SC-400T00 Administering Information Protection and Compliance in Microsoft 365

Category: Networking & Security | **Vendor:** Microsoft Technical

Duration: 32.00 hours (4 days) **26.0 CPD Hours** **Rating:** ⭐ 4.6 (5,878 reviews)

Course Information

Delivery Format:	Instructor Led - Online
Certification:	Microsoft Certified: Information Protection and Compliance Administrator Associate
Related Exam:	SC-400

Course Overview

Learn how to protect information in your Microsoft 365 deployment. This course focuses on data lifecycle management and information protection and compliance within your organization. The course covers implementation of data loss prevention policies, sensitive information types, sensitivity labels, data retention policies, Microsoft Purview Message Encryption, audit, eDiscovery, and insider risk among other related topics. The course helps learners prepare for the Microsoft Information Protection Administrator exam (SC-400).

About This Course

Learn how to protect information in your Microsoft 365 deployment. This course focuses on data lifecycle management and information protection and compliance within your organization. The course covers implementation of data loss prevention policies, sensitive information types, sensitivity labels, data retention policies, Microsoft Purview Message Encryption, audit, eDiscovery, and insider risk among other related topics. The course helps learners prepare for the Microsoft Information Protection Administrator exam (SC-400).

Who Should Attend

The information protection administrator translates an organization’s risk and compliance requirements into technical implementation. They are responsible for implementing and managing solutions for content classification, data loss prevention (DLP), information protection, data lifecycle management, records management, privacy, risk, and compliance. They also work with other roles that are responsible for governance, data, and security to evaluate and develop policies to address an organization's risk reduction and compliance goals. This role assists workload administrators, business application owners, human resources departments, and legal stakeholders to implement technology solutions that support the necessary policies and controls.

Prerequisites & Entry Requirements

General Prerequisites:

- Foundational knowledge of Microsoft security and compliance technologies.
- Basic knowledge of information protection concepts.
- Understanding of cloud computing concepts.
- Understanding of Microsoft 365 products and services.

Detailed Course Outline

1 - Introduction to information protection and data lifecycle management in Microsoft Purview

- Know your data
- Protect your data
- Prevent data loss
- Govern your data

2 - Classify data for protection and governance

- Data classification overview
- Classify data using sensitive information types
- Classify data using trainable classifiers
- Review sensitive information and label usage
- Explore labeled and sensitive content
- Understand activities related to your data

3 - Create and manage sensitive information types

- Compare built-in versus custom sensitive information types
- Create and manage custom sensitive information types
- Describe custom sensitive information types with exact data match
- Implement document fingerprinting
- Describe named entities
- Create keyword dictionary

4 - Understand Microsoft 365 encryption

- Learn how Microsoft 365 data is encrypted at rest
- Understand service encryption in Microsoft Purview
- Explore customer key management using Customer Key
- Learn how data is encrypted in-transit

5 - Deploy Microsoft Purview Message Encryption

- Implement Microsoft Purview Message Encryption
- Implement Microsoft Purview Advanced Message Encryption
- Use Microsoft Purview Message Encryption templates in mail flow rules

6 - Create and configure sensitivity labels with Microsoft Purview

- Sensitivity label overview
- Create and configure sensitivity labels and label policies
- Configure encryption with sensitivity labels
- Implement auto-labeling policies
- Use the data classification dashboard to monitor sensitivity labels

7 - Apply sensitivity labels for data protection

- Foundations of sensitivity label integration in Microsoft 365
- Manage sensitivity labels in Office apps
- Apply sensitivity labels with Copilot for Microsoft 365 for secure collaboration
- Protect meetings with sensitivity labels
- Apply sensitivity labels to Microsoft Teams, Microsoft 365 groups, and SharePoint sites

8 - Prevent data loss in Microsoft Purview

- Data loss prevention overview
- Identify content to protect
- Identify sensitive data with optical character recognition (preview)
- Define policy settings for your DLP policy
- Test and create your DLP policy
- Prepare Endpoint DLP
- Manage DLP alerts in the Microsoft Purview compliance portal
- View data loss prevention reports
- Implement the Microsoft Purview Extension

9 - Configure DLP policies for Microsoft Defender for Cloud Apps and Power Platform

- Configure data loss prevention policies for Power Platform
- Integrate data loss prevention in Microsoft Defender for Cloud Apps
- Configure policies in Microsoft Defender for Cloud Apps
- Manage data loss prevention violations in Microsoft Defender for Cloud Apps

10 - Manage data loss prevention policies and reports in Microsoft 365

- Configure data loss prevention for policy precedence
- Implement data loss prevention policies in test mode
- Explain data loss prevention reporting capabilities
- Manage permissions for data loss prevention reports
- Manage and respond to data loss prevention policy violations

11 - Manage the data lifecycle in Microsoft Purview

- Data Lifecycle Management overview
- Configure retention policies
- Configure retention labels
- Configure manual retention label policies
- Configure auto-apply retention label policies
- Import data for Data Lifecycle Management
- Manage, monitor, and remediate Data Lifecycle Management

12 - Manage data retention and deletion in Microsoft 365 workloads

- Explain retention in SharePoint Online and OneDrive
- Explain retention in Microsoft Teams
- Explain retention in Copilot for Microsoft 365
- Explain retention in Viva Engage
- Explain retention in Exchange Online
- Apply mailbox holds in Microsoft Exchange
- Recover content in Microsoft Exchange
- Recover content in Microsoft 365 workloads

