

Office365 Plugin

This is a dedicated article for the Office365 (XML) Report Plugin.
It's supported by the following deployment environments:

- Office365 Desktop
- Office365 Web
- Office365 Mobile
- Outlook for Mac
- Office for Mac 2016
- Office for Mac 2019

The Outlook 365 button works similar to the Outlook Plugin but mainly used for the web-based Outlook access O365.

The set of supported features are listed in the comparison table in the [main article](#).

The important aspect of the O365 Plugin (XML) is that it works differently compared to the Outlook one (msi).

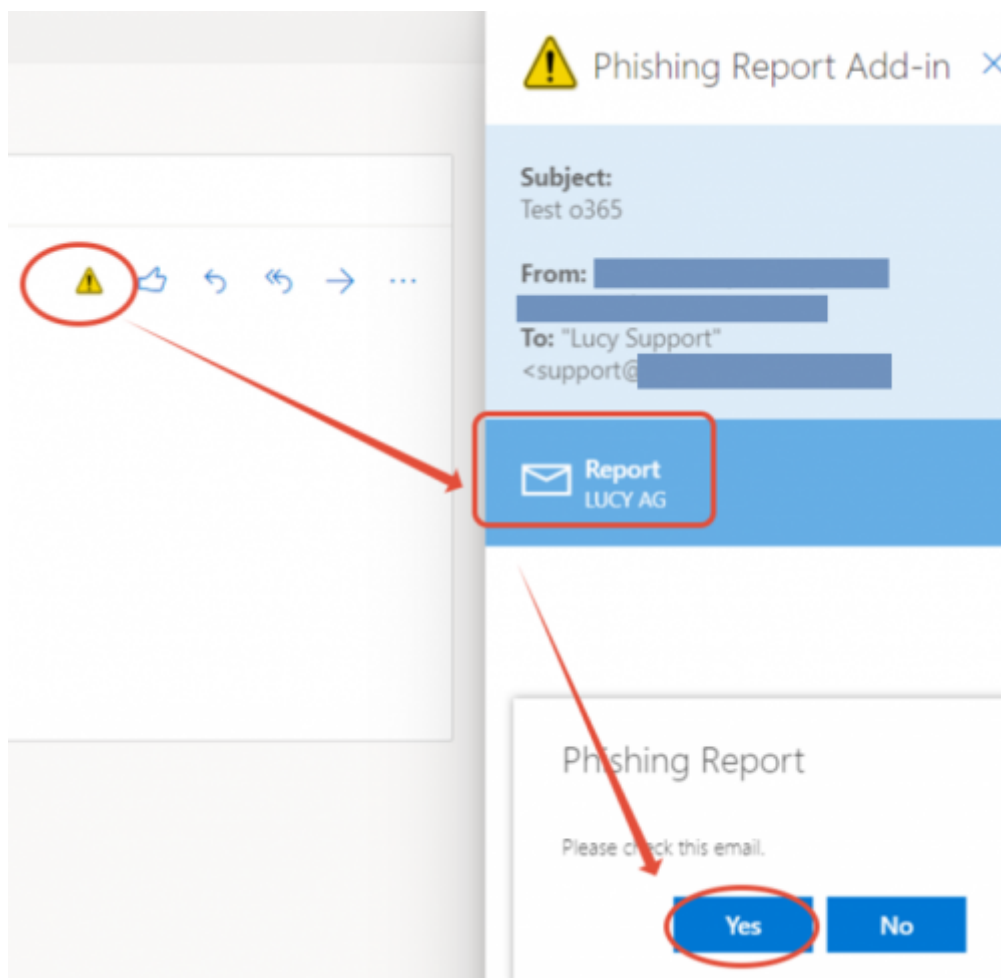
The office365 plugin dynamically reads the settings from the Lucy server and uses the email/settings which are configured there.

While the MSI can be configured multiple times and have different settings, the XML plugin will always work only according to the settings that are currently being set within Lucy Incident Plugin Settings.

[The O365 Button design is also different.](#)

The logo button that's presented in the interface does not do the report itself - it initiates the addon. The sliding-in interface from the side is the addon plugin itself and only the blue-button can perform the report.

So it takes more steps to report a message using O365 Report Plugin.



For its work, it is necessary to have a network connection between Lucy and O365 server in case if you use a web browser as a client, and a network connection between Lucy and user's workstation in case if a desktop client is used.

The XML is the file that needs to be installed for O365 plugin to work.

