

Oracle® Cloud

Import Absence Records from Oracle HCM Cloud to Microsoft Calendar



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Oracle Cloud Import Absence Records from Oracle HCM Cloud to Microsoft Calendar,
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Preface

This document describes how to install, configure, and run this recipe in Oracle Integration 3.

Topics:

- [Documentation Accessibility](#)
- [Diversity and Inclusion](#)
- [Related Resources](#)
- [Conventions](#)

Documentation Accessibility

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Oracle is fully committed to diversity and inclusion. Oracle respects and values having a diverse workforce that increases thought leadership and innovation. As part of our initiative to build a more inclusive culture that positively impacts our employees, customers, and partners, we are working to remove insensitive terms from our products and documentation. We are also mindful of the necessity to maintain compatibility with our customers' existing technologies and the need to ensure continuity of service as Oracle's offerings and industry standards evolve. Because of these technical constraints, our effort to remove insensitive terms is ongoing and will take time and external cooperation.

Related Resources

For more information, see these Oracle resources:

- Oracle Integration documentation in the Oracle Cloud Library on the Oracle Help Center.
- Oracle Cloud at <http://cloud.oracle.com>.

Conventions

The following text conventions are used in this document.

Convention	Meaning
boldface	Boldface type indicates graphical user interface elements associated with an action, or terms defined in text or the glossary.
<i>italic</i>	Italic type indicates book titles, emphasis, or placeholder variables for which you supply particular values.
monospace	Monospace type indicates commands within a paragraph, URLs, code in examples, text that appears on the screen, or text that you enter.

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About This Recipe

Use this recipe to import approved absence records from Oracle HCM Cloud to Microsoft Office 365 Calendar.



Note:

This recipe is available as **Oracle HCM Cloud — Microsoft Calendar | Import Absence Records** in the Integration Store. Oracle provides this recipe as a sample only. The recipe is meant only for guidance, and is not warranted to be error-free. No support is provided for this recipe.

Overview

This recipe imports approved absence records from Oracle HCM Cloud to Microsoft Office 365 Calendar as per a schedule specified in Oracle Integration.

To use the recipe, you must install the recipe and configure the connections and other resources within the recipe. Subsequently, you can activate and run the integration flow of the recipe manually or specify an execution schedule for it.

When triggered, the integration flow reads all the approved absence records in Oracle HCM Cloud and creates subsequent events in Microsoft Office 365 Calendar. An email notification is sent to the individual event participants.

System and Access Requirements

- Oracle Integration, Version 21.2.1.0.0 or higher
- Oracle HCM Cloud
- An account on Oracle HCM Cloud with the Administrator role
- Microsoft Azure
- An account on Microsoft Azure with the Administrator role

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Before You Install the Recipe

You must perform the following configuration tasks on your Oracle HCM Cloud and Microsoft Office 365 Calendar instances in order to successfully connect to these external systems using Oracle Integration and import approved absence records.

Configure Oracle HCM Cloud

To access the Oracle HCM Cloud instance from Oracle Integration and read the approved absence records, you'll need to create a user account for Oracle Integration on Oracle HCM Cloud, and make a few other configurations. See [Prerequisites for Creating a Connection](#).

Also, create and approve absence records.

1. Create absence records in the Oracle HCM Cloud instance. See [Add Absences](#).
2. Approve the absence records. See [Absence Administration Tasks](#).



Configure Microsoft Office 365 Calendar

To connect to Microsoft Office 365 Calendar from Oracle Integration and create events, you must create an OAuth application on your Microsoft Office 365 Calendar and obtain access keys for the application. See [Prerequisites for Creating a Connection](#).

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
Install and Configure the Recipe

On your Oracle Integration instance, install the recipe to deploy and configure the integration and associated resources.


1. On the Oracle Integration Home page, in the **Use a recipe/accelerator** section, click **View all**.
2. Find the recipe you want to install.
3. Hover over the recipe, then click **Install** .
A message confirms that the recipe was successfully installed, and the recipe card shows **INSTALLED**.
4. Hover over the recipe again, and click **Configure**  to configure the resources of the recipe.
The project workspace opens, displaying all the resources of the recipe. Configure the following resources before you activate and run the recipe.

Configure the Oracle HCM Cloud Connection

Use the following steps to configure the **Oracle HCM Cloud Connection** connection.


