

Microsoft 365 Administrator

Learn about:

- 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 configure directory synchronization between Microsoft Azure AD and on-premises AD DS
- Plan and implement the Office 365 ProPlus deployment
- Plan and manage Microsoft Exchange Online recipients and permissions
- Plan and configure Exchange Online services
- Plan and configure Microsoft Teams
- Plan and configure Microsoft SharePoint Online
- Plan and configure an Office 365 collaboration solutions
- Plan and configure the integration between Office 365 and Microsoft Azure Information Protection
- Monitor and review Office 365 services, and troubleshoot Office 365 issues
- Plan and implement identity federation between on-premises AD DS and Azure AD

Pre-Requisites:

Delegates should be familiar with implementing and supporting Windows servers in an Active Directory environment

Duration:

5 Days

Planning and provisioning Office 365

Overview of Office 365
Provisioning an Office 365 tenant
Configuring an Office 365 tenant
Configuring a custom domain
Exploring the Office 365 administrator interfaces
Planning a pilot deployment

Managing Office 365 users and groups

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

Configuring client connectivity to Microsoft Office 365

Plan for the deployment of Office 365 clients
Plan for, and troubleshoot, connectivity for Office 365 clients
Configure connectivity for Office 365 clients
Configuring DNS records for Office 365 clients
Running the Office 365 connectivity analyzer tools
Connecting Office apps

Planning and configuring directory synchronization

Plan and prepare for directory synchronization
Implement directory synchronization by using Microsoft Azure Active Directory Connect
Manage Office 365 identities with directory synchronization

Planning and deploying Office 365 ProPlus

Understand Office 365 ProPlus
Plan and manage user-driven Office 365 ProPlus deployments
Plan and manage centralized deployments for Office 365 ProPlus
Understand Office Telemetry and reporting

Planning and managing Exchange Online recipients and permissions

Understand Exchange Online
Manage Exchange Online recipients
Plan and configure delegated administration

Planning and configuring Exchange Online services

Plan and configure email flow in Office 365
Configuring message transport settings
Plan and configure anti-malware and anti-spam settings in Office 365
Plan and configure policies for Exchange clients
Plan and configure a migration to Exchange Online

Planning and deploying Microsoft Teams

Understand Teams
Plan and Configure Teams
Configure teams user settings and channels
Manage Meeting Settings
Manage Messaging Policies
Manage Voice integration
Configure Organization wide settings in teams
Management and Reporting

Planning and configuring SharePoint Online

Configure SharePoint Online services
Plan and configure SharePoint Online site collections
Plan and configure external user sharing

Planning and configuring an Office 365 collaboration solution

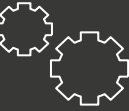
Enable and configure Yammer Enterprise
Planning and configuring OneDrive for Business
Configure Office 365 groups

Planning and configuring security and compliance in Office 365

Describe the compliance features in Office 365
Configure Azure Information Protection in Office 365
Configuring Rights Management in Office 365
Manage the compliance features in Office 365

Monitoring and troubleshooting Microsoft Office 365

Troubleshoot Office 365 connectivity and service issues
Monitoring service health and analyzing reports



Course tailoring service

Our tailoring service is a luxury you can afford, allowing you to combine elements of related courses producing a bespoke solution, designed specifically to fulfil your training needs. Is there any better way to meet all of your training objectives and maximise your training ROI?



Kit supply

Running a course at your facilities might sound like a good idea until you start thinking about the practicalities of equipment usage and the impact this could have on day to day business, so why not let us bring the necessary equipment with us?

CONTACT US

☎ 01905 726222
✉ info@neos-it-training.com
🌐 www.neos-it-training.com

NEOS



IT Training

Have any questions?

Give one of our expert staff a call.

01905 726222