



# Microsoft 365 - Les fondamentaux

Référence MS900



1 jour - 8 heures



Session sur demande



Niveau débutant



Cours officiel Microsoft



Présentiel



Cas pratiques



INTER 500€ HT/ pers.  
INTRA - Tarif sur demande



Taux de satisfaction -



Taux de réussite -

## Présentation

Cette formation vise à obtenir des connaissances de base sur les avantages de l'adoption des services cloud et du modèle cloud Software as a Service (SaaS), en particulier sur les offres de services cloud Microsoft 365. La formation est basée sur le cours officiel Microsoft.

## Public et prérequis

- Public: Professionnel de l'IT ou Administrateur souhaitant découvrir les services Cloud et Microsoft 365
- Prérequis: aucun prérequis

## Objectifs

- Distinguer les différents modèles de services cloud et abonnements Microsoft 365
- Planifiez la migration vers les services Microsoft 365
- Décrire les identités cloud, sur site et hybrides, la gestion et la protection des appareils cloud, y compris Intune, la protection des données, la conformité en général et les fonctionnalités de conformité dans Microsoft 365, les abonnements, les licences, la facturation et le support Microsoft 365

## Programme

### Matin

#### Module 1 :

- Describe Core Microsoft 365 Services and Concepts
- Identify core Microsoft 365 capabilities
- Describe options for deploying and supporting Windows and Office
- Describe analytics capabilities in Microsoft 365
- Describe Microsoft 365 collaboration solutions

#### Module 2 :

- Explain Security, Compliance, Privacy, and Trust in Microsoft 365
  - Explain zero-trust security principles for Microsoft 365
  - Explain unified endpoint management concepts
  - Explain identity and access management concepts

### Après-midi

#### Suite module 2 :

- Explain Threat Protection in Microsoft 365
- Describe the Service Trust portal, Microsoft 365 security center, and Compliance Manager
- Describe information protection and governance solutions

#### Module 3 :

- Describe Microsoft 365 Pricing and Support
  - Plan, predict, and compare pricing
  - Identify licensing options available in Microsoft 365
  - Describe the service lifecycle in Microsoft 365
  - Describe support offerings for Microsoft 365 services



## Programme détaillé

### Describe Core Microsoft 365 Services and Concepts

Identify core Microsoft 365 capabilities

- Productivity and teamwork (IM and chat, online meetings, email and calendaring, Office productivity apps, file storage and sharing, intranet and team sites, enterprise social, accessibility)
- Business management (simplified management, business process automation, extensibility, business voice and phone systems, forms and workflow management, business intelligence, work management, customer scheduling and booking, mileage tracking and reporting)
- Security and compliance (identity and access management, information protection and governance, threat protection, security management, insider risk management, compliance management, discover and respond)
- Describe the capabilities of the Microsoft 365 Admin center and Microsoft 365 user portal

Describe options for deploying and supporting Windows and Office

- Describe the deployment and release models for Windows-as-a-Service (WaaS) including deployment rings
- Describe the capabilities of Windows Virtual Desktop (WVD) and when it makes sense to implement WVD
- Identify deployment and servicing methods for Microsoft 365 apps

Describe analytics capabilities in Microsoft 365

- Describe capabilities of Workplace Analytics and MyAnalytics
- Describe the reports available in the Microsoft 365 Admin center and other admin centers

Describe Microsoft 365 collaboration solutions

- explain how collaboration solutions in Microsoft 365 can drive personal and organizational productivity
- describe the capabilities for extending Office and Microsoft Teams with Power Platform and third-party apps and services

### Explain Security, Compliance, Privacy, and Trust in Microsoft 365

Explain zero-trust security principles for Microsoft 365

- Identify key components that need to be protected within an organization's cloud and on-premises infrastructure
- Describe key security pillars of protection, including identity, documents, network, and devices

