ManageEngine
M365 Manager Plus

M365 Manager Plus

Installation Guide

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System requirements

This section lists all the hardware and software requirements for your environment.

Hardware requirements

The table below lists the hardware and respective specifications required by ManageEngine M365 Manager Plus.

Hardware	Minimum	Recommended
Processor	2.4GHz	3GHz
Number of cores	4	6 or more
RAM	8GB	16GB
Disk space	200GB (SSD preferred)	500GB (SSD preferred)
Disk throughput	5 MB/s	20 MB/s

Note:

- The values above are subject to change based on customer requirements.
- Choose the required disk space based on usage and future requirements.
- If you use M365 Manager Plus to back up your Exchange Online mailboxes, ensure you have additional disk space to store the backups. M365 Manager Plus typically compresses backups to a third of their original size. If the total size of the Exchange Online mailboxes 1TB, ensure you have 1TB of free disk space to store the full backup and all subsequent incremental backups.

Software requirements

This section lists the platforms and browsers supported by M365 Manager Plus.

Supported platforms

- Windows Server 2025
- Windows Server 2022
- Windows Server 2019
- Windows Server 2016
- Windows Server 2012 R2
- Windows Server 2012
- Windows Server 2008 R2 SP1
- Windows 11
- Windows 10
- Windows 8.1
- Windows 8
- Windows 7 SP1

Supported browsers

- Internet Explorer 9.0 and above
- Firefox 45.0 and above
- Chrome 45.0 and above
- Microsoft Edge 45.0 and above

Supported databases

PostgreSQL

M365 Manager Plus build number	Supported database versions
4400 and above	PostgreSQL 9.4-9.6 and 10.12
4000-4400	PostgreSQL 9.2-9.6

Table 1: Supported PosgreSQL versions

Microsoft MS SQL

M365 Manager Plus build number	Supported database versions
4000 and above	Microsoft SQL Server 2008 - 2022

Table 2: Supported MS SQL versions

Port requirements

M365 Manager Plus uses port 80 for HTTP and port 443 for HTTPS communications.

Prerequisites

Before you configure a Microsoft 365 tenant, make sure that these prerequisites are satisfied:

- You have a working internet connection and the required domains are not blocked by your firewall. Please refer to this table to view the entire list of domains that should be allowed by your firewall.

- You have Microsoft .NET version 4.8 and PowerShell version 5.1 installed.

- The MSOnline PowerShell module for Azure Active Directory is installed on the machine where M365 Manager Plus is installed.

Verify and Install Microsoft .NET version 4.8 and PowerShell version 5.1

Microsoft .NET Framework

- To check if Microsoft .NET Framework is installed, open **Command Prompt from Run**. Enter the following command: reg query *"HKEY_LOCAL_MACHINE\SOFTWARE\Microsoft\NET Framework Setup\NDP\v4\full" /v version*

- Check the displayed version. If the version is below 4.8, install Microsoft .NET Framework version 4.8 from here.

PowerShell

- To check if PowerShell is installed, type PowerShell from Run. If PowerShell is installed, check for its version number by running the following command in PowerShell:
  $PSVersionTable

- If the version is below 5.1 or if PowerShell is not installed, install PowerShell version 5.1 from here.

Installing M365 Manager Plus

M365 Manager Plus is distributed in the EXE format and is available in a 64-bit version for Windows that can be installed in any machine that meets the system requirements.

You can install M365 Manager Plus as:

- An application
- A Windows service

## Installing M365 Manager Plus as an application

By default, M365 Manager Plus will be installed as an application. You can download M365 Manager Plus from here

