Introduction

This document shows how an administrator approves the Urkund application, and subsequently how to install and use the application.

Administrator - Approve application

A Global Admin in Office 365 must approve the application in your tenant.
- Log in at https://ouriginal.haldor.se using your Microsoft account.
- The first time you log in as a Global Admin you have to approve the portal’s access to your information. By accepting the permissions the portal is able to obtain the needed basic information about you and the tenant.
• Once completed, you can access the portal and register as a customer. Ensure you enter the correct contact information to facilitate support later. When you are registered as a customer, the application ‘Ouriginal’ must be approved.

• Click on ‘Consent to Ouriginal’ to approve the application.

• Click on “Grant permissions”

• You will be asked to log in again. It is important that you log in using the same Microsoft-account as you used before (assuming you are a global admin).
• Click Accept.
• After clicking Accept you will be asked to log in again. Log in using the same Microsoft Account as before.
• After logging in, a new approval box will appear. This time to approve the application. Click Accept.
Once approved, the administrative part of the process is completed.

If you have any questions about the permissions required by the application, please contact support@haldor.se.
User-Install application

The Ouriginal application is a Teams tab and is installed for a team.

- Click “Apps” located in the lower left corner of Teams.
- Use the search function and search for “Ouriginal”.
- Click the Ouriginal-icon.
- Click “Add to a team”.

![Ouriginal for MS Teams - Guide](image-url)
In the search box, type the name of the team you want to add the Ouriginal application to. When you have found the team, click on 'Set up a tab'.

- Set up Ouriginal for a team
  Ouriginal will be available for the entire team, but you can start using it in the channel you choose.

Type a team or channel name

TE20 Samhällsvetenskap 1b > General

Set up a tab
• If you get the message “No school is set” choose your school. If you do not get this message, continue to the next step in this guide.
• You now have to choose how the application should be configured. Select “Microsoft Assignment” and click Save. Ouriginal is now added as a tab in your selected team.
How to use the Ouriginal integration in Teams

- When the Ouriginal tab is in place in your team, simply click on the tab to access the application.
- If you have created an assignment in Microsoft’s Assignments and students have submitted their work, those submissions will appear.
- The teacher can choose to share the Ouriginal analysis report with the students using the button.

The assignments are listed in chronological order. Click on one of the assignments to see the student’s submitted assignments.

Submit one or more documents for analysis by selecting the document(s) and clicking “Submit for control”. The status of the document is then set as “Sent”. The analysis of a document usually takes between 5 to 15 minutes. The status does not change in real time.
Troubleshooting - Error Messages

If the configuration of your integration between Office 365 and Ouriginal is not complete, you might receive an error message while trying to install the application in a tab in your team.

“No school is registered” - The most likely error message you will see is that there is no school is registered. This means that no configuration had been made for your account or that there is no connection between your school and Ouriginal. If there are schools in the drop-down list, then choose your school and continue. If there are no schools in the list, or if your school does not appear in the drop-down list, please contact your administrator or email support: support@ouriginal.com.

“Too little text” - For a document to be analysed, a certain amount of text is required. If you do not reach that limit, you will get the error message “Too little text to be analysed”.

“File type not supported” - You may also receive an error message that the file type is not supported. However, please note that the most common file types are supported. Even ClassNotebook/OneNote if you include pages from it in the assignment.