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MICROSOFT

Microsoft 365 Certified: Fundamentals

**Validate your technical skills and
grow your career.**

This certification demonstrates that the recipient has knowledge in migrating to and managing widely used, cloud-based productivity applications and the Software as a Service (SaaS) cloud model.

It also introduces the individual to Microsoft Azure and compares Microsoft 365 and Office 365.

Why Take The Microsoft 365 Certified: Fundamentals Course?

Your certification places you at the front of the line.

Passing the exam will allow you to attain an industry-recognized merit from Microsoft that says: **you know what you're doing**. It proves to your employer that you have the necessary skills and knowledge to earn top dollar when you work for them.

Increase Your Salary:

- The average salary for someone who holds an Microsoft 365 Certified: Fundamentals certification is around \$90,000

Abilities Validated By The Certification:

- Differentiate between the various cloud service models
- Identify the key differences between Microsoft 365 and Office 365
- Plan for migration to Microsoft 365 services
- Identify key differences between Microsoft on-premises services vs. Microsoft 365 cloud services
- Define enterprise mobility in Microsoft 365



- Identify how Microsoft 365 services support teamwork.
- Describe identities, including cloud, on-premises, and hybrid identity
- Describe cloud device management and protection, including the use of Intune
- Describe data protection, including the use of Azure Information Protection
- Describe compliance in general and the compliance features in Microsoft 365
- Describe Microsoft 365 subscriptions, licenses, billing, and support

Recommended Knowledge & Experience:

- General IT knowledge or any general experience working in an IT environment
- General (sales level) experience on corresponding Microsoft on-premises products, such as Exchange Server, SharePoint, Office Professional, AD RMS and others
- Experience addressing business/legal/security requirements for IT

Exam Topics & Scoring:

Exam MS-900: Microsoft 365 Fundamentals

DESCRIBE CLOUD CONCEPTS (10-15%)

Describe the different types of cloud services available

- describe Microsoft's IaaS, and PaaS offerings
- describe where Microsoft Azure and Dynamics 365 fit in to the Microsoft ecosystem
- cloud-based productivity solutions

Describe the benefits of and considerations for using a cloud service instead of on-premises services

- describe public, private, and hybrid scenarios
- identify scenarios when usage of cloud-based services is more beneficial than on-premises services
- compare costs of cloud-based services with on-premises services
- identify factors that drive organizations to move to the cloud

DESCRIBE CORE MICROSOFT 365 SERVICES AND CONCEPTS (30-35%)

Identify core Microsoft 365 capabilities

- productivity and teamwork (IM and chat, online meetings, email and calendaring, Office productivity apps, file storage and sharing, intranet and team sites, enterprise social, accessibility)
- business management (simplified management, business process automation, extensibility, business voice and phone systems, forms and workflow management, business intelligence, work management, customer scheduling and booking, mileage tracking and reporting)



- security and compliance (identity and access management, information protection and governance, threat protection, security management, insider risk management, compliance management, discover and respond)
- describe the capabilities of the Microsoft 365 Admin center and Microsoft 365 user portal

Describe options for deploying and supporting Windows and Office

- describe the deployment and release models for Windows-as-a-Service (WaaS) including deployment rings
- describe the capabilities of Windows Virtual Desktop (WVD) and when it makes sense to implement WVD
- identify deployment and servicing methods for Office 365 ProPlus

Describe analytics capabilities in Microsoft 365

- describe capabilities of Workplace Analytics and MyAnalytics
- describe the reports available in the Microsoft 365 Admin center and other admin centers

Describe Microsoft 365 collaboration solutions

- explain how collaboration solutions in Microsoft 365 can drive personal and organizational productivity
- describe the capabilities for extending Office and Microsoft Teams with Power Platform and third-party apps and services

EXPLAIN SECURITY, COMPLIANCE, PRIVACY, AND TRUST IN MICROSOFT 365 (30- 35%)

Explain zero-trust security principles for Microsoft 365

- identify key components that need to be protected within an organization's cloud and on- premises infrastructure
- describe key security pillars of protection, including identity, documents, network, and devices

Explain unified endpoint management concepts

- explain device and application management
- describe bring you own device (BYOD), and application and device management
- explain the value of the Microsoft Endpoint Manager (MEM) including Microsoft Intune and System Center

Explain identity and access management concepts

- describe concepts of cloud identity, on-premises identity, and hybrid identity
- describe the purpose and value of implementing multi-factor authentication (MFA)
- describe the purpose and value of conditional access

Explain Threat Protection in Microsoft 365

- identify how Microsoft 365 services address the most common current threats



- describe the concepts of Cloud App Security

Describe the Service Trust portal, Security center, and Compliance Manager

- identify differences between the Service Trust portal, Security center, and Compliance Manager
- explain the trust relationship between Microsoft and service locations
- describe data protection options including data segregation
- describe how compliance scores are generated and how they can be used
- describe scenarios where knowing the compliance score benefits an organization
- describe the value and capabilities of the Service Trust portal
- explain insider risk management capabilities in the compliance score
- identify eDiscovery use cases and scenarios
- explain why privacy matters to Microsoft
- demonstrate the Security Center and Secure Score benefits and capabilities

Describe information protection and governance solutions

- explain information protection and governance
- identify the types of sensitivity labels and when to use each type

DESCRIBE MICROSOFT 365 PRICING AND SUPPORT (20-25%)

PLAN, PREDICT, AND COMPARE PRICING

- describe the Cloud Solution Provider (CSP) pricing model for Windows and Microsoft cloud services
- explain available billing and bill management options including billing frequency and methods of payment
- optimize costs based on licensing options

Identify licensing options available in Microsoft 365

- describe the available licensing and management options for Microsoft 365
- describe additional capabilities available when a customer purchases Azure Active Directory P1, Azure Active Directory P2, and Azure AD Basic

Describe the service lifecycle in Microsoft 365

- describe private, public preview, and General Availability (GA) options
- describe the correlation between lifecycle options and pricing
- describe use cases and capabilities for the Microsoft 365 Roadmap portal

Describe support offerings for Microsoft 365 services

- describe how to create a support request for Microsoft 365 services
- describe service level agreements (SLAs) concepts, use cases for SLAs, SLA tiers, roles, and responsibilities
- determine service health status by using the Microsoft 365 dashboard or the tenant dashboard
- describe how organizations can communicate with Microsoft by using UserVoice



Phoenix TS

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Prepare for your exam:

The best way to prepare is with first-hand experience. Taking advantage of the opportunities that Phoenix TS provides will assist you with gathering all the knowledge and skills you'll need for certification.

Phoenix TS Microsoft 365 Certified: Fundamentals - Learning Pathways

- **MS-900T01: Microsoft 365 Fundamentals**

Course Overview Phoenix TS' 1-day instructor-led Microsoft 365 Fundamentals training and certification boot camp in Washington, DC Metro, Tysons Corner, VA, Columbia, MD or Live Online provides foundational knowledge on the considerations and benefits of adopting cloud services and the Software as a Service (SaaS) cloud model, with a specific focus on Microsoft 365 cloud [...]

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Exam Details

- Multiple choice, multiple answers
- Testing in person or online proctored exam
- 130 Min to take the test
- \$150 test fee
- Available in English, Japanese, Korean, and Simplified Chinese