1. Download M365 Manager Plus.
2. Right-click on the downloaded file and select Run as Administrator.
3. The M365 Manager Plus Install Shield window opens. Click on Yes to continue.
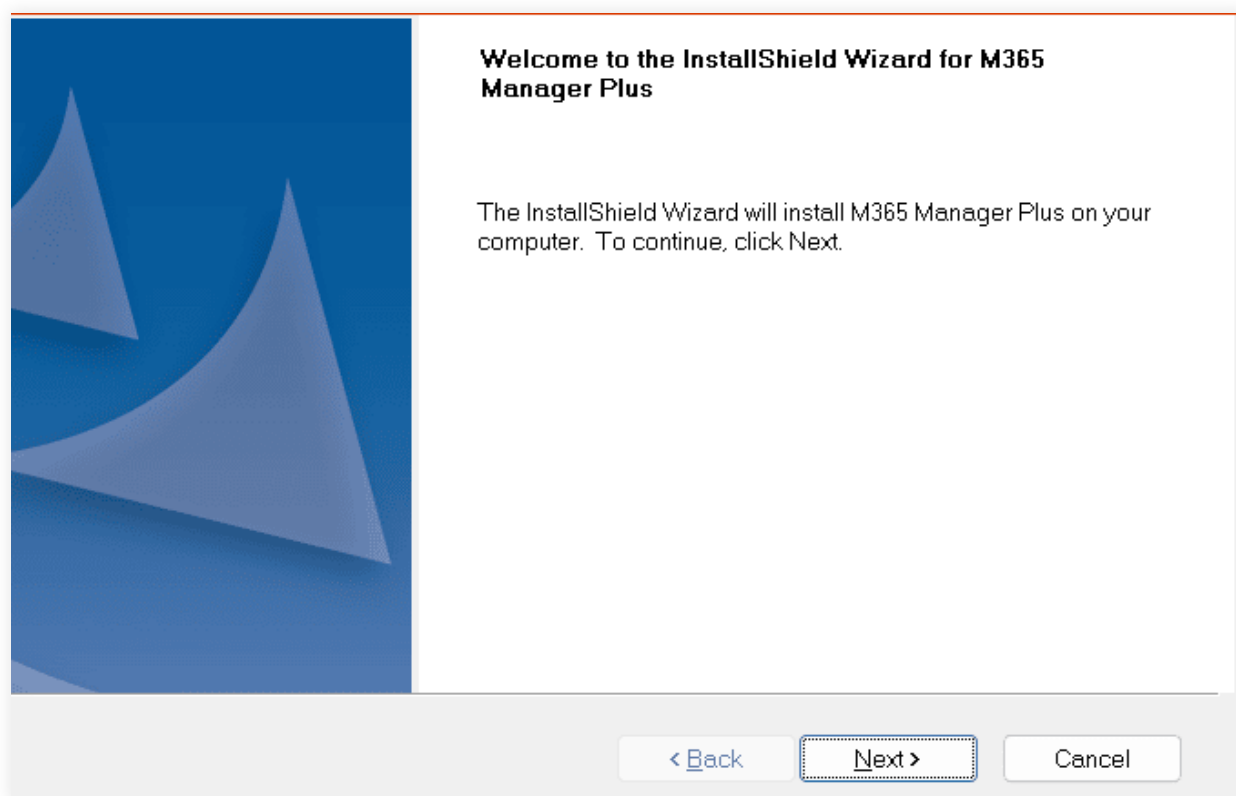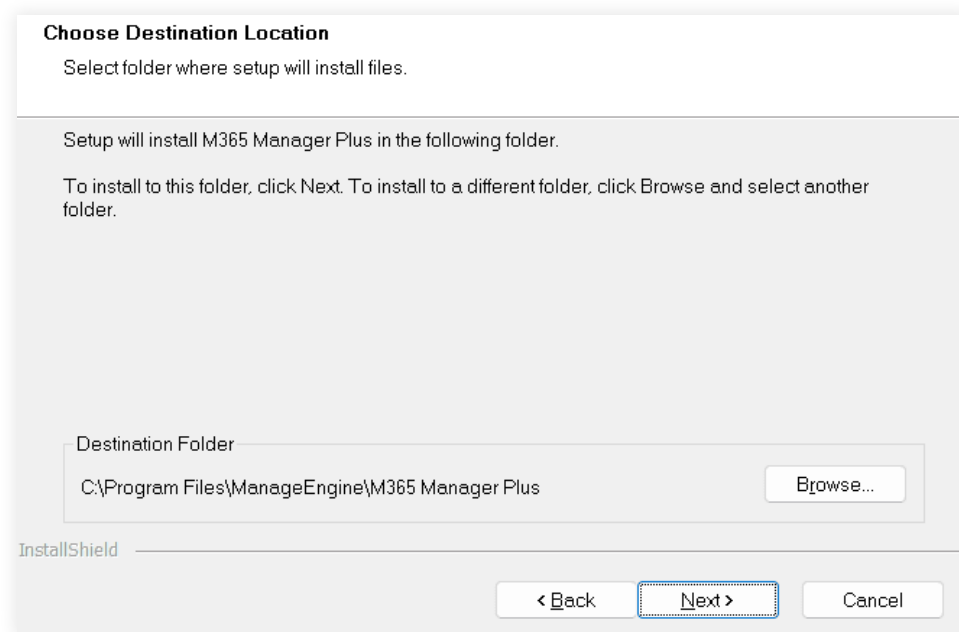