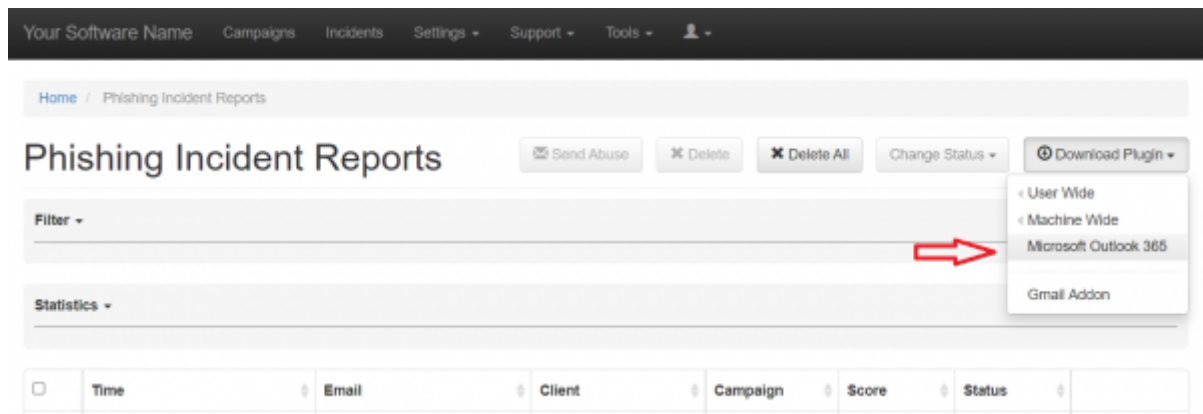
Deployment

Outlook 365 sequence:

Individual Installation

Step 1

Go Incidents > Download Plugin, choose an option "Microsoft Outlook 365", your browser will download an XML file

