



Installation Guide





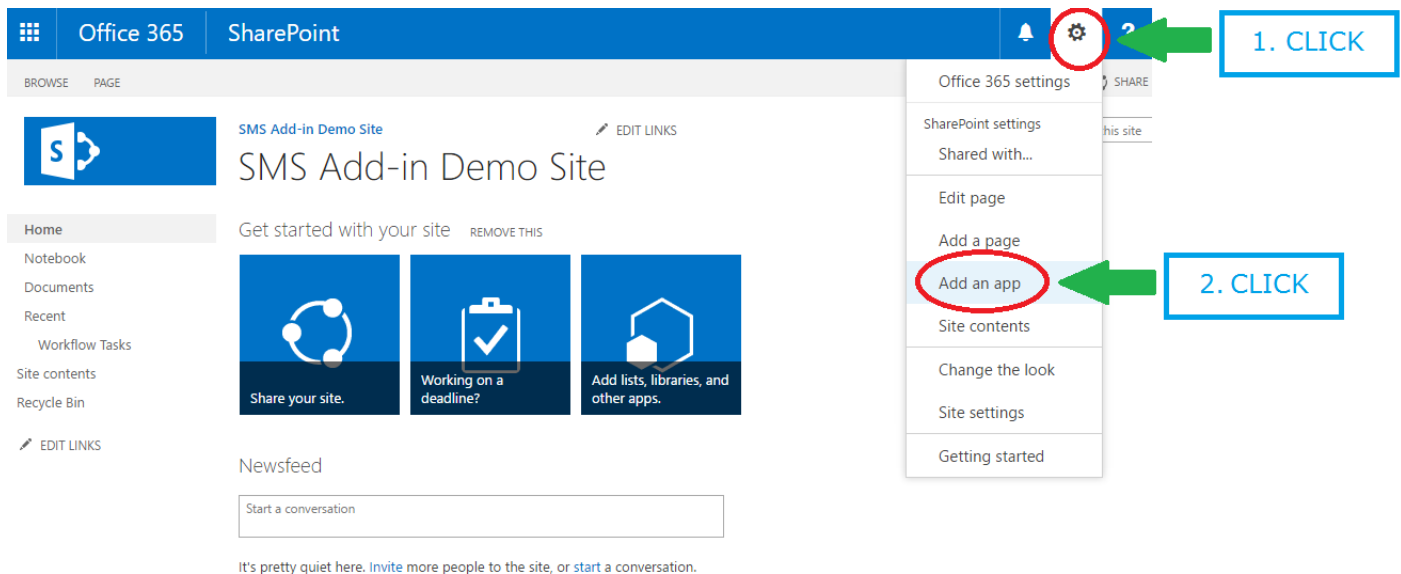
Step by Step: Install SMS for Office SharePoint Add-in From Microsoft SharePoint Store

Prerequisites

- You require Site Owner Role (Full Control Permissions) on at least one SharePoint Site to perform this action.
- The user must have a valid email id configured in SharePoint User Profile (Property: Work Email)

