Manage collaboration and communication with Microsoft Teams (MS-700)

Duration: 4 Days **Course Code: M-MS700**

Overview:

The Managing Microsoft Teams course is designed for persons who are aspiring to the Microsoft 365 Teams Admin role.
A Microsoft Teams administrator plans, deploys, configures, and manages Microsoft Teams to focus on efficient and effective collaboration and communication in a Microsoft 365 environment. In this course, you will learn about various Teams management tools, security and compliance feature for Teams, network requirement for Teams deployment as well as different Teams settings and policies for managing collaboration and communication experience in Teams.

Target Audience:

Students in this course are interested in Microsoft Teams orin passing the Microsoft Teams Administrator Associate certification exam. AMicrosoft Teams administrator plans, deploys, configures, and manages MicrosoftTeams to focus on efficient and effective collaboration and communication in aMicrosoft 365 environment. A Microsoft Teams administrator must be able toplan, deploy, and manage teams, chat, apps, channels, meetings, audio/videoconferencing, live events, calling, and Teams certified devices. A MicrosoftTeams administrator has experience integrating Microsoft Teams with SharePoint,OneDrive, Exchange, Microsoft 365 Groups, and other Microsoft, third-party, andcustom apps. A Microsoft Teams administrator understands and collaborates withother workloads and roles, such as Network, Voice, Identity, Access, Devices,Licensing, Security, Compliance, Information management, and User Adoption.

Objectives:

- Troubleshoot audio, video, and client issues

Prerequisites:

- A proficient understanding of basic functional experience with Microsoft 365 services.
- A proficient understanding of general IT practices, including using PowerShell.

Testing and Certification

- MS-700: Managing Microsoft Teams

Content:

Module 1 : Get started with managing Microsoft Teams

Explore Microsoft Teams Plan and deploy Microsoft Teams Implement lifecycle management and governance for Microsoft Teams Monitor your Microsoft Teams environment

Module 2 : Prepare the environment for a Microsoft Teams deployment

Manage access for external users Implement security for Microsoft Teams Implement compliance for Microsoft Teams Plan and configure network settings for Microsoft Teams

Module 3 : Manage chat, teams, channels, and apps in Microsoft Teams

Create and manage teams Manage collaboration experiences for chat and channels Manage apps for Microsoft Teams

Module 4 : Manage meetings and calling in Microsoft Teams

Introduction to Teams meetings and calling Manage meetings and events experiences Plan for Microsoft Teams Rooms and shared meeting spaces Configure, deploy, and manage Teams devices Plan for Teams Phone Configure and deploy Teams Phone Configure and manage voice users

- Configure auto attendants and call queues
- Troubleshoot audio, video, and client issues

Further Information:

For More information, or to book your course, please call us on 00 20 (0) 2 2269 1982 or 16142

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