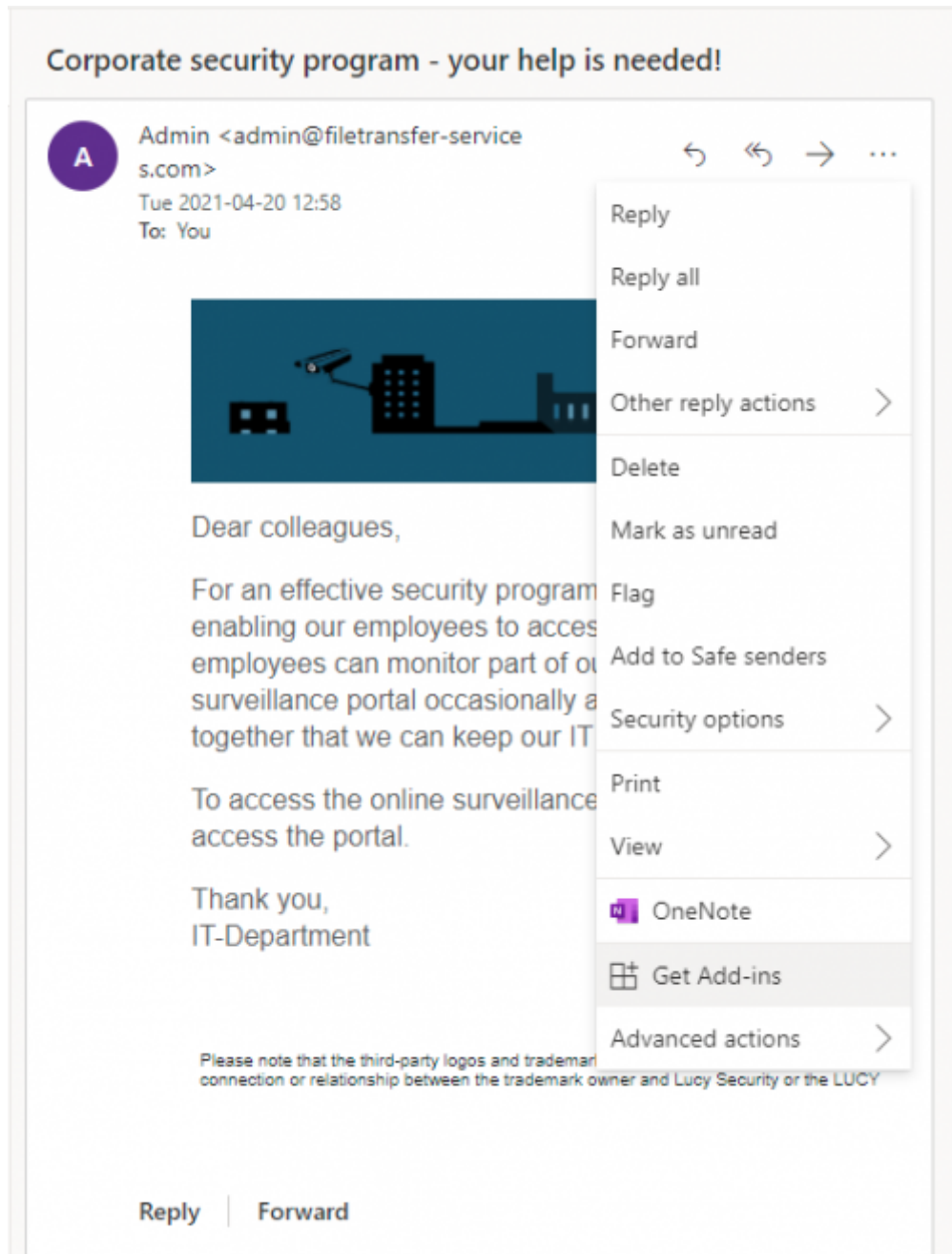


Step 2

Go to MS Outlook - <https://outlook.live.com/owa/>

Step 3

Open any email and press "Get Add-ins" as it described on the screenshot below



Step 4

Go to "My add-ins" and upload the Plugin's XML file

Add-Ins for Outlook

Add-ins may access personal information. By turning an add-in on, you agree to its License Terms and Privacy Policy.



All

My add-ins

My add-ins


Store add-ins

Add-ins that you added from the Office store.

No add-ins found.

Added by Microsoft


Microsoft has provided these add-ins so you can try them out.



My Templates

Map addresses found in your email. This add-in will send addresses to Bing but will not share your data with any...

✓ Added



Bing Maps

Map addresses found in your email. This add-in will send addresses to Bing but will not share your data with any...

✓ Added

Custom add-ins

You can install add-ins from a file or from a URL. [+ Add a custom add-in](#) ▾

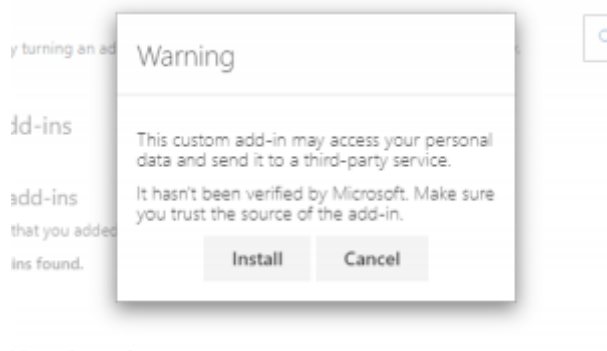
No add-ins found.

Add from URL...

Add from file...

