

Which Security Tool When?

A Guide To Microsoft Collaboration Security

September 2021

Microsoft
Partner



Gold Application Development
Gold Collaboration and Content
Gold Cloud Productivity
Gold Messaging
Gold Datacenter


Collaborate with Confidence

Accessible content is available upon request.

We Are AvePoint

Leader in Microsoft 365 data management solutions



 AvePoint[®] is headquartered in Jersey City, NJ, with approximately 1,500 employees across 29 offices, 14 countries, and five continents.



25%

Fortune 500



7M

Cloud Users



88

Countries



7

Continents

Microsoft
Partner



5x

Partner of the Year
Award Winner

AVPT

NASDAQ





John Peluso

CTO, AvePoint Public Sector

Chief Product Officer



AvePoint Inc.



Jersey City, NJ



Microsoft
Regional Director

Let's connect!



john.peluso@avepoint.com



[in/johnpeluso](https://www.linkedin.com/in/johnpeluso)



[@JohnConnected](https://twitter.com/JohnConnected)



<https://johnpeluso.me>





John Hodges

SVP of Product Strategy



AvePoint, Inc.



Hilo, HI



john.hodges@avepoint.com



[in/johndhodes](https://www.linkedin.com/in/johndhodes)



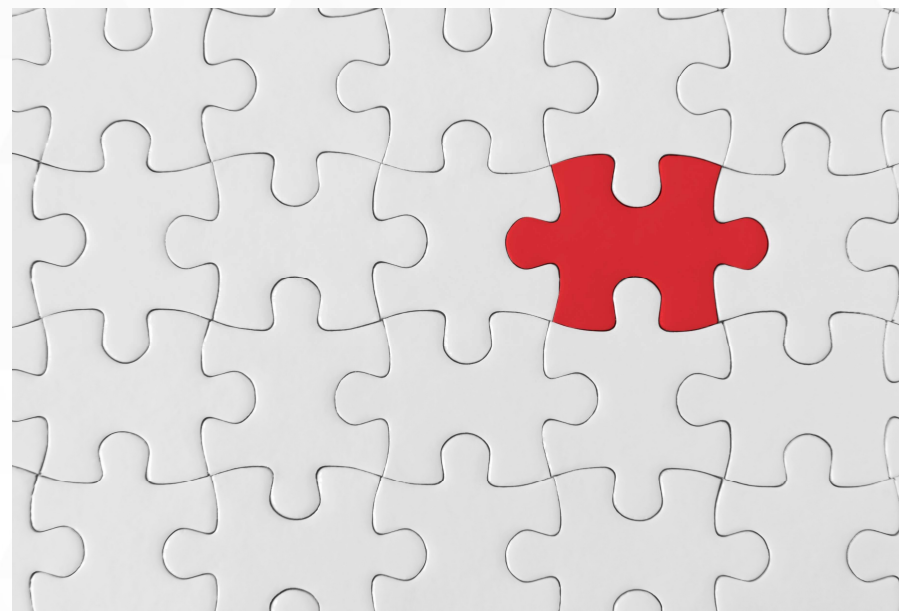
<https://www.avepoint.com/blog/author/john-hodgesavepoint-com/>



So What Are We Talking About Today?

How the “layers” of security in M365 fit together... and where they don't!

- Securing *Identity*
- Securing *Data*
- Securing *Workspaces*
- Putting it all together...



Establishing “Identity” with Azure AD

Slide 7

- A5** Changed this to third person to be consistent with rest of click through.
Author, 8/29/2019
- A6** I've rewritten this to keep Deana as the hero to match the previous section.
Author, 8/29/2019

A9

Contoso - Overview - Microsoft / x

SharePoint admin center x

+

←

→

↺

🔒

https://portal.azure.com/#blade/Microsoft_AAD_IAM/ActiveDirectoryMenuBlade/Overview

☆

🌐

😊

⋮

Microsoft Azure

🔍 Search resources, services, and docs

📄

📁

🔔

⚙️

?

😊

admin@M365x87577...
CONTOSO

👤

⏪

Home > Contoso - Overview

+

Create a resource

🏠 Home

📊 Dashboard

☰ All services

★ FAVORITES

📁 All resources

📁 Resource groups

🔗 App Services

⚡ Function App

🗄️ SQL databases

🌐 Azure Cosmos DB

💻 Virtual machines

⚖️ Load balancers

📀 Storage accounts

🌐 Virtual networks

🔗 Azure Active Directory

📈 Monitor

🛡️ Advisor

👤 Contoso - Overview
Azure Active Directory

🔍 Search (Ctrl+ /)

⏪

👤 Overview

🔗 Getting started

Manage

👤 Users

👤 Groups

🔗 Organizational relationships

👤 Roles and administrators

🔗 Enterprise applications

📱 Devices

🔗 App registrations

🔗 Identity Governance

🔗 Application proxy

👤 Licenses

🔗 Azure AD Connect

📄 Custom domain names

🔗 Switch directory

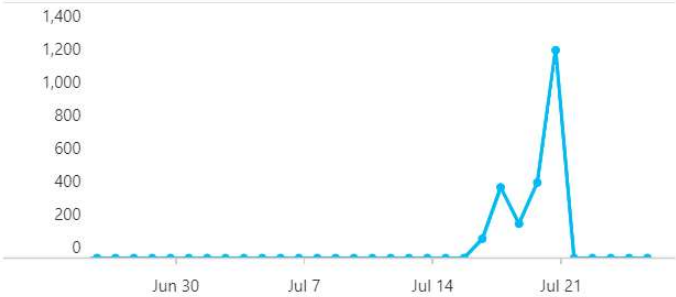
🗑️ Delete directory

M365x875773.onmicrosoft.com

Contoso

Azure AD Premium P2

Sign-ins



Date	Sign-ins
Jun 30	0
Jul 7	0
Jul 14	0
Jul 15	100
Jul 16	350
Jul 17	150
Jul 18	400
Jul 19	1,200
Jul 20	0
Jul 21	0

What's new in Azure AD
Stay up to date with the latest release notes and blog posts.
26 entries since April 20, 2018. [View archive](#)

☒ All services

(26)

New feature

Your role
Global administrator and 2 other roles
[More info](#)

Find

Users

Search

Azure AD Connect sync
Status Not enabled
Last sync Sync has never run

Create

👤 User

🌐 Guest user

👤 Group

Slide 8

A9

This is just feature bullets. I've rewritten to match tone with the other slides. Please confirm this accurately describes the scenario.

Author, 8/29/2019

Conditional Access

Improvement action - Microsoft

Conditional Access - Policies - M

SharePoint admin center

← → ↺

https://portal.azure.com/#blade/Microsoft_AAD_IAM/ConditionalAccessBlade/Policies

☆ 🌐 😊 ⋮

Microsoft Azure

🔍 Search resources, services, and docs

> 📄 🔔 ⚙️ ? 😊

admin@M365x87577...
CONTOSO

⏪

Home > Conditional Access - Policies

⏩

➕ Create a resource

🏠 Home

📊 Dashboard

☰ All services

★ FAVORITES

📁 All resources

📁 Resource groups

🔗 App Services

⚡ Function App

🗄️ SQL databases

🌌 Azure Cosmos DB

💻 Virtual machines

⚖️ Load balancers

📀 Storage accounts

🌐 Virtual networks

🔑 Azure Active Directory

📈 Monitor

🛠️ Advisor

☰ Conditional Access - Policies

Azure Active Directory

⏪

☕ New policy

👤 What If

💙 Got feedback?

📘 Interested in understanding the impact of the policies on a user sign-in? Check out the "What If" tool. ➔

POLICY NAME	ENABLED
Baseline policy: Require MFA for admins (Preview)	...
Baseline policy: End user protection (Preview)	...
Baseline policy: Block legacy authentication (Preview)	...
Baseline policy: Require MFA for Service Management (Preview)	...
Require two-factor authentication for BrowserStack	✓ ...