13 - Manage records in Microsoft Purview

- Records management overview
- Import a file plan
- Configure retention labels
- Configure event driven retention
- Manage, monitor, and remediate records

14 - Explore compliance in Microsoft 365

- Plan for security and compliance in Microsoft 365
- Plan your beginning compliance tasks in Microsoft Purview
- Manage your compliance requirements with Compliance Manager
- Examine the Compliance Manager dashboard
- Analyze the Microsoft Compliance score

15 - Search for content in the Microsoft Purview compliance portal

- Explore Microsoft Purview eDiscovery solutions
- Create a content search
- View the search results and statistics
- Export the search results and search report
- Configure search permissions filtering
- Search for and delete email messages

16 - Manage Microsoft Purview eDiscovery (Standard)

- Explore Microsoft Purview eDiscovery solutions
- Implement Microsoft Purview eDiscovery (Standard)
- Create eDiscovery holds
- Search for content in a case
- Export content from a case
- Close, reopen, and delete a case

17 - Manage Microsoft Purview eDiscovery (Premium)

- Explore Microsoft Purview eDiscovery (Premium)
- Implement Microsoft Purview eDiscovery (Premium)
- Create and manage an eDiscovery (Premium) case
- Manage custodians and non-custodial data sources
- Analyze case content

18 - Search and investigate with Microsoft Purview Audit

- Microsoft Purview Audit overview
- Configure and manage Microsoft Purview Audit
- Conduct searches with Audit (Standard)
- Audit Microsoft Copilot for Microsoft 365 interactions
- Investigate activities with Audit (Premium)
- Export audit log data
- Configure audit retention with Audit (Premium)

19 - Prepare Microsoft Purview Communication Compliance

- Plan for communication compliance
- Identify and resolve communication compliance workflow
- Case study--Configure an offensive language policy
- Investigate and remediate communication compliance alerts

20 - Manage insider risk in Microsoft Purview

- Insider risk management overview
- Create and manage insider risk policies
- Investigate insider risk alerts
- Take action on insider risk alerts through cases
- Manage insider risk management forensic evidence
- Create insider risk management notice templates

21 - Implement Adaptive Protection in Insider Risk Management

- Adaptive Protection Overview
- Understand and configure risk levels in Adaptive Protection
- Configure Adaptive Protection
- Manage Adaptive Protection

22 - Implement Microsoft Purview Information Barriers

- Explore Microsoft Purview Information Barriers
- Configure information barriers in Microsoft Purview
- Examine information barriers in Microsoft Teams
- Examine information barriers in OneDrive
- Examine information barriers in SharePoint

23 - Manage regulatory and privacy requirements with Microsoft Priva

- Create and manage risk management policies
- Investigate and remediate risk management alerts
- Create rights requests
- Manage data estimate and retrieval for rights requests
- Review data from rights requests
- Get reports from rights requests

24 - Implement privileged access management

- Case study--Implementing privileged access management

25 - Manage Customer Lockbox

- Manage Customer Lockbox requests

□□ Certification Path

Microsoft Certified: Information Protection and Compliance Administrator Associate

Exam: SC-400

Frequently Asked Questions

Q: What delivery options are available for SC-400T00 Administering Information Protection and Compliance in Microsoft 365?

We offer multiple delivery formats:

- Live Instructor-Led Classroom Online (Virtual/Live Online)
- Traditional Instructor-Led Classroom Training (ILT)
- On-site delivery at your offices anywhere in United Kingdom
- Private dedicated courses customized for your team

Q: What certification does this course prepare me for?

The SC-400T00 Administering Information Protection and Compliance in Microsoft 365 course helps prepare you for the Microsoft Certified: Information Protection and Compliance Administrator Associate certification path.

Q: Which exam does this course prepare me for?

This course prepares you for the SC-400 official exam. You can take this exam at any exam center across United Kingdom including London, Manchester, Birmingham, Edinburgh, or live online wherever you are located.

Q: How many CPD hours does this course provide?

The 4-day SC-400T00 Administering Information Protection and Compliance in Microsoft 365 course provides up to 26.0 CPD hours of structured learning. CPD certificates can be provided upon request.

Q: What is the duration of the SC-400T00 Administering Information Protection and Compliance in Microsoft 365 training?

The training takes place over 4 day(s), with each day lasting approximately 32.00 hours including breaks for lunch and refreshments.

Q: Do you provide corporate training for SC-400T00 Administering Information Protection and Compliance in Microsoft 365?

Yes, we provide corporate training, dedicated training, and closed classes for SC-400T00 Administering Information Protection and Compliance in Microsoft 365. Training can take place anywhere in United Kingdom including London, Manchester, Birmingham, Edinburgh, or live online allowing teams from across United Kingdom or internationally to attend.

Q: Why choose Nexus Human for SC-400T00 Administering Information Protection and Compliance in Microsoft 365?

Nexus Human is recognized as one of the leading training providers. Our trainers have won multiple awards including:

- Small Firms Best Trainer Award
- National Training Partner of the Year (Ireland) - Multiple Years
- Global Top 30 Instructor Awards (2012, 2019, 2021)
- Tech Excellence Award Nominations
- Learning Performance Institute (LPI) External Training Provider Sponsor 2024

Q: Are there any discount codes available?

Yes! Use discount code **PENPAL5** when booking your SC-400T00 Administering Information Protection and Compliance in Microsoft 365 training. Please note that only one discount code can be used per booking and cannot be combined with other special offers.

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