

## Microsoft 365 Fundamentals

**Duration: 1 Day**    **Course Code: M-MS-900T01**

### Overview:

This course introduces Microsoft 365, an integrated cloud platform that delivers industry-leading productivity apps along with intelligent cloud services, and world-class security. You'll learn foundational knowledge on the considerations and benefits of adopting cloud services and the Software as a Service (SaaS) cloud model, with a specific focus on Microsoft 365 cloud service offerings. You will begin by learning about cloud fundamentals, including an overview of cloud computing. You will be introduced to Microsoft 365 and learn how Microsoft 365 solutions improve productivity, facilitate collaboration, and optimize communications. The course then analyzes how security, compliance, privacy, and trust are handled in Microsoft 365, and it concludes with a review of Microsoft 365 subscriptions, licenses, billing, and support.

### Virtual Learning

This interactive training can be taken from any location, your office or home and is delivered by a trainer. This training does not have any delegates in the class with the instructor, since all delegates are virtually connected. Virtual delegates do not travel to this course, Global Knowledge will send you all the information needed before the start of the course and you can test the logins.

### Target Audience:

This course is designed for candidates looking to demonstrate foundational-level knowledge of cloud-based solutions to facilitate productivity and collaboration on-site, at home, or a combination of both. Candidates may have knowledge of cloud-based solutions or may be new to Microsoft 365.

### Content:

Module 1: Microsoft Azure Fundamentals:  
Describe cloud concepts

- Describe cloud computing
- Describe the benefits of using cloud services
- Describe cloud service types

Module 2: Microsoft 365 Fundamentals:  
Describe Microsoft 365 apps and services

- What is Microsoft 365?
- Describe productivity solutions of Microsoft 365
- Describe collaboration solutions of Microsoft 365
- Describe endpoint modernization, management concepts, and deployment options in Microsoft 365
- Describe analytics capabilities of Microsoft 365

Module 3: Microsoft 365 Fundamentals:  
Describe Microsoft 365 security and compliance capabilities

- Describe the function and identity types of Microsoft Entra ID
- Describe access management capabilities of Microsoft Entra ID
- Describe threat protection with Microsoft Defender XDR
- Describe the compliance management capabilities in Microsoft Purview
- Describe Microsoft's Service Trust portal and privacy capabilities

Module 4: Microsoft 365 Fundamentals:  
Describe Microsoft 365 pricing, licensing, and support

- Describe Microsoft 365 pricing, licensing, and billing options

Describe support offerings for Microsoft 365 services

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## Further Information:

For More information, or to book your course, please call us on Head Office Tel.: +974 40316639

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