Step 5

The Warning message would appear, press Install

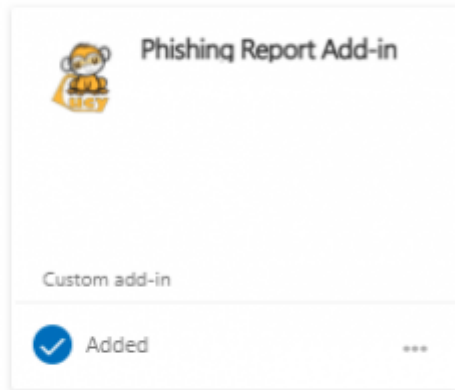


Step 6

Once installed, the Plugin will appear in the custom add-ins section

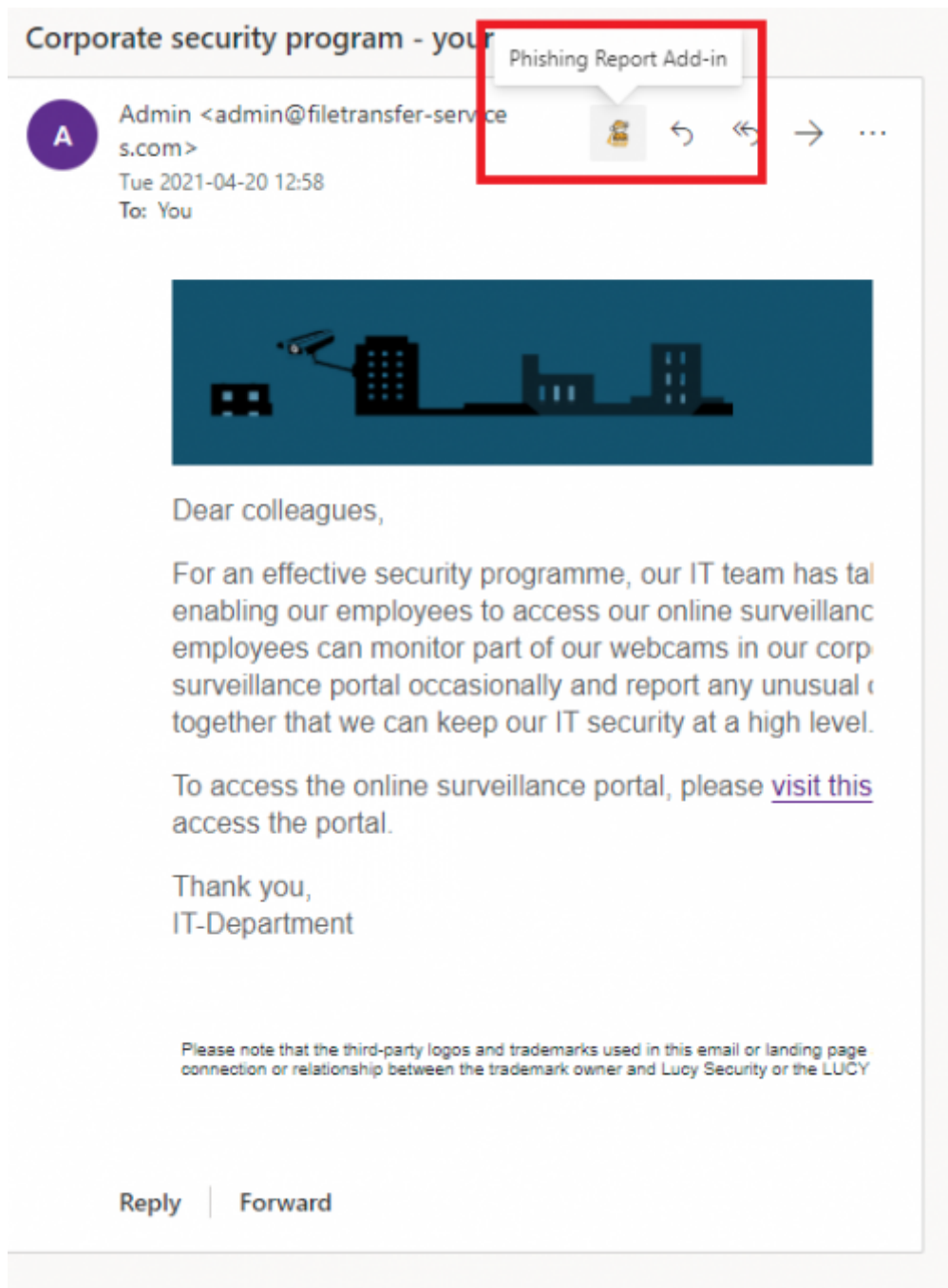
Custom add-ins

You can install add-ins from a file or from a URL. [+ Add a custom add-in](#) 