Improvement action - Microsoft

Baseline policy: Require MFA for

SharePoint admin center

←

→

↺

🔒

https://portal.azure.com/#blade/Microsoft_AAD_IAM/ConditionalAccessBlade/Policies

☆

🌐

😊

⋮

Microsoft Azure

🔍 Search resources, services, and docs

📄

📌

🔔

⚙️

?

😊

admin@M365x87577...
CONTOSO

👤

⏪

Home > Conditional Access - Policies > Baseline policy: Require MFA for admins (Preview)

⏩

+

Create a resource

🏠

Home

📊

Dashboard

☰

All services

★

FAVORITES

📁

All resources

📁

Resource groups

🌐

App Services

⚡

Function App

🗄️

SQL databases

🌌

Azure Cosmos DB

🖥️

Virtual machines

⚖️

Load balancers

📀

Storage accounts

🌐

Virtual networks

🔗

Azure Active Directory

📈

Monitor

Baseline policy: Require M...

❏

✕

Policies

Name

Baseline policy: Require MFA for admins (...)

This policy requires **multi-factor authentication (MFA)** for the following directory roles:

- Global Administrator
- SharePoint Administrator
- Exchange Administrator
- Conditional Access Administrator
- Security Administrator
- Helpdesk Administrator/Password Administrator
- Billing Administrator
- User Administrator

This policy also blocks legacy authentication.

[Learn more](#)

Enable policy

☐ Use policy immediately

☒ Do not use policy

Save

https://aka.ms/baselineMFAadmins

Improvement action - Microsoft

Conditional Access - Policies - M

SharePoint admin center

←

→

↺

🔒

https://portal.azure.com/#blade/Microsoft_AAD_IAM/ConditionalAccessBlade/Policies

☆

🌐

😊

⋮

Microsoft Azure

🔍 Search resources, services, and docs

>

📄

🔔 1

⚙️

?

😊

admin@M365x87577...
CONTOSO

👤

⏪

Home > Conditional Access - Policies

⏩

🏠 Create a resource

🏠 Home

📊 Dashboard

☰ All services

★ FAVORITES

📁 All resources

📁 Resource groups

🔗 App Services

⚡ Function App

🗄️ SQL databases

🌌 Azure Cosmos DB

💻 Virtual machines

⚖️ Load balancers

📀 Storage accounts

🌐 Virtual networks

🔑 Azure Active Directory

📈 Monitor

🛡️ Advisor

☰ Policies

Manage

🌐 Named locations

🔧 Custom controls (preview)

✅ Terms of use

⚙️ VPN connectivity

☰ Classic policies

Troubleshooting + Support

✖ Troubleshoot

🛎 New support request

+ New policy

👤 What If

💙 Got feedback?

📘 Interested in understanding the impact of the policies on a user sign-in? Check out the "What If" tool. →

POLICY NAME	ENABLED	
Baseline policy: Require MFA for admins (Preview)	✓	...
Baseline policy: End user protection (Preview)		...
Baseline policy: Block legacy authentication (Preview)		...
Baseline policy: Require MFA for Service Management (Preview)		...
Require two-factor authentication for BrowserStack	✓	...

✔ Successfully updated Baseline policy: Requ...2:54 PM

Successfully updated Baseline policy: Require MFA for admins (Preview). Policy will be enabled in a few minutes if you have "Enable policy" set to "On".

✕

Conditional Access - Policies - M

SharePoint admin center

←

→

↺

🔒

https://m365x875773-admin.sharepoint.com/_layouts/15/online/AdminHome.aspx#/accessControl

☆

🌐

😊

⋮

⋮

🔗 Contoso Electronics

SharePoint admin center

🔔

⚙️

?

MA

🏠 Home

📁 Sites

Active sites

Deleted sites

🔗 Policies

Sharing

Access control

⚙️ Settings

🕒 Classic features

☁️ OneDrive admin center

📁 Data migration

Access control

Use these settings to restrict how users are allowed to access content in SharePoint and OneDrive.

Unmanaged devices

Restrict access from devices that aren't compliant or joined to a domain.

Idle session sign-out

Automatically sign out users from inactive browser sessions.

Network location

Allow access only from specific IP addresses.

Apps that don't use modern authentication

Block access from Office 2010 and other apps that can't enforce device-based restrictions.

⬆

Conditional Access - Policies - M

SharePoint admin center

+

←

→

↺

🔒

https://m365x875773-admin.sharepoint.com/_layouts/15/online/AdminHome.aspx#/accessControl

☆

🌐

😊

⋮

⋮

🌐 Contoso Electronics

SharePoint admin center

🔔

⚙️

?

MA

🏠 Home

📁 Sites

Active sites

Deleted sites

🔗 Policies

Sharing

Access control

⚙️ Settings

🕒 Classic features

☁️ OneDrive admin center

📁 Data migration

Access control

Use these settings to restrict how users are allowed to access your organization's resources.

Unmanaged devices

Restrict access from devices that aren't compliant with your organization's policies.

Idle session sign-out

Automatically sign out users from inactive browser sessions.

Network location

Allow access only from specific IP addresses.

Apps that don't use modern authentication

Block access from Office 2010 and other apps that don't use modern authentication.

Unmanaged devices

The setting you select here will apply to all users in your organization. To customize conditional access policies, save your selection and go to the [Azure AD admin center](#).

☒ Allow full access from desktop apps, mobile apps, and the web

☐ Allow limited, web-only access

☐ Block access

If you don't want to limit or block access organization-wide, you can do so for specific sites.

[Learn how](#)

Save

Cancel

Conditional Access - Policies - M

SharePoint admin center

←

→

↺

🔒

https://m365x875773-admin.sharepoint.com/_layouts/15/online/AdminHome.aspx#/accessControl

☆

🌐

😊

⋮

☰

Contoso Electronics

SharePoint admin center

🔔

⚙️

?

MA

🏠 Home

📁 Sites

Active sites

Deleted sites

🔗 Policies

Sharing

Access control

⚙️ Settings

🕒 Classic features

☁️ OneDrive admin center

📁 Data migration

Access control

Use these settings to restrict how users are allowed to access resources in your organization.

Unmanaged devices

Restrict access from devices that aren't compliant with your organization's security requirements.

Idle session sign-out

Automatically sign out users from inactive browser sessions.

Network location

Allow access only from specific IP addresses.

Apps that don't use modern authentication

Block access from Office 2010 and other apps that don't use modern authentication.

Unmanaged devices

ⓘ

We will automatically change the "Apps that don't use modern authentication" setting to block access (because these apps can't enforce this device-based restriction).

The setting you select here will apply to all users in your organization. To customize conditional access policies, save your selection and go to the [Azure AD admin center](#).

☐ Allow full access from desktop apps, mobile apps, and the web

☐ Allow limited, web-only access

☒ Block access

If you don't want to limit or block access organization-wide, you can do so for specific sites. [Learn how](#)

Save

Cancel

Conditional Access - Policies - M

SharePoint admin center

←

→

↺

🔒

https://m365x875773-admin.sharepoint.com/_layouts/15/online/AdminHome.aspx#/accessControl

☆

🌐

😊

⋮

⋮

🔗 Contoso Electronics

SharePoint admin center

🔔

⚙️

?

MA

🏠 Home

📁 Sites

Active sites

Deleted sites

🔗 Policies

Sharing

Access control

⚙️ Settings

🕒 Classic features

☁️ OneDrive admin center

📁 Data migration

Access control

Use these settings to restrict how users are allowed to access content in SharePoint and OneDrive.

Unmanaged devices

Restrict access from devices that aren't compliant or joined to a domain.

Idle session sign-out

Automatically sign out users from inactive browser sessions.

Network location

Allow access only from specific IP addresses.

Apps that don't use modern authentication

Block access from Office 2010 and other apps that can't enforce device-based restrictions.

