



Installation Guide for DeliverPoint in SharePoint Online



This document describes how to install DeliverPoint into your Microsoft SharePoint and Microsoft Teams environments. We will explain where to download DeliverPoint, update DeliverPoint, Understand the file contents, install DeliverPoint, and get started with DeliverPoint.

Supported Software

The DeliverPoint SPFx Client-Side Web Part will work with the following versions of Microsoft SharePoint:

- Microsoft SharePoint Online (Modern Experience)
- Microsoft SharePoint 2019 (Modern Experience)
- Microsoft Teams

Note: DeliverPoint is also available for Microsoft SharePoint 2010, 2013, and 2016 as a farm solution. For SharePoint Server 2019 (and SharePoint Server Subscription), you will need to install the farm solution (WSP) as well as the SPFx user interface if you wish DeliverPoint to be visible in modern lists and libraries. You can learn more about DeliverPoint for SharePoint On-Premises [here](#).

Requirements

The DeliverPoint SPFx Client-Side Web Part is installed into your Microsoft SharePoint AppCatalog. To install the DeliverPoint SPFx Client-Side Web Part, you will need to be logged in as a **SharePoint Administrator** or **Global Administrator**.

Note: If you are installing DeliverPoint into SharePoint 2019, you will need to install and configure the App Catalog if it is not installed and configured already. You can find out more information [here](#).

Downloading DeliverPoint

DeliverPoint can either be downloaded from the lightningtools.com website, or from the Microsoft SharePoint App Store. We recommend downloading DeliverPoint from the lightningtools.com web site so that you can stay in control of updates to the package.

Download Trial Version from Lightning Tools

To download the trial version of DeliverPoint, navigate to: [Download DeliverPoint - Lightning Tools](#)

Download Full Version from Lightning Tools

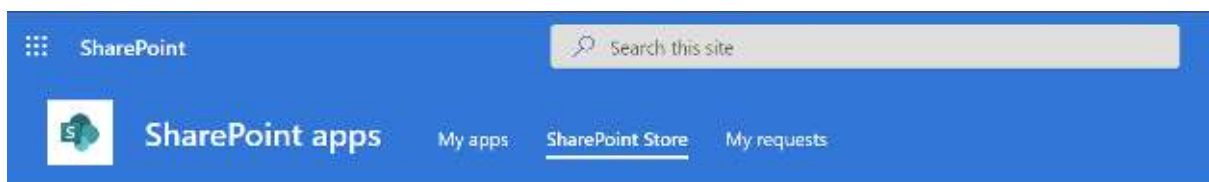
To download the full version of DeliverPoint, please navigate to: [Download Center - Lightning Tools](#)

LightningTools

Install from the SharePoint Store

To install DeliverPoint from the SharePoint Store, please navigate to your SharePoint site where you wish to use DeliverPoint and follow the below steps:

1. Click the Cog icon on the top right-hand side of your SharePoint site.
2. Choose Add an App
3. Click 'From SharePoint Store' on the left hand-side
4. Click 'Find more apps in the SharePoint Store'
5. Search for DeliverPoint
6. Click on DeliverPoint
7. Click Request. (A request will be made for your administrator to install the app)



[← Back to SharePoint Store home](#)

1 result found for "deliverpoint"

Categories

- All
- Best Apps of the Year
- Business
- Clocks & Calendars
- Communication
- Content Management
- CRM



Installing from the SharePoint Store



Zip File Contents (Not applicable if you installed DeliverPoint from the SharePoint Store)

If you downloaded the trial of DeliverPoint, the zip file will contain a folder for each version of Microsoft SharePoint. In order to install into SharePoint Online, open the folder **DeliverPoint Online**.

The folder will contain the following:

- DeliverPoint SPFx Client Side Web Part folder
- SP Online Dedicated folder
- DeliverPoint SPFx Training Videos link
- deliverpoint-cswp.sppkg file
- Documentation link
- DP Teams zip package

deliverpoint-cswp.sppkg – The SharePoint SPFx Package which will be installed into the SharePoint App Catalog. It is also in the DeliverPoint SPFx Client Side Web Part folder

SP Online Dedicated folder – It contains the package for GCC environments and government environments with specified compliance policies

DP Teams zip package – The zip file for loading separately into the Microsoft Teams catalog. This is not usually required if you are installing first into Microsoft SharePoint.