4. Click on Yes to accept the LIcense Agreement.
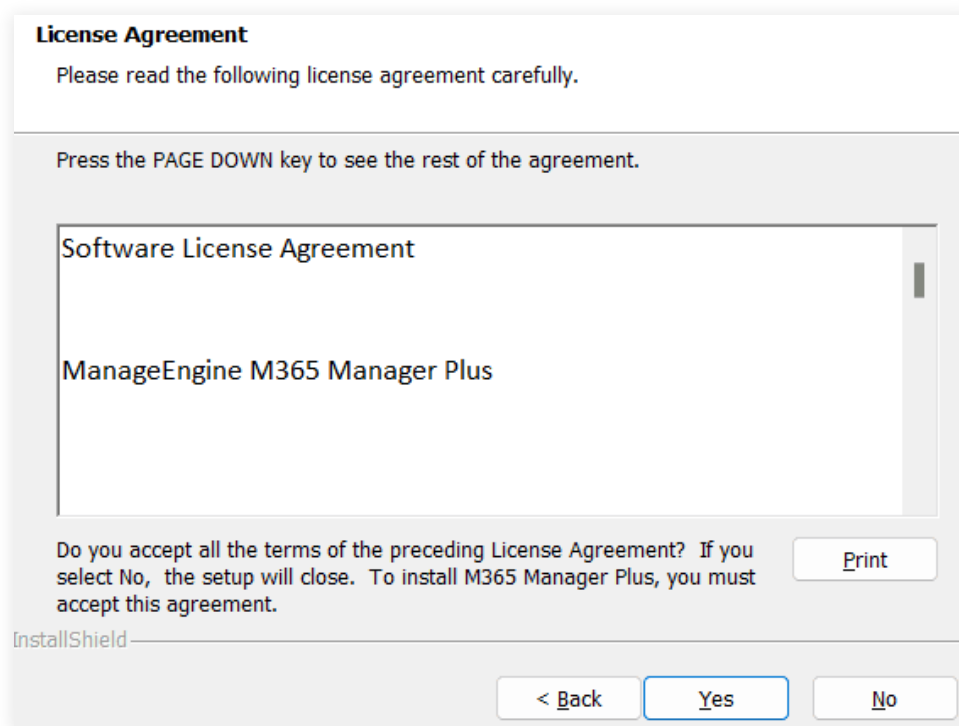
5. The default destination folder for M365 Manager Plus is

C:\Program Files\ ManageEngine\M365 Manager Plus.

If you want to modify the installation folder, use the **Browse** option to do so. Click on **Next.**

6. The default port used by M365 Manager Plus is **8365**. You can change the port number

if you want. Click on **Next**.

Web Server Port Selection

The default Web Server port, used by M365 Manager Plus is 8365. To run M365 Manager Plus on a different port, enter the port number here

8365

InstallShield

< Back   Next >   Cancel

7. The default folder name is M365 Manager Plus. You can change the name if required. Click on **Next**.

Program Folder

Setup will add program icons to the Program Folder listed below. You may type a new folder name, or select one from the existing folders list. Click Next to continue.

Program Folder:

M365 Manager Plus

Existing Folders:

7-Zip
Accessibility
Accessories
ADAudit Plus
ADManager Plus
Administrative Tools
Exchange Reporter Plus
FortiClient VPN
Java Development Kit
LibreOffice 7.6

InstallShield

< Back   Next >   Cancel

8. Fill in the **Registration for Technical Support** form if you need assistance in configuring or using the tool or, you can click on **Skip.**

Registration for Technical Support (Optional)
Enter Your Details below

Name

E-mail Id

Phone

Company Name

Country   -Select-

By clicking 'Next', you agree to our Privacy Policy.

< Back   Next >   Skip

9. Review the installation directory and available free disk space details, and click on **Next** to begin installation.

Begin Installation
Review settings and begin installation

Setup has enough information to begin the installation. Click Back to make any changes.
Click Next to begin the installation.