⬆

Conditional Access - Policies - M

SharePoint admin center

←

→

↺

🔒

https://portal.azure.com/#blade/Microsoft_AAD_IAM/ConditionalAccessBlade/Policies

☆

🌐

😊

⋮

Microsoft Azure

🔍 Search resources, services, and docs

📄

📁

🔔 2

⚙️

?

😊

admin@M365x87577...
CONTOSO

👤

⏪

Home > Contoso > Conditional Access - Policies

⏩

➕ Create a resource

🏠 Home

📊 Dashboard

☰ All services

★ FAVORITES

📁 All resources

📁 Resource groups

🔗 App Services

⚡ Function App

🗄️ SQL databases

🌌 Azure Cosmos DB

💻 Virtual machines

⚖️ Load balancers

📀 Storage accounts

🌐 Virtual networks

🔑 Azure Active Directory

📈 Monitor

🛠️ Advisor

☰ Policies

Manage

🌐 Named locations

🔧 Custom controls (preview)

✅ Terms of use

⚙️ VPN connectivity

☰ Classic policies

Troubleshooting + Support

✖ Troubleshoot

🛎 New support request

➕ New policy

👤 What If

💙 Got feedback?

📘 Interested in understanding the impact of the policies on a user sign-in? Check out the "What If" tool. →

POLICY NAME	ENABLED	
Baseline policy: Require MFA for admins (Preview)	✓	...
Baseline policy: End user protection (Preview)		...
Baseline policy: Block legacy authentication (Preview)		...
Baseline policy: Require MFA for Service Management (Preview)		...
Require two-factor authentication for BrowserStack	✓	...
[SharePoint admin center]Use app-enforced Restrictions for browser access - 201...	✓	...

Conditional Access - Policies - M

SharePoint admin center

← → ↺ 🔒 https://portal.azure.com/#blade/Microsoft_AAD_IAM/ConditionalAccessBlade/Policies ☆ 🌐 ⚙️ ☺️ ⋮

Microsoft Azure 🔍 Search resources, services, and docs 📄 📁 📢 1 ⚙️ ? ☺️ admin@M365x87577... CONTOSO

⏪ Home > Contoso > Conditional Access - Policies

+

 Create a resource

🏠 Home

📊 Dashboard

☰ All services

★ FAVORITES

📁 All resources

📁 Resource groups

🔗 App Services

⚡ Function App

🗄️ SQL databases

🌌 Azure Cosmos DB

💻 Virtual machines

⚖️ Load balancers

📁 Storage accounts

🌐 Virtual networks

🔗 Azure Active Directory

📈 Monitor

🛡️ Advisor

Conditional Access - Policies

Azure Active Directory

⏪

☰ Policies

Manage

🔗 Named locations

🔗 Custom controls (preview)

✅ Terms of use

⚙️ VPN connectivity

☰ Classic policies

Troubleshooting + Support

✖ Troubleshoot

📄 New support request

+ New policy

👤 What If

💙 Got feedback?

📄 Interested in understanding the impact of the policies on a user sign-in? Check out the "What If" tool. ➔

POLICY NAME	ENABLED	
Baseline policy: Require MFA for admins (Preview)	✓	...
Baseline policy: End user protection (Preview)		...
Baseline policy: Block legacy authentication (Preview)		...
Baseline policy: Require MFA for Service Management (Preview)		...
Require two-factor authentication for BrowserStack	✓	...
[SharePoint admin center]Use app-enforced Restrictions for browser access - 201...	✓	...


✓ Successfully updated [SharePoint admin c... 3:45 PM


Successfully updated [SharePoint admin center]Use app-enforced Restrictions for browser access - 2019/07/26. Policy will be enabled in a few minutes if you have "Enable policy" set to "On".


✕


Good afternoon


Install Office ▾



Start new ▾



Outlook



OneDrive



Word



Excel



PowerPoint



OneNote


SharePoint


Teams



Yammer



Admin



All apps


Recommended





 You edited this
Sun at 4:50 AM



Product Launch


 You edited this
Sun at 4:44 AM



Marketing Deck v1


 You edited this
Sun at 4:51 AM


Fabrikam3DPrinterBrochure

 You edited this
Sun at 4:43 AM


Introducin

 Feedback

 Need help?

Access Denied

Due to organizational policies, you can't access this resource from this untrusted device.

Here are a few ideas:

 Please contact your organization.

If this problem persists, contact your support team and include these technical details:

Correlation ID: d22af49e-6005-0000-40ff-2eca6e97090b

Date and Time: 7/26/2019 3:56:49 PM

Issue Type: User has encountered a policy issue.

Conditional Access - Policies - M

+

← → ↺ 🔒 https://portal.azure.com/#blade/Microsoft_AAD_IAM/ConditionalAccessBlade/Policies ☆ 🌐 😊 ⋮

Microsoft Azure 🔍 Search resources, services, and docs 📄 📁 🔔 ⚙️ ? 😊 admin@M365x87577... CONTOSO 👤

⏪ Home > Contoso > Conditional Access - Policies

+

 Create a resource

🏠 Home

📊 Dashboard

☰ All services

★ FAVORITES

📱 All resources

📁 Resource groups

🔗 App Services

⚡ Function App

🗄️ SQL databases

🌌 Azure Cosmos DB

💻 Virtual machines

⚖️ Load balancers

📀 Storage accounts

🌐 Virtual networks

🔑 Azure Active Directory

📈 Monitor

🛠️ Advisor

☰ Policies

Manage

🌐 Named locations

🔧 Custom controls (preview)

✅ Terms of use

⚙️ VPN connectivity

☰ Classic policies

Troubleshooting + Support

✖ Troubleshoot

🗨️ New support request

+

 New policy

👤

 What If

💙

 Got feedback?

📘

 Interested in understanding the impact of the policies on a user sign-in? Check out the "What If" tool. →

POLICY NAME	ENABLED	
Baseline policy: Require MFA for admins (Preview)	✓	...
Baseline policy: End user protection (Preview)		...
Baseline policy: Block legacy authentication (Preview)		...
Baseline policy: Require MFA for Service Management (Preview)		...
Require two-factor authentication for BrowserStack	✓	...
[SharePoint admin center]Use app-enforced Restrictions for browser access - 201...	✓	...

Conditional Access - Terms of use

https://portal.azure.com/#blade/Microsoft_AAD_IAM/ConditionalAccessBlade/TermsOfUse

Microsoft Azure

Search resources, services, and docs

admin@M365x87577...
CONTOSO

Home > Contoso > Conditional Access - Terms of use

Conditional Access - Terms of use

Azure Active Directory

«

+

 Policies

Manage

Named locations

Custom controls (preview)

✓

 Terms of use

VPN connectivity

Classic policies

Troubleshooting + Support

✕

 Troubleshoot

🔧

 New support request

+ New terms

✎

 Edit terms

🗑

 Delete terms

📄

 View audit logs

📄

 View selected audit logs

More

🔍 Search for a terms of use

NAME	ACCEPTED	DECLINED
No terms of use to display		

New terms of use - Microsoft Az...

←

→

↺

🔒

https://portal.azure.com/#blade/Microsoft_AAD_IAM/ConditionalAccessBlade/TermsOfUse

☆

🌐

😊

⋮

Microsoft Azure

🔍 Search resources, services, and docs

📄

📌

🔔

⚙️

?

😊

admin@M365x87577...