DeliverPoint Training Videos and Documentation – Links to the video and documentation for DeliverPoint

The deliverpoint-cswp.sppkg is the only file that is needed to install DeliverPoint. Below, we will discuss how to install it into the App Catalog.

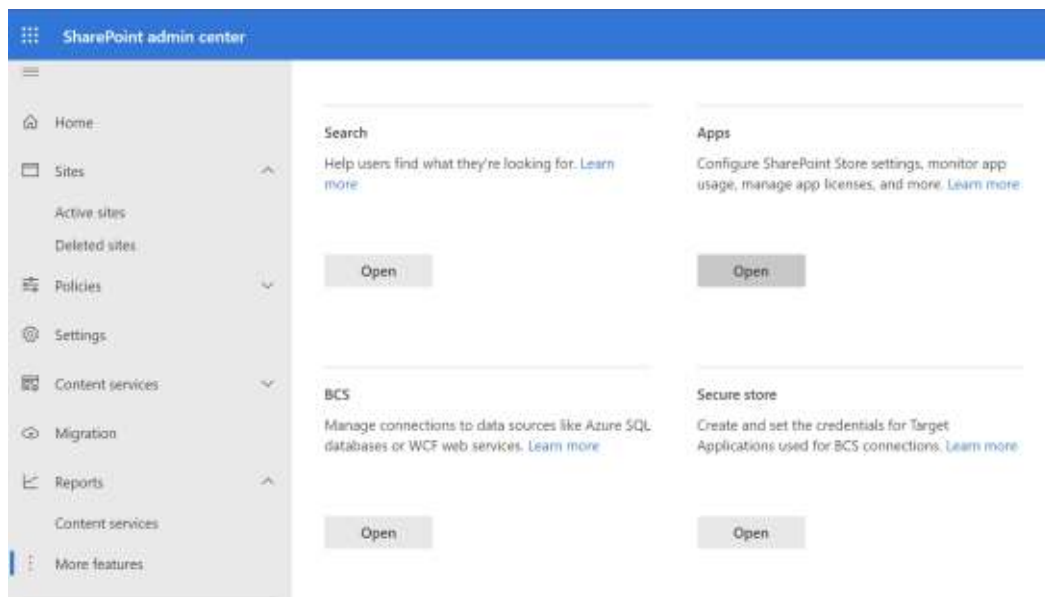
The App Site or App Catalog

DeliverPoint is installed by uploading the deliverpoint-cswp.sppkg file to the app site (otherwise referred to as the app catalog) from the SharePoint admin centre. The steps are outlined below:

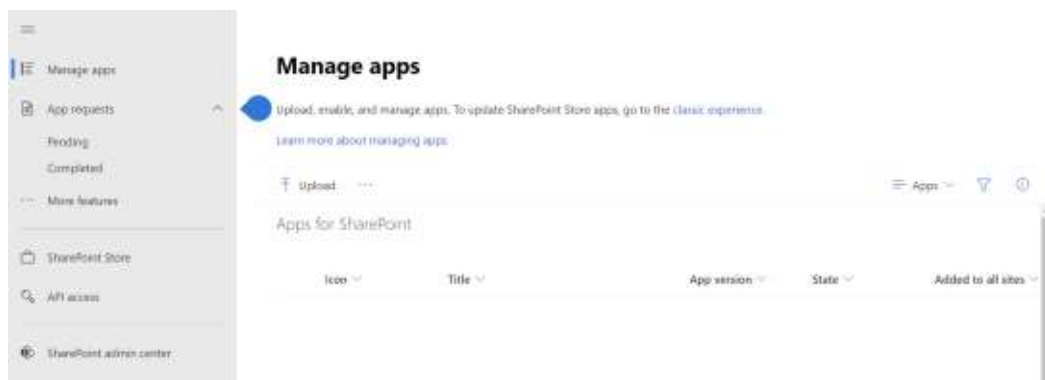
1. Go to your SharePoint admin centre

LightningTools

2. Open Apps under More Features



3. Upload the SPFx package



LightningTools

4. Enable the app

The app package has finished uploading. Would you like to enable the app now?