Current Settings:

Installation Directory : C:\Program Files\ManageEngine\M365 Manager Plus
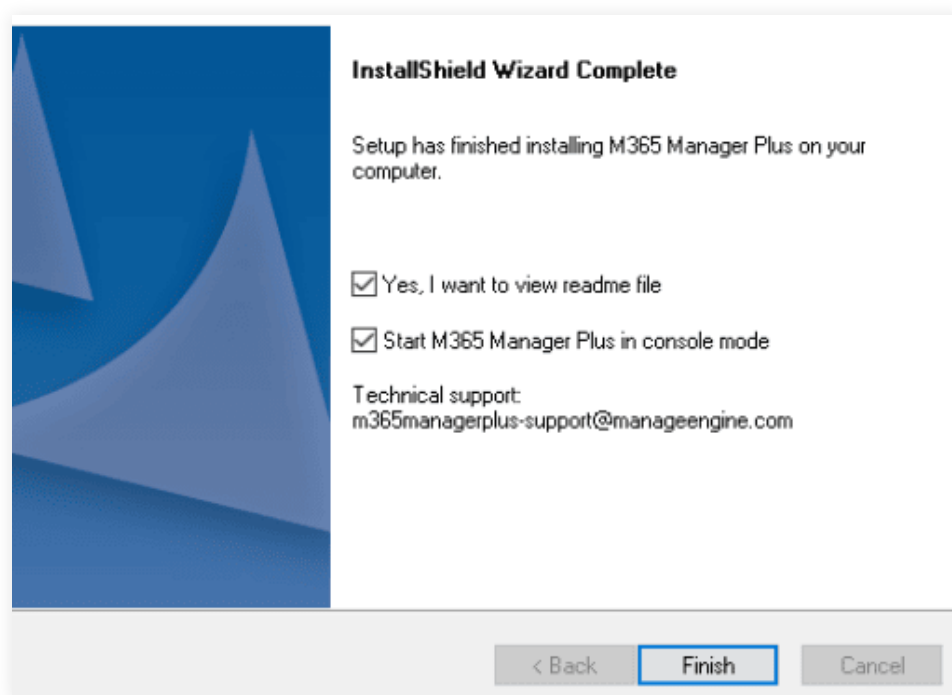Available Disk Space   : 101806 MB

InstallShield

< Back   Next >   Cancel

10. To start M365 Manager Plus as an application, select the **Start M365 Manager Plus in console mode** option and click on **Finish.**

Install M365 Manager Plus as a Windows service

M365 Manager Plus can installed as a Windows service using either the Start menu or command prompt.

Installing M365 Manager Plus as a service from the Start Menu

To install M365 Manager Plus as a service, perform the following steps after installing M365 Manager Plus.

1. Click **Start → All Programs**

2. Select **M365 Manager Plus**

3. Select **NT Service**

4. Select **Install M365 Manager Plus as a service**

5. When M365 Manager Plus is installed as a service, M365 Manager Plus runs with the privileges of the system account.

Installing M365 Manager Plus as a service from the Command Prompt

To install M365 Manager Plus as a service from the command prompt, perform the following steps after installing M365 Manager Plus.

1. Go to **Start → Run → Type cmd**

2. Go to M365 Manager Plus_installation_directory\bin folder on the command prompt.

3. Type InstallAsService.bat

4. This will install M365 Manager Plus as a service.

Starting M365 Manager Plus

M365 Manager Plus can be started in either of the following ways:

- Double-click the **ManageEngine M365 Manager Plus** icon from the desktop.
- Select **Start** → **All Programs** → **M365 Manager Plus** → **Start M365 Manager Plus.**

Starting the M365 Manager Plus automatically launches the client in the default browser.

- On the login page, enter a valid user name and password.
- By default, the **User name** and **Password** are "admin" and "admin" respectively.
- Click on **Login.**

Steps to find the AWS instance ID

- Copy and paste the below link in a browser in your AWS server machine.
  http://169.254.169.254/latest/meta-data/instance-id
- Press **Enter.**
- This will return your AWS instance ID.

Tenant configuration

When you login for the first time, you will be automatically redirected to the tenant configuration page.

1. Log in to M365 Manager Plus as an administrator. The default username and password are
   admin and *admin* respectively.

   Note: If you are hosting the product on AWS, your AWS instance ID will be your default password.