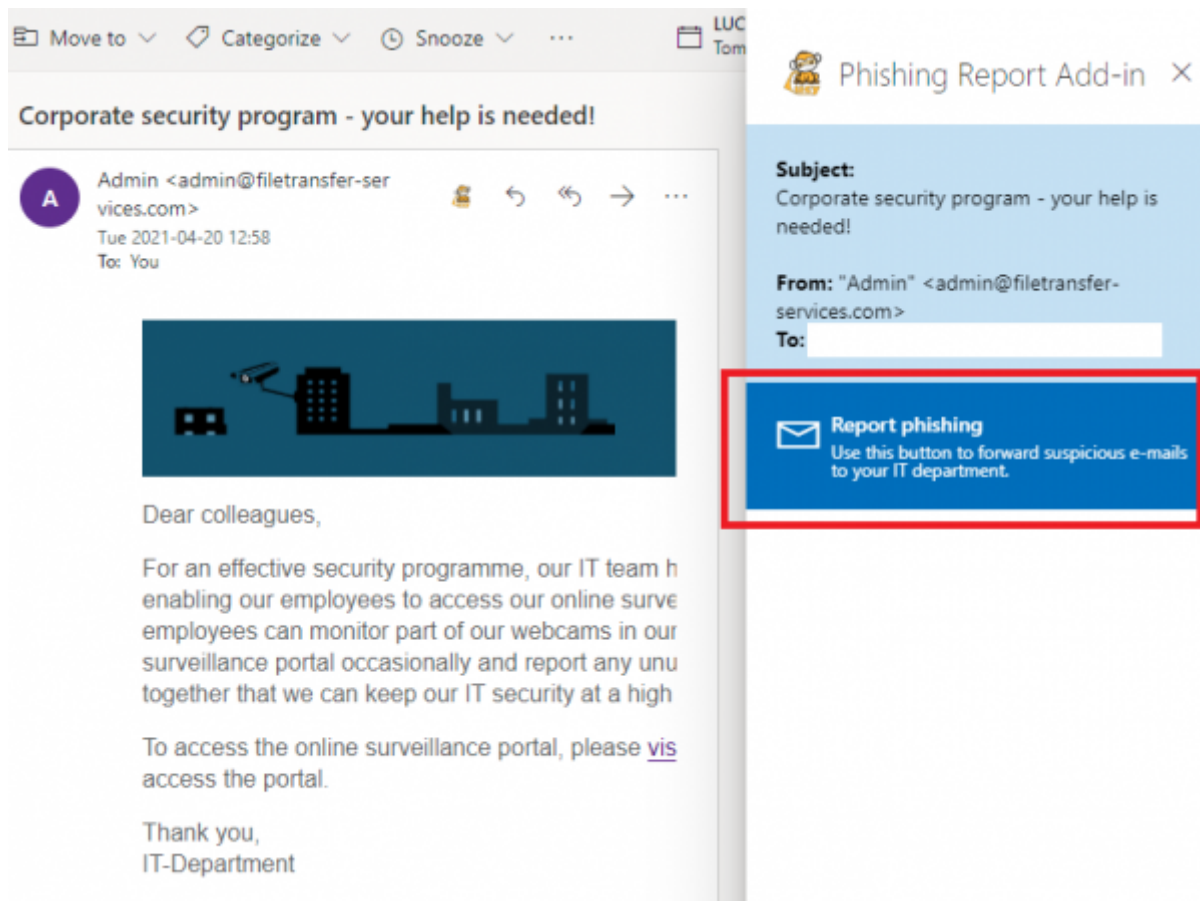
Step 7

Now in email panel, you will see the Plugin's icon, which is the Report Plugin



Step 8

To perform a report press the Button and hit "Send Report" on the right

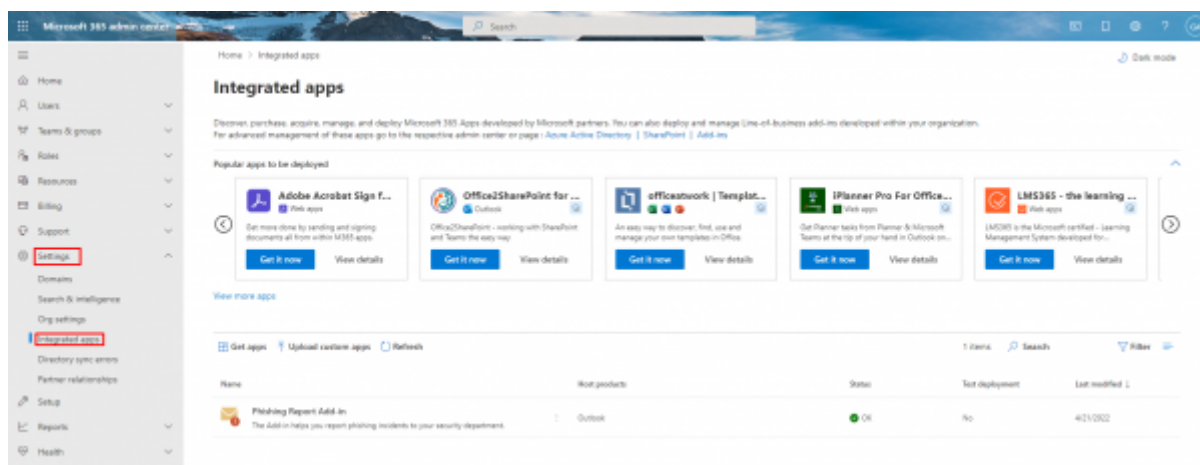


Centralized O365 Plugin Installation For Multiple Users

You can install the O365 plugin for multiple users in the Microsoft 365 admin center:
<https://go.microsoft.com/fwlink/p/?linkid=2024339>

