
Price: \$2,295
Length: 35 Hours (5 days)

Introduction: 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. Windows Azure and Office 365 are required or used as part of the lab for this course.

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.

Prerequisites: Students who attend this training should already have the following technical knowledge and experience:

- 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
- Experience administering Office 365 with Office 365 Admin Center
- Experience working with virtual machines
- Experience using Remote Desktop

Objectives: At the end of the course, students will be able to:

- 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

Course Outline

I. Preparing for Office 365

- A. Introduction to Office 365
- B. Provisioning Tenant Accounts
- C. Planning a Pilot
- D. Enabling Client Connectivity

II. Managing Users, Groups, and Licenses

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

III. Administering Office 365

- A. Manage Administrator Roles in Office 365
- B. Configure Password Management
- C. Administer Rights Management

IV. Planning and Managing Clients

- A. Plan for Office Clients
- B. Manage User-driven Client Deployments
- C. Manage IT Deployments of Office 365 ProPlus
- D. Office Telemetry and Reporting

V. Planning DNS and Exchange Migration

- A. Add and Configure Custom Domains
- B. Recommend a Mailbox Migration Strategy

VI. Planning Exchange Online and Configuring DNS Records

- A. Plan for Exchange Online
- B. Configure DNS Records for Services

VII. Administering Exchange Online

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

VIII. Configuring SharePoint Online

- A. Manage SharePoint Site Collections
- B. Configure External User Sharing
- C. Plan a Collaboration Solution

IX. Configuring Lync Online

- A. Plan for Lync Online
- B. Configure Lync Online Settings

X. Implementing Directory Synchronization

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

XI. Implementing Active Directory Federation Services

- A. Planning for AD FS
- B. Install and Manage AD FS Servers
- C. Install and Manage AD FS Proxy Servers

XII. Monitoring Office 365

- A. Isolate Service Interruption
- B. Monitor Service Health
- C. Analyze Reports