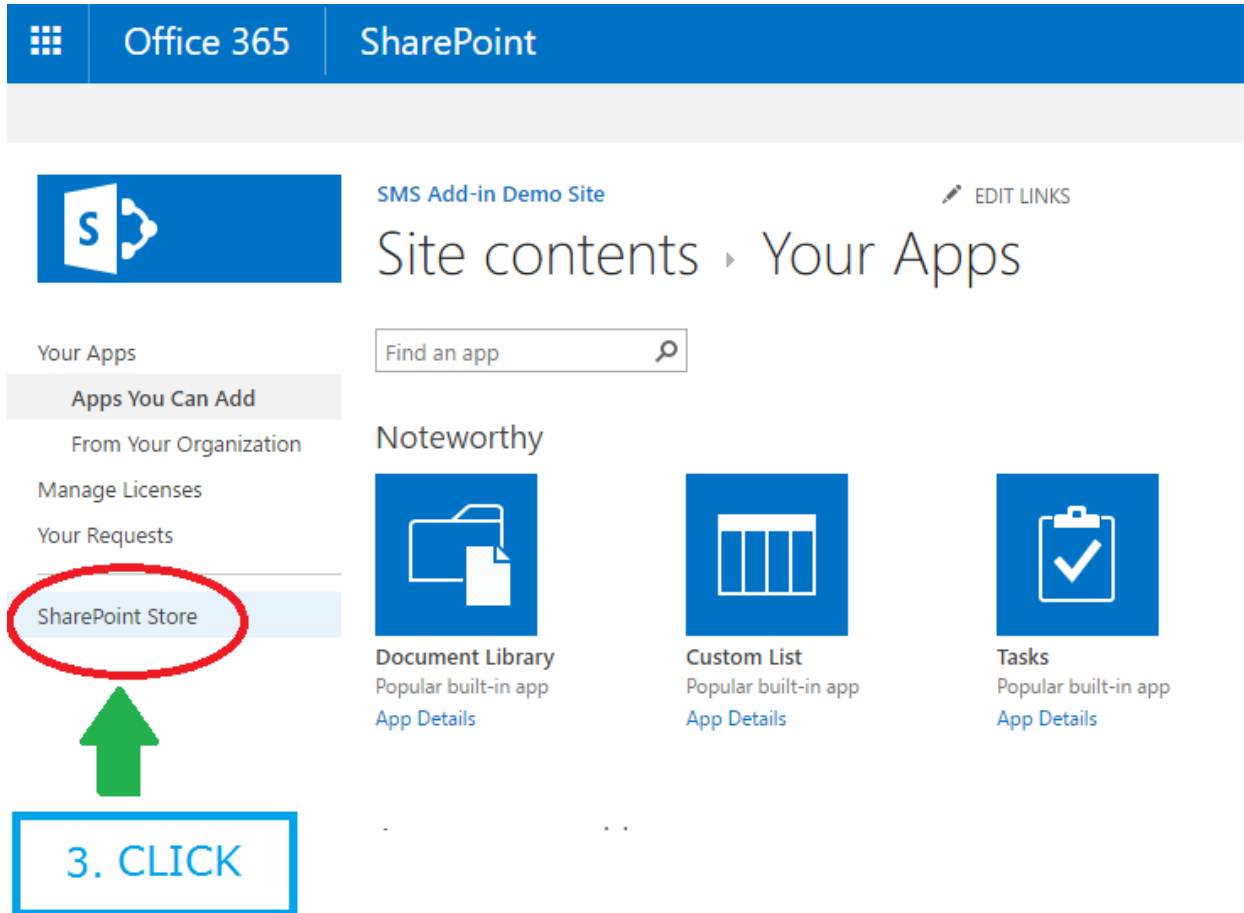
Steps

- Launch the SharePoint Site where you are a Site Owner, and Click on Add an App





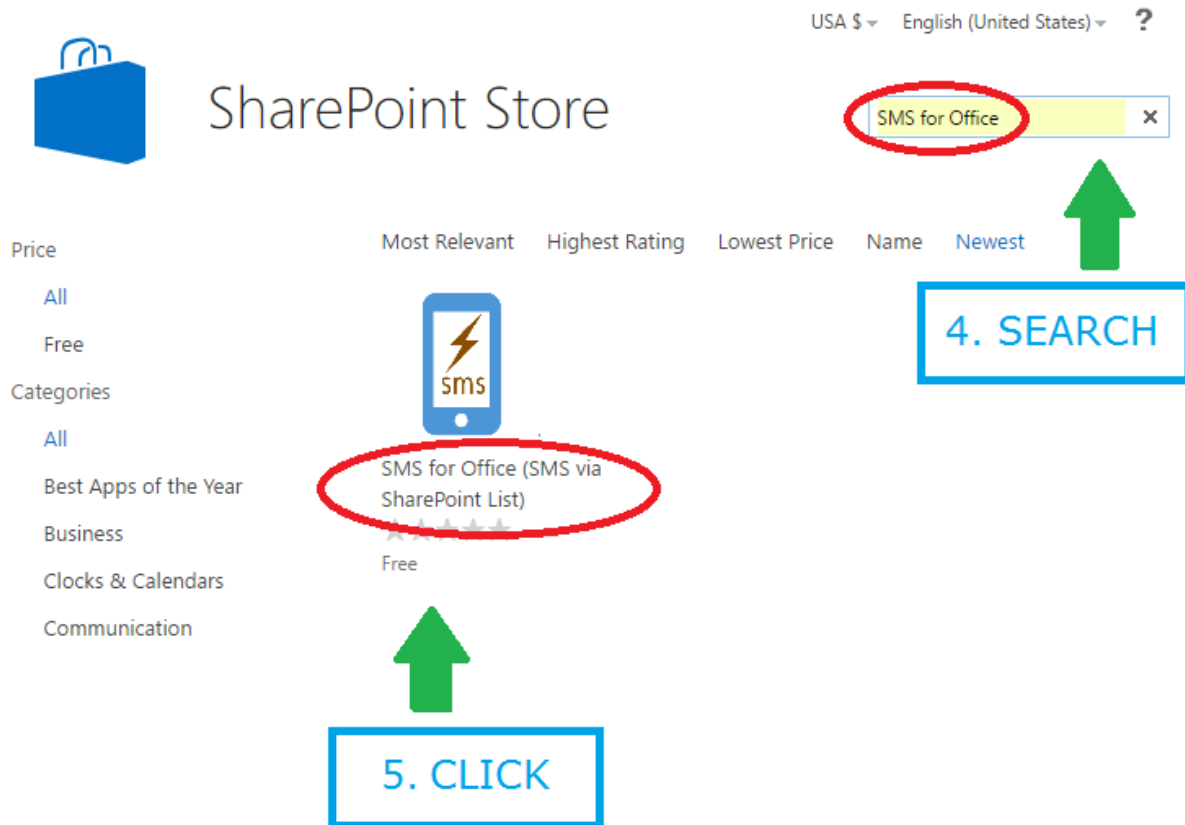
- In the Page shown please click on “SharePoint Store”



The screenshot shows the SharePoint 'Your Apps' page. At the top, there is a blue navigation bar with 'Office 365' and 'SharePoint' tabs. Below this, the page title is 'Site contents > Your Apps'. A search bar labeled 'Find an app' is present. On the left sidebar, under 'Your Apps', the 'SharePoint Store' option is circled in red. A green arrow points from a blue box containing the text '3. CLICK' to the 'SharePoint Store' option. In the main content area, under 'Noteworthy', three app tiles are visible: 'Document Library', 'Custom List', and 'Tasks'. Each tile includes an icon, the app name, and the text 'Popular built-in app' and 'App Details'.



- In the SharePoint Store search for “SMS for Office”, and click on the Add-in icon