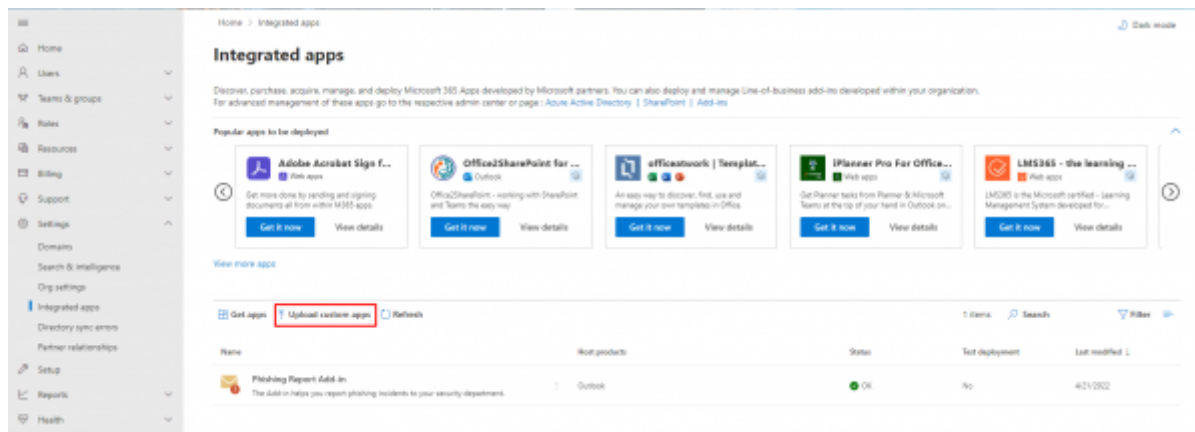
Step 1

In the admin center, go to the **Settings** → **Integrated apps**.



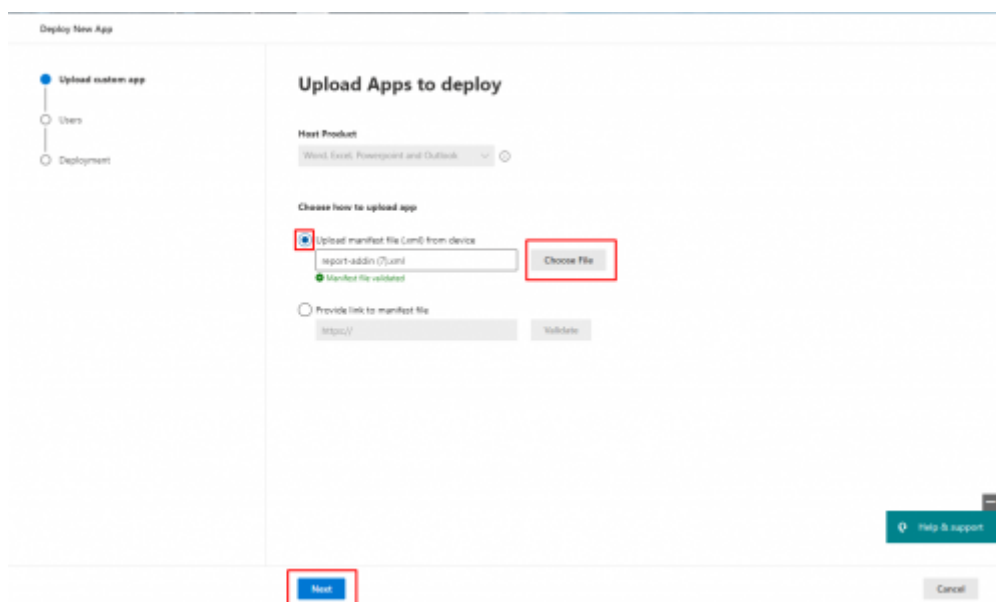
Step 2

Select **"Upload custom apps"**



Step 3

Select **"Upload manifest file (.xml) from device"**, press the **"Choose File"** and upload the Plugin's XML file. After the uploading and validating of the file press **"Next"**.



Step 4

Select the **"Entire organization"** option and press **"Next"**.

The screenshot shows the 'Add users' step of the 'Deploy New App' wizard. On the left, a progress bar indicates the steps: 'Upload custom app' (completed), 'Users' (current step), and 'Deployment' (pending). The main content area is titled 'Add users' and features the 'Phishing Report Add-in' icon. Below the icon, there is a toggle switch for 'Is this a test deployment?' set to 'No'. Under the 'Assign users' section, three radio button options are present: 'Just me (admin@infosecsecurity.onmicrosoft.com)', 'Entire organization' (which is selected and highlighted with a red box), and 'Specific users/groups'. A search bar labeled 'Search for users or groups to add' is located below these options. At the bottom of the wizard, there are three buttons: 'Back', 'Next' (highlighted with a red box), and 'Cancel'. A 'Help & support' link is visible in the bottom right corner.

Step 5

Accept permissions requests by pressing **"Next"**

The screenshot shows the 'Accept permissions requests' step of the 'Deploy New App' wizard. The progress bar on the left now shows 'Upload custom app' (completed), 'Users' (completed), 'Deployment' (current step), 'Permissions' (pending), and 'Finish' (pending). The main content area is titled 'Accept permissions requests' and includes the 'Phishing Report Add-in' icon. Below the icon, it says 'Read the app permissions and capabilities carefully before proceeding'. Under the 'App Permissions and Capabilities' section, there is a list of permissions: 'Phishing Report Add-in', 'Outlook', 'App Permissions and Capabilities', 'Read/Write/Execute', and 'Send/Receive Data'. At the bottom of the wizard, there are two buttons: 'Back' and 'Next' (highlighted with a red box).


