Microsoft 365 Administrator Essentials (MS-102) Training

COURSE CONTENT

About Multisoft

Train yourself with the best and develop valuable in-demand skills with Multisoft Systems.
A leading certification training provider, Multisoft collaborates with top technologies to
bring world-class one-on-one and certification trainings. With the goal to empower
professionals and business across the globe, we offer more than 1500 training courses,
which are delivered by Multisoft's global subject matter experts. We offer tailored
corporate training; project Based Training, comprehensive learning solution with lifetime
e-learning access, after training support and globally recognized training certificates.

About Course

The Microsoft 365 Administrator Essentials (MS-102) training by Multisoft Systems equips
participants with the necessary skills to manage Microsoft 365 environments effectively.
This comprehensive course covers essential topics such as user identity management,
security protocols, compliance, and device management within Microsoft 365 services.

Module 1: Configure Your Microsoft 365 Tenant

- ✓ Configure your Microsoft 365 experience
- ✓ Manage users, licenses, and mail contacts in Microsoft 365
- ✓ Manage groups in Microsoft 365
- ✓ Add a custom domain in Microsoft 365
- ✓ Configure client connectivity to Microsoft 365

Module 2: Manage Your Microsoft 365 Tenant

- ✓ 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

Module 3: Implement Identity Synchronization

- ✓ Explore identity synchronization
- ✓ Prepare for identity synchronization to Microsoft 365
- ✓ Implement directory synchronization tools
- ✓ Manage synchronized identities
- ✓ Manage secure user access in Microsoft 365

Module 4: Explore Security Metrics in Microsoft 365 Defender

- ✓ 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

Module 5: Manage Your Security Services in Microsoft 365 Defender

- ✓ Examine Exchange Online Protection
- ✓ Examine Microsoft Defender for Office 365
- ✓ Manage Safe Attachments
- ✓ Manage Safe Links

Module 6: Implement Threat Protection by Using Microsoft 365 Defender

- ✓ 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

Module 7: Explore Data Governance in Microsoft 365

- ✓ Examine data governance solutions in Microsoft Purview
- ✓ Explore archiving and records management in Microsoft 365
- ✓ Explore retention in Microsoft 365
- ✓ Explore Microsoft Purview Message Encryption

Module 8: Implement Compliance in Microsoft 365

- ✓ Explore compliance in Microsoft 365
- ✓ Implement Microsoft Purview Insider Risk Management
- ✓ Implement Microsoft Purview Implementation Barriers
- ✓ Explore Microsoft Purview Data Loss Prevention
- ✓ Implement Microsoft Purview Data Loss Prevention

Module 9: Manage Compliance in Microsoft 365

- ✓ Implement data classification of sensitive information
- ✓ Explore sensitivity labels
- ✓ Implement sensitivity labels