CONTOSO

⏪

Home > Contoso > Conditional Access - Terms of use > New terms of use

+

Create a resource

🏠 Home

📊 Dashboard

☰ All services

★ FAVORITES

📁 All resources

📁 Resource groups

🌐 App Services

⚡ Function App

🗄️ SQL databases

🌌 Azure Cosmos DB

💻 Virtual machines

⚖️ Load balancers

📀 Storage accounts

🌐 Virtual networks

🔑 Azure Active Directory

📈 Monitor

🛡️ Advisor

New terms of use

×

Terms of use

Create and upload documents

* Name ⓘ

Example: 'All users terms of use'

* Display name ⓘ

Example: 'Contoso Terms of Use'

Terms of use document ⓘ

Upload required PDF

📄

Select default language ▾

+ Add language

Require users to expand the terms of use ⓘ

On

Off

Require users to consent on every device ⓘ

On

Off

Expire consents ⓘ

On

Off

Duration before re-acceptance required (days) ⓘ

Example: '90'

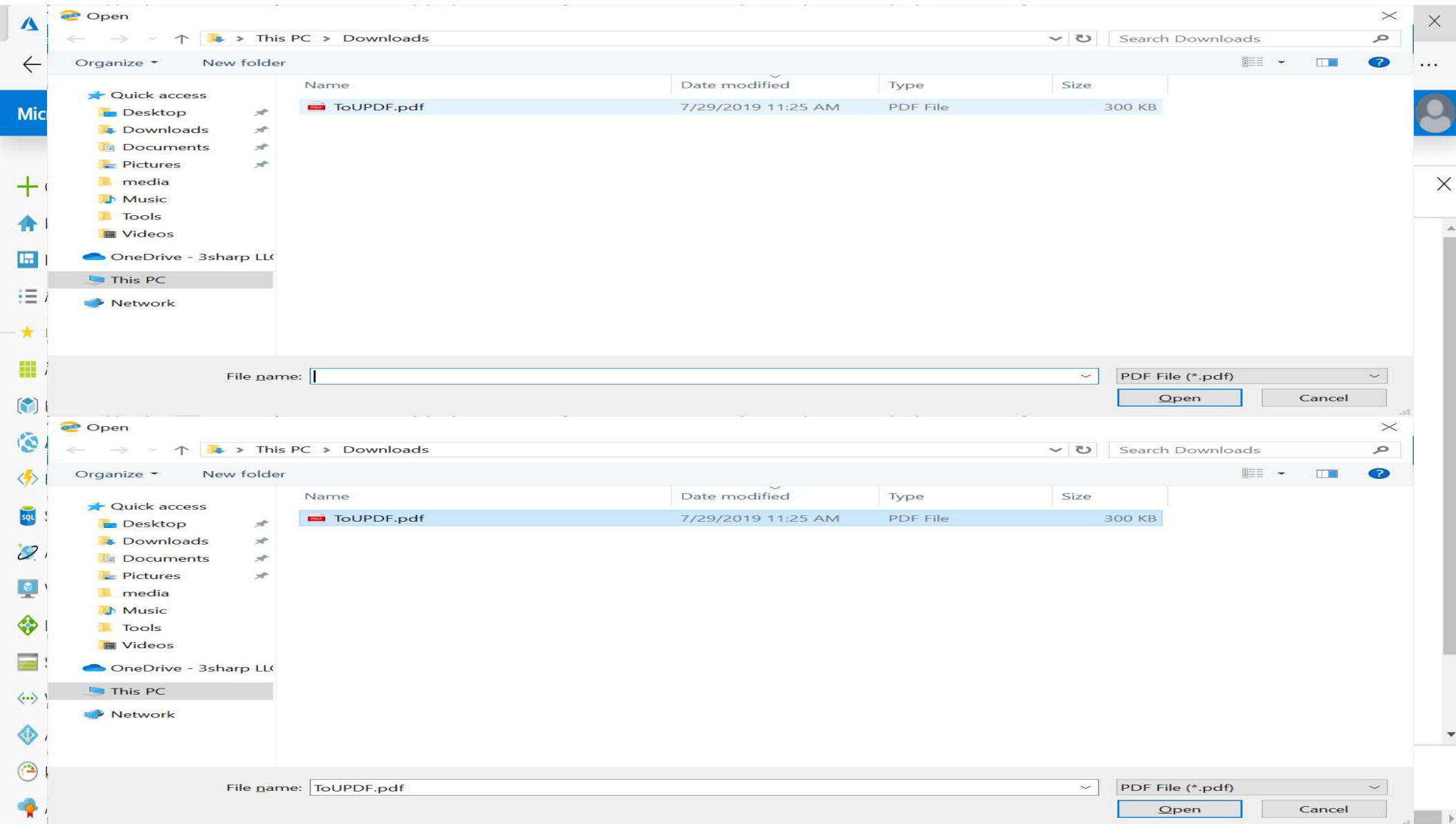
Conditional access

Create

Quick access		Name	Date modified	Type	Size
Desktop	✦	ToUPDF.pdf	7/29/2019 11:25 AM	PDF File	300 KB
Downloads	✦				
Documents	✦				
Pictures	✦				
media					
Music					
Tools					
Videos					
OneDrive - 3sharp LLC					
This PC					
Network					

File name: PDF File (*.pdf)

- Create a resource
- Home
- Dashboard
- All services
- FAVORITES
- All resources
- Resource groups
- App Services
- Function App
- SQL databases
- Azure Cosmos DB
- Virtual machines
- Load balancers
- Storage accounts
- Virtual networks
- Azure Active Directory
- Monitor
- Advisor



- ⏪
- ➕ Create a resource
- 🏠 Home
- 📊 Dashboard
- ☰ All services
- ★ FAVORITES
- 📁 All resources
- 📁 Resource groups
- 🌐 App Services
- ⚡ Function App
- 🗄️ SQL databases
- 🌌 Azure Cosmos DB
- 💻 Virtual machines
- ⚖️ Load balancers
- 📀 Storage accounts
- 🌐 Virtual networks
- 🔑 Azure Active Directory
- 📈 Monitor
- 🛡️ Advisor

Home > Contoso > Conditional Access - Terms of use > New terms of use

New terms of use

Terms of use

Create and upload documents

* Name ⓘ

* Display name ⓘ

Terms of use document ⓘ 📄

+ Add language

Require users to expand the terms of use ⓘ

Require users to consent on every device ⓘ

Expire consents ⓘ

Duration before re-acceptance required (days) ⓘ

Conditional access

Create

✔ Upload Completed for ToUPDF.pdf 11:45 AM
299.66 KiB | "Streaming upload"

- Create a resource
- Home
- Dashboard
- All services
- FAVORITES
- All resources
- Resource groups
- App Services
- Function App
- SQL databases
- Azure Cosmos DB
- Virtual machines
- Load balancers
- Storage accounts
- Virtual networks
- Azure Active Directory
- Monitor
- Advisor

Home > Contoso > Conditional Access - Terms of use

Conditional Access - Terms of use

Azure Active Directory

- Policies
- Manage
 - Named locations
 - Custom controls (preview)
 - Terms of use**
 - VPN connectivity
 - Classic policies
- Troubleshooting + Support
 - Troubleshoot
 - New support request

New terms Edit terms Delete terms View audit logs view selected audit logs More

Search for a terms of use		
NAME	ACCEPTED	DECLINED
Contoso Terms of Use Policy	0	0

✓ Create terms of use "Contoso Terms of Us... 11:57 AM
Successfully created terms of use "Contoso Terms of Use Policy"

«

Home > Contoso > Conditional Access - Policies

Conditional Access - Policies
Azure Active Directory

«

+

 Create a resource

🏠 Home

📊 Dashboard

☰ All services

★ FAVORITES

📁 All resources

📁 Resource groups

🔗 App Services

⚡ Function App

🗄️ SQL databases

🌌 Azure Cosmos DB

💻 Virtual machines

⚖️ Load balancers

📀 Storage accounts

🌐 Virtual networks

🔑 Azure Active Directory

📈 Monitor

🛠️ Advisor

«

Manage

📁 Policies

🌐 Named locations

🛠️ Custom controls (preview)

✅ Terms of use

⚙️ VPN connectivity

☰ Classic policies

Troubleshooting + Support

✖ Troubleshoot

🛎 New support request

+ New policy

👤 What If

❤ Got feedback?

📘 Interested in understanding the impact of the policies on a user sign-in? Check out the "What If" tool. →

POLICY NAME	ENABLED	
Baseline policy: Require MFA for admins (Preview)	✓	...
Baseline policy: End user protection (Preview)		...
Baseline policy: Block legacy authentication (Preview)		...
Baseline policy: Require MFA for Service Management (Preview)		...
Require two-factor authentication for BrowserStack	✓	...
[SharePoint admin center]Use app-enforced Restrictions for browser access - 201...	✓	...

