

Enabling and Managing

Microsoft



Office 365

Training Program

Duration: 2 Weeks (Monday-Friday)
Weekend Batches Available

The training focuses on skills required for IT Professionals in evaluating, planning, deploying and set up an Office 365 tenant, operating Office 365 services and supporting technologies.

Also intended as preparation material for IT professionals – Exam 70-346: Managing Office 365 Identities and Requirements; Exam 70-347: Enabling Office 365 Services to obtain the MCSA certification.

The course enhances the Job Opportunities that meet the demand in today's global market.

COURSE OBJECTIVE

- Plan an Office 365 deployment, configure the Office 365 tenant, and plan a pilot deployment.
- Manage Office 365 users, groups, and licenses, and configure delegated administration.
- Plan and configure client connectivity to Office 365.
- Plan and implement the deployment of Office 365 ProPlus.
- Plan and manage Exchange Online recipients and permissions.
- Plan and configure Exchange Online services.
- Plan and implement the Skype for Business Online deployment.
- Plan and configure SharePoint Online.
- Plan and configure an Office 365 collaboration solution that includes Yammer Enterprise, OneDrive for Business and Office 365 groups.
- Plan and configure the integration between Office 365 and Azure RMS, and configure compliance features in Office 365.
- Plan and configure directory synchronization between Azure AD and on-premises AD DS.
- Plan and implement identity federation between on-premises AD DS and Azure AD.
- Monitor and review Office 365 services, and troubleshoot Office 365 issues.

Module 1: Planning and provisioning Office 365

- Overview of Office 365
- Provisioning an Office 365 tenant
- Planning a pilot deployment

Module 2: Managing Office 365 users and groups

- Managing user accounts and licenses
- Managing passwords and authentication
- Managing security groups in Office 365
- Managing Office 365 users and groups with Windows PowerShell
- Configuring administrative access

Module 3: Configuring client connectivity to Microsoft Office 365

- Planning for Office 365 clients
- Planning connectivity for Office 365 clients
- Configuring connectivity for Office 365 clients

Module 4: Planning and deploying Office 365 ProPlus

- Overview of Office 365 ProPlus
- Planning and managing user-driven Office 365 ProPlus deployments
- Planning and managing centralized deployments of Office 365 ProPlus
- Office telemetry and reporting

Module 5: Planning and configuring directory synchronization

- Planning and preparing for directory synchronization
- Implementing directory synchronization by using Azure AD Connect
- Managing Office 365 identities with directory synchronization

Module 6: Planning and managing Exchange Online recipients and permissions

- Overview of Exchange Online
- Managing Exchange Online recipients
- Planning and configuring Exchange Online permissions

Module 7: Planning and configuring Exchange Online services

- Planning and configuring email flow in Office 365

- Planning and configuring email protection in Office 365
- Planning and configuring client access policies
- Migrating to Exchange Online

Module 8: Planning and deploying Skype for Business Online

- Planning and configuring Skype for Business Online service settings
- Configuring Skype for Business Online users and client connectivity
- Planning voice integration with Skype for Business Online

Module 9: Planning and configuring SharePoint Online

- Configuring SharePoint Online services
- Planning and configuring SharePoint site collections
- Planning and configuring external user sharing

Module 10: Planning and configuring a Office 365 collaboration solution

- Planning and managing Yammer Enterprise
- Planning and configuring OneDrive for Business
- Configuring Office 365 groups and Microsoft Teams

Module 11: Planning and configuring rights management and compliance

- Overview of the compliance features in Office 365
- Managing the compliance features in Office 365
- Planning and configuring Azure Rights Management in Office 365

Module 12: Planning and configuring identity federation

- Understanding identity federation
- Planning an AD FS deployment
- Deploy AD FS for identity federation with Office 365
- Planning and implementing hybrid solutions (Optional)

Module 13: Monitoring and troubleshooting Microsoft Office 365

- Monitoring Office 365 service health
- Troubleshooting Office 365



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