

# Office 365 Exchange Online Configuration for AD eDiscovery

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## Introduction

eDiscovery requires that the service account has the following in order to collect from Exchange Online/O365:

1. Mail Enabled Account
2. FullAccess over the target mailbox

## How to Grant FullAccess to the service account against either a specific mailbox or all mailboxes in the system:

Connect to Exchange Online Remote Powershell

See [http://technet.microsoft.com/en-us/library/jj984289\(v=exchg.150\).aspx](http://technet.microsoft.com/en-us/library/jj984289(v=exchg.150).aspx)

1. Open PowerShell
2. Execute the following PowerShell Commands:
  - a. \$Cred = Get-Credential  
(At the prompt enter your Exchange Online/O365 Admin Credentials)
  - b. \$Session = New-PSSession -ConfigurationName Microsoft.Exchange - ConnectionUri <https://outlook.office365.com/powershell> -Credential \$Cred - Authentication Basic -AllowRedirection
  - c. Import-PSSession \$session

## To grant FullAccess over a single mailbox:

```
Add-MailboxPermission <SERVICE ACCOUNT> -user <TARGETUSER> -AccessRights FullAccess -InheritanceType all
```

## To grant FullAccess to all mailboxes in the domain:

```
Get-Mailbox -ResultSize unlimited -Filter {(RecipientTypeDetails -eq 'UserMailbox') -and (Alias -ne 'Admin')} |  
Add-MailboxPermission -User AdministratorAccount@contoso.com -AccessRights fullaccess -InheritanceType all
```

## Note:

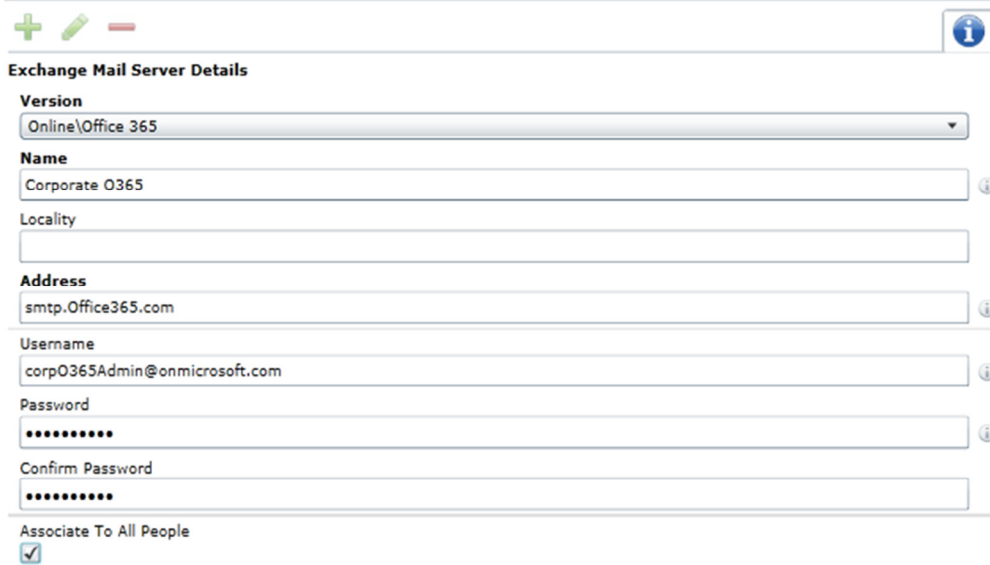
eDiscovery does not currently support collecting data from Sharepoint 365, OneDrive, or Lync.

## How to configure eDiscovery to collect mail from Exchange Online/O365:

1. Login to AD eDiscovery as an administrative user account.
2. Click the DataSources tab.
3. Select the Exchange tab.
4. Click the green plus sign to add a new Exchange Data Source record.
5. Fill in the following fields:
  - a. Version: "Online\Office 365"
  - b. Name: This is a friendly name. Can be set to any nickname for this record.
  - c. Address: All Office 365 connections should use the following URL:

SMTP.office365.com

- d. Username: Username of Office 365 account for which a mail account has been created and permission granted as described above.
- e. Password: Password of account specified in step 5.d.



The screenshot shows a configuration form for an Exchange Mail Server. At the top, there are three icons: a green plus sign, a green pencil, and a red minus sign, followed by an information icon (i). The form is titled "Exchange Mail Server Details" and contains the following fields:

- Version:** A dropdown menu with "Online\Office 365" selected.
- Name:** A text input field containing "Corporate O365".
- Locality:** An empty text input field.
- Address:** A text input field containing "smtp.Office365.com".
- Username:** A text input field containing "corpO365Admin@onmicrosoft.com".
- Password:** A text input field with masked characters (dots).
- Confirm Password:** A text input field with masked characters (dots).

At the bottom of the form, there is a checkbox labeled "Associate To All People" which is checked.