



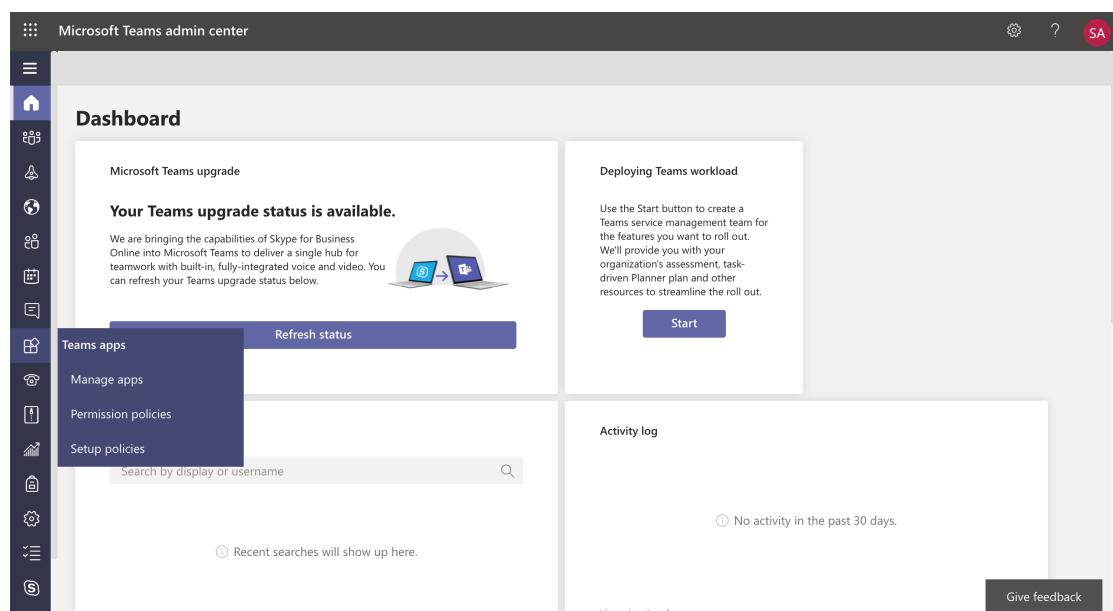
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How to add the Skolon Teams app to the menu bar

Clara Hardarsson - 2026-01-12 - [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**.



Microsoft Teams admin center

Dashboard

Microsoft Teams upgrade

Your Teams upgrade status is available.

We are bringing the capabilities of Skype for Business Online into Microsoft Teams to deliver a single hub for teamwork with built-in, fully-integrated voice and video. You can refresh your Teams upgrade status below.

Refresh status

Teams apps

Manage apps

Permission policies

Setup policies

Search by display or username

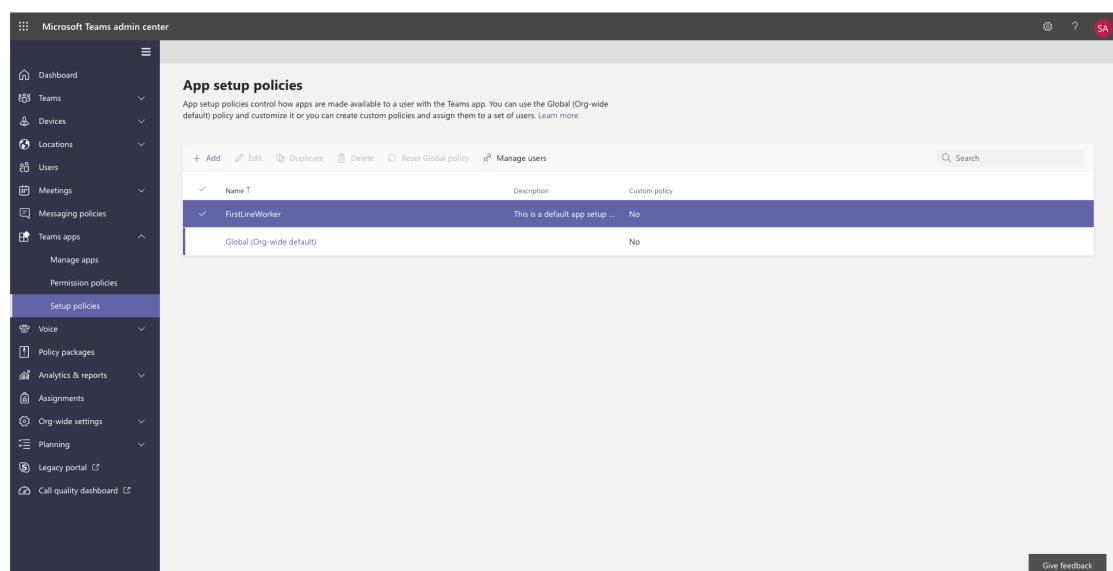
Activity log

Start

Give feedback

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.



