



Orangehill Birthdays Configuration Manual

1. About

The **Orangehill Birthdays** web part shows birthdays from user profiles via a search query. For birthdays to appear in this web part it is required that at least 1 user profile has a birthday filled in and a search managed property needs to be mapped to the birthday values in the search index.

This manual guides you through the necessary steps to be taken.

2. Search Index

Make sure the search index is **aware** of birthdays by having at least 1 user profile birthday filled in. Add your own birthday by navigating to

<https://eur.delve.office.com/?v=editprofile>

Once a birthday has been updated in the user profile it can take a while for the search crawler to pick it up.

It can take up to 6 hours for the search crawler to update the index.

When the search index is updated the web part will show a message confirming:



You can also check **Crawled properties** and verify that **SPS-Birthday** exists. Navigate to

Site settings => Search Schema => Crawled Properties

Find **SPS-Birthday**:

Managed Properties | **Crawled Properties** | Categories

Use this page to view or modify crawled properties, or to view crawled properties

Filters

Crawled properties:

Category:

Show unaltered property names

PROPERTY NAME

3. Property mapping

Now that crawled property **SPS-Birthday** exists in the search index it is necessary to map it to a managed property in order to extract the data from the index. SharePoint has out-of-the-box refinable properties that can be used for this.

The mapping needs to be created in the tenant search administration which is part of the SharePoint admin center. You can find it here:

[SharePoint admin center](#) => [More features](#) => [Search](#) => [Manage Search Schema](#)

Search

[Managed Properties](#) | [Crawled Properties](#) | [Categories](#)

Use this page to view, create, or modify managed properties and map crawled properties to site columns that contain values. Automatically created managed properties

Filter

Managed property



[New Managed Property](#)

PROPERTY NAME

- [RefinableDate00](#)
- [RefinableDate01](#)
- [RefinableDate02](#)
- [RefinableDate03](#)
- [RefinableDate04](#)
- [RefinableDate05](#)

Find a refinable date property that is not mapped yet by searching for **refinabledate**

Mappings to crawled properties

The list shows all the crawled properties that are mapped to this managed property. A managed property can get its content from one or more crawled properties.

- Include content from all crawled properties
- Include content from the first crawled property that is not empty, based on the specified order

- [Move Up](#)
- [Move Down](#)
- [Add a Mapping](#)
- [Remove Mapping](#)

Select the property, scroll down to **Mappings** and click **Add mapping**

crawled property selection

Select crawled properties to map to RefinableDate06(Date and Time)

Filter on a category:

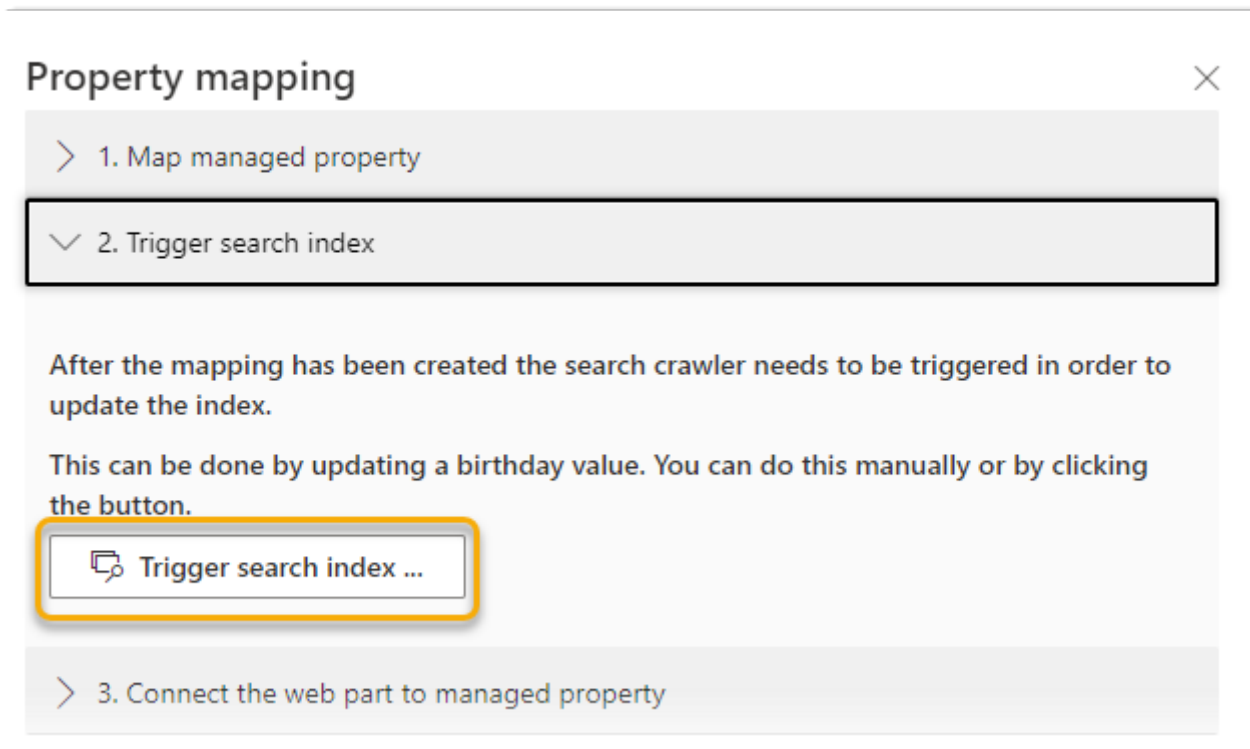
Search for a crawled property name:

