

Enabling Microsoft Teams for Collaboration (MS-300.3)

Modality: On Demand

Duration: 8 Hours

This course is for professionals planning to enroll in the MS-300 Exam leading to the MS-300 Certification. The official exam voucher is not included in this course. However, the official exam voucher can be purchased separately on request.

About this Course:

This course is a part of a 4-course series designed for Teamwork Administrators. This is the third course of the series and helps professionals prepare for the MS-300 Certification Exam.

This advanced-level course is specifically designed for IT Professionals and Teamwork Administrators and delivers conceptual knowledge of key concepts of Microsoft Teams. Microsoft Teams serve as the teamwork hub in Microsoft Office 365 and plays a key role in streamlining processes and maintaining a healthy workflow. This course helps professionals learn the art of planning, deploying, and managing Microsoft Teams and its various accessibility functions.

Besides this, this course also focuses on Microsoft Team Collaboration with OneDrive, SharePoint, and numerous Microsoft Office 365 groups. It also helps professionals learn the best practices for deploying Microsoft Teams in a business enterprise and sheds light on the key topics of data governance and guest policies.

Course Objectives:

The core objective of this course is to help professionals develop a better understanding and sound knowledge of the following key concepts in Microsoft Teams:

- Microsoft Teams Collaboration in Office 365
- Management and Administration of Applications in Microsoft Teams
- Bot and Tab Application in Microsoft Teams
- Applying and Using Microsoft Team Connectors
- Understanding Effective Meeting Key Concepts in Microsoft Teams
- Getting to Know Devices for Facilitating Effective Meetings in Microsoft Teams

Audience:

- IT Professionals and Experts
- Teamwork Administrators
- IT Support Officers

Prerequisite:

Professionals planning to enroll in the Enabling Microsoft Team for Collaboration Course must comply with the following prerequisites:

- Experience of working with devices of Windows 10
- Practical Experience of working with Microsoft Office 365
- Fundamental knowledge of Authentication and Authorization
- Basic Know-how of Computer Networks
- Conceptual Knowledge of Mobile Device Management

Course Outline:

Plan a Microsoft Teams Deployment

- Getting Started with Teams
- Deploying Teams
- Teams and Channels
- Authentication and Access
- Practice Lab
- Module Assessment

Configure Microsoft Teams

- Apps in Microsoft Teams
- Set up Microsoft Teams in Office 365
- Meetings in Teams
- Module Assessment

Manage the Teams Environment

- Privacy and Governance
- Security and Compliance
- Management and Reporting
- Module Assessment

Course Conclusion

- Graded Lab
- Final Exam