1. In the Connections section, click **Actions**  on the connection, then select **Edit**.
2. In the Properties section, enter the Oracle HCM Cloud host name. For example:
`https://your_domain_name.fa.DC.oraclecloud.com.`
3. In the Security section, enter the following details:

Field	Information to Enter
Security Policy	Select Username Password Token .
User Name	Enter the user name of the account created for Oracle Integration on Oracle HCM Cloud. See Configure Oracle HCM Cloud .
Password	Enter the password of the account created for Oracle Integration on Oracle HCM Cloud.


4. Click **Save**. If prompted, click **Save** again.
5. Click **Test** to ensure that your connection is successfully configured. In the resulting dialog, click **Test** again.
A message confirms if your test is successful.
6. To return to the project workspace, click **Go back** .

Configure the Oracle Microsoft Office 365 Calendar Connection

Use the following steps to configure the **Oracle Microsoft Office 365 Calendar Connection** connection.

1. In the Connections section, click **Actions**  on the connection, then select **Edit**.
2. In the Security section, enter the following details:

Field	Information to Enter
Client ID	Enter the Client ID obtained when you configured Microsoft Office 365 Calendar. See Configure Microsoft Office 365 Calendar .
Client Secret	Enter the Client Secret obtained when you configured Microsoft Office 365 Calendar.
Scope	Enter <code>https://graph.microsoft.com/Calendars.ReadWrite offline_access</code>

3. Click **Save**. If prompted, click **Save** again.
4. Click **Provide Consent**.
5. In the resulting Sign in dialog, enter your Oracle Integration user name and password, and click **Sign in**.
You'll now be redirected to the Microsoft Office 365 Calendar page.
6. Enter your Microsoft Office 365 Calendar account credentials.
A page is displayed asking for permission to interact with the account.
7. Click **Yes**.
You're informed that access is allowed. You can now switch back to the Microsoft Office 365 Calendar Connection window of Oracle Integration to test your connection.
8. Click **Test** to ensure that your connection is successfully configured. In the resulting dialog, click **Test** again.
A message confirms if your test is successful.
9. To return to the project workspace, click **Go back** .

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Activate and Run the Recipe

After you've configured the connections and other resources, you can activate and run the recipe.


1. In the project workspace, click **Activate**. In the Activate project panel, with the default project label selected, choose an appropriate tracing option, then click **Activate**.

A message confirms that the integration has been activated. Refresh the page to view the updated status of the integration.

2. Update property values for the **Oracle HCM Microsoft Create Absence Calendar Event** integration flow. You can update the integration properties only after activating this flow.

Integration Property	Description
CalendarTimeZone	Specify the time zone in which the calendar event must be created.
Attendees	Specify the email address of the event attendees. Enter the email address of your choice.

For the procedure to update the integration properties, see Steps 7 and 8 in [Override Design-Time Properties in an Integration](#).

3. Run the recipe.
 - a. In the Integrations section of the project workspace, click **Actions**  on the integration flow, then select **Run**.
 - b. On the Configure and run page, you can specify a value for the `lastRunDateTime` parameter, and click **Run**.

The `lastRunDateTime` parameter stores the date and time of the most-recent successful run of the integration flow. The parameter's value is automatically updated after each successful run, and only the Oracle HCM Cloud approved absence records created after the date-time stamp stored as the parameter's **Current Value** are processed by the integration in each run. If you want to change the date-time stamp for a specific scenario, enter the date and time of your choice in the **New Value** field in the format, `yyyy-MM-dd HH:mm`. To fetch all the approved absence records from the beginning, set the value as `zero`.

- c. On the Configure and run page, click **Run**.
You've now successfully submitted the integration for execution.

 **Note:**

You can also schedule this integration to run at a date, time, and frequency of your choosing. See [Define the Integration Schedule](#).

4. Monitor the running of the integration flow in Oracle Integration.

- a. In the project workspace, click **Observe**. You'll see the integration flow being triggered and running successfully.
 - b. To manage errors in your project, see [Manage Errors in a Project](#).
The recipe now imports approved absence records from Oracle HCM Cloud to Microsoft Office 365 Calendar.
5. Log in to Microsoft Office 365 Calendar and check for new events created for the approved absence records.
 - a. Sign in to [Outlook.com](#).
 - b. Select the **Calendar** icon.
 - c. In the Search box, type the keywords you want to search and check for new events. See [Search for calendar items](#).

Related Documentation

- [Using the Oracle HCM Cloud Adapter with Oracle Integration 3](#)
- [Using the Microsoft Office 365 Calendar Adapter with Oracle Integration 3](#)