

Remote user Mailbox Feature for O365 Hybrid Integration

Summary

This article provides a summary on How to add/Manage O365 (Remote) Mailbox.

Prerequisites

Please follow the steps given below in sequence

1. On premises Exchange Hybrid is configured
2. Customer has exchange and office 365 subscription active in MachPanel on same (local AD) organization.

Step to create

1. Navigate to manage exchange subscription (i.e. Home > Service Director > Exchange Hosting > Exchange Accounts > Manage Service)
2. Go to **Tab: Mailboxes**, click to add mailbox, drop down list now contains another option **O365 mailbox**

General Settings Mail Domains **MailBoxes** Mail Contacts Distribution List

Group Actions SPAM Filters Calendar Permissions

Search

Operations

User mailbox Add Bulk MailBox Add Bulk Linked MailBox Group Actions Remove & E

Linked mailbox

Shared mailbox

Room mailbox

Equipment mailbox

O365 mailbox

Name Ascending Go

Details

Status: Active

Type: O365 Mailbox

Usage: 0 MB of 1 GB

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3. Further flow is just like [adding/managing a new mailbox](#)

MachPanel Knowledgebase

<https://kb.machsol.com/Knowledgebase/55661/Remote-user-Mailbox-Feature-for-...>