

**Implement Retention, eDiscovery, and Communication Compliance in Microsoft Purview (SC-5007)**

**Course Number:** MOC-SC-5007
**Duration:** 1 day

**Overview**

This Microsoft Course SC-5007 teaches attendees how to manage data lifecycle, records management, eDiscovery, and communication compliance with Microsoft Purview.

**Prerequisites**

* Basic understanding of data governance and compliance concepts.
* Familiarity with Microsoft Purview and its interface.
* Knowledge of data lifecycle management principles.
* Experience with eDiscovery processes.
* Awareness of communication compliance requirements.

**Materials**

All Microsoft 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**

* Use the Microsoft Purview provides tools to manage data retention and records, ensuring compliance through policies, labels, event-based retention, adaptive and static scopes, and disposition reviews.
* Use Microsoft Purview eDiscovery (Premium) to preserve, collect, analyze, review, and export content that's responsive to an organization's internal and external investigations, and communicate with custodians involved in a case.
* Address code-of-conduct policy violations in company communications while also assisting organizations in regulated industries to meet specific supervisory compliance requirements.
* Implement data compliance and governance using Microsoft Purview, ensuring your organization meets regulatory requirements and manages data effectively.

**Outline**

* Implement and manage retention with Microsoft Purview
	+ Overview of retention with Microsoft Purview
	+ Create and configure retention policies
	+ Create and configure adaptive scopes
	+ Create and publish retention labels
	+ Apply retention labels across Microsoft 365 services
	+ Configure event-based retention
	+ Create and manage auto-apply retention labels
	+ Declare records by using retention labels
	+ Conduct disposition reviews
* Manage Microsoft Purview eDiscovery (Premium)
	+ Explore Microsoft Purview eDiscovery (Premium)
	+ Implement Microsoft Purview eDiscovery (Premium)
	+ Create and manage an eDiscovery (Premium) case
	+ Manage custodians and non-custodial data sources
	+ Collect content for a case
	+ Review and manage case content
	+ Analyze case content
* Prepare Microsoft Purview Communication Compliance
	+ Introduction to communication compliance
	+ Plan for communication compliance
	+ Identify and resolve communication compliance workflow
	+ Introduction to communication compliance policies
	+ Communication compliance with Copilot for Microsoft 365
* Implement retention, eDiscovery, and Communication compliance in Microsoft Purview
	+ Create retention policies
	+ Create and publish retention labels
	+ Create a communication compliance policy