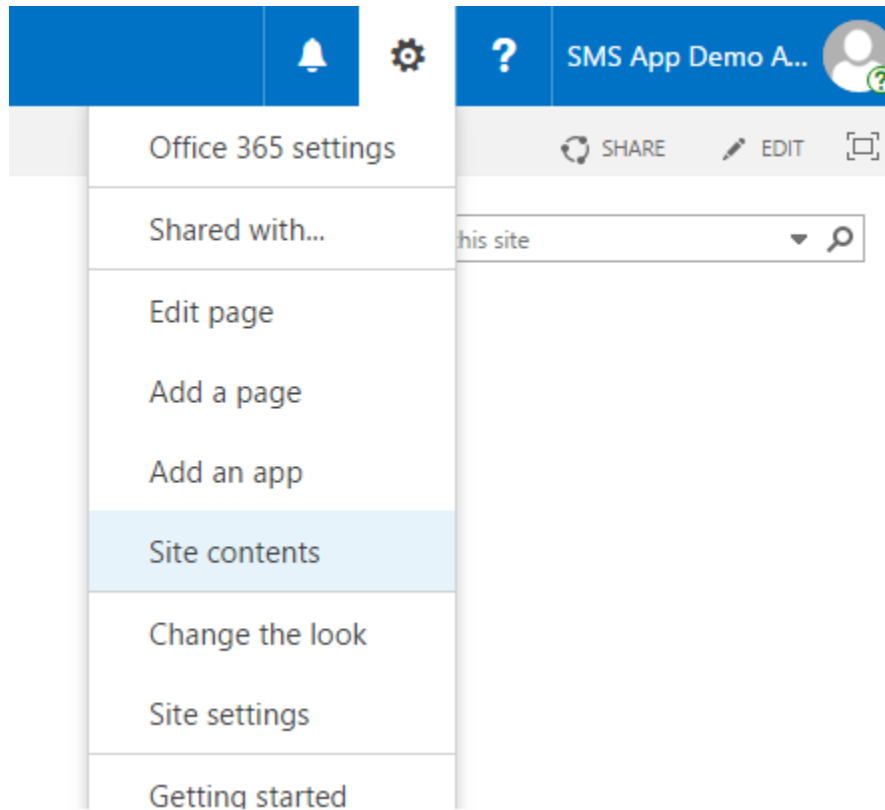


- SharePoint will open the Add-in Installation wizard for you to Add, click on the Add button.



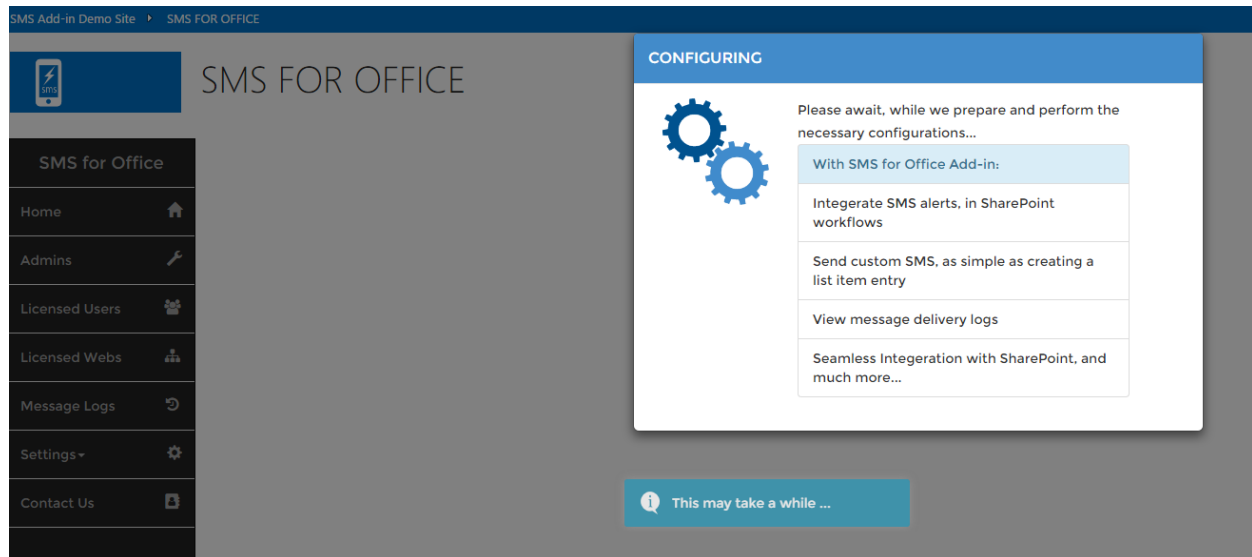
Post Installation

- Once the Add-in is available in your site, it will show in Site Contents.





- As a final step, open the SMS for Office (SMS Via SharePoint List) Add-in from your site, for the App to **Auto-Configure** and make the site ready for SMS.



Congrats, Your Site is now SMS Ready!