

AB-650T00: Administer Microsoft 365 And AI Services

Course Description

The AB-650T00: Administer Microsoft 365 and AI Services Training in Dominican Republic covers the administration, security, governance, and optimization of Microsoft 365 and AI services. Delegates explore tenant management, Microsoft Entra, Copilot, agents, Defender, Purview, and collaboration workloads.

Course Duration

3 days

Prerequisites

There are no formal prerequisites for attending the AB-650T00 Course. However, familiarity with Microsoft 365 administration, Microsoft Entra, and cloud-based collaboration services may help delegates engage with the course content more effectively.

Course Outline

Module 1: Provision and Brand a Microsoft 365 Tenant

- Introduction
- Understand the Microsoft 365 Tenant
- Assign Least-Privilege Administrator Roles
- Add and Verify a Custom Domain
- Exercise - Delegate Domain Administration and Add a Custom Domain
- Configure Organisation Branding Across Two Portals
- Exercise - Configure Organisation Branding
- Configure Organisational Settings
- Exercise - Configure Organisational Settings

Module 2: License Microsoft 365 and AI Services at Scale

- Introduction
- Assign and Manage Microsoft 365 Licenses
- Verify and Troubleshoot License Assignments
- Exercise - Assign, Verify, and Troubleshoot Microsoft 365 Copilot Licensing for Relecloud's Marketing Rollout
- License AI Services for the Right Populations
- Understand how Microsoft 365 Billing is Structured
- Set up Pay-As-You-Go Billing for AI-service Usage

Module 3: Keep a Microsoft 365 Tenant Resilient and Healthy

- Introduction
- Configure Microsoft 365 Backup for Critical Workloads
- Exercise - Configure Backup for Relecloud's Critical Workloads
- Monitor Service Health and Configure Notifications
- Diagnose Network Connectivity Issues Affecting Copilot
- Exercise - Diagnose Relecloud's Satellite-Office Copilot Connectivity Failure
- Monitor Microsoft 365 Usage and Adoption
- Exercise - Interpret Relecloud's Copilot Adoption Data
- Recognise the Endpoint and Client-Management Ecosystem

Module 4: Configure Exchange Online and Microsoft Teams Workloads

- Introduction
- Create and Manage Mailboxes
- Delegate Mailbox Access: Full Access, Send as, and Send on Behalf
- Exercise - Configure Relecloud Shared Mailboxes and Delegate Access
- Understand how Mail Routes Through Exchange Online
- Create and Manage Teams, Channels, Owners, and Members
- Configure Copilot in Teams Meetings
- Exercise - Build a Copilot-ready Team for Relecloud's Account Managers

Module 5: Govern SharePoint and OneDrive for Microsoft 365 Copilot

- Introduction
- Create and Manage SharePoint Sites
- Set the Boundary: SharePoint and OneDrive Sharing Settings
- Find Overshared Sites Before Copilot does
- Exercise - Set up and Audit a Governed SharePoint Site
- Hide it from Search, Not from Access: Restricted Content Discovery
- Lock it Down for Real: Restricted Access Control
- Temporary Allow-List for Rollout: Restricted SharePoint Search
- Choose the Right Control for the Job
- Exercise - Remediate the Finance Site and Choose the Right Control

Module 6: Provision and Govern Identities in Microsoft Entra

- Introduction
- Manage the User and Contact Lifecycle
- Perform Bulk Identity Management with Microsoft Graph PowerShell
- Exercise - Bulk-provision Relecloud's New-Hire Users with Microsoft Graph PowerShell
- Manage Guests and External Collaboration
- Create and Manage Groups, Naming Policy, and Expiration Policy
- Scope Delegated Administration with Administrative Units
- Exercise - Scope Relecloud's Regional HR Admin with an Administrative Unit
- Govern Roles with Role Groups and Privileged Identity Management
- Exercise - Configure a PIM Approval Workflow for Relecloud Privileged Role

Module 7: Implement Authentication and Access in Microsoft Entra

- Introduction
- Evaluate and Scope the Authentication Method Catalog
- Enforce Password Protection for Cloud Accounts
- Enable and Troubleshoot Self-Service Password Reset
- Exercise - Scope Authentication Methods and Enable SSPR for Relecloud's Engineering Team
- Evaluate Conditional Access Policies and Client App Conditions
- Investigate and Resolve Authentication Issues
- Resolve Sign-In Risk and Device Compliance in Conditional Access
- Exercise - Build and Verify a Risk-Based, Device-Compliant Conditional Access Policy

Module 8: Secure Email and Collaboration with Microsoft Defender for Office 365

- Introduction
- Configure Threat Policies: Presets, Custom Policies, and Precedence
- Configure the Settings Inside Each Threat Policy
- Extend Protection to Teams, SharePoint, and OneDrive
- Exercise - Configure and Scope Threat Protection for Relecloud's Finance Team
- Manage Alerts and Investigate Threats
- Remediate and Reduce Human Risk: AIR and Attack Simulation Training
- Exercise - Investigate a Threat and Reduce Human Risk with Attack Simulation Training
- Coordinate with the Broader Microsoft Defender Security Estate

