

Microsoft 365 Messaging



Purpose of the training

The course is intended for IT specialists who implement message service infrastructure for Microsoft 365 platform and manage it within their own organisation. For people responsible for planning and implementing solutions related to handling communication in organisations. Messaging Administrator implements, configures and solves problems with recipients, authorisations, e-mail security, e-mail flow and public folders both within local environment and cloud. The responsibilities include managing message hygiene, message handling infrastructure, as well as hybrid configuration and migration. To implement secure hybrid topology which fulfills business needs of a modern organisation, message administrators must cooperate with security and Microsoft 365 Enterprise administrators. Message administrator should have practical knowledge of types of authentication, licensing and integration with Microsoft 365 platform integration.

The course included such issues as:

- message transport and e-mail flow
- message security
- message hygiene
- message consistency
- message handling infrastructure
- hybrid messages



Benefits of completing the training

The course analyses the key elements of Microsoft 365 message administration. It is intended for IT specialists who implement message handling infrastructure for Microsoft 365 platform and manage it in their own organisation. After training completion you will be able, among others, to:

- Configure and manage transport flow
- Manage e-mail flow and transport problems, as well as to solve them
- Manage message hygiene and consistency
- Manage message authentication
- Configure organisational settings and sharing

- Manage mobile devices
- Manage role-based authorisations
- Create and manage recipient objects and resources
- Plan, implement and solve problems with public folders
- Plan hybrid environment
- Perform mailbox migrations
- Implement and solve problems in hybrid environment

Your instructor will prepare you to take Microsoft 365 Messaging (MS-203) exam. Once you've passed the exam, you will be qualified to obtain Microsoft 365 Certified: Messaging Administrator Associate certificate.



Expected Listener Preparation

Students should have a perfect knowledge of DNS and basic functional experience in Microsoft 365 services, as well as have a very good understanding of general IT practices.
An ability to use English language materials.



Training Language

- **Training:** English
- **Materials:** English



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Training agenda

1. Waterfall processing transport management
 - Transport services review
 - Message transport configuration
 - Transport rules management
2. Managing and solving problems with e-mail flow
 - E-mail flow management
 - Troubleshooting e-mail flow
 - Troubleshooting transport
 - Troubleshooting records
3. Message hygiene management
 - Message hygiene planning
 - Anti-virus and anti-spam applications policy management
 - Advanced Threat Protection service management
4. Consistency management
 - Message consistency in SCC
 - Message consistency in Exchange
 - Exchange Online auditing and archivisation management
 - Content search management
5. Corporate settings management
 - Message authentication management
 - Configuring corporate settings
 - Corporate sharing configuration
6. Mobile device management
 - Mobile device e-mail policy
 - Mobile device access management
7. Permission management
 - Administrator roles management
 - User roles management
 - Exchange settings- RBAC and AD permissions
8. Recipient objects and resources management
 - Exchange recipients
 - Creating and managing Exchange recipients
 - Managing e-mail addresses, lists and resources
9. Public folder management
 - Planning a hierarchy of public folders
 - Implementing and managing public folders
 - Troubleshooting public folders
10. Hybrid environment planning
 - Hybrid Exchange implementation requirements
 - Hybrid Configuration Wizard launch planning

11. E-mail migration

- E-mail migration planning
- IMAP migration
- Production launch after migration and trial migration
- Performing advanced migrations

12. Implementing and solving problems related to hybrid environment

- Edge Transport server implementation and management
- Configuring hybrid implementation using HCW
- Using advanced hybrid functionality
- Troubleshooting hybrid implementation