The app you're about to enable will have access to data by using the identity of the person using it. Enable this app only if you trust the developer or publisher.

This app gets data from:

- <https://publiccdn.sharepointonline.com/lightningtoolsdev.sharepoint.com/sites/CDN/CDN/DP/3.5.0.0/>

API access that must be approved after you enable this app

- Microsoft Graph, Directory.Read.All
- Microsoft Graph, Directory.ReadWrite.All
- Microsoft Graph, Files.Read.All
- Microsoft Graph, Files.ReadWrite.All
- Microsoft Graph, Presence.Read.All
- Microsoft Graph, User.Read.All
- Microsoft Graph, Sites.Read.All
- Microsoft Graph, Mail.Read
- Microsoft Graph, People.Read.All
- Microsoft Graph, ChannelSettings.Read.All



5. Go to the API access page and approve all of the listed API access requests for DeliverPoint

Approve access so this app works as designed

For this app to work as designed, it needs additional API access. To approve the permission request now, select **Go to API access page**, and then look under **Pending requests**.

To approve access to third-party APIs, you must be signed in as an Application Administrator. To approve access to Microsoft APIs, you must be signed in as a Global Administrator.

[Learn more about managing permission requests](#)

To manage the SharePoint Framework extensions included with this app, go to the [Organization-wide extensions page](#).

[Go to API access page](#) [I'll do it later](#)

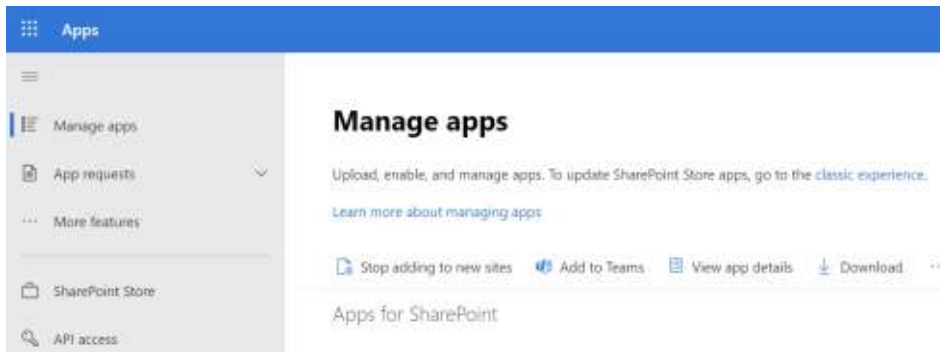
The screenshot shows the SharePoint Admin Center interface. On the left is a navigation sidebar with options like Home, Sites, Policies, Settings, Content services, Migration, and Reports. The main content area is titled "API access" and includes a sub-header "Manage access to Azure AD-secured APIs from SharePoint Framework components and scripts." Below this are buttons for "Approve" and "Reject". A table displays pending requests, categorized into "Pending requests (30)" and "Organization-wide (10)". The table has columns for "API name", "Package", and "Permission".

API name	Package	Permission
Microsoft Graph	Lightning Tools DeliverPoint	Directory.Read.All
Microsoft Graph	Lightning Tools DeliverPoint	Directory.ReadWrite.All
Microsoft Graph	Lightning Tools DeliverPoint	File.Read.All