   You can find it by entering this link in a browser on your AWS server machine.

   http://169.254.169.254/latest/meta-data/instance-id

2. Choose the **Tenant Settings** option found in the top-right corner.

3. If you are configuring your first tenant, click **Configure using Microsoft 365 Login**. Otherwise, choose
   Add Tenant, then click **Configure using Microsoft 365 Login.**
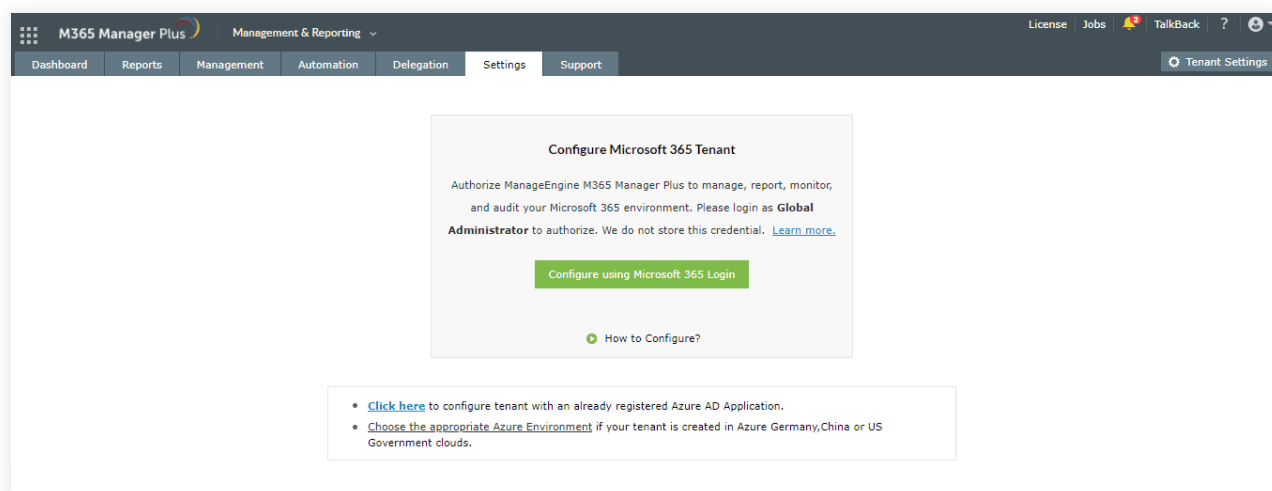
4. Click **Proceed** in the pop-up that appears.

5. You will be redirected to the Microsoft 365 login portal where you will have to sign in with the appropriate credentials. Since this process does not take place within M365 Manager Plus, the credentials entered will not be stored in the product database.

6. Click **Accept.**
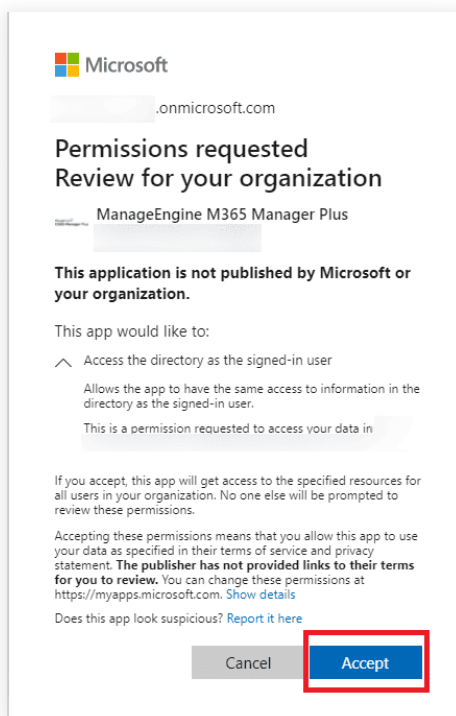
7. An Entra application and service account for M365 Manager Plus will be created automatically. ou will now see a page that displays the list of permissions the application needs.

Please note down the application name, which is shown at the top. You will need this later.

8. Go through the list of permissions and click **Accept.**

Note: If you do not want to provide all the required permissions, please configure your tenant manually. You can also choose to configure your tenant with full permissions now and modify the permissions later, using the Minimum Scope document for reference.

