

Module 1: Office 365 Overview

- Why Office 365?
 - DEMO
- Security in Office 365
- Multi-layered Defense
- Security and Compliance Features

Module 2: Deploying Clients for Microsoft Office 365

- Client Requirements (Software and Hardware)
- What Office Professional Plus is and isn't
- Office Professional Plus Components and Interactions
- Office Professional Plus Deployment Options
- Office Professional Plus Installation Overview
 - DEMO: Office Professional Plus Deployment – Unmanaged
 - IT Managed Deployments
 - DEMO: Office Professional Plus Deployment – Managed
- Office Professional Plus Deployment Considerations

Module 3: Microsoft Office 365 Administration and Automation Using Windows PowerShell

- Update on Office 365 PowerShell plans
- Overview of Features
 - DEMO: PowerShell

Module 4: Microsoft Office 365 Identity & Access Solutions

- Cover the different Identity Options
- Explain the Identity Architecture and Features
- Describe how federated authentication works
 - DEMO: Federation Tool
 - DEMO: SSO in Action
- Describe the various deployment scenarios

Module 5: Microsoft Office 365 Directory Synchronization

- What is Directory Sync?
 - Who did we build Directory Sync for?
 - What does Directory Sync do for you & your users
 - When to use Directory Sync
- Using Directory Sync
 - Requirements
 - How Directory Sync works
 - Common asks
 - Coming features
 - Gotchas
- DEMO: Directory Sync Overview

Module 6: Exchange Online Overview for IT Pros

- What is Exchange Online?
- Exchange Online delivers:
 - Anywhere Access
 - Protection and Compliance
 - Visibility and Control
 - DEMO: Exchange Online Capabilities in Office 365
- Deployment Flexibility
- Unsupported feature sets

Module 7: Microsoft Exchange Online Administration

- The Tools
 - DEMO: Office 365 / Exchange Online Portal Integration
- RBAC in the Cloud
 - DEMO: Office 365 / Exchange Online RBAC Integration
- Mailbox Provisioning Options
- License assignment and enforcement
- Cross Premises Administration
- Partner Administration
- Geopolitical Restrictions

Module 8: Exchange Online Archiving and Compliance

- Overview of compliance in Exchange Online
- Explain and demonstrate key compliance features in Exchange Online
 - Personal Archive
 - Discovery
 - Retention & Hold Policies
 - Information Rights Management
 - Transport rules

Module 9: Skype For Business Overview & Configuration

- Skype For Business Overview
- Initial set up and network configuration
- Setting up Skype For Business federation
 - Demo: Setting up interop with dial-in audio conferencing
- Skype For Business Meetings and dial-in audio conferencing
 - Demo: End user experience
- Roadmap update

OFFICE 365

ADMIN DASHBOARD TRAINING

2 DAYS

Module 10: SharePoint Online Overview

- Intro
- SharePoint Online Features
 - DEMO: SharePoint Online
- Where to start
- Live in a Hybrid World

Module 11: SharePoint Online Administration

- Introduction
- Delegated administration
- SharePoint Online Administration overview
- Site Collection ownership
 - DEMO
- Planning and Assessing a Move to the Cloud

Module 12: SharePoint Online Extensibility & Customization

- Overview of Microsoft SharePoint Online development
- The power user and/or designer
 - In-browser customizations
 - SharePoint Designer 2010: no-code solutions
- The developer
 - Sandboxed solutions
 - Microsoft Silverlight
- DEMOs throughout – this is a ‘show me’ session