Step 6

Review and finish deployment by pressing **"Finish deployment"**

Deploy New App


- ✓ Upload custom app
- ✓ Users
- Deployment**
- Permissions
- Finish

Review and finish deployment

**Phishing Report Add-in**

Review your selected settings and deploy.

Apps to deploy

Phishing Report Add-in
 Outlook

Assigned users

Entire organization

[Back](#) [Finish deployment](#)

Step 7

When deployment is completed press **"Done"**


Deploy New App

- ✓ Upload custom app
- ✓ Users
- Deployment**

✓ Deployment completed

Next steps

Test the apps using the following links (if any) to verify that they work as expected.

Phishing Report Add-in  Outlook ✓ Deployed. It can take up to six hours for the app to appear in Outlook.

Announce this to your users

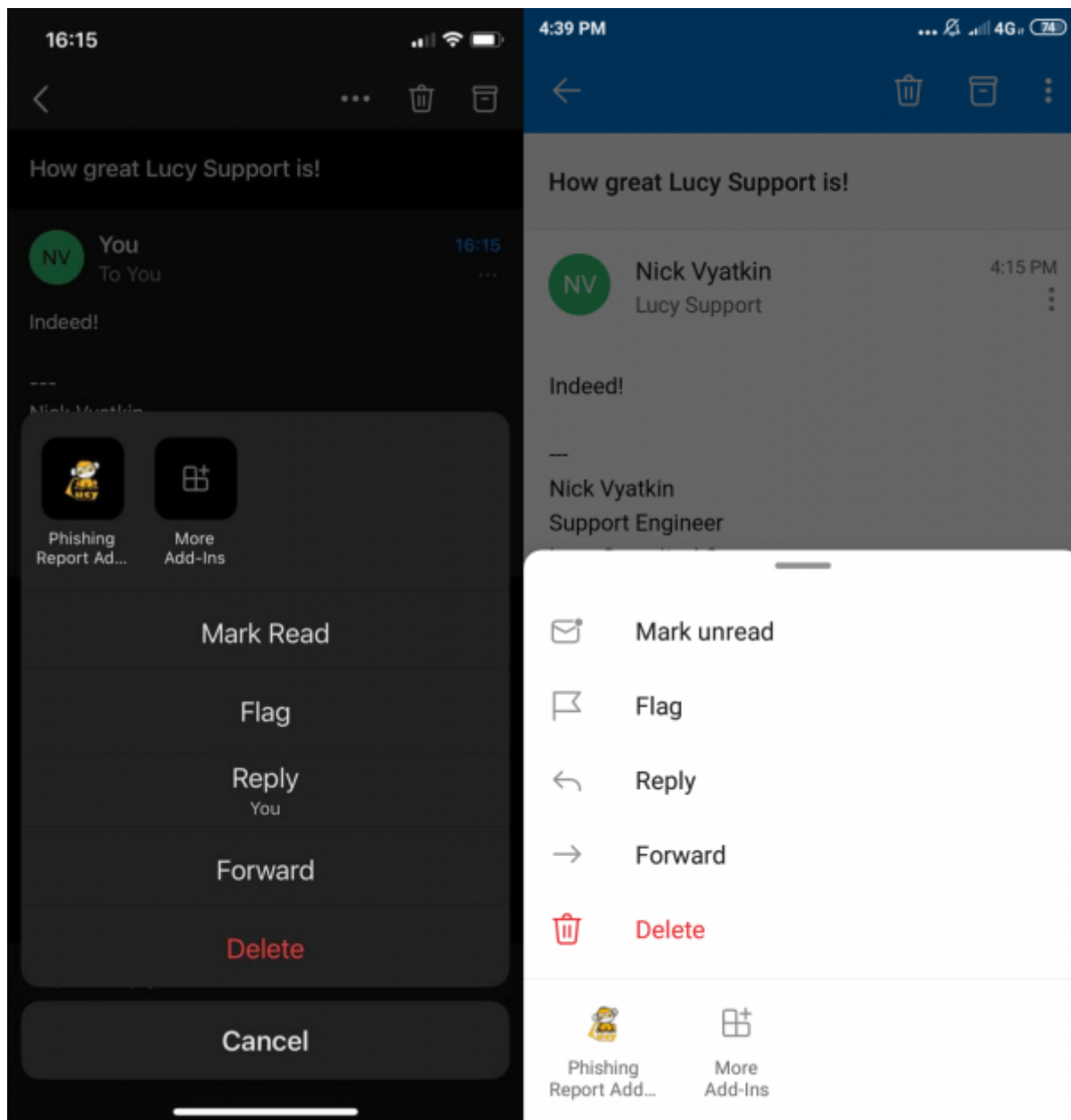
Studies show that new software is more successfully adopted when users are informed about the software and how to use it. You'll soon receive an announcement email that explains to your users what you deployed and how to get started using the app or solution. Forward this email to your users to improve your adoption rate 2-5x.