- ➕ Create a resource
- 🏠 Home
- 📊 Dashboard
- ☰ All services
- ★ FAVORITES
- 📱 All resources
- 📁 Resource groups
- 🔗 App Services
- ⚡ Function App
- 🗄️ SQL databases
- 🌐 Azure Cosmos DB
- 💻 Virtual machines
- ⚖️ Load balancers
- 📀 Storage accounts
- 🌐 Virtual networks
- 🔗 Azure Active Directory
- 📈 Monitor
- 🛡️ Advisor

« Home > Contoso > Conditional Access - Policies > New > Users and groups

New

Info

* Name
External User Saas Apps Terms of Use P... ✓

Assignments

Users and groups ⓘ
0 users and groups selected >

Cloud apps or actions ⓘ
No cloud apps or actions sele... >

Conditions ⓘ
0 conditions selected >

Access controls

Grant ⓘ
0 controls selected >

Session ⓘ

Create

Users and groups

Include Exclude

☐ None

☐ All users

☒ Select users and groups

☐ All guest and external users (preview) ⓘ

☐ Directory roles (preview) ⓘ

☐ Users and groups

Done

- Create a resource
- Home
- Dashboard
- All services
- FAVORITES
- All resources
- Resource groups
- App Services
- Function App
- SQL databases
- Azure Cosmos DB
- Virtual machines
- Load balancers
- Storage accounts
- Virtual networks
- Azure Active Directory
- Monitor
- Advisor

Home > Contoso > Conditional Access - Policies > New > Cloud apps or actions

New

Info

Name

External User SaaS Apps Terms of Use P... ✓

Assignments

Users and groups

Specific users included

Cloud apps or actions

No cloud apps or actions sele...

Conditions

0 conditions selected

Access controls

Grant

0 controls selected

Session

Create

Cloud apps or actions

Select what this policy applies to

Cloud apps

User actions

Include

Exclude

☒ None

☐ All cloud apps

☐ Select apps

Done

- Create a resource
- Home
- Dashboard
- All services
- FAVORITES
- All resources
- Resource groups
- App Services
- Function App
- SQL databases
- Azure Cosmos DB
- Virtual machines
- Load balancers
- Storage accounts
- Virtual networks
- Azure Active Directory
- Monitor
- Advisor

Home > Contoso > Conditional Access - Policies > New > Cloud apps or actions

New

Info

Name

External User SaaS Apps Terms of Use P... ✓

Assignments

Users and groups ⓘ

Specific users included

>

Cloud apps or actions ⓘ

No cloud apps or actions sele...

>

Conditions ⓘ

0 conditions selected

>

Access controls

Grant ⓘ

0 controls selected

>

Session ⓘ

>

Create

Cloud apps or actions

Select what this policy applies to

Cloud apps

User actions

Include

Exclude

☐ None

☐ All cloud apps

☒ Select apps

Select

None

>

Done

- Create a resource
- Home
- Dashboard
- All services
- FAVORITES
- All resources
- Resource groups
- App Services
- Function App
- SQL databases
- Azure Cosmos DB
- Virtual machines
- Load balancers
- Storage accounts
- Virtual networks
- Azure Active Directory
- Monitor
- Advisor

Home > Contoso > Conditional Access - Policies > New > Cloud apps or actions > Select

New

Info

Name

External User SaaS Apps Terms of Use P... ✓

Assignments

Users and groups ⓘ

Specific users included >

Cloud apps or actions ⓘ

No cloud apps or actions sele... >

Conditions ⓘ

0 conditions selected >

Access controls

Grant ⓘ

0 controls selected >

Session ⓘ

Create

Cloud apps or actions

Select what this policy applies to

Cloud apps User actions

Include Exclude

☐ None

☐ All cloud apps

☒ Select apps

Select

None >

Done

Select

Cloud apps

Applications ⓘ

Search Applications... ✓

- AA Azure Advanced Threat Protection
- Azure Analysis Services
- box Box
- BrowserStack
- Microsoft Azure Information Prot
- MA Microsoft Azure Management

Selected >

None

Select

- Create a resource
- Home
- Dashboard
- All services
- FAVORITES
- All resources
- Resource groups
- App Services
- Function App
- SQL databases
- Azure Cosmos DB
- Virtual machines
- Load balancers
- Storage accounts
- Virtual networks
- Azure Active Directory
- Monitor
- Advisor

Home > Contoso > Conditional Access - Policies > New > Cloud apps or actions > Select

New

Info

Name

External User SaaS Apps Terms of Use P... ✓

Assignments

Users and groups ⓘ

Specific users included >

Cloud apps or actions ⓘ

No cloud apps or actions sele... >

Conditions ⓘ

0 conditions selected >

Access controls

Grant ⓘ

0 controls selected >

Session ⓘ

Create

Cloud apps or actions

Select what this policy applies to

Cloud apps User actions

Include Exclude

☐ None

☐ All cloud apps

☒ Select apps

Select

None >

Done

Select

Cloud apps

Applications ⓘ

Search Applications... ✓

Office Sway

Outlook Groups

Power BI Service

Salesforce

Skype for Business Online

Selected >

None

Select



New

Info

* Name

External User SaaS Apps Terms of Use P... ✓

Assignments

Users and groups ⓘ

Specific users included >

Cloud apps or actions ⓘ

1 app included >

Conditions ⓘ

0 conditions selected >

Access controls

Grant ⓘ

0 controls selected >

Session ⓘ

Create

Grant

Select the controls to be enforced.

☐ Block access☒ Grant access☐ Require multi-factor authentication ⓘ☐ Require device to be marked as compliant ⓘ☐ Require Hybrid Azure AD joined device ⓘ☐ Require approved client app ⓘ
[See list of approved client apps](#)☐ Require app protection policy (preview) ⓘ
[See list of policy protected client apps](#)☐ Contoso Terms of Use Policy

Select

New

Info

* Name

External User SaaS Apps Terms of Use P... ✓

Assignments

Users and groups ⓘ

Specific users included >

Cloud apps or actions ⓘ

1 app included >

Conditions ⓘ

0 conditions selected >

Access controls

Grant ⓘ

0 controls selected >

Session ⓘ

Create

Grant

Select the controls to be enforced.

☐ Block access☒ Grant access☐ Require multi-factor authentication ⓘ☐ Require device to be marked as compliant ⓘ☐ Require Hybrid Azure AD joined device ⓘ☐ Require approved client app ⓘ
[See list of approved client apps](#)☐ Require app protection policy (preview) ⓘ
[See list of policy protected client apps](#)☒ Contoso Terms of Use Policy

Select

« Home > Contoso > Conditional Access - Policies

Conditional Access - Policies

Azure Active Directory

«

+ New policy

👤 What If

💙 Got feedback?

📘 Interested in understanding the impact of the policies on a user sign-in? Check out the "What If" tool. →

POLICY NAME	ENABLED	
Baseline policy: Require MFA for admins (Preview)	✓	...
Baseline policy: End user protection (Preview)		...
Baseline policy: Block legacy authentication (Preview)		...
Baseline policy: Require MFA for Service Management (Preview)		...
Require two-factor authentication for BrowserStack	✓	...
[SharePoint admin center]Use app-enforced Restrictions for browser access - 201...	✓	...
External User Saas Apps Terms of Use Policy	✓	...