[Find](#)

Select a crawled property:

Find **SPS-Birthday**
Select it and click **Ok** twice

Now the search index requires a trigger in order to be updated. This can be done by updating a birthday in the user profile. The web part offers the option in the [help panel](#) to do this by the click of a button but it can be done manually as well:



Property mapping ✕

> 1. Map managed property

✓ 2. Trigger search index

After the mapping has been created the search crawler needs to be triggered in order to update the index.

This can be done by updating a birthday value. You can do this manually or by clicking the button.

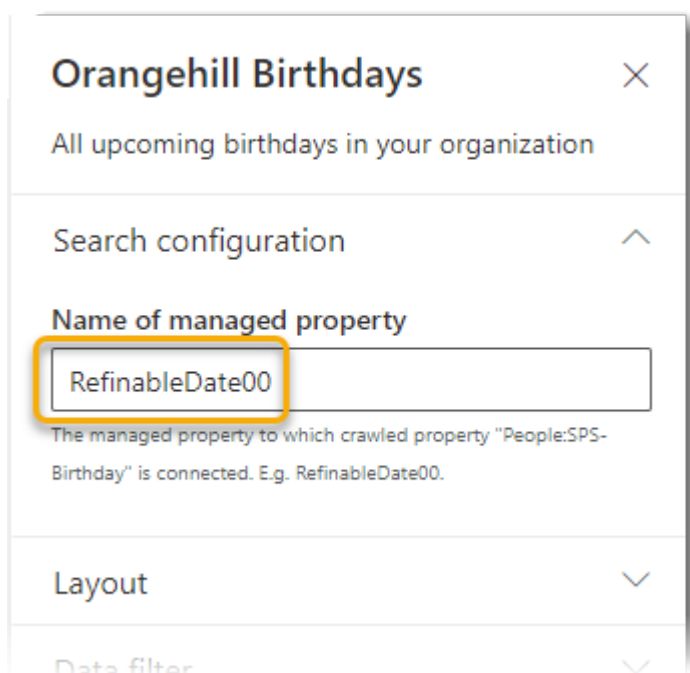
Trigger search index ...

> 3. Connect the web part to managed property

- Navigate to your profile: <https://eur.delve.office.com/?v=editprofile>
- Update your birthday to e.g. 1 January
- Update your birthday to its original value

It can take up to 6 hours for the search crawler to update the index.

Last step is to connect the web part to the mapped managed property:



Orangehill Birthdays ✕

All upcoming birthdays in your organization

Search configuration ^

Name of managed property

RefinableDate00

The managed property to which crawled property "People:SPS-Birthday" is connected. E.g. RefinableDate00.

Layout ∨

Data filter ∨

Once the search crawler is finished birthdays will show up.

4. Online Help

This information is also available as help screen in the web part

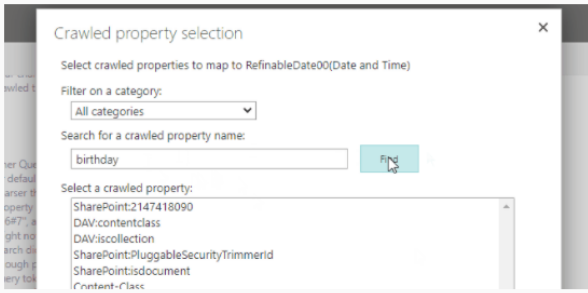
The screenshot shows the SharePoint interface for a 'Communication site'. The 'Birthdays' web part is displayed with a configuration status: 'Birthdays are indexed' (checked) and 'Property is not yet mapped' (unchecked). A red arrow points from the 'Info' button in the configuration panel to the 'Search index' help dialog. The dialog contains the following text:

Search index

- 1. Birthdays in user profiles**
This web part shows birthdays from user profiles via a search query. For the birthday property to appear in the search index it is required that at least one user profile should have a birthday filled in.
[Click here to add the birthday for a different user](#)
- 2. Birthdays in search index**
Once a birthday has been updated in the user profile it can take a while for the search crawler to pick it up.
Please allow approx. 15-30 min. for the crawler to finish.
- 3. Check search index**

The screenshot shows the same SharePoint interface. A red arrow points from the 'Help' button in the configuration panel to the 'Property mapping' help dialog. The dialog contains the following text:

Property mapping

- 1. Map managed property**
For birthdays to appear in search results the crawled property 'SPS-Birthday' needs to be mapped to a managed property. For this you can select an available out-of-the-box refinable date property.

[Click here to make the mapping](#)
- 2. Trigger search index**
- 3. Connect the web part to managed property**