Module 9: Protect Information with Microsoft Purview Information Protection

- Introduction
- Choose a Classification Technique for a Data Shape
- Exercise - Create a Custom Sensitive Information Type for Woodgrove's Transaction Pattern
- Design What a Sensitivity Label Protects
- Publish Label Policies and Resolve Conflicting Settings
- Exercise - Configure and Publish a Sensitivity Label Policy, then Verify Priority Resolution
- Verify Classification is Working with Purview Reporting
- Verify Classification Supports Safe Copilot Grounding

Module 10: Prevent Data Loss and Govern the Data Lifecycle with Microsoft Purview

- Introduction
- Specify DLP Requirements Across Microsoft 365 Locations
- Exercise - Create a DLP Policy for Microsoft 365 Copilot
- Attribute DLP Alerts Across AI Apps and Agents
- Respond to DLP Alerts in Microsoft Defender XDR
- Exercise - Review a DLP Alert in Microsoft Defender XDR
- Specify Data Lifecycle Management Requirements
- Monitor AI Activity and Oversharing Risk with DSPM for AI

Module 11: Assess Readiness and Roll Out Microsoft 365 Copilot

- Introduction
- Assess Tenant Readiness for a Copilot Rollout
- Exercise - Run and Interpret the Copilot Readiness Report
- Identify and Resolve Data-Readiness Issues
- Exercise - Remediate an Oversharing Risk Before Rollout
- Plan a Phased Rollout Across the Organisation
- Exercise - Stage a Phased Pilot Rollout Group

Module 12: Configure Microsoft 365 Copilot Settings and Extensibility

- Introduction
- Configure the Copilot Tenant-Settings Catalog
- Exercise - Configure the Copilot Settings Catalog
- Manage Web Search for Copilot and Copilot Chat
- Configure Copilot Search
- Exercise - Configure Web Search and Copilot Search
- Manage Third-Party AI Providers
- Exercise - Enable a Third-Party AI Provider
- Configure Copilot Connectors
- Govern SharePoint AI Skills and the Frontier Program

Module 13: Establish Agent Identities and Secure Access with Microsoft Entra Agent ID

- Introduction
- Understand the Microsoft Entra Agent ID Object Model
- Assign a Sponsor and a Least-Privilege Owner
- Exercise - Assign a Sponsor and Owner to an Agent Identity
- Automate Sponsor Transfer with Lifecycle Workflows
- Exercise - Configure a Sponsor-Transfer Lifecycle Workflow
- Apply Conditional Access to Agent Identities and Choose the Right License
- Exercise - Apply Conditional Access to an Agent Identity Blueprint

Module 14: Curate and Control Agents with the Agent Registry and Agent 365 Tools

- Introduction
- Review, Approve, and Block Tools for Agents
- Exercise - Review, Approve, and Block a Tool
- Govern Bring Your Own MCP Servers
- Exercise - Review a Bring Your Own Model Context Protocol (MCP) Server Registration
- Perform Ongoing Agent Registry Curation
- Exercise - Reassign an Active Agent's Owner
- Audit the Agent Estate by Publisher and Channel

Module 15: Monitor and Manage Agents with Microsoft Agent 365

- Introduction
- Introduction to Microsoft Entra Agent ID
- Monitor and Manage Agents
- Scenario
- Exercise – Monitor Agents from the Overview Page
- Exercise - Monitor Agents Inventory in Registry
- Exercise - Monitor Agents Using the Agent Map
- Exercise - View Agents with Exceptions and Take Action
- Exercise - Measure Agent Effectiveness
- Exercise – Monitor Connected Platforms

Module 16: Govern Agents Using Agent 365

- Introduction
- Govern Agents Scenarios
- Exercise – Set up Agent Settings and Access
- Security and Governance Policies
- Exercise – Set up Policy Template
- Exercise – Set up Permissions Using Access Packages
- Exercise – Onboard an Agent
- Exercise – Deploy and Activate Agents
- Exercise - Assign Owners to Agents to Prevent Agent Sprawl
- Exercise - Block Agents with Security Risks
- Exercise – Use Rules and Automate Agent Management
- Manage Tools

Module 17: Monitor and Optimise Microsoft 365 AI Services

- Introduction
- Pick the Right Report Source for a Copilot Adoption Question
- Exercise - Pick the Right Report Source
- Read the Copilot Usage Report and the Agent Usage Report
- Exercise - Read the Copilot Usage Report and the Agent Usage Report
- Reconcile Copilot and Agent Costs Across Surfaces
- Exercise - Reconcile Copilot and Agent Costs Across Surfaces
- Assess AI-service Health with the Copilot Control System

Who Should Attend

This course is designed for professionals responsible for administering, securing, and governing Microsoft 365 environments and AI services. It is particularly relevant to those working across Microsoft 365 workloads, identity, security, compliance, infrastructure, endpoints, and applications. This course is ideal for: Microsoft 365 Administrators, AI Services Administrators, Microsoft Entra Administrators, Security Administrators, Compliance Administrators, Collaboration Administrators, Cloud Administrators