

Calendar Integrations

This chapter provides information on third-party integrations.

Google Calendar Integration

The Google Calendar integration enables you to connect your Google account with Cisco Spaces. This synchronizes meeting room booking information. The Cisco Spaces digital signage, with Google Calendar booking information, allows you to view available rooms in an intuitive, map-based approach instead of traditional lists of rooms that provide little context.

Office 365 Calendar Integration

The Office 365 calendar integration enables you to connect your Microsoft account with Cisco Spaces, which synchronizes meeting room booking information. The Cisco Spaces digital signage, equipped with Office 365 calendar booking information, enables you to easily access and visualize available rooms using an intuitive, map-based interface. This approach offers a more contextual and user-friendly experience compared to the traditional room lists.

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Calendar GUI Integrations

The Microsoft 365 calendar integration feature is introduced in Cisco Spaces. Use this feature to connect your Microsoft 365 calendar account with the Cisco Spaces application and view the integrated calendar details in the Cisco Spaces dashboard **Menu** > **Integrations**.

The imported calendars are displayed in the Cisco Spaces: Space Manager application.

Integrate Google Calendar

The Google Calendar integration enables you to connect your Google account with Cisco Spaces, which synchronizes meeting room booking information. With the Cisco Spaces digital signage, you can easily view available rooms in an intuitive, map-based approach instead of traditional lists that lack context. This integration brings your meeting rooms to life by displaying dynamic calendar data on a user-friendly digital signage application.

Procedure

Step 1 Log in to Cisco Spaces.

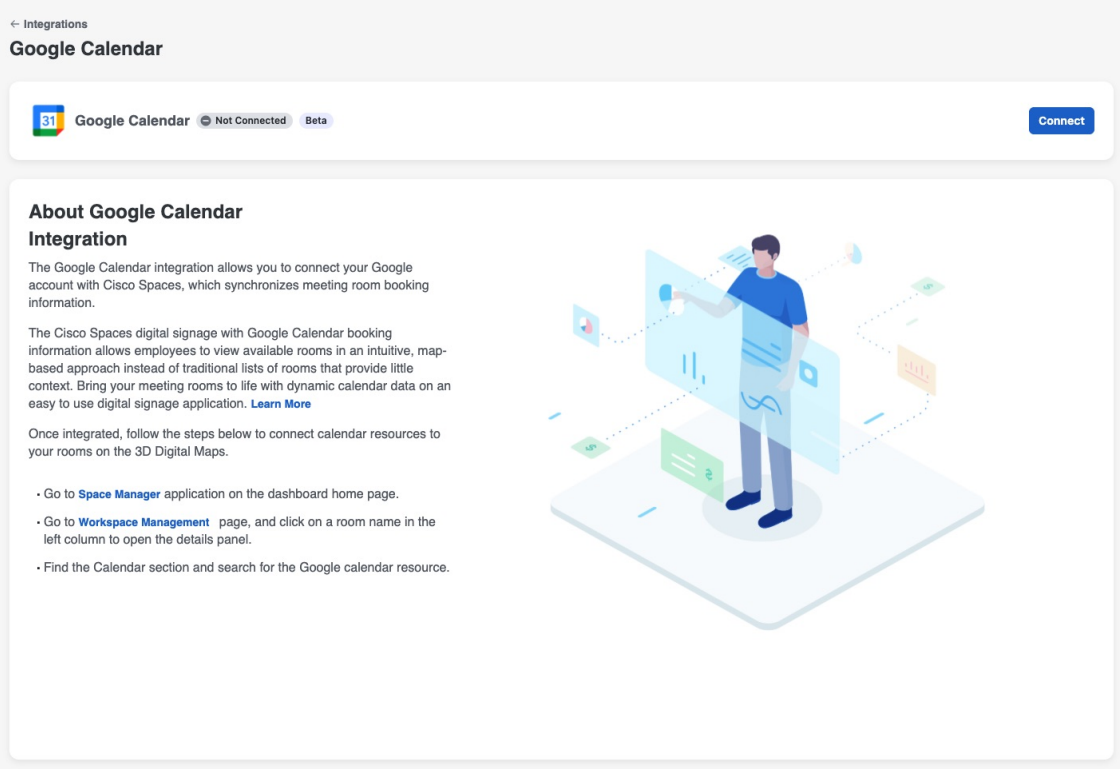
The Cisco Spaces **Home** window is displayed.

Step 2 From the top-left corner, click the **Menu** icon ( ) and choose **Integrations** > **Third party** > **Google Calendar Integrations**.

Step 3 Click **Connect**.

The **Google Calendar Integrations** window is displayed.

Figure 1: Google Calendar Integrations



Step 4 Click **Connect**.

Step 5 In the **Sign in - Google Accounts** pop-up window, enter your Google account credentials.

Verfiy that you select a valid google account where the calendar bookings are available from the listed **Sign in - Google Accounts** pop-up window.

Step 6 After the account is verified, click **Proceed**.

Step 7 Click **Go to dnaspaces.io** > **Continue** to integrate the Google account with Cisco Spaces.

A success message `Calendar integration is successfull` is displayed.

Step 8 View the integrated Google calendar details in the **My Integrations** area along with the number of connected resources. A green tick mark indicates that the integration is successful.