+

Create a resource

🏠 Home

📊 Dashboard

☰ All services

★ FAVORITES

📁 All resources

📁 Resource groups

🔗 App Services

⚡ Function App

🗄️ SQL databases

🌌 Azure Cosmos DB

💻 Virtual machines

⚖️ Load balancers

📀 Storage accounts

🌐 Virtual networks

🔑 Azure Active Directory

📈 Monitor

🛠️ Advisor

Apps

🔍 Search apps



Add-In



Calendar



Excel



Kaizala



OneDrive



People



PowerApps



Box



Delve



Flow



LinkedIn



OneNote



Planner



PowerPoint



BrowserStack



Dynamics 365



Forms



MyAnalytics



Outlook



Power BI



Salesforce



Groups



Access reviews



Contoso Terms of Use

In order to access Contoso resource(s), you must read the Terms of Use.

Contoso Terms of Use



Please click Accept to confirm that you have read and understood the terms of use.

Decline

Accept



Contoso Terms of Use

In order to access Contoso resource(s), you must read the Terms of Use.

Contoso Terms of Use

Please click Accept to confirm that you have

Decline

Accept

Just a sec...



You must view the terms of use before you can accept.

Ok



Contoso Terms of Use

In order to access Contoso resource(s), you must read the Terms of Use.

Contoso Terms of Use



Please click Accept to confirm that you have read and understood the terms of use.

Decline

Accept



Contoso Terms of Use

In order to access Contoso resource(s), you must read the Terms of Use.

Contoso Terms of Use

Zoom out

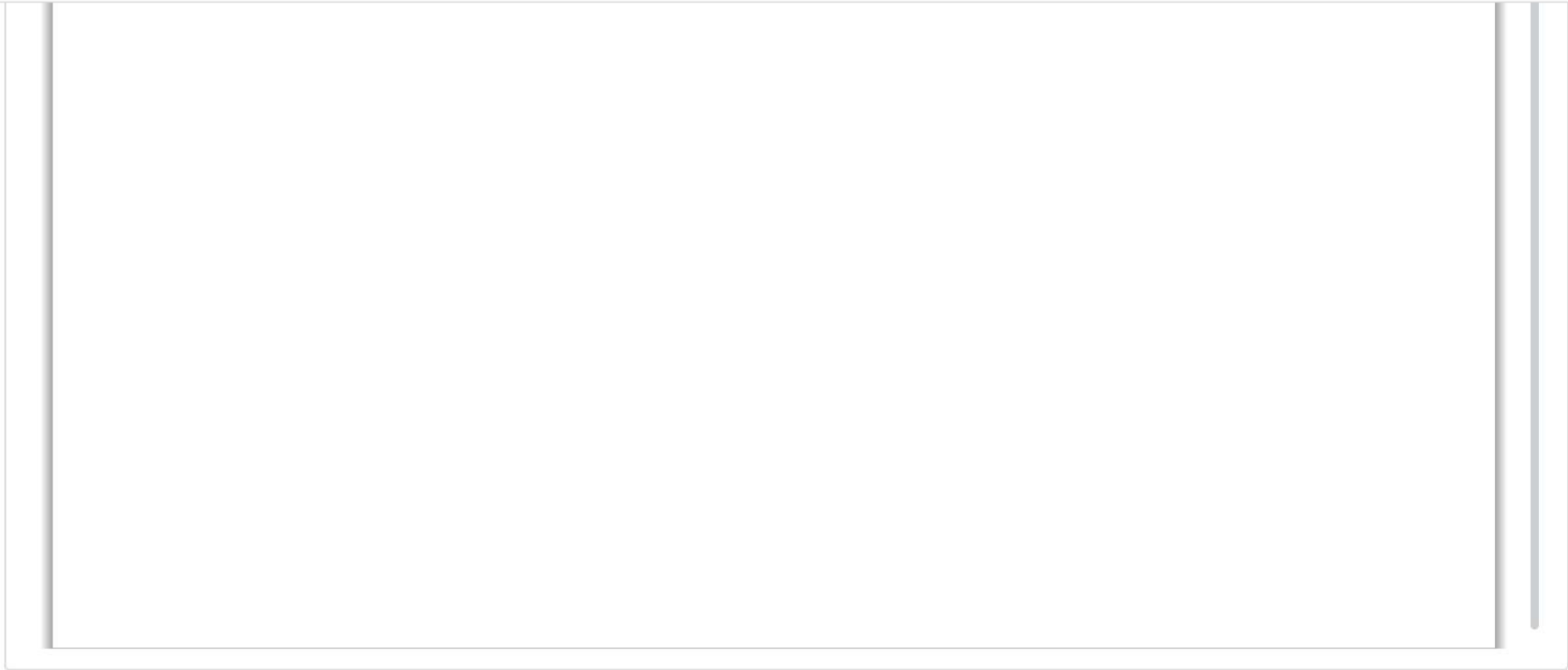
Zoom in

Reset zoom

Contoso, Ltd.

Terms of Use
Cloud Applications

By accessing this portal and all associated Contoso, Ltd. cloud-based applications you agree to all Contoso, Ltd. IT policies as outlined in the Contoso, Ltd. employee handbook.



Please click Accept to confirm that you have read and understood the terms of use.

Decline Accept

What is Azure AD B2B and “External Identities”?

Turn on or turn off guest access to Microsoft Teams

01/08/2021 • 3 minutes to read •  • Applies to: Microsoft Teams

Note

Until **February 2021**, guest access is turned off by default. You must turn on guest access for Teams before admins or team owners can add guests. After you turn on guest access, it might take a few hours for the changes to take effect. If users see the message **Contact your administrator** when they try to add a guest to their team, it's likely that either guest access hasn't been turned on or the settings aren't effective yet.

After February 2021, guest access in Microsoft Teams will be turned on by default for new customers & existing customers who haven't configured this setting. When this change is implemented, if you've not already configured guest access capability in Microsoft Teams, that capability will be enabled in your tenant. If you want guest access to remain disabled for your organization, you'll need to confirm that the guest access setting is set to **Off** instead of **Service default**.

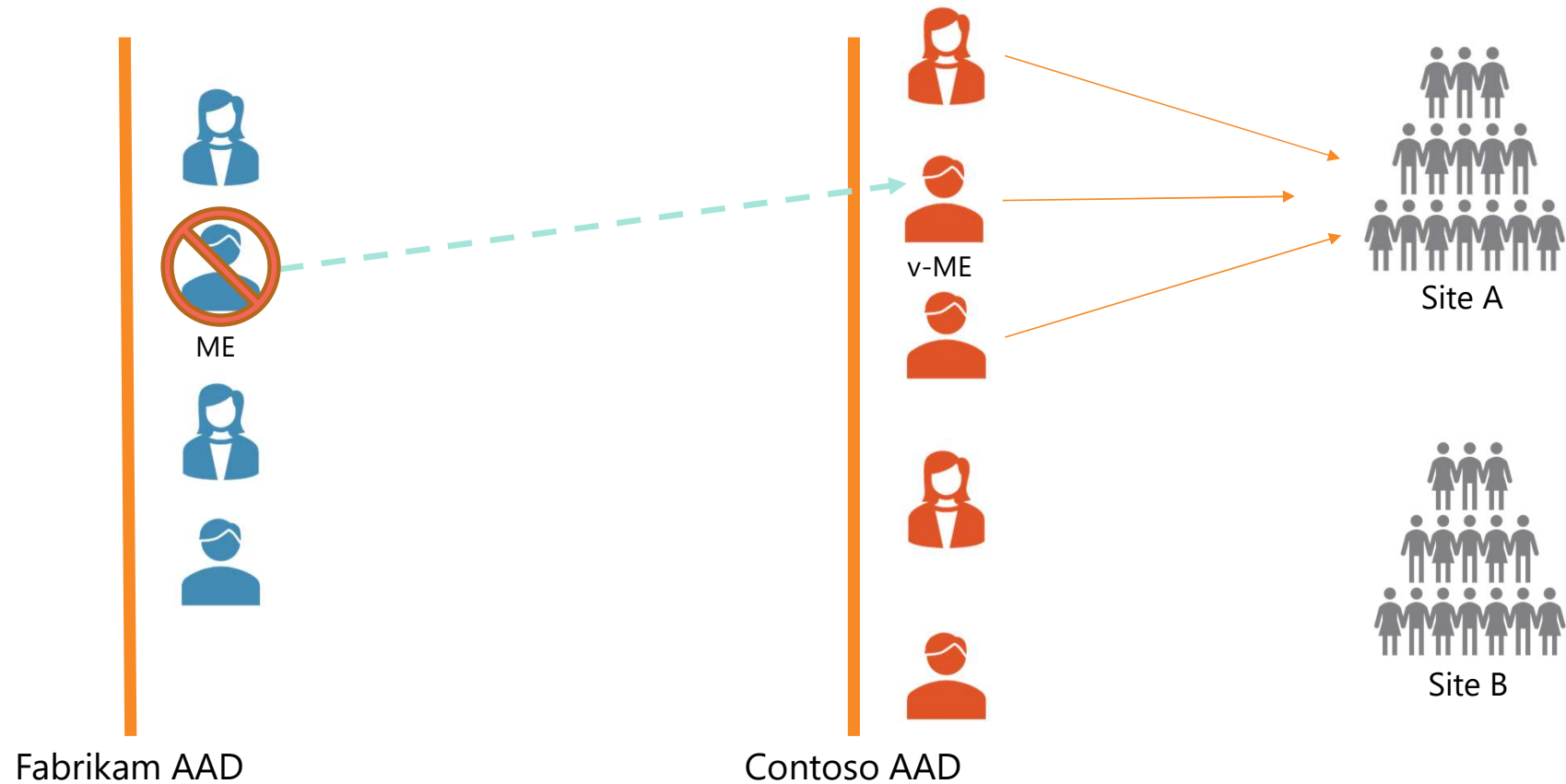
External access to SharePoint, Groups and Teams is “on by default” in M365 and “*open for business*”