[View this deployment](#)

[Done](#) [Cancel](#) [Help & support](#)

O365 Mobile plugin

Phishing plugin can be utilized in the O365 Mobile version both on Android and iOS platforms. In order to make the plugin available for mobile applications simply install the XML plugin as described in the according to the section above. After the plugin is deployed for the web version it will automatically appear in the Outlook mobile application. Feel free to contact the support team if any issues occur. It is also possible to deploy O365 XML into Exchange with compatibility mode, the report button will be available for Android & iOS as well.

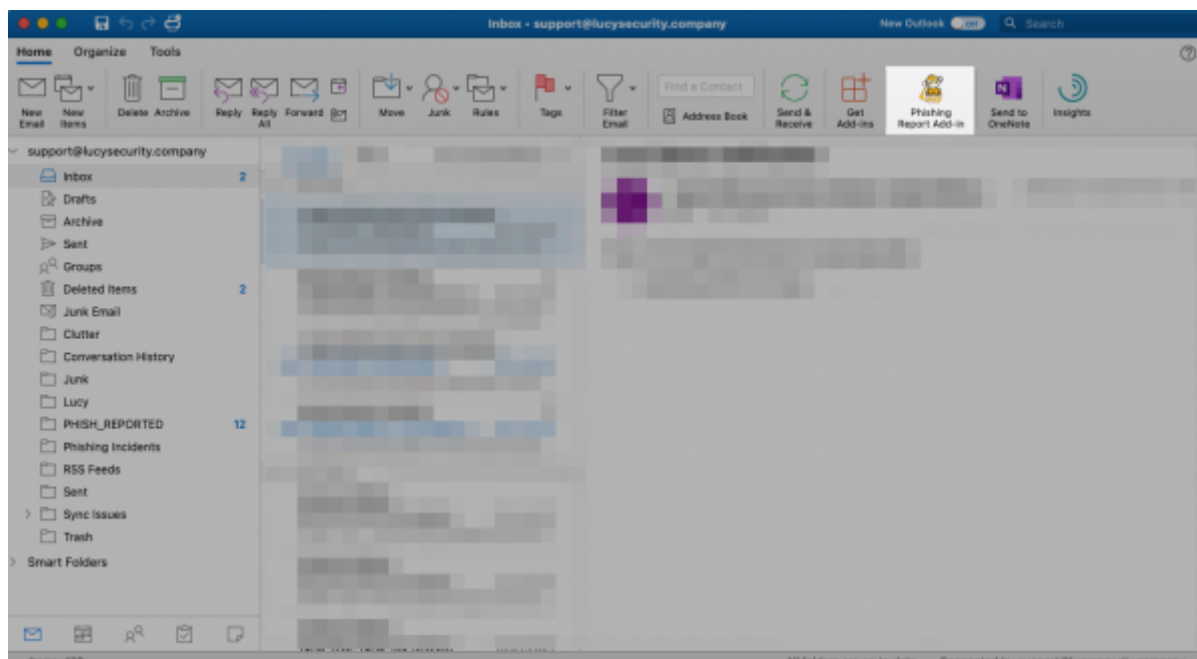


Deployment on Apple Computer

Microsoft has "Office for Mac" product, which requires the O365 account to run. When you open Outlook application on Mac, it fetches all plugins from the corresponding O365 account and shows them in the interface, so the plugin is available both in the web interface and on Mac. Therefore, you first need to install the plugin in O365 before you set it up on a MAC.

Outlook 365 sequence:

1. Go to incidents, press "Download Plugin" → "Microsoft Outlook 365", your browser will download an XML file
2. Go to MS Outlook - <https://outlook.live.com/owa/>
3. Press "cog" icon and then "Manage Add-ins"
4. Click "Click here to add a custom add-in" text right below the page title
5. Upload the XML you downloaded on step 1
6. Go to any email in your inbox, you will see a little monkey on the top right in email header
7. Press the monkey and hit "Send Report" on the right
8. On Macs the "LUCY" symbol will be visible on the ribbon menu



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Last update: **2022/04/26 21:48**