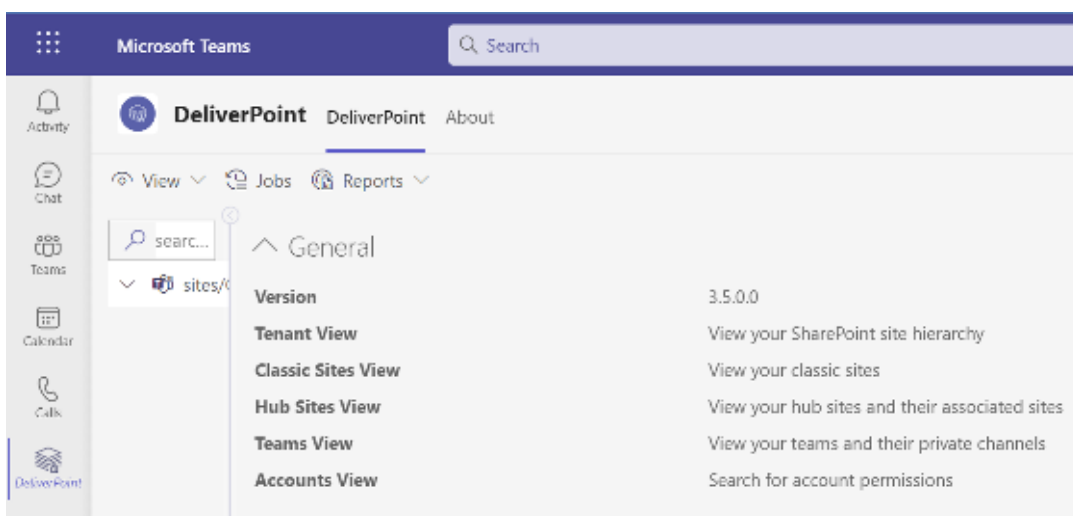
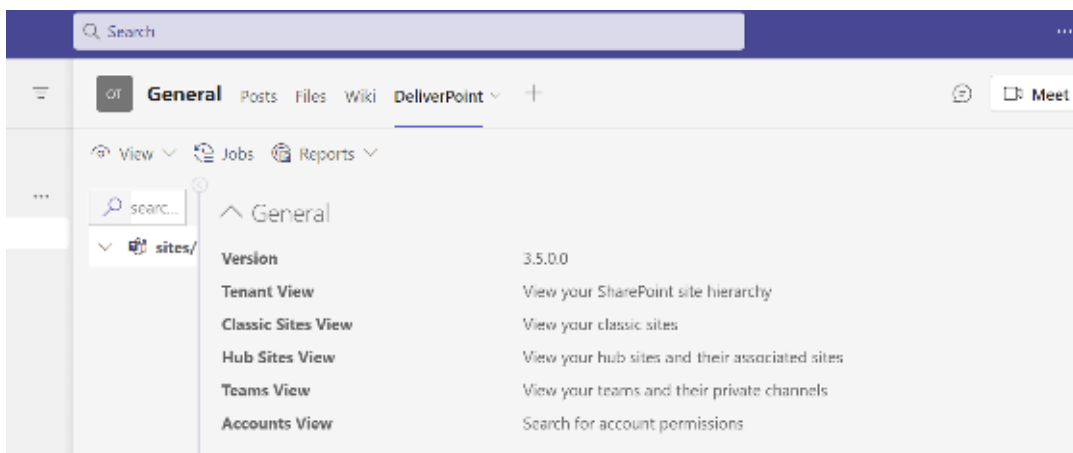
If you wish to use DeliverPoint in Microsoft Teams:

6. Go to the app site, select DeliverPoint and click the Add to Teams button

LightningTools



7. You should now be able to add DeliverPoint as a Teams tab or as a personal app in Microsoft Teams





API Permissions

Some of the required API permissions include:

- **Directory.Read.All:** Read information from AD: list of users, AD groups, and members of AD groups. Necessary for reporting and also for retrieving data prior to starting permission management operations. This is a basic permission that should always be granted for DeliverPoint to function properly
- **Directory.ReadWrite.All:** Necessary for DeliverPoint operations that require modification of AD groups (i.e. adding/removing members to/from AD group)
- **Files.Read.All:** Necessary for OneDrive reporting
- **Files.ReadWrite.All:** Necessary for operations related to OneDrive (i.e. deleting OneDrive permissions or sharing links)
- **Presence.Read.All:** Allows the app to read presence information of all users in the directory on behalf of the signed-in user.
- **User.Read.All:** Read all users' full profiles
- **Sites.Read.All:** Allows the app to read documents and list items in all site collections on behalf of the signed-in user
- **Mail.Send:** Allows the app to send mail as users in the organization
- **ChannelSettings.Read.All:** Read all channel names, channel descriptions, and channel settings, on behalf of the signed-in user
- **People.Read.All:** Allows the app to read a scored list of people relevant to the signed-in user or other users in the signed-in user's organization.

Congratulations! You are now ready to start using DeliverPoint.

