Microsoft 365 Administrator (MS-102) Training

Duration: **5 Day**

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This course covers three key elements of Microsoft 365 administration: tenant management, identity synchronization, and security and compliance.

In Microsoft 365 tenant management you learn how to configure your Microsoft 365 tenant, including your organizational profile, tenant subscription options, component services, user accounts and licenses, security groups, and administrative roles. This section of the course also covers adding customs domains to your tenant, configuring client connectivity and deploying Microsoft 365 Apps for enterprise.

The next section covers the synchronisation of Active Directory objects to Microsoft Entra ID, using Microsoft Entra Connect or Microsoft Entra Cloud Sync. Password management options and multifactor authentication are also discussed.

In Microsoft 365 security management, common types of threat vectors and data breaches are discussed, and how Microsoft 365's security solutions address these threats. Microsoft Secure Score, Microsoft Entra ID Protection, Exchange Online Protection, Safe Attachments, and Safe Links are covered, as well as the various reports that monitor an organization's security health. Threat protection using Microsoft Defender XDR, Microsoft Defender for Cloud Apps, and Microsoft Defender for Endpoint are discussed.

In Microsoft 365 compliance management, you will study data archiving and retention, Microsoft Purview message encryption, data loss prevention (DLP), Microsoft Purview Insider Risk Management, and Information Barriers. Data classification and Sensitivity labels are also discussed.

Prerequisites

Before attending this course, students should also have:

- A proficient understanding of DNS and basic functional experience with Microsoft 365 services.
- A proficient understanding of general IT practices.
- A working knowledge of PowerShell.

Target Audience

This course is designed for persons aspiring to the Microsoft 365 Administrator role and have completed at least one of the Microsoft 365 role-based administrator certification paths.

Job role: Administrator