The integrated calendars are available in the Cisco Spaces: Smart Workspaces app for use.

- To remove the Google Calendar Integrations, click **Remove** in the tile view.
- To disconnect the current account integration, click **Disconnect** and follow the instructions.

What to do next

To successfully connect calendar resources to your rooms on the 3D Digital Maps:

1. Navigate to **Cisco Smart Workspaces** application.
2. Proceed to the **Workspace Management** window and select a room name from the left column to access the **Details** panel.
3. From the **Details** panel, locate the **Calendar** area and search for the Google calendar resource.

Integrate Office 365 Calendar

The Office 365 calendar integration enables you to seamlessly connect your Microsoft account with Cisco Spaces, resulting in the synchronization of meeting room booking information. The Cisco Spaces digital signage, combined with Office 365 calendar booking information, provides you with a user-friendly and intuitive map-based approach to view available rooms. This approach is far more effective than traditional lists of rooms, which often lack context. By utilizing this easy-to-use digital signage application, you can bring your meeting rooms to life with dynamic calendar data.

Procedure

Step 1 Log in to Cisco Spaces.

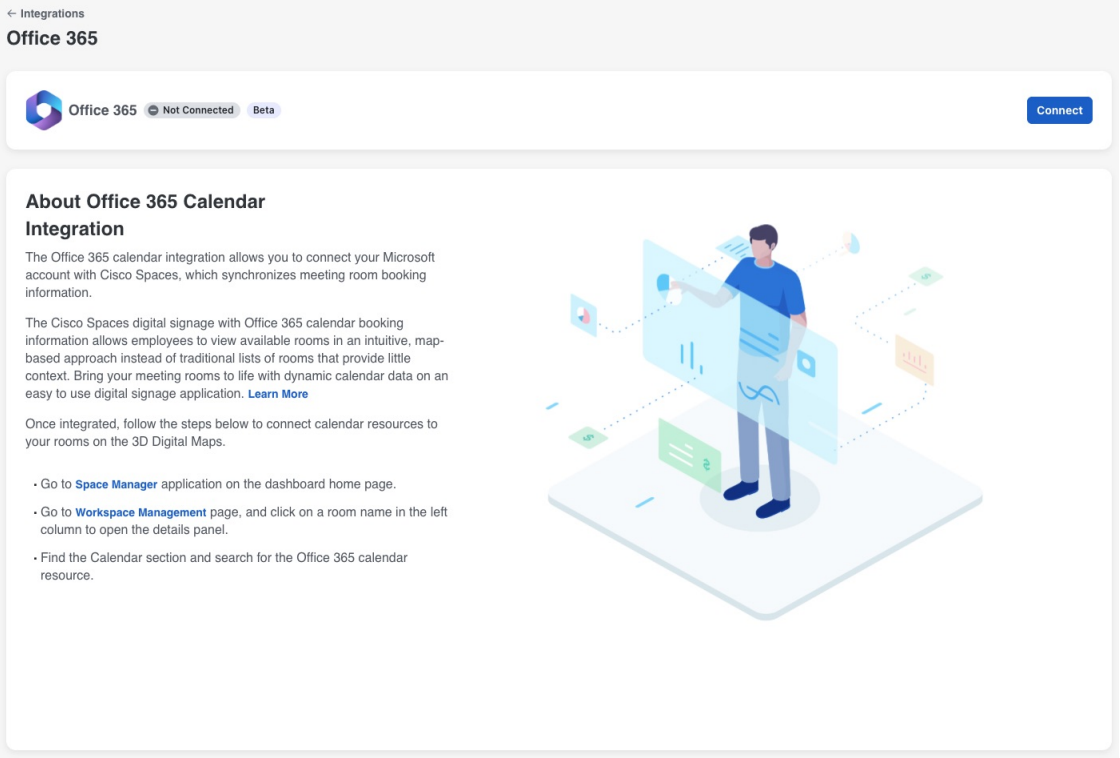
The Cisco Spaces **Home** window is displayed.

Step 2 From the top-left corner, click the **Menu** icon ( ) and choose **Integrations** > **Third party > Office 365**.

Step 3 Click **Connect**.

The **Integrations Office 365** window is displayed.

Figure 2: Office 365 Integrations



Step 4 Click **Connect**.

Step 5 Follow the on-screen instructions and enter your Office 365 account credentials to integrate Office 365 calendar.

Step 6 After the account is validated, click **Proceed**.

Step 7 Click **Go to dnaspaces.io** > **Continue** to integrate the Office 365 account with Cisco Spaces.

A success message `Calendar integration is successfull` is displayed.

Step 8 View the integrated Office 365 calendar details in the **My Integrations** area along with the number of connected resources. A green tick mark indicates that the integration is successful.

The integrated calendars are available in the Cisco Spaces: Smart Workspaces app for use.

- To remove the Office 365 calendar, click **Remove** in the tile view.
- To disconnect the current account integration, click **Disconnect** and follow the instructions.

What to do next

To successfully connect calendar resources to your rooms on the 3D Digital Maps:

1. Navigate to **Cisco Smart Workspaces** application.
2. Proceed to the **Workspace Management** window and select a room name from the left column to access the **Details** panel.

3. From the **Details** panel, locate the **Calendar** area and search for the Google calendar resource.