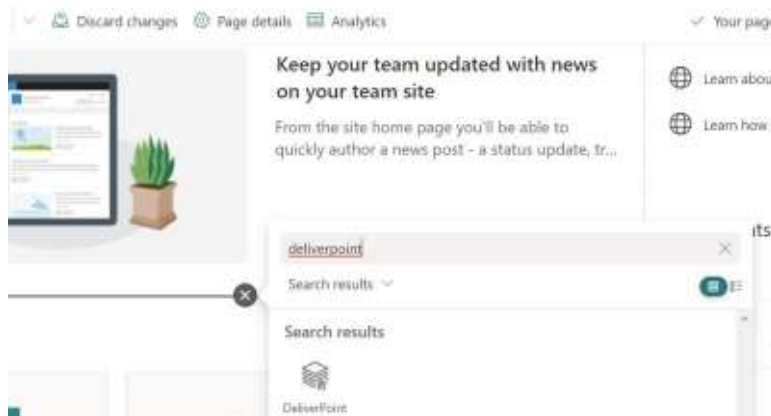
Adding DeliverPoint to your SharePoint Sites

To start using DeliverPoint, navigate to a SharePoint Site where you would like to use DeliverPoint and follow the below steps:

1. Click **Edit** on the top right-hand side of your SharePoint page.
2. Click the + to **insert a web part**

LightningTools

3. Search and Click **DeliverPoint** to add the web part to the page



Once the DeliverPoint web part is on the page, you are ready to move to the Getting Started Video. We highly recommend that your users watch the following videos to get acquainted with DeliverPoint:

Getting Started with DeliverPoint

<https://lightningtools.com/deliverpoint-on-premises-training-videos-2/deliverpoint-spf-client-side-web-part-overview>

Training Video Collection

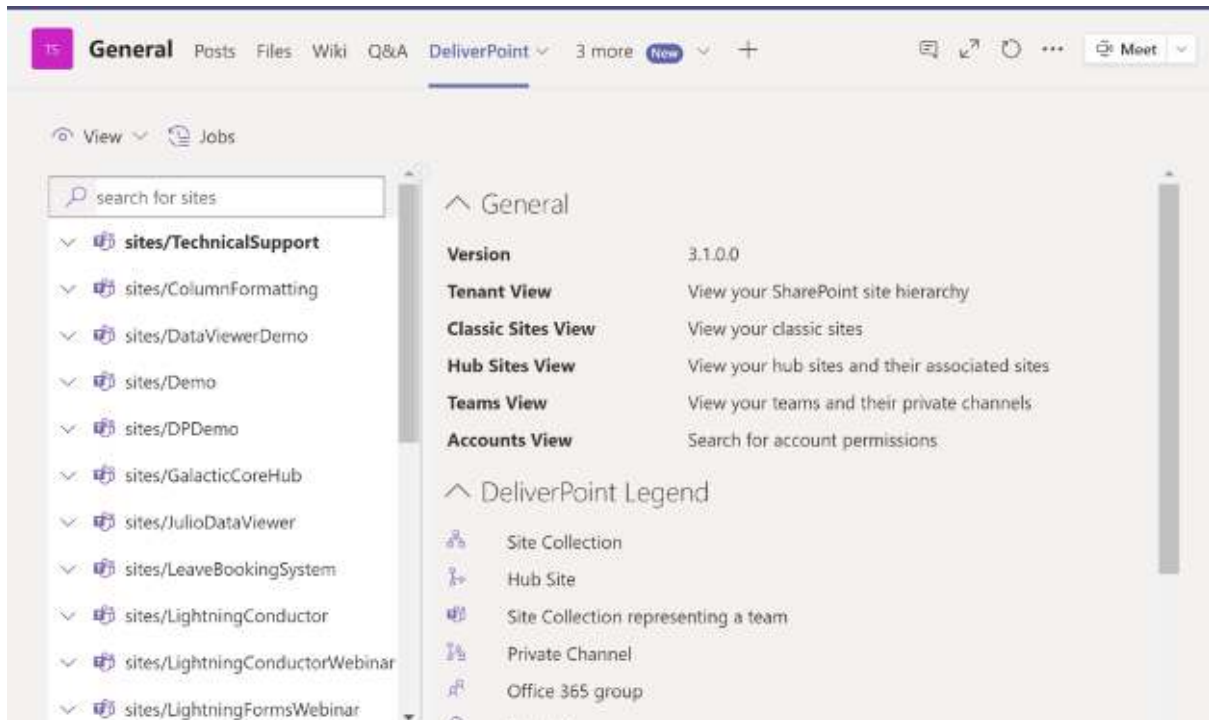
<https://lightningtools.com/deliverpoint-spf-client-side-web-part-training-videos>

Adding DeliverPoint to Microsoft Teams

Once DeliverPoint has been 'Sync'd to Teams', you will be able to add DeliverPoint as a Teams tab to any Teams channel.

