Microsoft 365 Messaging – Intensive Training («MS203»)

This course examines the key elements of Microsoft 365 messaging administration, including message transport and mail flow, messaging security, hygiene, and compliance, messaging infrastructure, and hybrid messaging.

Duration: 4 days
Price: 3'400.–
Course documents: Official Microsoft Courseware and Microsoft Learn
Vendor code: MS-203

Content

Course outline:

Module 1: Manage the transport pipeline in Microsoft 365

In this module, you will learn about the different transport components of Exchange, how the message routing works, and how to configure the message flow for your organization. You will examine the tasks that messaging administrators must complete to configure message transport. You will review the message transport options and learn how to configure domains and connectors. You will also learn how to manage transport rules, which are a very powerful configuration to control the message flow in your organization.

Lessons

- Explore transport services
- Configure message transport
- Manage transport rules

Lab : Configure Message Transport

- Create Connectors

Module 2: Manage and troubleshoot mail flow in Microsoft 365

In this module, you will examine the components of mail flow, and you will learn how to manage your mail flow, which is a crucial task for every Exchange administrator. You will study the differences between managing mail flow in Exchange Online, Exchange Server, and Exchange Hybrid deployments. From managing mail flow, you will transition to troubleshooting mail flow issues such as emails not being routed correctly in or outside your organization, or when secure connections cannot be established successfully. You will learn about the tools Microsoft provides to help you find the root cause of your issues and fix your mail flow. You will then transition from troubleshooting mail flow to troubleshooting transport issues, such as network-based issues, connector and agent issues, and architectural issues, as well as how to troubleshoot in coexistence. Finally, you will learn how to check event, protocol, and tracking logs when all troubleshooting for service availability and message transport has finished and an issue still persists, or if you must find historical data about issues in the past.

Lessons

- Manage mail flow
- Troubleshoot mail flow
- Troubleshoot transport issues
- Troubleshoot mail flow using logs

Lab : Conditional Mail Routing

- Create Mail Flow Rules

Module 3: Manage message security

In this module, you will learn about Microsoft Exchange Online Protection (EOP) features and functionality. You will also learn how to plan messaging routing for this service, which provides anti-malware and anti-spam policies that protect your organization against spam and malware and safeguards your organization from messaging policy violations. You will then review the anti-malware and anti-spam protection that Exchange Server and Online Protection provide, and you will learn how to configure SPAM and malware filters, policies, and settings to provide protection for your users. You will conclude the module by examining Defender for Office 365 and how it extends the protection provided by EOP by filtering targeted attacks that could pass through EOP's line of defenses, including advanced threats such as zero-day attacks in email attachments and Office documents and time-of-click protection against malicious URLs. You will learn how Defender for Office 365 protects users from advanced threats through features such as safe attachments and safe links, and how it generates reports which provide administrators with insight into attacks targeting their tenants through email.

Lessons

- Plan for message security
- Manage anti-malware and anti-spam policies
- Explore threat protection in Microsoft 365 Defender

Lab : Managing Messaging Hygiene

- Create Hygiene Filters

Module 4: Manage compliance in Microsoft 365

This module begins by describing the different compliance features in Microsoft 365 that messaging administrators can use to comply with legal and regulatory requirements. This module supports compliance in Exchange by examining the compliance features available in the Exchange Admin Center for Exchange Server and hybrid deployments. Because of the complex retention requirements of modern messaging environments, this module focuses on how archiving is performed with Exchange so that you can provide an efficient and compliant environment to your users. You will also examine how additional archive storage is provided to your users, how messages are automatically processed and archived, and how audit logging in Exchange that provides information about administrator, delegate, and user actions in user mailboxes and your Exchange organization. Finally, because organizations must adhere to legal discovery requirements (related to organizational policy, compliance, or lawsuits), you will examine how eDiscovery for Microsoft Exchange can help you perform discovery searches for relevant content within mailboxes.

Lessons

- Explore messaging compliance in Microsoft 365
- Explore messaging compliance in Exchange
- Manage Exchange Online archiving and auditing
- Manage content search

Lab : Manage Messaging Compliance

- Manage Messaging Compliance

Module 5: Manage your Microsoft 365 messaging environment

This module begins with an examination on how to manage authentication for messaging. This module focuses on how to ensure that user accounts are well protected and secure, and how to deploy multiple security features that do not introduce unnecessary complexity in users' everyday work, which can result in lower business productivity and new security risks. You will then transition from messaging authentication to organizational settings, where you will learn how to configure settings that apply to

the entire organization or to many users in the organization. Finally, you will examine how to configure **digicomp**
organizational sharing.
Lessons

- Manage authentication for messaging
- Configure organizational settings
- Configure organizational sharing

Module 6: Manage role-based permissions in Microsoft 365

This module examines how messaging administrators manage role-based permissions, which is an essential task for any messaging administrator. Since Exchange Server and Exchange Online both use the Role Based Access Control (RBAC) permission model, this module examines the basics of RBAC management. The module concludes by examining how a messaging administrator must plan and configure permissions carefully so as not to put their environment or their entire Active Directory at risk.