9. You will now be redirected to the M365 Manager Plus console, where you can see that REST API access is enabled for the account you configured. If REST API access is not enabled, you have to do it manually.
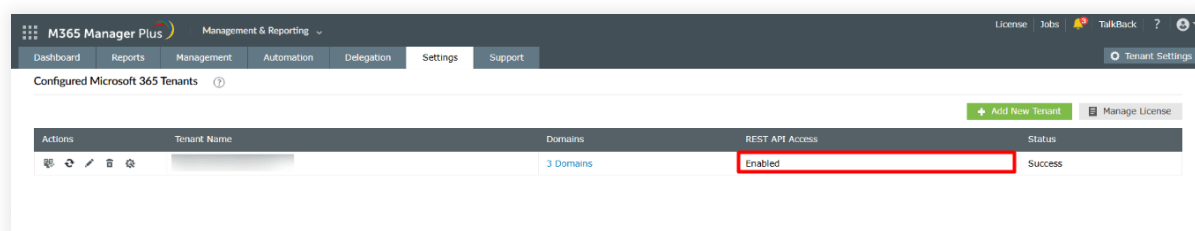
Connection settings

You can configure port number, proxy server and URI in **Settings>Admin>General Settings>Connection**

Mail Server settings

You can configure mail server and product notifications in **Settings>Admin>General Settings>Mail Server**

Notification Settings

- To notify the admin when the application is started, check the box next to the **Application Uptime Notification** field.
- To notify the admin when the application shuts down unexpectedly, check the box next to the **Enable Downtime Notification** field.
- To notify the admin about newly released product features and enhancements, check the box next to the **Enable Product Update Notification** field.
- Click **Save**.
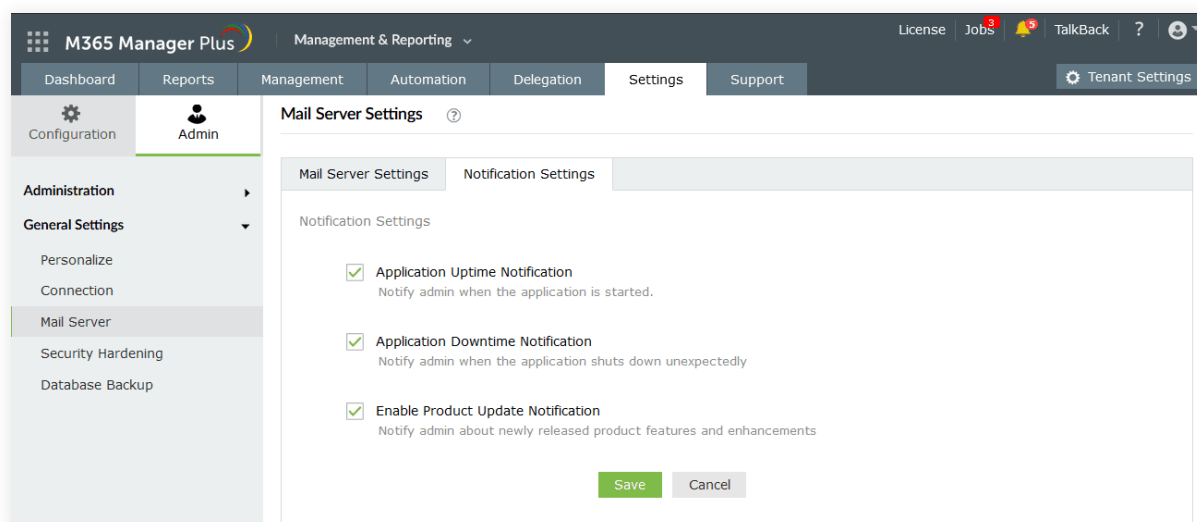
Installing service packs

You can install the service pack update for M365 Manager Plus from here. Once you download the update file,

- Shut down M365 Manager Plus
  - If the product runs as an application, click on **Start** → **All Programs** → **M365 Manager Plus** → **Stop M365 Manager Plus.**
  - If the product runs as a Windows service, click on **Start** → **Run** → type services.msc → Right click on **ManageEngine M365 Manager Plus →Stop**
- Execute the stopDB.bat file under M365 Manager Plus_installation_directory\bin folder.
- Backup M365 Manager Plus by zipping the contents of M365 Manager Plus installation directory.
- In case of MS SQL Database Server, take a backup of the database also.
- Open Command Prompt as an administrator and execute the UpdateManager.bat file under M365 Manager Plus_installation_directory\bin.
- Open a Command Prompt as an administrator and execute the UpdateManager.bat file under M365 Manager Plus_installation_directory\bin.
- Click **Browse** and select the .ppm file that you have downloaded.
- Click on **Install**. Depending on the amount of data to be migrated, the installation procedure may take a few minutes. Please do not terminate the procedure prematurely.
- Click **Close** and then **Exit** to quit Update Manager tool.
  Start M365 Manager Plus.
  - If the product runs as an application, click on **Start** → **All Programs** → **M365 Manager Plus** → **Start M365 Manager Plus**
  - If the product runs as a Windows service, click on **Start** → **Run** → type services.msc → right-click **ManageEngine M365 Manager Plus** → **Start**

Uninstalling M365 Manager Plus

To uninstall M365 Manager Plus, stop M365 Manager Plus before uninstalling the product.