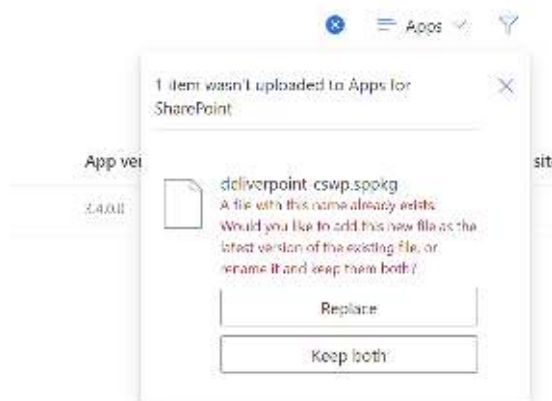
1. Navigate to the **Teams Channel** where you wish to use DeliverPoint
2. Click the + on the Tab Bar
3. Search or Select **DeliverPoint**

LightningTools



Updating DeliverPoint

If you have previously installed DeliverPoint and want to update to the latest version, you simply need to get the latest package and upload it to the app site. It will give you the option to replace the older version and install the newest one.



LightningTools

After doing so, proceed with the installation steps as mentioned above and remember to approve the API requests.

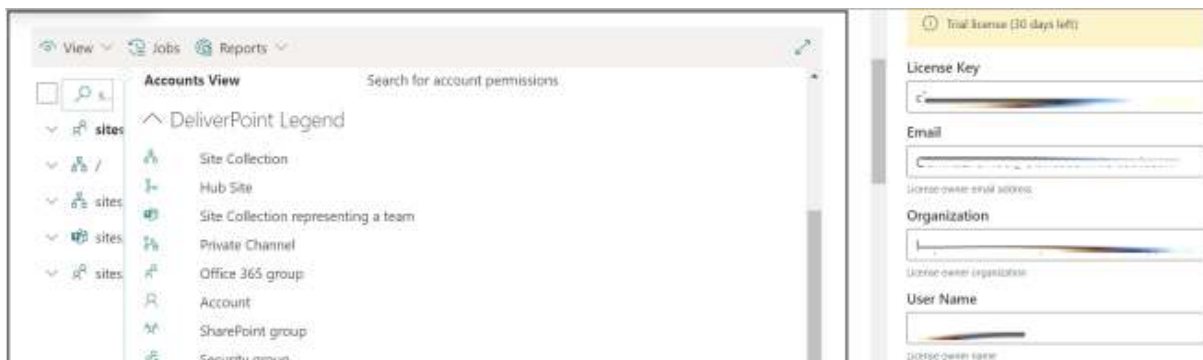
Applying your license key

If you are using the trial version of DeliverPoint, and wish to extend your trial, you won't need a new key. Please email sales@lightningtools.com and they will be able to extend the trial for you.

If you have made a purchase of DeliverPoint, please follow the steps below to install and activate your license key:

1. Edit the page containing DeliverPoint
2. Click the edit icon on the web part
3. Navigate to the web part property side panel.
4. Enter your license key, email, organization and username as below.

Note: This only needs to be done once per tenant.



Your Onboarding Call

If you have purchased DeliverPoint and wish to book an onboarding call, please contact sales@lightningtools.com

Resources

DeliverPoint Help Centre: <https://lightningtools.com/deliverpoint-for-sharepoint-online-help>



Download Centre for future releases: <https://lightningtools.com/download-center>

Webinars for regular updates: <https://lightningtools.com/webinars>

Note: We recommend subscribing to our Social Media Channels or our Newsletter to learn of new updates:

LinkedIn: <https://www.linkedin.com/company/lightning-tools>

Twitter: <https://twitter.com/lightningtools>

Sign up: <https://lightningtools.com/stay-informed-and-subscribe>