

**Microsoft 365 Fundamentals (MS-900)**

**Course Number:** MOC-MS-900  
**Duration:** 1 day

**Overview**

This Microsoft 365 Fundamentals training (official Microsoft course MS-900) teaches attendees how to get the most out of Microsoft 365's Service (SaaS) cloud model and Microsoft 365 cloud service offerings. Students also learn the fundamentals of Microsoft Azure and explore the differences between Microsoft on-premises services and Microsoft 365 cloud services. This course prepares students for the [MS-900 exam](https://docs.microsoft.com/en-us/learn/certifications/exams/MS-900) for which every attendee receives a voucher.

**Prerequisites**

All student must have:

* General IT knowledge or any general experience working in an IT environment
* General (sales level) experience on corresponding Microsoft on-premises products, such as Exchange Server, SharePoint, Office Professional, AD RMS, etc.
* Experience addressing business/legal/security requirements for IT

**Materials**

All Microsoft 365 training students receive Microsoft official courseware.

For all Microsoft Official Courses taught in their entirety that have a corresponding certification exam, an exam voucher is included for each participant.

**Software Needed on Each Student PC**

Attendees will not need to install any software on their computers for this class. The class will be conducted in a remote environment that Accelebrate will provide; students will only need a local computer with a web browser and a stable Internet connection. Any recent version of Microsoft Edge, Mozilla Firefox, or Google Chrome will work well.

**Objectives**

* Differentiate between the various cloud service models.
* Identify the key differences between Microsoft 365 subscriptions.
* Plan for migration to Microsoft 365 services.
* Identify key differences between Microsoft on-premises services and Microsoft 365 cloud services.
* Identify how Microsoft 365 services support teamwork.
* Describe identities, including cloud, on-premises, and hybrid identity.
* Describe cloud device management and protection, including the use of Intune.
* Describe data protection, including the use of Azure Information Protection.
* Describe compliance in general and the compliance features in Microsoft 365.
* Describe Microsoft 365 subscriptions, licenses, billing, and support

**Outline**

* Introduction
* Microsoft 365 Productivity and Teamwork Capabilities
  + Microsoft 365 productivity and teamwork solutions
  + Engage employees with Microsoft Stream, Teams, and Yammer
  + Get more done with Office across all devices
  + File storage and sharing with OneDrive and SharePoint
* Microsoft 365 Business Management Capabilities
  + Manage your business with Microsoft 365
  + Simplify device management with Microsoft Endpoint Manager
  + Get more done and stay secure with Windows 10
  + Harness business intelligence with Microsoft 365 analytics and reporting
* Microsoft 365 Licensing and Support
  + Identify licensing options available in Microsoft 365
  + Describe support offerings in Microsoft 365 services
  + Describe the service life cycle in Microsoft 365
  + Select a cloud deployment
* Microsoft 365 Security and Compliance
  + Microsoft security and compliance principles
  + Identity and access management
  + Threat protection
  + Cloud security
  + Information protection and governance
  + Compliance management
  + Manage risk, discovery, and audit
* Conclusion