Explain unified endpoint management concepts

- Explain device and application management
- describe bring your own device (BYOD), and application and device management
- Explain the value of the Microsoft Endpoint Manager (MEM) including Microsoft Intune and System Center

Explain identity and access management concepts

- Describe concepts of cloud identity, on-premises identity, and hybrid identity

- Describe the purpose and value of implementing multi-factor authentication (MFA)
- Describe the purpose and value of conditional access

Explain Threat Protection in Microsoft 365

- Identify how Microsoft 365 services address the most common current threats
- Describe the concepts of Cloud App Security

Describe the Service Trust portal, Microsoft 365 security center, and Compliance Manager

- Identify differences between the Service Trust portal, Security center, and Compliance Manager
- Explain the trust relationship between Microsoft and service locations
- Describe data protection options including data segregation
- Describe how compliance scores are generated and how they can be used
- Describe scenarios where knowing the compliance score benefits an organization
- Describe the value and capabilities of the Service Trust portal
- Explain insider risk management capabilities in the compliance score
- Identify eDiscovery use cases and scenarios
- Explain why privacy matters to Microsoft
- Demonstrate the Security Center and Secure Score benefits and capabilities

Describe information protection and governance solutions

- Explain information protection and governance
- Identify the types of sensitivity labels and when to use each type

### Describe Microsoft 365 Pricing and Support

Plan, predict, and compare pricing

- Describe the Cloud Solution Provider (CSP) pricing model for Windows and Microsoft cloud services
- Explain available billing and bill management options including billing frequency and methods of payment
- Optimize costs based on licensing options

Identify licensing options available in Microsoft 365

- Describe the available licensing and management options for Microsoft 365
- Describe additional capabilities available when a customer purchases Azure Active Directory Premium P1, Azure Active Directory Premium P2, and Azure AD Free

Describe the service lifecycle in Microsoft 365

- Describe private, public preview, and General Availability (GA) options
- Describe the correlation between lifecycle options and pricing
- Describe use cases and capabilities for the Microsoft 365 Roadmap portal

Describe support offerings for Microsoft 365 services

- Describe how to create a support request for Microsoft 365 services
- Describe service level agreements (SLAs) concepts, use cases for SLAs, SLA tiers, roles, and responsibilities
- Determine service health status by using the Microsoft 365 dashboard or the tenant dashboard
- Describe how organizations can communicate with Microsoft by using UserVoice



## Organisation

### Accessibilité & Modalités d'accès :

La salle formation se situe chez sumit au sein du centre Régus de Villeneuve d'Ascq.  
Les locaux et équipements sont adaptés aux personnes à mobilité réduite. N'hésitez pas à nous contacter pour toute demande spécifique.  
La responsable pédagogique et le formateur sont en charge de l'accueil des stagiaires.

### Moyens pédagogiques, techniques et d'encadrement :

sumit garantit la mise à disposition de :

- 1 salle équipée d'un projecteur ou écran permettant la diffusion des supports de formation
- 1 tableau blanc avec fournitures nécessaires

La formation est dispensée par un formateur dans une salle de cours, en présentiel.

### Modalités spécifiques :

- Chaque stagiaire dispose de son propre poste de travail adapté aux besoins de la formation.

### Méthodes mobilisées :

Le formateur alterne entre théorie, cas pratiques, et jeux de questions/réponses pour faire participer les stagiaires.

### Modalités d'évaluation :

Nous réalisons un test QCM avec auto-positionnement à l'entrée et à la sortie de la formation afin de s'assurer de la maîtrise des prérequis listés et d'évaluer la bonne assimilation des notions abordées en formation.

## Notre formateur

Le formateur sumit qui anime cette session de formation est un consultant confirmé sur son domaine de compétences.

**Valentin**  
Technical Leader

9 ans d'expérience

Certifié

Microsoft Certified Trainer (MCT)  
Azure Solutions Architect Expert,  
Teams Administrator Associate,  
MS365 Developer Associate,  
Devops Engineer Expert

## Votre contact commercial



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