Understanding the Azure AD “Guest” Model

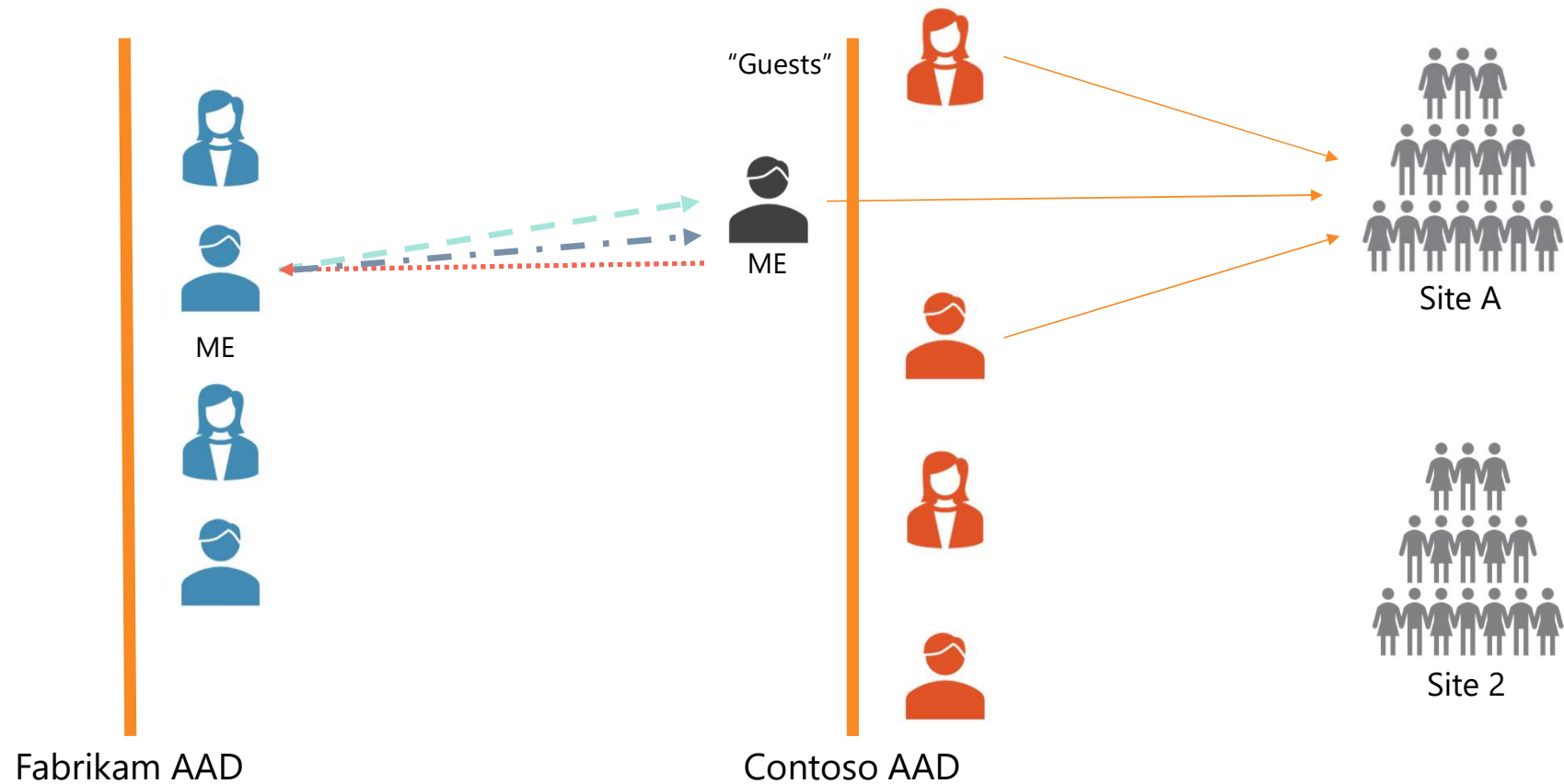
The foundation of
external collaboration
in Teams



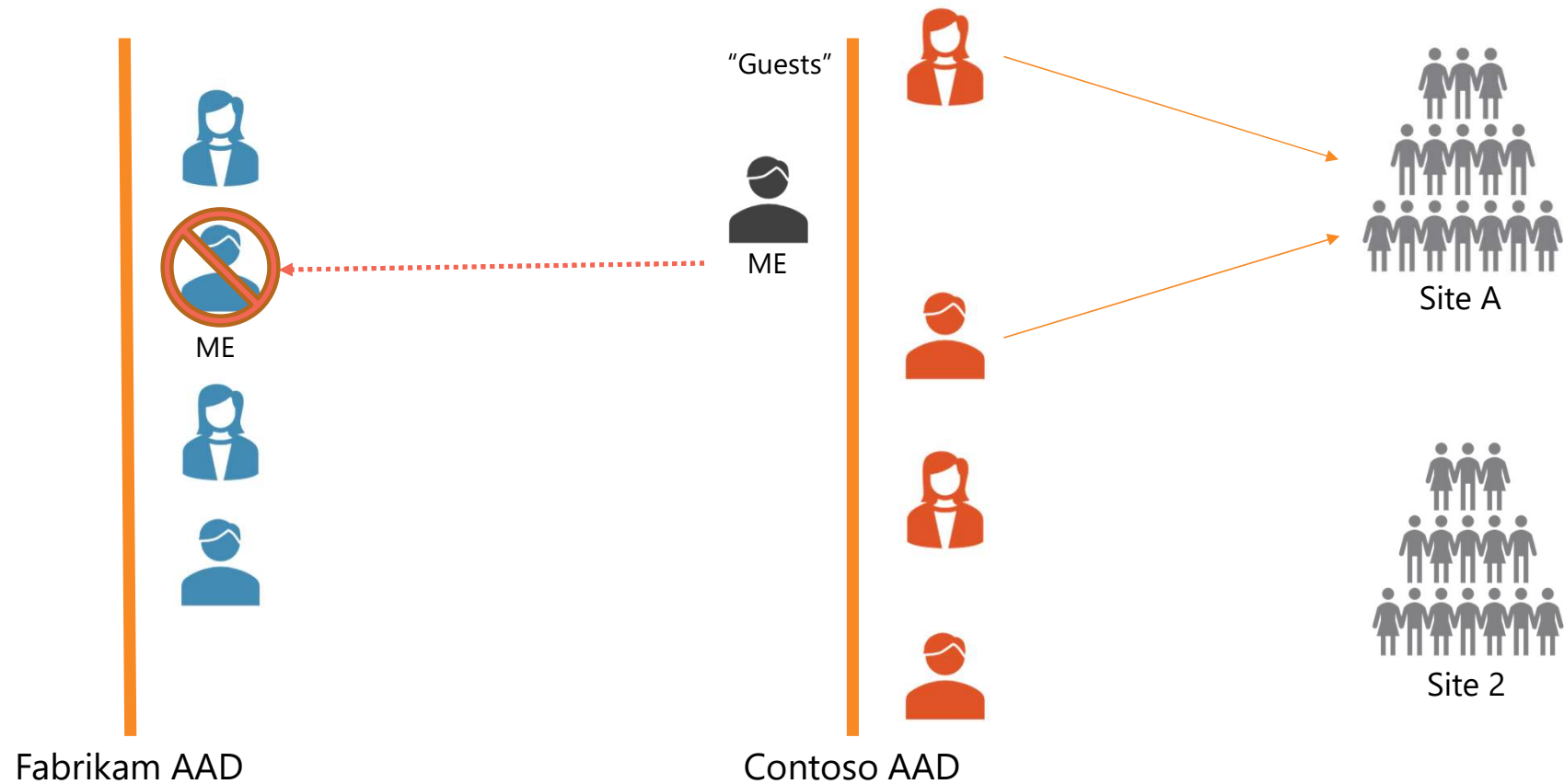
“In the beginning...”



