

COURSE OVERVIEW

Course name

(MS-4002) Prepare security and compliance to support Microsoft 365 Copilot



DURATION: 1 Day

Gauteng

3rd Floor, 34 Whiteley Road,
Melrose Arch
Johannesburg 2196

Gauteng

192 on Bram
192 Bram Fischer Drive Ferndale,
Randburg Johannesburg 2160

Cape Town

1st floor, TBE, 3 Bridgeway
Bridgeway Precinct,
Century City 7411

Durban

9 Mountview Close Broadlands
Mount Edgecombe
Durban
4302



087 941 5764



sales@impactful.co.za



impactful.co.za

COURSE OVERVIEW

This course examines the key Microsoft 365 security and compliance features that administrators must prepare to successfully implement Microsoft 365 Copilot.

COURSE OBJECTIVES

By the end of this course, you will be able to:

- Implement Microsoft 365 Copilot
- Manage secure access in Microsoft 365
- Manage permissions, roles and role groups in Microsoft 365
- Deploy Microsoft 365 Apps for enterprise
- Implement Purview Data Loss Prevention
- Implement sensitivity labels
- Extend Microsoft 365 Copilot

AUDIENCE

This course is targeted towards administrators who need to prepare to successfully implement Microsoft 365 Copilot.

PREREQUISITES

Attendees should have basic functional experience with Microsoft 365 services.

CONTENT

Module 1: Implement Microsoft 365 Copilot

- Get ready for Microsoft 365 Copilot
- Implement SharePoint Advanced Management tools to prepare for Copilot
- Prepare for searches in Copilot
- Protect your Copilot data with Microsoft 365 security tools
- Assign your Microsoft 365 Copilot licenses
- Extend Microsoft 365 Copilot
- Drive Microsoft 365 Copilot adoption throughout your organisation

Module 2: Manage secure access in Microsoft 365

- Identity and access tools used in M365
- Manage user passwords
- Implement Conditional Access policies
- Enable pass-through authentication
- Implement multifactor authentication
- Passwordless authentication options
- Self-service password management
- Implement Microsoft Entra Smart Lockout
- Security defaults in Microsoft Entra ID
- Authentication issues using sign-in logs

Module 3: Manage permissions, roles and role groups in Microsoft 365

- The use of roles in the M365 permission model
- Manage roles across the M365 ecosystem
- Administrator roles in M365
- Best practices when configuring administrative roles
- Assign admin roles to users in M365
- Delegate admin roles to partners
- Implement role groups in M365
- Manage permission using administrative units in Microsoft Entra ID.
- Manage SharePoint permission to prevent oversharing of data
- Elevate privileges using Entra Privileged Identity Management

Module 4: Deploy Microsoft 365 Apps for enterprise

- Microsoft 365 Apps for enterprise functionality
- Complete a self-service installation of Microsoft 365 Apps for enterprise
- Deploy 365 apps
- Manage updates to Microsoft Apps
- Manage cloud apps using Admin center
- Add 365 Apps to Microsoft Intune
- Deploy the security baseline

Module 4: Implement Purview Data Loss Prevention

- Implement Purview DLP
- Implement default DLP policies
- Design a custom DLP policy
- Create a custom DLP policy from a template
- Configure email notifications for DLP policies
- Configure policy tips for DLP policies

Module 5: Implement sensitivity labels

- Plan your deployment strategy for sensitivity labels
- Enable sensitivity labels for files in SharePoint and OneDrive
- Examine the requirements to create a sensitivity label
- Create sensitivity labels
- Publish sensitivity labels
- Remove and delete sensitivity labels

DELIVERY METHOD

Our courses offer flexible delivery options:

- In-person classroom training at Impactful facilities in Johannesburg, Durban and Cape Town
- Virtual instructor-led training
- Nationally: On-site at the client

Module 6: Manage Microsoft 365 Copilot extensibility

- Manage Copilot agents in integrated apps
- Create a connection between a data source and a Graph connector
- Monitor your Graph connectors
- Manage how Microsoft Graph connector content is displayed in Microsoft 365 Copilot