

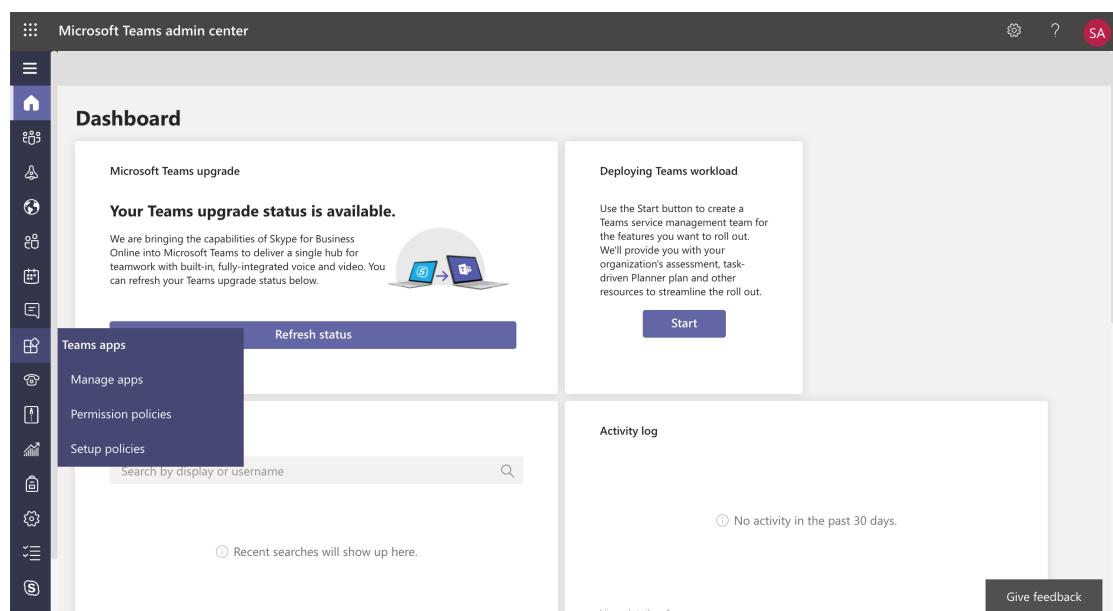


## How to add the Skolon Teams app to the menu bar

Clara Hardarsson - 2026-02-25 - [Microsoft / Entra](#)

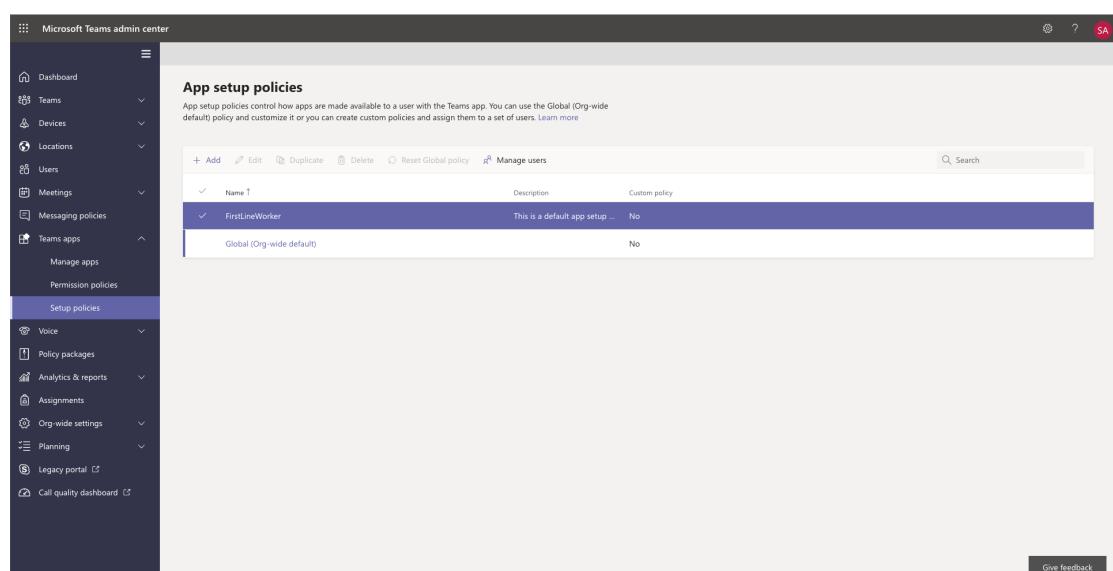
In this article, you will learn how to, as an administrator, add the Skolon Teams app to the Teams menu bar.

Select **Teams apps** in the menu on the left, then click on **Manage apps**.

