

# CertSecure Microsoft Teams Integration Guide

## STEP 1: Create an Incoming Webhook in Microsoft Teams

1. Open Microsoft Teams and either:
  - Select an **existing standard channel**, or
  - **Create a new standard channel** within a Team.
2. Click the **ellipsis (...)** next to the channel name and select **“Connectors”**.
3. Search for **“Incoming Webhook”**, then click **“Configure”**.
4. Provide a name such as **“CertSecure Alerts”**.
5. (Optional) Upload an icon (e.g., CertSecure logo) for easier identification.
6. Click **“Create”**, then copy the generated **Webhook URL**.

 Save this Webhook URL for use in CertSecure.

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## STEP 2: Configure Teams Integration in CertSecure

1. Login to **CertSecure Manager** (Admin portal).
  2. Navigate to: **Misc → Service Setup → Teams**
  3. Fill in the required field:
    - **Webhook\***: Paste the URL you copied from Teams
  4. Click **Save**.
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## STEP 3: Select Notification Events

CertSecure allows you to enable alerts for specific certificate-related events. These include:

- **Creation** – When a certificate is newly issued

- **Revocation** – When a certificate is revoked
  - **Renewal** – When a certificate is renewed
  - **Expiration** – When a certificate expires
  - **Expiration Alerts** – Advance warning before expiration
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## STEP 4: Validate the Integration

CertSecure automatically sends a test message to the configured Teams channel after saving.

Look for a message in Teams like:

 **“CertSecure Teams Integration Successful”**

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## STEP 5: Receive Real-Time Notifications

Once validated, CertSecure will begin sending notifications to your Teams channel based on the events you've enabled.