altkom akademia

Microsoft 365 Administrator

Training recipients

For those who are preparing to become a Microsoft 365 administrator and have completed one of the Microsoft 365 platform's role-based administrator certification paths. The course covers the three main elements of Microsoft 365 administration: Microsoft 365 tenant management, Microsoft 365 identity management, and Microsoft 365 information protection.

The training does not discuss the administration of Exchange Online, SharePoint Online, Teams and other services.

The training is aimed at people who are interested in the subject of:

- implementing Microsoft 365 tenant
- implementing identity and information protection in Microsoft 365
- implementing data loss prevention in Microsoft 365

This course provides you with a basic knowledge of:

- tenant management and identity security
- protection of information in the organization
- implementation of information and identity protection principles

Benefits

Gain knowledge and practical skills in managing the Microsoft 365 platform.

This includes:

- Designing, configuring, and managing a Microsoft 365 tenant
- Understanding the functionality of Microsoft 365 services
- Configuring Microsoft 365
- Managing Microsoft 365 applications for enterprise deployments
- Planning and implementing identity synchronization
- Managing identity security
- Managing data security and retention
- Data labeling
- Managing risk and information leak prevention mechanisms

- Managing security mechanisms in Microsoft 365 Defender

Microsoft-authorized training.

This course helps participants prepare for the MS-102 exam.

Become Microsoft Certified: https://arch-center.azureedge.net/Credentials/Certification-Poster_en-us.pdf

This course will teach you:

- How to implement a Microsoft 365 tenant
- How to implement account security and information protection
- How to implement data loss prevention and data retention

Training program

1. Microsoft 365 tenant configuration.
- Microsoft 365 environment configuration
- User account and licenses management on Microsoft 365 platform
- Managing groups in Microsoft 365
- Adding non-standard domain in Microsoft 365
- Configuring Client connection with Microsoft 365
2. Microsoft 365 tenant management.
- Configuring administration roles in Microsoft 365
- Managing tenant condition and services on Microsoft 365
- Implementing Microsoft 365 Apps in enterprise
- Implementing workplace analytics.
3. Planning and implementing identity synchronization.
- Acquaintance with identity synchronization
- Preparing identity with Microsoft 365 synchronization
- Implementing tools to synchronize catalogs
- Managing synchronized identities
- Managing secure user access in Microsoft 365.
4. Security metrics in Microsoft 365 Defender
- Analysis, threat and data security breach vectors
- Zero Trust security model
- Security solutions in Microsoft 365 Defender
- Microsoft Secure Score
- Acquaintanace with Privileged Identity Management (PIM) function
- Azure Identity Protection service.
5. Security services management in Microsoft 365 Defender
- Discussing Exchange Online Protection
- Discussing Microsoft Defender for Office 365
- Managing secure appendices

- Managing secure links.
6. Implementing anti-threat protection with Microsoft 365 Defender
- Analyzing threats in Microsoft 365 Defender
- Implementing application protection with Microsoft Defender for Cloud Apps
- Implementing protection with Microsoft Defender for Endpoint
- Implementing anti-threat protection with Microsoft Defender for Office 365.
7. Monitoring data on Microsoft 365 platform
- Discussing solution for data management in Microsoft Purview
- Archivisation and record management on Microsoft 365 platform
- Data retention on Microsoft 365 platform
- Microsoft Purview message coding.
8. Implementing compatibility on Microsoft 365 platform
- Acquaintance with compatibility mechanisms on Microsoft 365 platform
- Purview Insider Risk Management
- Microsoft Purview information barriers deployment
- Data Loss Prevention in Microsoft Purview (DLP)
- Implementing Data Loss Prevention in Microsoft Purview
9. Compatibility management on Microsoft 365 platform
- Implementing sensitive information data classification
- Discussing sensitivity labels
- Implementing sensitivity labels

Expected preparation of the participant

- Basic knowledge of Microsoft technologies.
- Understanding of cloud computing concepts.
- General knowledge of AD DS and DNS.
- General knowledge of Microsoft 365 products and services.
- General knowledge of Windows PowerShell.
- Ability to use materials in English.
- Prerequisite trainings: MS-900, MS-700, SC-900, MS55354 (optional, some topics are duplicated)

Training Includes

The training includes:
- electronic manual available on the platform https://learn.microsoft.com/pl-pl/training/
- access to the Altkom Akademia student portal

- training conducted in the form of a presentation
- trainer demos
- practical exercises (laboratories)

Language

- **Training**: English
- **Materials**: English

Examination method

Become Microsoft Certified: https://arch-center.azureedge.net/Credentials/Certification-Poster_en-us.pdf
On-line exam. Record at: https://home.pearsonvue.com/Clients/Microsoft.aspx

Duration

5 days / 35 hours

Examination description

Microsoft 365 Certified: Administrator Expert
Exam URL: https://docs.microsoft.com/en-us/learn/certifications/exams/MS-102
Become Microsoft Certified: https://arch-center.azureedge.net/Credentials/Certification-Poster_en-us.pdf