uCertify

Course Outline

Microsoft 365 Fundamentals

15 May 2024

1. Pre-Assessment
2. Exercises, Quizzes, Flashcards & Glossary

   Number of Questions
3. Expert Instructor-Led Training
4. ADA Compliant & JAWS Compatible Platform
5. State of the Art Educator Tools
6. Award Winning Learning Platform (LMS)
7. Chapter & Lessons

   Syllabus

   Chapter 1: Preface

   Chapter 2: Introduction to Cloud Concepts

   Chapter 3: Cloud Deployment Models

   Chapter 4: Microsoft 365 Productivity Solutions

   Chapter 5: Microsoft 365 Collaboration Solutions

   Chapter 6: Endpoint Modernization and Management

   Chapter 7: Endpoint Management Tools

   Chapter 8: Analytics Capabilities

   Chapter 9: Security, Compliance, Privacy, and Trust in Microsoft 365

   Chapter 10: Zero Trust Security Principles for Microsoft 365

   Chapter 11: Identity and Access Management Solutions of Microsoft 365

   Chapter 12: Threat Protection Solutions of Microsoft 365

   Chapter 13: Insider Risk Management

   Chapter 14: Auditing and eDiscovery

   Chapter 15: Microsoft 365 Pricing, Licensing, & Support

   Videos and How To
8. Practice Test

   Here's what you get

   Features
9. Post-Assessment

1. Pre-Assessment

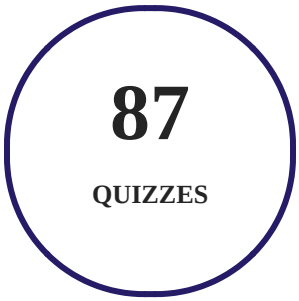
Pre-Assessment lets you identify the areas for improvement before you start your prep. It determines what students know about a topic before it is taught and identifies areas for improvement with question assessment before beginning the course.

2. Exercises

There is no limit to the number of times learners can attempt these. Exercises come with detailed remediation, which ensures that learners are confident on the topic before proceeding.

3. Quizzes

Quizzes test your knowledge on the topics of the exam when you go through the course material. There is no limit to the number of times you can attempt it.



4. flashcards

Flashcards are effective memory-aiding tools that help you learn complex topics easily. The flashcard will help you in memorizing definitions, terminologies, key concepts, and more. There is no limit to the number of times learners can attempt these. Flashcards help master the key concepts.

5. Glossary of terms

uCertify provides detailed explanations of concepts relevant to the course through Glossary. It contains a list of frequently used terminologies along with its detailed explanation. Glossary defines the key terms.

6. Expert Instructor-Led Training

uCertify uses the content from the finest publishers and only the IT industry's finest instructors. They have a minimum of 15 years real-world experience and are subject matter experts in their fields. Unlike a live class, you can study at your own pace. This creates a personal learning experience and gives you all the benefit of hands-on training with the flexibility of doing it around your schedule 24/7.

7. ADA Compliant & JAWS Compatible Platform

uCertify course and labs are ADA (Americans with Disability Act) compliant. It is now more accessible to students with features such as:

- Change the font, size, and color of the content of the course
- Text-to-speech, reads the text into spoken words
- Interactive videos, how-tos videos come with transcripts and voice-over
- Interactive transcripts, each word is clickable. Students can clip a specific part of the video by clicking on a word or a portion of the text.

JAWS (Job Access with Speech) is a computer screen reader program for Microsoft Windows that reads the screen either with a text-to-speech output or by a Refreshable Braille display. Student can easily navigate uCertify course using JAWS shortcut keys.

8. State of the Art Educator Tools

uCertify knows the importance of instructors and provide tools to help them do their job effectively. Instructors are able to clone and customize course. Do ability grouping. Create sections. Design grade scale and grade formula. Create and schedule assessments. Educators can also move a student from self-paced to mentor-guided to instructor-led mode in three clicks.

9. Award Winning Learning Platform (LMS)

uCertify has developed an award winning, highly interactive yet simple to use platform. The SIIA CODiE Awards is the only peer-reviewed program to showcase business and education technology's finest products and services. Since 1986, thousands of products, services and solutions have been recognized for achieving excellence. uCertify has won CODiE awards consecutively for last 7 years:

- **2014**
    1. Best Postsecondary Learning Solution

- **2015**
    1. Best Education Solution

2. Best Virtual Learning Solution
3. Best Student Assessment Solution
4. Best Postsecondary Learning Solution
5. Best Career and Workforce Readiness Solution
6. Best Instructional Solution in Other Curriculum Areas
7. Best Corporate Learning/Workforce Development Solution

- **2016**
    1. Best Virtual Learning Solution
    2. Best Education Cloud-based Solution
    3. Best College and Career Readiness Solution
    4. Best Corporate / Workforce Learning Solution
    5. Best Postsecondary Learning Content Solution
    6. Best Postsecondary LMS or Learning Platform
    7. Best Learning Relationship Management Solution

- **2017**
    1. Best Overall Education Solution
    2. Best Student Assessment Solution
    3. Best Corporate/Workforce Learning Solution
    4. Best Higher Education LMS or Learning Platform

- **2018**
    1. Best Higher Education LMS or Learning Platform
    2. Best Instructional Solution in Other Curriculum Areas
    3. Best Learning Relationship Management Solution

- **2019**
    1. Best Virtual Learning Solution
    2. Best Content Authoring Development or Curation Solution
    3. Best Higher Education Learning Management Solution (LMS)

- **2020**

1. Best College and Career Readiness Solution
2. Best Cross-Curricular Solution
3. Best Virtual Learning Solution

10. Chapter & Lessons

uCertify brings these textbooks to life. It is full of interactive activities that keeps the learner engaged. uCertify brings all available learning resources for a topic in one place so that the learner can efficiently learn without going to multiple places. Challenge questions are also embedded in the chapters so learners can attempt those while they are learning about that particular topic. This helps them grasp the concepts better because they can go over it again right away which improves learning.

