

Remote user Mailbox Feature for O365 Hybrid Integration

Summary

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

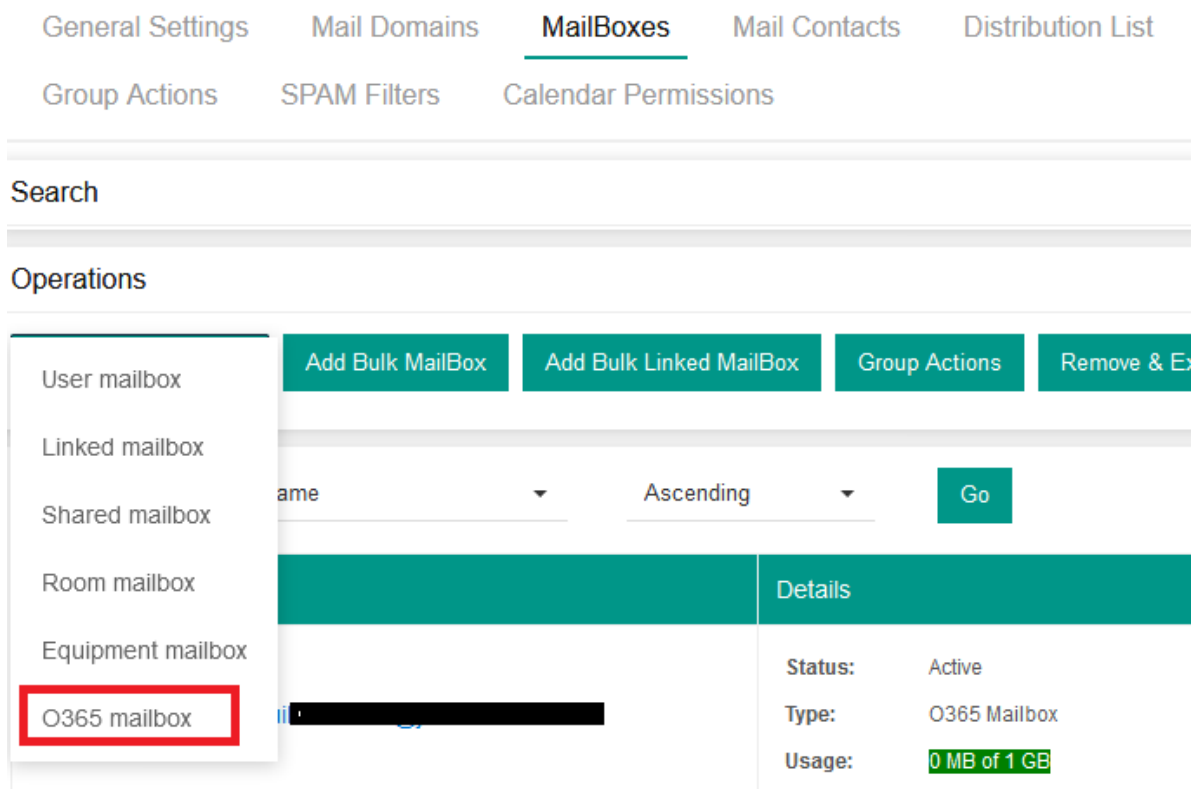
Prerequisites

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**



The screenshot displays the MachPanel interface for managing mailboxes. The top navigation bar includes tabs for General Settings, Mail Domains, MailBoxes (selected), Mail Contacts, and Distribution List. Below this, there are additional tabs for Group Actions, SPAM Filters, and Calendar Permissions. A search bar is present. The main section is titled 'Operations' and contains a list of mailbox types: User mailbox, Linked mailbox, Shared mailbox, Room mailbox, Equipment mailbox, and O365 mailbox (highlighted with a red box). To the right of the list, there are buttons for 'Add Bulk MailBox', 'Add Bulk Linked MailBox', 'Group Actions', and 'Remove & E'. Below the list, there is a table with columns for 'Name' and 'Details'. The table shows a single entry with the following details: Status: Active, Type: O365 Mailbox, and Usage: 0 MB of 1 GB.

Name	Details
	<p>Status: Active</p> <p>Type: O365 Mailbox</p> <p>Usage: 0 MB of 1 GB</p>

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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-...>