

MOC 50557 A Microsoft Jump Start: Office 365 for IT Professionals

Course Summary

Description

This new Jump Start courseware comes from the early readiness content that was used for Live delivery directly from Microsoft. This 3-day course was taught to over 1400 students and received an NSAT of 164 from the post-event survey similar to the MTM format used for MOC courses. This is a demo-based course and does not include labs. "Microsoft Office 365 for IT Professionals" is specially tailored for technologists looking for real-world proof of how cloud-based Office 365 enables organizations to solve more problems from more places. Microsoft Office 365 brings together cloud versions of our most trusted email communication and collaboration software -- Exchange Online, SharePoint Online and Lync Online -- with the Office Professional Plus desktop suite.

Objectives

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

- Understand Key components of Microsoft Office 365.
- Know the deployment models.
- Understand key elements of automation using PowerShell.
- Know how to use Directory Sync.
- Differentiate key functionality for Microsoft Exchange Online, SharePoint Online and Lync Online.

Topics

- Office 365 Overview
- Deploying Clients for Microsoft Office 365
- Microsoft Office 365 Administration and Automation Using Windows PowerShell
- Microsoft Office 365 Identity and Access Solutions
- Microsoft Office 365 Directory Synchronization
- Using Directory Sync
- Microsoft Exchange Online Administration
- Microsoft Staged Exchange Online Migration
- Hybrid Deployment w/ Exchange Server
- Exchange Online Archiving and Compliance
- Lync Online Overview and Configuration
- SharePoint Online Overview
- SharePoint Online Administration
- SharePoint Online Extensibility and Customization
- Office 365 Deployment Overview

Audience

This course is designed for experienced IT Professionals, IT Decision Makers, Network Administrators, Microsoft customers and partners who need to determine how to best leverage the cloud.

Prerequisites

Before attending this course, students must have:

Knowledge and proficiency with the following Microsoft technologies:

- Active Directory Domain Services and Federation Services (ADFS) 2.0; DNS; PowerShell
- Microsoft Exchange 2010/2007/2003/2000 ; SharePoint Server 2010/2007
- Microsoft Office Communications Server 2007 Or Microsoft Lync Server 2010
- Microsoft Office 2010/2007; Microsoft Internet Explorer (and other browsers); Windows Update/Microsoft Update; Windows Phone and mobility

Knowledge of network topology:

- Active Directory sites, trusts, and topology
- Wide area connectivity: on-premise networks/equipment / Internet bandwidth and latency
- Firewall technologies

Additional areas of knowledge:

- SSL Certificates; Email encryption; Archival systems
- Lotus Notes Domino, Novell GroupWise, POP/IMAP/SMTP based systems
- Project Management

Duration

Three days

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Course Outline

- I. Office 365 Overview**
 - A. Why Office 365?
 - B. Security in Office 365
 - C. Multi-layered Defense
 - D. Security and Compliance Features
- II. Deploying Clients for Microsoft Office 365**
 - A. Client Requirements (Software and Hardware)
 - B. What Office Professional Plus is and isn't
 - C. Office Professional Plus Components and Interactions
 - D. Office Professional Plus Deployment Options
 - E. Office Professional Plus Installation Overview
 - F. Office Professional Plus Deployment Considerations
- III. Microsoft Office 365 Administration and Automation Using Windows PowerShell**
 - A. Update on Office 365 PowerShell plans
 - B. Overview of Features
- IV. Microsoft Office 365 Identity and Access Solutions**
 - A. Cover the different Identity Options
 - B. Explain the Identity Architecture and Features
 - C. Describe how federated authentication works
 - D. Describe the various deployment scenarios
- V. Microsoft Office 365 Directory Synchronization**
 - A. What is Directory Sync?
 - B. Using Directory Sync
- VI. Using Directory Sync**
 - A. What is Exchange Online?
 - B. Exchange Online delivers: Anywhere Access, Protection and Compliance, Visibility and Control
 - C. Deployment Flexibility
 - D. Unsupported feature sets
- VII. Microsoft Exchange Online Administration**
 - A. The Tools
 - B. RBAC in the Cloud
 - C. Mailbox Provisioning Options
 - D. License assignment and enforcement
 - E. Cross Premises Administration
 - F. Partner Administration
 - G. Geopolitical Restrictions
- VIII. Microsoft Staged Exchange Online Migration**
 - A. Migration Overview
 - B. Cutover Exchange migration
 - C. Staged Exchange migration
 - D. What's Coming?
- IX. Hybrid Deployment w/ Exchange Server**
 - A. Review Hybrid Features
 - B. Planning Requirements
 - C. Exchange Sharing
 - D. Secure Transport
 - E. Deployment Stages
- X. Exchange Online Archiving and Compliance**
 - A. Overview of compliance in Exchange Online
 - B. Explain and demonstrate key compliance features in Exchange Online: Personal Archive, Discovery, Retention and Hold Policies, Information Rights Management, Transport Rules
- XI. Lync Online Overview and Configuration**
 - A. Lync Online Overview
 - B. Initial set up and network configuration
 - C. Setting up Lync federation
 - D. Lync Meetings and dial-in audio conferencing
 - E. Roadmap update
- XII. SharePoint Online Overview**
 - A. Intro
 - B. SharePoint Online Features
 - C. Where to start
 - D. Live in a Hybrid World
- XIII. SharePoint Online Administration**
 - A. Introduction
 - B. Delegated administration
 - C. SharePoint Online Administration overview
 - D. Site Collection ownership
 - E. Planning and Assessing a Move to the Cloud
- XIV. SharePoint Online Extensibility and Customization**
 - A. Overview of Microsoft SharePoint Online development
 - B. The power user and/or designer: In-browser customizations; SharePoint Designer 2010--no-code solutions
 - C. The developer: Sandboxed solutions; Microsoft Silverlight
- XV. Office 365 Deployment Overview**
 - A. Pre-Deployment Considerations
 - B. Planning ->Preparing ->Migrating: Common Deployment Blockers; Organizational Planning; Network Planning; User Identity and Provisioning Planning; Exchange Online; Lync Online; SharePoint Online; Client Deployment; Mobile Devices

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