To Stop the Application

Select **Start** → **Programs** → **M365 Manager Plus** → **Stop M365 Manager Plus Server**

To Uninstall the Application

Select **Start** → **Programs** → **M365 Manager Plus** → **Uninstall M365 Manager Plus**

Appendix

Minimum scope

Roles required for an Entra application

The roles required by an Entra application configured for M365 Manager Plus are listed below.

Table 3: Roles required by the configured Entra application.

Role Name	Scope
Privileged Authentication Administrator	Create, manage, and delete users and their authentication methods.
Helpdesk Administrator	Change passwords, invalidate refresh tokens, and monitor service health.
Exchange Administrator	Create, manage, and delete Exchange Online mailboxes.

Permissions required for an Entra application

The permissions required by an Entra application configured for M365 Manager Plus are listed below.

Table 4: Roles and permissions required by the Entra application.

Module	API Name	Permission	Scope
Management	Microsoft Graph	User.ReadWrite.All	User creation, modification, deletion and restoration.
		Group.ReadWrite.All	Group creation, modification, deletion, restoration, add or remove members and owners.
		AdminsitrativeUnit. ReadWrite.All	Add members to administrative units.
		RoleManagement. ReadWrite.Directory	Add directory roles to users.

		UserAuthentication Method.ReadWrite.All	Allows the application to read and write authentication methods of all users
		Policy.ReadWrite. AuthenticationMethod	Allows the application to change the MFA status of all users and configure their default MFA method.
	Exchange Online	Exchange.Manage AsApp	Used to execute Exchange Online PowerShell cmdlets via the configured Entra application
	SharePoint Online	Sites.Manage.All	Allow the app to read, create, update, and delete document libraries and lists in all site collections.
Reporting	Microsoft Graph	User.Read.All	Get user and group member reports.
		Group.Read.All	Get group reports.
		Contacts.Read	Get contact reports.
		Files.Read.All	Get OneDrive for Business reports.
		Reports.Read.All	Get usage reports.
		Organization.Read.All	Get license detail reports.
		AuditLog.Read.All	Get audit-log-based reports.
		ChannelMember. Read.All	Get Microsoft Teams channel member reports.
		Application.Read.All	Get Entra application details.
		Sites.Read.All	Get details on SharePoint sites.
		Policy.Read.All	Configure conditional access policy details.
		Calendars.Read	Get users' calendar details.
		ReportSettings.Read .All	Enables the configured Entra application to retrieve tenant-level settings from the tenant where it is configured.

	Office 365 Management	ActivityFeed.Read	Read the audit data for the organization.
	Exchange Online	Exchange.Manage AsApp	Used to execute Exchange Online PowerShell cmdlets via the configured Entra application
	SharePoint Online	Sites.Read.All	Allow the app to read documents and list items in all site collections.
Auditing and alerting	Office 365 Management	ActivityFeed.Read	Read the activity data for the organization.
	Exchange Online	Exchange.Manage AsApp	Used to execute Exchange Online PowerShell cmdlets via the configured Entra application
	SharePoint Online	InformationProtection Policy.Read.All (not available in Azure China tenants)	Get data on published sensitivity labels used in the tenant.
Monitoring	Microsoft Graph	ServiceHealth. Read.All	Get health and performance reports.
Content search	Microsoft Graph	Mail.Read	Get content search reports.
Configuration	Microsoft Graph	Application. ReadWrite.All	Modify the application details.
Backup	Office 365 Exchange Online	full_access_as_app	Use Exchange Web Services to back up and restore mailboxes.

Firewall settings

The following endpoints must be allowed by the firewall for the seamless functioning of the tool.

General domains

The general domains that must be allowed through the firewall are as follows:

Table 5: Roles and permissions required by the Azure AD application.