Learners can do Flashcards, Exercises, Quizzes and Labs related to each chapter. At the end of every lesson, uCertify courses guide the learners on the path they should follow.

Syllabus

Chapter 1: Preface

- About Microsoft Certification
- About Microsoft Exam MS-900
- Technical Requirements

Chapter 2: Introduction to Cloud Concepts

- Overview of Cloud Services
- Types of Cloud Services
- Differences between Office 365 and Microsoft 365

- Summary

Chapter 3: Cloud Deployment Models

- Cloud Deployment Models
- Benefits and Considerations for Using Cloud, Hybrid, or On-Premises Services
- Comparison of Costs and Advantages of Cloud, Hybrid, and On-Premises Services
- Hybrid Work and Flexible Work
- Summary

Chapter 4: Microsoft 365 Productivity Solutions

- Introduction to Microsoft 365 Productivity Solutions
- Communication and Collaboration Tools in Microsoft 365
- Core Microsoft 365 Apps
- Work Management in Microsoft 365
- OneDrive and File Storage in Microsoft 365
- Advanced Features and Capabilities in Microsoft 365
- Summary

Chapter 5: Microsoft 365 Collaboration Solutions

- Overview of Collaboration Solutions in Microsoft 365
- Microsoft Teams and Teams Phone
- Microsoft Viva Apps and Extending Microsoft Teams
- Summary

Chapter 6: Endpoint Modernization and Management

- Overview of Endpoint Management Capabilities
- Windows 365 and Azure Virtual Desktop
- Windows-as-a-Service (WaaS) Deployment and Release Models
- Deployment and Update Channels for Microsoft 365 Apps
- Summary

Chapter 7: Endpoint Management Tools

- Microsoft Endpoint Manager (MEM)
- Introduction to Intune and Autopilot
- Co-management with SCCM and Tenant Attach
- Summary

Chapter 8: Analytics Capabilities

- Viva Insights
- Microsoft 365 Admin Center and User Portal
- Microsoft Advanced Threat Analytics
- Reports in the Microsoft 365 Admin Center
- Summary

Chapter 9: Security, Compliance, Privacy, and Trust in Microsoft 365

- Overview of Security, Compliance, Privacy, and Trust in Microsoft 365
- Importance in Today's Digital Landscape
- Microsoft 365 Addresses the Concerns
- Summary

Chapter 10: Zero Trust Security Principles for Microsoft 365

- Introduction to the Zero Trust Model
- Microsoft Granular Delegated Admin Privileges (GDAP) Principles
- Zero Trust implementation in Microsoft 365
- Summary

Chapter 11: Identity and Access Management Solutions of Microsoft 365

- Identity and Access Management
- Cloud, On-premises, and Hybrid Identity Concepts
- Implementing Multi-Factor Authentication (MFA)
- Self-Service Password Reset (SSPR)
- Summary

Chapter 12: Threat Protection Solutions of Microsoft 365

- Microsoft 365 Defender
- Microsoft Secure Score
- Common Types of Threats
- Microsoft Sentinel and Microsoft 365 Lighthouse
- Summary

Chapter 13: Insider Risk Management

- Microsoft Preview Risk and Compliance Solutions
- Data Residency and Regulatory Compliance
- Information Protection Features
- Insider Risk Management Solutions

- Summary

Chapter 14: Auditing and eDiscovery

- Microsoft Priva
- Auditing and eDiscovery Solutions
- Summary

Chapter 15: Microsoft 365 Pricing, Licensing, & Support

- Pricing Model for Microsoft Cloud Services
- Billing and License Management
- Creating a Support Request
- Service Level Agreements (SLAs)
- Service Health Status and Monitoring
- Communicating with Microsoft about Product and Service Improvements
- Summary

11. Practice Test

uCertify provides full length practice tests. These tests closely follow the exam objectives and are designed to simulate real exam conditions. Each course has a number of test sets consisting of hundreds of items to ensure that learners are prepared for the certification exam.

Here's what you get

50	2	50
PRE-ASSESSMENTS QUESTIONS	FULL LENGTH TESTS	POST-ASSESSMENTS QUESTIONS

Features

Each question comes with detailed remediation explaining not only why an answer option is correct but also why it is incorrect.

Unlimited Practice

Each test can be taken unlimited number of times until the learner feels they are prepared. Learner can review the test and read detailed remediation. Detailed test history is also available.

Each test set comes with learn, test and review modes. In learn mode, learners will attempt a question and will get immediate feedback and complete remediation as they move on to the next question. In test mode, learners can take a timed test simulating the actual exam conditions. In review mode, learners can read through one item at a time without attempting it.

12. Post-Assessment

After completion of the uCertify course Post-Assessments are given to students and often used in conjunction with a Pre-Assessment to measure their achievement and the effectiveness of the exam.