:

[Authorization Link](#)

(Use this if above URL Link does not work)

https://login.microsoftonline.com/common/adminconsent?client_id=79638a65-3894-4041-928a-60faab1804b0&state=24545545

(Note: Currently, there is no "success" message page, but we will add one.)

Teams Administrators should follow these steps to provide the Revcord Bot with the necessary details:

Step 1- Install Required Module

powershellCopy code

```
Install-Module -Name MicrosoftTeams
```

Step 2- Connect to Microsoft Teams

After running the above command, a pop-up will appear, followed by the Teams Administrator credentials submitted for verification.

Upon successful login, the system will display the TenantId, which must be provided to us.

```
PS C:\Users\Administrator> Connect-MicrosoftTeams

Account                               Environment Tenant                               TenantId
-----                               -
Ankur@NeuralNavigators.onmicrosoft.com AzureCloud 66c9d2d0-dafd-4945-a37b-b76dd5504a13 66c9d2d0-dafd-4945-a37b-b7
```

Step 3- List Teams

powershellCopy code

```
Get-Team
```

This command lists all the Teams that the administrator has access to.

```
PS C:\Users\Administrator> Connect-MicrosoftTeams

Account                                Environment Tenant                                TenantId
-----                                -
Ankur@NeuralNavigators.onmicrosoft.com AzureCloud 66c9d2d0-dafd-4945-a37b-b76dd5504a13 66c9d2d0-dafd-4945-a37b-b7
```

Step 4- List Users in a Team

powershellCopy code

Get-TeamUser -GroupId <TeamGroupId>

This command lists all the users in the specified group. From here, the Customer Teams Admin can prepare a list of users they want to record and provide it to us.

```
PS C:\Users\Administrator> Connect-MicrosoftTeams

Account                                Environment Tenant                                TenantId
-----                                -
Ankur@NeuralNavigators.onmicrosoft.com AzureCloud 66c9d2d0-dafd-4945-a37b-b76dd5504a13 66c9d2d0-dafd-4945-a37b-b7
```

Applying Recording Policies

Teams Administrators need to apply recording policies to users they want to record using a PowerShell script. Here are the steps:

Step 1- Install Required Module

powershellCopy code

Install-Module -Name MicrosoftTeams

Step 2- Connect to Microsoft Teams

Teams Administrator credentials are required for this step.

Step 3- Create Application Instance

powershellCopy code

New-CsOnlineApplicationInstance -UserPrincipalName recordingbot@revcord.com -DisplayName RecordingBot -ApplicationId 79688a65-3894-4041-928a-60faab1804b0

(Note: The Bot Application should match the one provided by us: Bot Application Id - 79638a65-3894-4041-928a-60faab1804b0)

Step 4- Sync Application Instance

powershellCopy code

Sync-CsOnlineApplicationInstance -ObjectId <Object Id>

Step 5- Create Recording Policy

powershellCopy code

```
New-CsTeamsComplianceRecordingPolicy -Enabled $true -Description "Test recording policy - Ankur Gupta" TestTeamsRecordingPolicy
```

Step 6- Configure Recording Policy for Application

powershellCopy code

```
Set-CsTeamsComplianceRecordingPolicy -Identity TestTeamsRecordingPolicy -  
ComplianceRecordingApplications @(New-CsTeamsComplianceRecordingApplication -Parent  
TestTeamsRecordingPolicy -Id <Object Id>)
```

Step 7- Apply Recording Policy to a User

powershellCopy code

```
Grant-CsTeamsComplianceRecordingPolicy -Identity sample@revcord.com -PolicyName  
TestTeamsRecordingPolicy
```

(Note: For additional users, only Step 7 is required to apply the policy.)

Step 8- Verify Applied Recording Policy

powershellCopy code

```
Get-CsOnlineUser sample@revcord.com | ft sipaddress, tenantid, TeamsComplianceRecordingPolicy
```

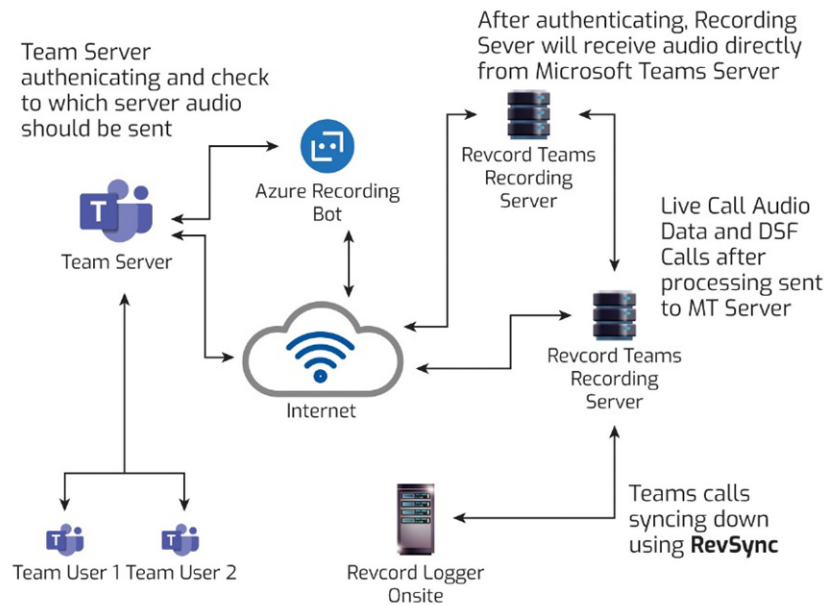
(Note: For additional users, only Step 7 is needed to apply the policy, and Step 8 to verify.)

Teams Recording Architecture

The Teams Recording architecture is designed to be simple, primarily recording audio. Here is an overview:

- Audio data is received at the Teams Recording Server and stored as PCM-encoded raw audio samples.
- For live monitoring, packets can be streamed directly to the MT Server and transferred to the recorded MT Server file once the call ends.
- The transferring application will map the Microsoft Teams Tenant Id to our MT Server Tenant Id and convert the audio file to DSF format before transferring it to the Revcord Multi-Tenant (MT) Server, along with metadata.
- Syncing with the logger will be the responsibility of the RevSync Service, requiring no additional configurations.

Here is the overview diagram of the complete Architecture.



Requirements

Customer Must have an Enterprise License: Office 365 Enterprise E1, E3, E5, F3, A1, A3, A5, M365 Business, Business Premium, or Business Essentials.

Teams Admin Account: Need to allow permissions to Revcord Recording Bot and apply recording policies to their users.

Revsync Cloud-based Access and Backup Service is required for synchronization from the cloud to the local logger.

(Note: The processing of DSF audio files with the Teams Recording Server allows direct transfer to the Logger in the case of secured customers with a dedicated Teams Recording Server.)