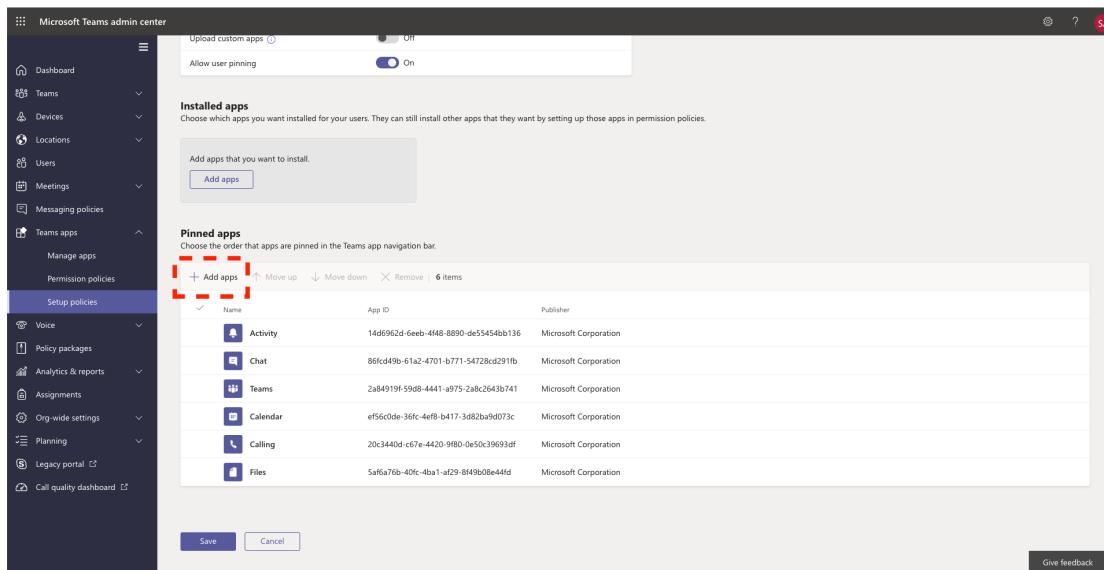


All available apps in Teams will be displayed. Here you can choose to allow or block apps in Microsoft Teams. Search for **Skolon**, after which you can assign the app.

Next, click on **Setup policies** and create a policy for which users at the current school should have the app.

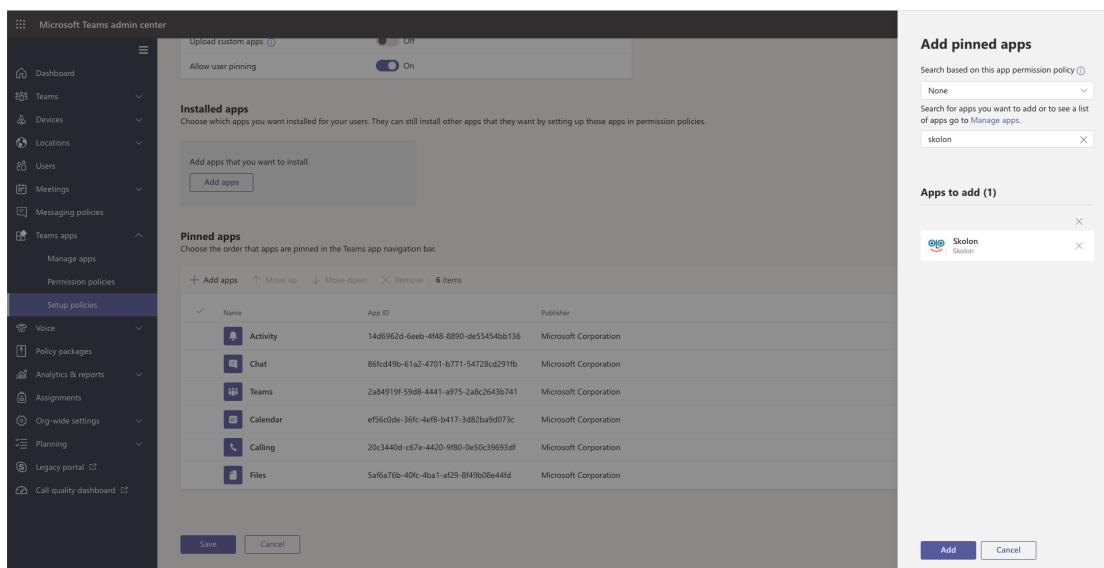


You select the group that should have access and click on **Add apps**.



The screenshot shows the Microsoft Teams admin center with the 'Setup policies' section selected in the sidebar. The main area displays the 'Pinned apps' configuration. A red box highlights the 'Add apps' button located at the top left of the pinned apps list. The list shows six pinned apps: Activity, Chat, Teams, Calendar, Calling, and Files, each with its App ID and Publisher information.

Policies are installed at the user level.



The screenshot shows the Microsoft Teams admin center with the 'Setup policies' section selected. The 'Add pinned apps' dialog is open on the right side. A red box highlights the 'Add' button in the bottom right corner of the dialog. The dialog lists 'Skolon' as the app to add, and the main admin center interface shows the pinned apps list with the same six items as the previous screenshot.

A script is required to install policies.

Microsoft Teams admin center

Users \ Adele Vance

**Adele Vance**

STUDENT  
United States

Email: AdeleV@M365EDU099957.On Microsoft.com

Directory status

7-DAY QUALITY

7-DAY ACTIVITY

0 Meetings  
0 Calls

Account Voice Call history Policies

**Assigned policies** Edit

- Meeting policy  
Global (Org-wide default)
- Messaging policy  
Global (Org-wide default)
- Live events policy  
Global (Org-wide default)
- App permission policy  
Global (Org-wide default)
- App setup policy  
Global (Org-wide default)
- Call park policy  
Global (Org-wide default)
- Calling policy  
Global (Org-wide default)
- Caller ID policy

**Policy package** Edit

Package assigned  
None

Give feedback