Lessons

- Manage administrator roles
- Manage user roles
- Analyze role-based permissions

Lab : Manage Roles and Permission Policies

- Manage Roles and Permission Policies

Module 7: Manage recipient objects and resources in Microsoft 365

This module examines some of the most common tasks that messaging administrators perform - creating and configuring email recipients, lists, and resources. This module examines the different types of Exchange Server recipients, including how they differ from each other. The module then focuses on the various tasks that require you to create and manage Exchange recipients in Exchange, including user mailboxes, resource mailboxes, public folder, shared mailboxes, mail contacts, and mail users. You will also learn how to manage permissions for recipients, and how to create and manage groups.

Lessons

- Explore the different types of Exchange recipients
- Create and manage Exchange recipients
- Manage email addresses, lists, and resources

Lab : Implement Public Folders

- Create Public Folders
- Manage Public Folders

Lab : Create Recipient Objects and Resources

- Create Exchange Recipients
- Create Groups

Module 8: Manage the hybrid deployment life cycle

In this module you will examine the requirements necessary to implement a hybrid deployment, and you will learn about the features and components that are required when implementing a hybrid deployment. This module examines all planning aspects that are required before running the Hybrid Configuration Wizard. This includes the configuration options of the HCW, as well as the details on Organization Configuration Transfer (OCT) and the Hybrid Agent. The module concludes with a review of the mail flow options for a hybrid deployment. This module also examines Edge Transport servers and their use in hybrid Exchange deployments. You will then learn about the requirements and best practices to configure a hybrid deployment, which is the first step for your Exchange organization,

regardless of whether you want to connect your Exchange on-premises and Exchange Online organizations for long-term coexistence or as part of a cloud migration strategy. In this module, you will then examine how to manage a hybrid deployment and implement advanced hybrid functionality. You will cover the features that require a successful hybrid deployment such as OneDrive for Business attachment storage for on-premises mailboxes. This module concludes with an introduction to troubleshooting techniques for a hybrid deployment. You will learn how to troubleshoot directory synchronization issues including pass-through authentication (PTA) and single sign-on, Exchange transport, and client access troubleshooting as well as mailbox replication service troubleshooting.

Lessons

- Explore Exchange hybrid deployment requirement
- Plan and configure a hybrid deployment using the Hybrid Configuration Wizard
- Provide a gateway for Internet email using Edge Transport servers
- Implement advanced hybrid functionality
- Troubleshoot hybrid deployments

Lab : Deploy a Hybrid Environment

- Configure your Hybrid Deployment

Lab : Deploy a Hybrid Environment

- Test your Hybrid Deployment
- Troubleshoot your Hybrid Deployment

Lab : Prepare Azure AD for Hybrid Synchronization

- Prepare Azure AD for Hybrid Synchronization

Module 9: Manage mailbox migrations

This module examines the options that are available for migrating email to Exchange Online. This module summarizes the migration and co-existence options and recommends when to use which option. The module then examines the requirements for running an IMAP migration, the migration options that are available, and the steps that are performed during a migration. The module then examines how to plan and perform both a cutover and staged migration. It compares each of these two migration approaches, and you will learn about the requirements, planning activities, and migration process for each option. The module concludes by examining important additional migration tasks, such as cross tenant migrations, and PST migrations.

Lessons

- Plan mailbox migrations
- Run IMAP migrations
- Run cutover and staged migrations
- Run advanced mailbox migrations

Lab : Plan a Mail Migration to Microsoft 365

- Paper-based classroom exercise - Plan a Mail Migration to Microsoft 365

Key Learnings

- Managing the transport pipeline in Microsoft 365
- Managing and troubleshooting mail flow in Microsoft 365
- Managing message security
- Managing compliance in Microsoft 365
- Managing your Microsoft 365 messaging environment
- Managing role-based permissions in Microsoft 365
- Managing recipient objects and resources in Microsoft 365
- Managing the hybrid deployment life cycle
- Managing mailbox migrations

Target audience

The Messaging Administrator plans, deploys, configures, troubleshoots, and secures the messaging infrastructure in a hybrid and cloud enterprise environment. Responsibilities include managing recipients, mailboxes, transport, mail flow, administrative roles, threat protection, compliance, migrations, and client connectivity. To implement a secure hybrid topology that meets the business needs of a modern organization, the Messaging Administrator must collaborate with other workload administrators and the Microsoft 365 enterprise administrator. The Messaging Administrator should have a working knowledge of authentication types, licensing, and integration with Microsoft 365 applications.

Requirements

This course is designed for people who are aspiring to the Microsoft 365 Messaging Administrator role.

- Microsoft 365 Fundamentals – Intensive Training («MS900»)

Certification

This intensive training prepares you for:

- **Exam:** «MS-203: Microsoft 365 Messaging» for the
- **Certification:** «Microsoft 365 Certified: Messaging Administrator Associate»

Further courses

- Microsoft 365 Administrator Essentials – Intensive Training («MS12BC»)

Any questions?

We are happy to advise you on +41 44 447 21 21 or info@digicomp.ch. You can find detailed information about dates on www.digicomp.ch/courses-digital-transformation-technologies/cloud/microsoft-modern-workplace-m365/course-microsoft-365-messaging-intensive-training-ms-203