Managing Microsoft Teams

Description

In this course, you will learn about various Teams management tools, security and compliance feature for Teams, network requirement for Teams deployment as well as different Teams settings and policies for managing collaboration and communication experience in Teams.

You will learn about Teams architecture. Specifically, you will learn about the integration between Microsoft Teams and various workloads and services in Microsoft 365. You will learn about security and compliance features for Teams, including conditional access, MFA, Threat, alerts, DLP policies, eDiscovery, and information barrier policies.

You will also learn about preparing the environment for a Microsoft Teams deployment, including upgrading from Skype for Business to Microsoft Teams, network settings, and managing Microsoft Teams endpoints.

Lastly, you will learn about how to create and manage teams, manage membership, including internal and external users. You will further learn about different settings and policies to manage collaboration and communication experiences in Microsoft Teams.

Course Content
Module 1 - Microsoft Teams Overview In Microsoft Teams overview, you will get an overview of Microsoft Teams including Teams architecture and related Office 365 workloads. You will be provided an overview of security and compliance in Microsoft Teams and finally get an overview of how to manage Microsoft Teams.

- Lesson 1: Overview of Microsoft Teams
- Lesson 2: Overview of security and compliance in Microsoft Teams
- Lesson 3: Overview of managing Microsoft Teams

Module 2 - Implement Microsoft Teams Governance, Security and Compliance In implementing governance, security and compliance for Microsoft Teams, you will plan and configure governance for Office 365 groups including expiration and naming policies. Then you will implement security by configuring conditional access, MFA or Threat Management for Microsoft Teams. Finally, you will implement compliance for Teams by using DLP policies, eDiscovery cases or supervision policies.

- Lesson 1: Implement Governance and Lifecycle Management for Microsoft Teams
- Lesson 2: Implementing Security for Microsoft Teams
- Lesson 3: Implementing Security for Microsoft Teams

Module 3 - Prepare the environment for a Microsoft Teams deployment In preparing the environment for a Microsoft Teams deployment, you plan an upgrade from Skype for Business to Microsoft Teams by evaluating upgrade paths with coexistence and upgrade modes, manage meeting migrations and configuring coexistence and upgrade settings. Then you plan and configure network settings for Microsoft Teams, and finally you will deploy and manage Microsoft Teams endpoints.

- Lesson 1: Upgrade from Skype for Business to Microsoft Teams
- Lesson 2: Plan and configure network settings for Microsoft Teams
- Lesson 3: Deploy and Manage Microsoft Teams endpoints

Module 4 - Deploy and manage teams In deploying and managing teams, you will learn how to create and

manage teams, manage membership and access for both, internal and external users.
- Lesson 1: Create and manage teams
- Lesson 2: Manage membership
- Lesson 3: Manage access for external users

Module 5 - Manage collaboration in Microsoft Teams In managing collaboration in Microsoft Teams, you will manage chat and collaboration experiences such as team settings or private channel creation policies. Finally, you will manage settings for Teams apps such as app setup policies, Apps, bots & connectors in Microsoft Teams or publish a custom app in Microsoft Teams.

- Lesson 1: Manage chat and collaboration experiences
- Lesson 2: Manage settings for Teams apps

Module 6 - Manage communication in Microsoft Teams This course concludes with managing communication in Microsoft Teams. You will learn how to manage Live event and meetings experiences, manage phone numbers or Phone System for Microsoft Teams and finally how to troubleshoot audio, video, and client issues.

- Lesson 1: Manage Live event and meetings experiences
- Lesson 2: Manage phone numbers
- Lesson 3: Manage Phone System for Microsoft Teams
- Lesson 4: Troubleshot audio, video, and client issues

Lab / Exercises
Official Microsoft Labs:

- Manage roles and create teams
- Configure Security and Compliance for teams and content
- Environment preparation for Teams
- Manage teams
- Modify collaboration settings for Teams
- Modify communication settings for Teams

Documentation

- Digital courseware included

Exam

- This course prepares you to the MS-700: Managing Microsoft Teams exam. If you wish to take this exam, please contact our secretariat who will let you know the cost of the exam and will take care of all the necessary administrative procedures for you.

Participant profiles

- Office 365 administrators
- Microsoft Teams administrators
- Cloud administrators

Prerequisites

- A proficient understanding of basic functional experience with Microsoft 365 services
- A proficient understanding of general IT practices, including using PowerShell

Objectives

- What is Microsoft Teams and how the components work together
- How to implement Governance, Security and Compliance for Microsoft Teams
- How to prepare an organizations environment for a Microsoft Teams deployment
- How to deploy and manage teams
- Ways of managing collaboration in Microsoft Teams
- Techniques to manage and troubleshoot communication in Microsoft Teams

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