Connect your video conferencing app

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In this article, you will learn how to connect your third-party video conferencing app to your OnceHub account.

Connecting a third-party video conferencing app

To connect a third-party video conferencing app, follow these instructions:

First, select your profile picture or initials in the top right-hand corner → **User integrations**.

You will now be able to choose which video conferencing app you'd like to use. Find the connection steps for each app below. Note that some video conferencing apps, like Microsoft Teams and Google Meet, are linked to calendar connection and will connect your calendar, email, and video conferencing at the same time.

Connecting to **Zoom**, **GoToMeeting**, and **Webex**

1. Click the **Connect button** associated with the app of your choice.
2. For **Zoom**, **GoToMeeting**, and **Webex**, this will open a pop-up window.
3. Follow the instructions to connect your account to OnceHub.

Connecting to **Google Meet**

1. For **Google Meet,** you must connect to your Google Workspace. This automatically enables Google Meet.
2. Click the **Connect** button for **Google Workspace.**
3. Follow the instructions to connect your account to OnceHub.

Connecting to **Microsoft Teams**

1. For **Microsoft Teams**, you will need to connect through Microsoft 365.
2. Click the **Connect** button for **Microsoft 365 Calendar via OAuth**.
3. The Microsoft 365 Account sign-in page will open in a new pop-up tab. If you are already signed in, your browser will detect this and ask you to confirm. If you are not signed in, you will need to sign into your Microsoft 365 Account.
4. Click **Allow** to authorize OnceHub to access your Microsoft 365 Account.
5. You'll be redirected back to the OnceHub **Calendar connection** page, where you'll see confirmation of your Microsoft Teams connection and advanced integration settings.

> (i) **Note:**
>
> If your Microsoft Teams account is not connected automatically, this could be because your Microsoft 365 administrator has not signed up for Microsoft Teams or has deactivated Microsoft Teams for your specific Microsoft 365 license. Learn more.
>
> Your credentials are known to Microsoft only, and are never stored in OnceHub. OnceHub communicates with Microsoft using an encrypted OAuth 2.0 connection

Connecting to **Skype**

Our Skype integration completely automates the provisioning of Skype sessions. Customers receive a single OnceHub confirmation email including all of the meeting details in their local time zone.

All users connected to a Microsoft 365 Calendar using OAuth 2.0 who associate the same Microsoft ID with Skype can use Skype video conferencing automatically, with no further integration required.

1. Select your profile picture or initials in the top right-hand corner → **User integrations**.
2. Connect to **Microsoft 365 Calendar** by clicking the **Connect** button (Figure 1).
   Note that there is no reference to Skype when connecting to Microsoft 365 through OAuth. However, the Skype integration will connect if your Microsoft ID uses Skype instead of Microsoft Teams.
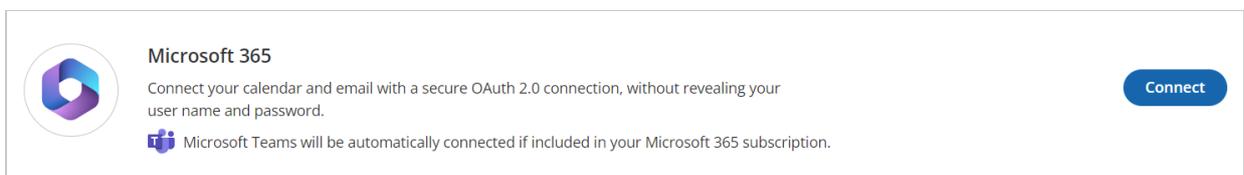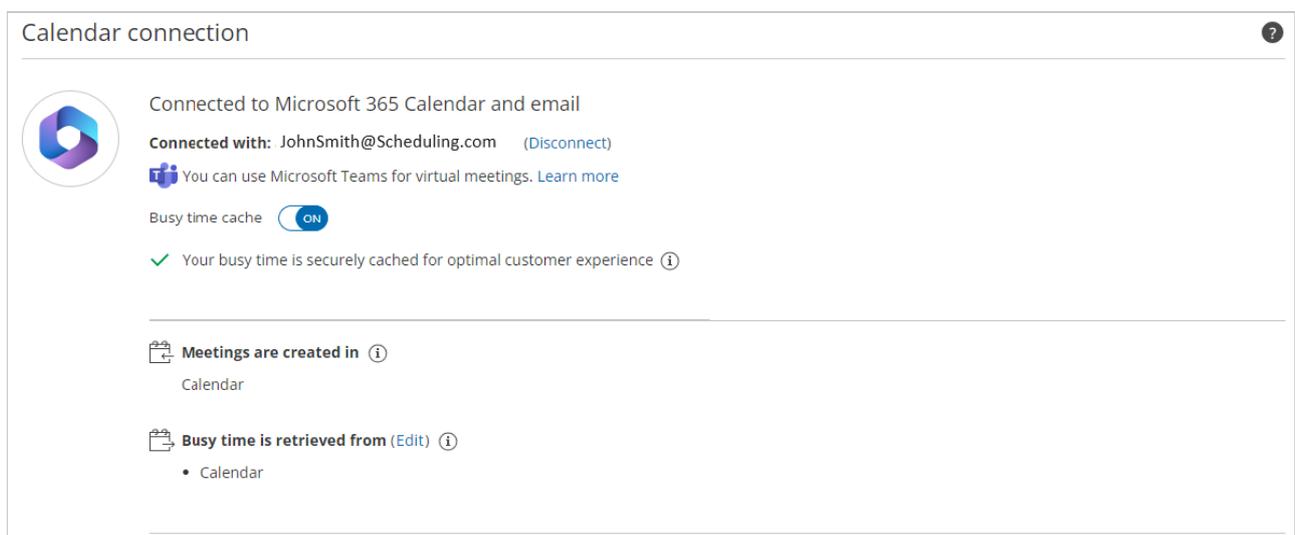
Microsoft 365
Connect your calendar and email with a secure OAuth 2.0 connection, without revealing your user name and password.
Microsoft Teams will be automatically connected if included in your Microsoft 365 subscription.

[Connect]

Figure 1: Connecting your Microsoft 365 calendar

3. The Microsoft 365 Account sign-in page will open in a new pop-up tab.
4. If you are already signed in, your browser will detect this and ask you to confirm. If you are not signed in, you will need to sign into your Microsoft 365 account.

> **ⓘ Note:**
>
> Your credentials are known to Microsoft only, and are never stored in OnceHub. OnceHub communicates with Microsoft using an encrypted OAuth 2.0 connection.

5. Click **Allow** to authorize OnceHub to access your Microsoft 365 Account.
6. You'll be redirected back to the OnceHub **Calendar connection** page, where you'll see confirmation of your Skype connection and advanced integration settings.

Calendar connection ⓘ

Connected to Microsoft 365 Calendar and email
Connected with: JohnSmith@Scheduling.com   (Disconnect)
You can use Microsoft Teams for virtual meetings. Learn more
Busy time cache [ON]
✓ Your busy time is securely cached for optimal customer experience ⓘ

Meetings are created in ⓘ
Calendar

Busy time is retrieved from (Edit) ⓘ
• Calendar

OnceHub Support

Congratulations! OnceHub is now connected to your Skype account. Next, you can configure your booking pages to use Skype.

> ⓘ **Note:**
>
> If your Microsoft Teams account connects instead of Skype, log out of your Microsoft 365 account and sign into an account that does not have Microsoft Teams connected. If the email associated with that account has a Skype ID, it will connect automatically to Skype.