Domains	URLs	Use
*.zoho.com	creator.zoho.com	To update product and security patches, collect geolocation IP information, and send product and health metrics periodically
	salesiq.zoho.com	Used for the Live Chat feature in the Support tab
	livedesk.zoho.com	
manageengine.com	https://www.manageengine.com/microsoft-365-management-reporting/service-pack.html	Used to download service packs during manual update processes
	https://pitstop.manageengine.com	Used to display the recent forum posts and announcements in the Support tab
	updates.manageengine.com	Used to import certificates required to verify the integrity of service packs.
	https://identitymanager.manageengine.com/api/public/v1/oauth/redirect	To enable Microsoft 365 authentication for M365 Manager Plus by facilitating the OAuth authentication flow between Microsoft 365 and M365 Manager Plus **Note:** This URL can be skipped if HTTPS is enabled in M365 Manager Plus
	https://www.manageengine.com/microsoft-365-management-reporting/release-notes.html	Product release notes
	https://www.manageengine.com/microsoft-365-management-reporting/help/welcome/welcome-to-m365manager-plus.html	Product online admin guide
*.zohocorp.com	downloads.zohocorp.com	To download patch files, if any
	https://bonitas.zohocorp.com/	To upload log files
api.bcti.brightcloud.com	https://api.bcti.brightcloud.com/1.0/ip/getgeoinfo	To get the country code based on the geolocation of an IP address in audit logs and reports dependent on the country code

For Japanese build users:

Domains	URLs (besides the global URLs)	Use
*manageengine.jp	https://www.manageengine.jp/products/M365_Manager_Plus/	For pricing, FAQ, features, help, etc.
	adcommunity.manageengine.jp	Support, forum, announcements, etc.
	store.manageengine.jp	To buy product licenses

For Chinese build users:

Domains	URLs (besides the global URLs)	Use
*manageengine.cn	https://www.manageengine.cn/microsoft-365-management-reporting/	For pricing, FAQ, features, help, etc.

Microsoft Entra ID (global service)

Microsoft Entra ID (global service) users must ensure that the following domains are allowed by their firewall. Refer to the respective tables for Microsoft Entra China and Microsoft Entra ID for US Government users.

Note: Depending on your environment, you may need to allow additional URLs for Azure portal authentication. Refer to this document for more details on Azure portal endpoints.

Table 6: Domains to be allowed by Microsoft Entra ID (global service) users

Module	Endpoint
REST API	login.microsoftonline.com
	graph.windows.net
	graph.microsoft.com
	manage.office.com
	portal.office.com
	*aadcdn.msftauth.net (or)
	*aadcdn.msauth.net
Exchange Online	outlook.office.com
	outlook.office365.com/powershell-liveid

Microsoft Entra China

Microsoft Entra China users must ensure that the following domains are allowed by their firewall:

Table 7: Domains to be allowed by Microsoft Entra China users

Module	Endpoint
REST API	login.partner.microsoftonline.cn
	graph.chinacloudapi.cn
	microsoftgraph.chinacloudapi.cn
	manage.office.cn
	portal.azure.cn
	*.msauth.cn
	*aadcdn.msftauth.cn
	*.msftauth.net
Exchange Online	partner.outlook.cn
	partner.outlook.cn/PowerShell

Microsoft Entra ID for US Government

Microsoft Entra ID for US Government users must ensure that the following domains are allowed by their firewall:

Table 8: Domains to be allowed by Microsoft Entra ID for US Government users

Module	Endpoint
REST API	login.microsoftonline.us
	graph.microsoft.us
	manage.office.us
	portal.azure.us
Exchange Online	outlook.office365.us
	outlook.office365.us/powershell-liveid

Other useful documents

1. Guide to secure M365 Manager Plus installation

2. Guide to install SSL certificate in M365 Manager Plus

3. Tenant configuration guide

4. Guide to setup M365 Manager Plus in Azure

5. Guide to host M365 Manager Plus on the internet

Our Products

AD360 | Log360 | ADManager Plus | ADAudit Plus | ADSelfService Plus

Exchange Reporter Plus | RecoveryManager Plus

About M365 Manager Plus

ManageEngine M365 Manager Plus is an one-stop solution for Microsoft 365 management, reporting, auditing and monitoring that helps simplify Microsoft 365 governance, administration, and security. M365 Manager Plus enables admins to gain visibility into various Microsoft 365 components and display key insights through more than 700 out-of-the-box reports. It eliminates the need for writing complex PowerShell scripts and reduces costs associated with administering Microsoft 365.

For more information about M365 Manager Plus, visit www.m365managerplus.com.

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