Microsoft Teams admin center

Dashboard

Teams

Devices

Locations

Users

Meetings

Messaging policies

Teams apps

Manage apps

Permission policies

Setup policies

Voice

Policy packages

Analytics & reports

Assignments

Org-wide settings

Planning

Legacy portal

Call quality dashboard

App setup policies

App setup policies control how apps are made available to a user with the Teams app. You can use the Global (Org-wide default) policy and customize it or you can create custom policies and assign them to a set of users. [Learn more](#)

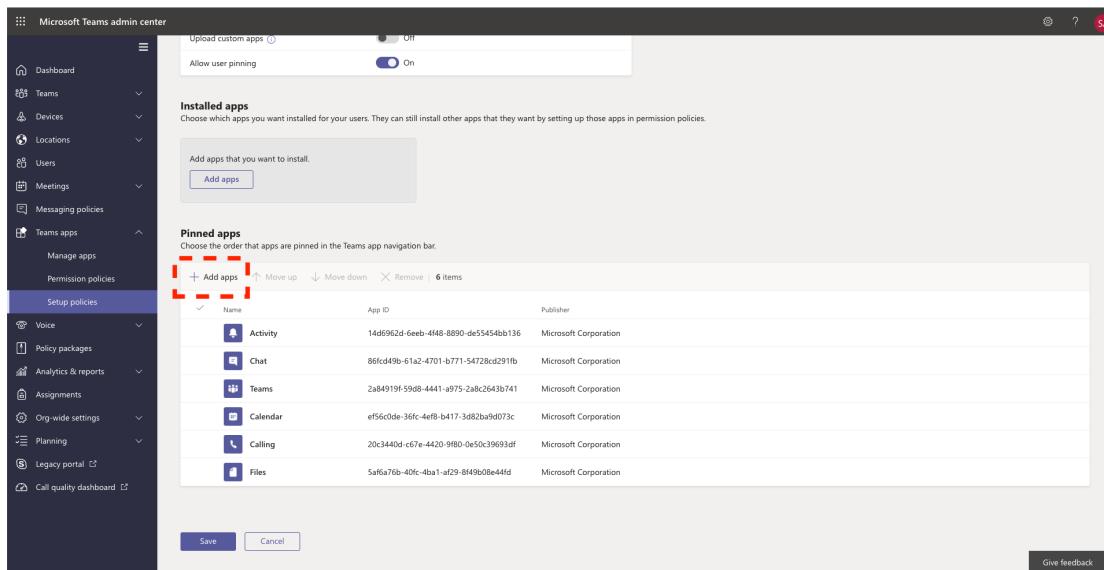
+ Add ⚙ Edit ⚙ Duplicate ⚙ Delete ⚙ Reset Global policy ⚙ Manage users

Name	Description	Custom policy
FirstLineWorker	This is a default app setup ...	No
Global (Org-wide default)		No

Search

Give feedback

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

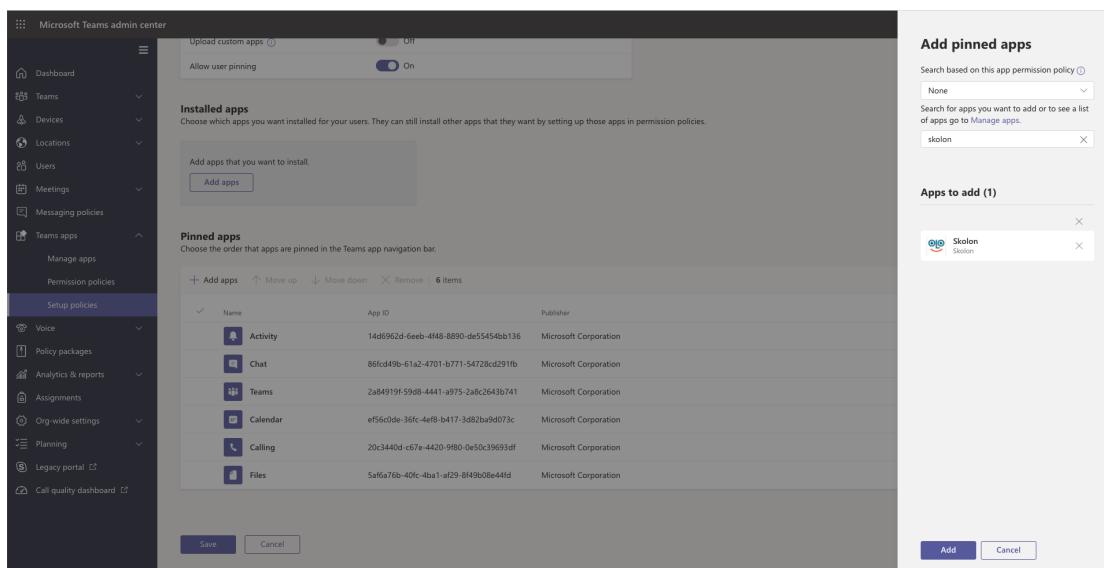


Pinned apps
Choose the order that apps are pinned in the Teams app navigation bar.

Name	App ID	Publisher
Activity	14d6962d-6e6b-4f48-8890-de55454b136	Microsoft Corporation
Chat	86fc4d9b-61a2-4701-b771-54728cd291fb	Microsoft Corporation
Teams	2a84919f-59d8-4441-a975-2a8c2643b741	Microsoft Corporation
Calendar	ef56c0de-36fc-4ef8-b417-3d82ba9d073c	Microsoft Corporation
Calling	20c3440d-c57e-4420-9b80-0e50c39693df	Microsoft Corporation
Files	5a16a76b-40fc-4ba1-af29-849b0be44fd	Microsoft Corporation

Save **Cancel** **Give feedback**

Policies are installed at the user level.



Add pinned apps

Search based on this app permission policy (None)

Search for apps you want to add or to see a list of apps go to [Manage apps](#).

skolon

Apps to add (1)

Skolon
Skolon

Add **Cancel**

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

