



MS-4006: Copilot for Microsoft 365 for Administrators

Course ID #: 7000-929-ZZ-Z

Hours: 7

Course Content

Course Description:

This course begins by examining the Microsoft Copilot for Microsoft 365 design. Its main focus, however, is on the security and compliance features that administrators must configure in their Microsoft 365 tenant to protect their company's organizational data before they implement Copilot for Microsoft 365.

Prerequisites:

This course is designed for administrators, Microsoft 365 administrators, or persons aspiring to the Microsoft 365 Administrator role who have completed at least one of the Microsoft 365 role-based administrator certification paths.

Target Audience:

- Administrator
- Functional Consultant

Topics:

Prepare your organization for Copilot for Microsoft 365

Lesson 1: Examine the Copilot for Microsoft 365 design

- Introduction
- Examine the Copilot for Microsoft 365 logical architecture
- Examine the key components of Copilot for Microsoft 365
- Explore the Copilot for Microsoft 365 service and tenant architecture
- Extend Copilot for Microsoft 365 with plugins and Microsoft Graph connectors
- Knowledge check
- Summary

Lesson 2: Implement Copilot for Microsoft 365

- Introduction
- Get ready for Copilot for Microsoft 365
- Prepare your data for searches in Copilot for Microsoft 365
- Protect your Copilot for Microsoft 365 data with Microsoft 365 security tools
- Assign your Copilot for Microsoft 365 licenses
- Drive Copilot for Microsoft 365 adoption with a Copilot Center of Excellence
- Knowledge Check
- Summary



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Lesson 3: Examine data security and compliance in Copilot for Microsoft 365

- Introduction
- Examine how Copilot for Microsoft 365 uses your proprietary business data
- Examine how Copilot for Microsoft 365 protects sensitive business data
- Examine how Copilot for Microsoft 365 uses Microsoft 365 isolation and access controls
- Examine how Copilot for Microsoft 365 meets regulatory compliance mandates
- Knowledge Check
- Summary

Manage data security for Copilot for Microsoft 365

Lesson 4: Manage secure user access in Microsoft 365

- Introduction
- Examine the identity and access tools used in Microsoft 365
- Manage user passwords
- Implement Conditional Access policies
- Enable pass-through authentication
- Implement multifactor authentication
- Explore passwordless authentication options
- Explore self-service password management
- Implement Microsoft Entra Smart Lockout
- Explore Security Defaults in Microsoft Entra ID
- Investigate authentication issues using sign-in logs
- Knowledge check
- Summary

Lesson 5: Manage permissions, roles, and role groups in Microsoft 365

- Introduction
- Examine the use of roles in the Microsoft 365 permission model
- Manage roles across the Microsoft 365 ecosystem
- Explore administrator roles in Microsoft 365
- Examine best practices when configuring administrative roles
- Assign admin roles to users in Microsoft 365
- Delegate admin roles to partners
- Implement role groups in Microsoft 365
- Manage permissions using administrative units in Microsoft Entra ID
- Manage SharePoint permissions to prevent oversharing of data
- Elevate privileges using Microsoft Entra Privileged Identity Management
- Knowledge check
- Summary

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