

# MS-102

## Microsoft 365 Administrator

This course covers the following important elements of Microsoft 365 management: Microsoft 365 tenant management, Microsoft 365 identity synchronization, and Microsoft 365 security and compliance.

In Microsoft 365 tenant management, you'll learn how to configure your Microsoft 365 tenant, including your organization profile, tenant subscription options, component services, user accounts and licenses, security groups, and administrator roles.

You will then move on to configuring Microsoft 365, with a focus on configuring Office client connectivity. Finally, you will learn how to manage user-controlled client installations of Microsoft 365 apps for enterprise deployments.

The course then moves on to an in-depth exploration of Microsoft 365 identity synchronization, with a focus on Azure Active Directory Connect and Azure AD Connect cloud synchronization. You will learn how to plan and implement the various directory synchronization options, manage synchronized identities, and implement password management in Microsoft 365 using multi-factor authentication and self-service password management. In Microsoft 365 Security Management, you'll begin by examining the common types of threat vectors and data breaches organizations face today. You will then learn how Microsoft 365 security solutions address each threat. You will be introduced to Microsoft Security Assessment as well as Azure Active Directory Identity Protection.

You will then learn how to manage Microsoft 365 security services, including Exchange Online Protection, Secure Attachment and Secure Links. Finally, you will be introduced to the various reports for monitoring the security integrity of your organization. The topic then switches from security services to threat intelligence. In particular, the use of Microsoft 365 Defender, Microsoft Defender for Cloud Apps and Microsoft Defender for Endpoint is covered.

Once you are familiar with the Microsoft 365 security suite, you will learn about the key components of Microsoft 365 compliance management. It starts with an overview of all the key aspects of data governance, including data archiving and retention, Microsoft Purview message encryption and data loss prevention (DLP). You will then look in more detail at archiving and retention, paying particular attention to Microsoft Purview insider risk management, information barriers and DLP policies. You will then explore how these compliance features are implemented using data classification and confidentiality designations.

#### Course Contents

- Configure your Microsoft 365 experience
- Manage users, contacts, and licenses in Microsoft 365
- Manage groups in Microsoft 365
- Add a custom domain in Microsoft 365
- Configure client connectivity to Microsoft 365
- Configure administrative roles in Microsoft 365
- Manage tenant health and services in Microsoft 365
- Deploy Microsoft 365 Apps for enterprise
- Analyze your Microsoft 365 workplace data using Microsoft Viva Insights
- Explore identity synchronization
- Prepare for identity synchronization to Microsoft 365
- Implement directory synchronization tools
- Manage synchronized identities
- Manage secure user access in Microsoft 365
- Examine threat vectors and data breaches
- Explore the Zero Trust security model
- Explore security solutions in Microsoft 365 Defender
- Examine Microsoft Secure Score
- Examine Privileged Identity Management
- Examine Azure Identity Protection
- Examine Exchange Online Protection
- Examine Microsoft Defender for Office 365
- Manage Safe Attachments
- Manage Safe Links
- Explore threat intelligence in Microsoft 365 Defender
- Implement app protection by using Microsoft Defender for Cloud Apps
- Implement endpoint protection by using Microsoft Defender for Endpoint
- Implement threat protection by using Microsoft Defender for Office 365

**E-Book** The original Microsoft courseware is made available to you online.

#### Target Group

This seminar is aimed at IT professionals who are responsible for planning, configuring and managing a Microsoft 365 environment.

#### Prerequisites

- Good knowledge of DNS and basic functional experience with Microsoft 365 services
- A good understanding of general IT practices
- Good knowledge of PowerShell

Completion of a role-based administrator course on topics such as messaging, teamwork, security, compliance, or collaboration is also recommended.

#### Course Target

The exam is aimed at people who aspire to the role of Microsoft 365 Certified: Administrator Expert and have completed at least one of the role-based Microsoft 365 certification paths for administrators.

#### This Course in the Web



You can find the up-to-date information and options for ordering under the following link:

[www.expertech-training.com/go/MS02](http://www.expertech-training.com/go/MS02)

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