
Managing Office 365 Identities and Services

Duration: 5 Days **Course Code: 346**

Overview:

This is a 5-day Instructor Led Training (ILT) course that targets the needs of IT professionals who take part in evaluating, planning, deploying, and operating Office 365 services, including its identities, dependencies, requirements, and supporting technologies. This course focuses on skills required to set up an Office 365 tenant, including federation with existing user identities, and skills required to sustain an Office 365 tenant and users. This course maps to the following two certification exams: 70-346 and 70-347.

Target Audience:

This course is intended for IT professionals and consultants who take part in evaluating, planning, deploying, and operating the Office 365 services, including its dependencies, requirements, and supporting technologies. This course is also intended for network administrators and IT managers responsible for managing and maintaining Office 365, including identities, document protection, integration with on-premise directory services, and compliance with service level agreements.

Objectives:

- Provision Office 365
 - Plan and Implement Networking and Security in Office 365
 - Manage Cloud Identities
 - Implement and Manage Identities by Using DirSync
 - Implement and Manage Federated Identities for Single Sign-On (SSO)
 - Monitor and Troubleshoot Office 365 Availability and Usage
 - Manage Clients and End-User Devices
 - Provision SharePoint Online Site Collections
 - Configure Exchange Online and Lync Online for End Users
 - Plan for Exchange Online and Lync Online
-

Prerequisites:

- Completion of Clinic 40041 or equivalent technical knowledge.
 - Cloud-based service concepts
 - Overview of Office 365 and its component services
 - Active Directory Directory Service
 - TCP/IP network routing
 - Domain Name Services (DNS)
 - X.509 Certificates
 - Firewall ports
 - Experience:
 - Using Windows PowerShell
 - Administering Office 365 with Office 365 Admin Center
 - Working with virtual machines
 - Using Remote Desktop
-

Content:

Module 1: Preparing for Office 365

- Planning a Pilot
- Introduction to Office 365
- Provisioning Tenants
- Enabling Client Connectivity

Lab : Setting up the Lucerne Publishing Datacenter Environment

- Set Up and Configure the Lucerne Publishing Data Center Environment
- Build Environment Recovery Steps

Lab : Preparing for Office 365

- Planning a FastTrack Pilot
- Provisioning the Tenant Account
- Preparing to Manage Office 365

Module 2: Managing Users, Groups, and Licenses

- Manage Users and Licenses by Using the Administration Center
- Manage Security and Distribution Groups
- Manage Cloud Identities with Windows PowerShell

Lab : Managing Users, Groups, and Licenses

- Manage Users and Licenses by Using the Administration Center
- Manage Security and Distribution Groups
- Manage Cloud Identities with Microsoft PowerShell

Module 3: Administering Office 365

- Manage Administrator Roles in Office 365
- Configure Password Management
- Administer Rights Management

Lab : Administering Office 365

- Manage Administrator Roles in Office 365
- Configure Password Management
- Administer Rights Management

Module 4: Planning and Managing Clients

- Plan for Office Clients
- Manage User-driven Client Deployments
- Manage IT Deployments of Office 365 ProPlus
- Office Telemetry and Reporting

Lab : Managing Clients

- Manage user-driven client deployments
- Manage IT deployments of Office 365 ProPlus
- Set up telemetry and reporting (Optional)

Module 5: Planning DNS and Exchange Migration

- Add and Configure Custom Domains
- Recommend a Mailbox Migration Strategy
- Configure external user sharing

Lab : Preparing for Exchange Migration

- Configure Exchange Server for Cutover Migration

Module 6: Planning Exchange Online and Configuring DNS Records

- Plan for Exchange Online
- Configure DNS Records for Services

Lab : Configuring DNS Records and Migrating to Exchange Online

- Perform a cutover migration to Exchange Online
- Configure DNS Records for Services

Module 7: Administering Exchange Online

- Configure Personal Archive Policies
- Manage Anti-malware and Anti-spam Policies
- Configure Additional Email Addresses for Users
- Create and Manage External Contacts, Resources, and Groups

Lab : Administering Exchange Online

- Configure Personal Archive Policies
- Manage Anti-malware and Anti-spam Policies
- Configure Additional Email Addresses for Users
- Create and Manage External Contacts, Resources, and Groups

Module 8: Configuring SharePoint Online

- Manage SharePoint Site Collections
- Configure External User Sharing
- Plan a Collaboration Solution

Lab : Configuring SharePoint Online

- Create SharePoint Site Collections
- Configure External User Sharing
- Configure Social and Collaboration Features

Module 9: Configuring Lync Online

- Plan for Lync Online
- Configure Lync Online Settings
- Lab : Configuring Lync Online
- Configure Lync End-User Communication Settings
- Configure Lync Organizational Settings

Module 10: Implementing Directory Synchronization

- Prepare On-premises Active Directory for DirSync
- Set up DirSync
- Manage Active Directory Users and Groups with DirSync In Place

Lab : Implementing Directory Synchronization

- Prepare on-premises Active Directory for DirSync
- Set up DirSync
- Manage Active Directory Users and Groups with DirSync in place
- Install AD FS Servers and Proxy Servers
- Manage AD FS Servers and Proxy Server

Module 11: Implementing Active Directory Federation Services

- Planning for AD FS
- Install and Manage AD FS Servers
- Install and Manage AD FS Proxy Servers

Lab : Implementing Directory Synchronization

- Prepare on-premises Active Directory for DirSync
- Set up DirSync
- Manage Active Directory Users and Groups with DirSync in place
- Install AD FS Servers and Proxy Servers
- Manage AD FS Servers and Proxy Server

Module 12: Monitoring Office 365

- Isolate Service Interruption
- Monitor Service Health
- Analyze Reports

Lab : Monitoring Office 365

- Isolate Service Interruption
- Track Message Delivery
- Monitor Service Health and Analyze Reports

Further Information:

For More information, or to book your course, please call us on Head Office +254 713 027 191

training@clclearningafrica.com

www.clclearningafrica.com

Computer Learning Centre 2nd Floor Museum Hill Centre, Muthithi Road, Westlands, Nairobi, Kenya