The Azure B2B Guest Model



The Azure B2B Guest Model



Benefits of the AAD B2B approach?



- Home domain authenticates user
- Guest domain can leverage AAD conditional access policies
- Centralized identity in guest means centralized reporting or memberships



Configuring B2B settings in AAD...

The screenshot displays the Azure Active Directory admin center interface. The left-hand navigation pane includes sections for 'Dashboard', 'All services', 'FAVORITES', and a list of services: 'Azure Active Directory', 'Users', and 'Enterprise applications'. The main content area is titled 'External Identities | External collaboration settings' for the 'Contoso - Azure Active Directory' tenant. It features a search bar, 'Save' and 'Discard' buttons, and a 'Get started' link. The 'External collaboration settings' section is active, showing three sub-sections: 'Guest user access restrictions (Preview)', 'Guest invite settings', and 'Collaboration restrictions'. The 'Guest user access restrictions' section has three radio button options, with the middle option selected. The 'Guest invite settings' section contains three toggle switches, all of which are currently turned 'On'. The 'Collaboration restrictions' section has three radio button options, with the middle option selected. A mouse cursor is visible near the bottom right of the settings area.

Azure Active Directory admin center

Dashboard > Contoso > External Identities

External Identities | External collaboration settings

Contoso - Azure Active Directory

Search (Ctrl+/) « Save Discard

Get started

- All identity providers
- External collaboration settings**
- Diagnose and solve problems

Self-service sign up

- Custom user attributes (Preview)
- All API connectors (Preview)
- User flows (Preview)

Subscriptions

- Linked subscriptions

Lifecycle management

- Terms of use
- Access reviews

Troubleshooting + Support

- New support request

Guest user access restrictions (Preview)

[Learn more](#)

- ☐ Guest users have the same access as members (most inclusive)
- ☒ Guest users have limited access to properties and memberships of directory objects
- ☐ Guest user access is restricted to properties and memberships of their own directory objects (most restrictive)

Guest invite settings

Admins and users in the guest inviter role can invite

Yes No

Members can invite

Yes No

Guests can invite

Yes No

Enable Email One-Time Passcode for guests (Preview)

[Learn more](#)

Yes No

Enable guest self-service sign up via user flows (Preview)

[Learn more](#)

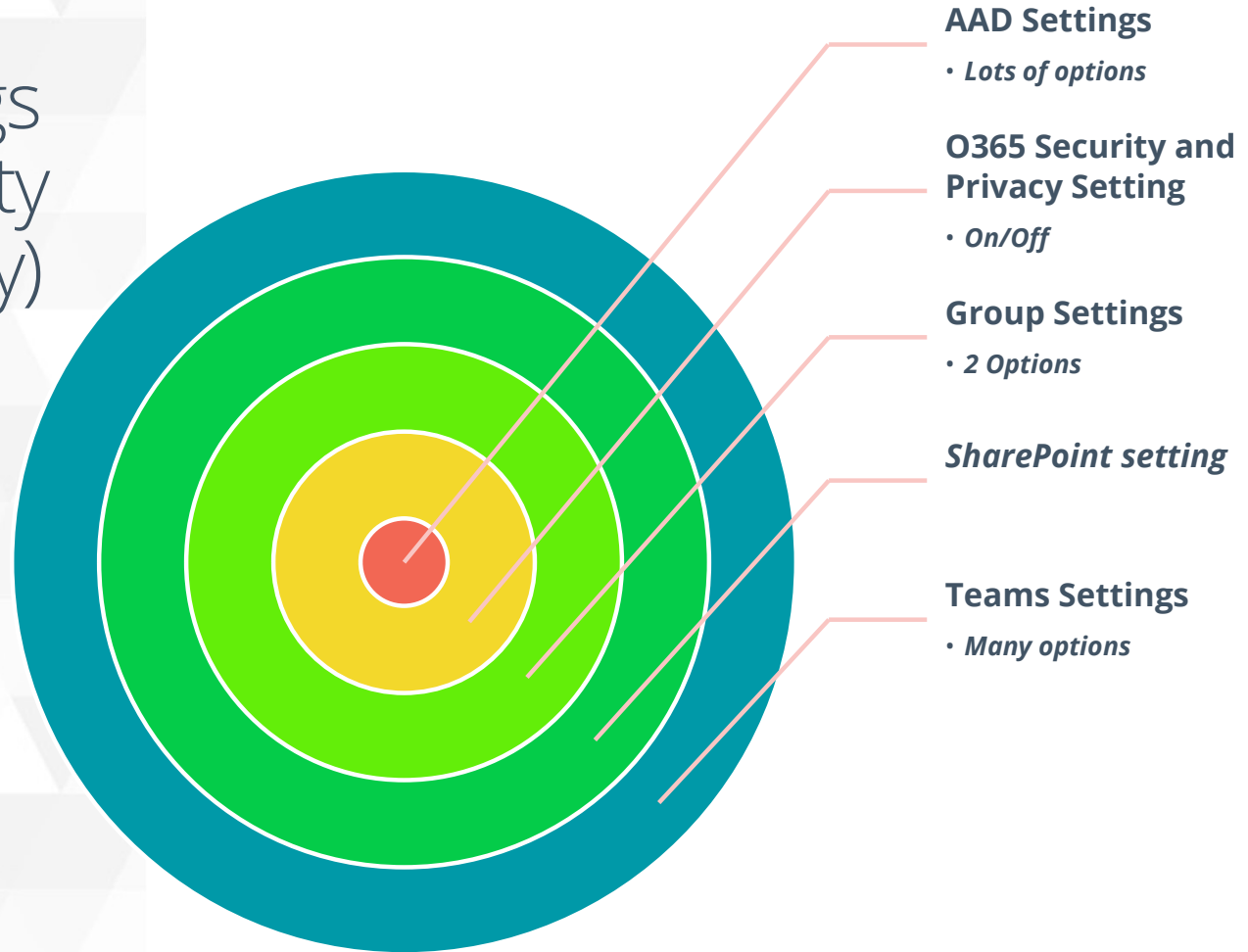
Yes No

Collaboration restrictions

- ☐ Allow invitations to be sent to any domain (most inclusive)
- ☒ Deny invitations to the specified domains
- ☐ Allow invitations only to the specified domains (most restrictive)

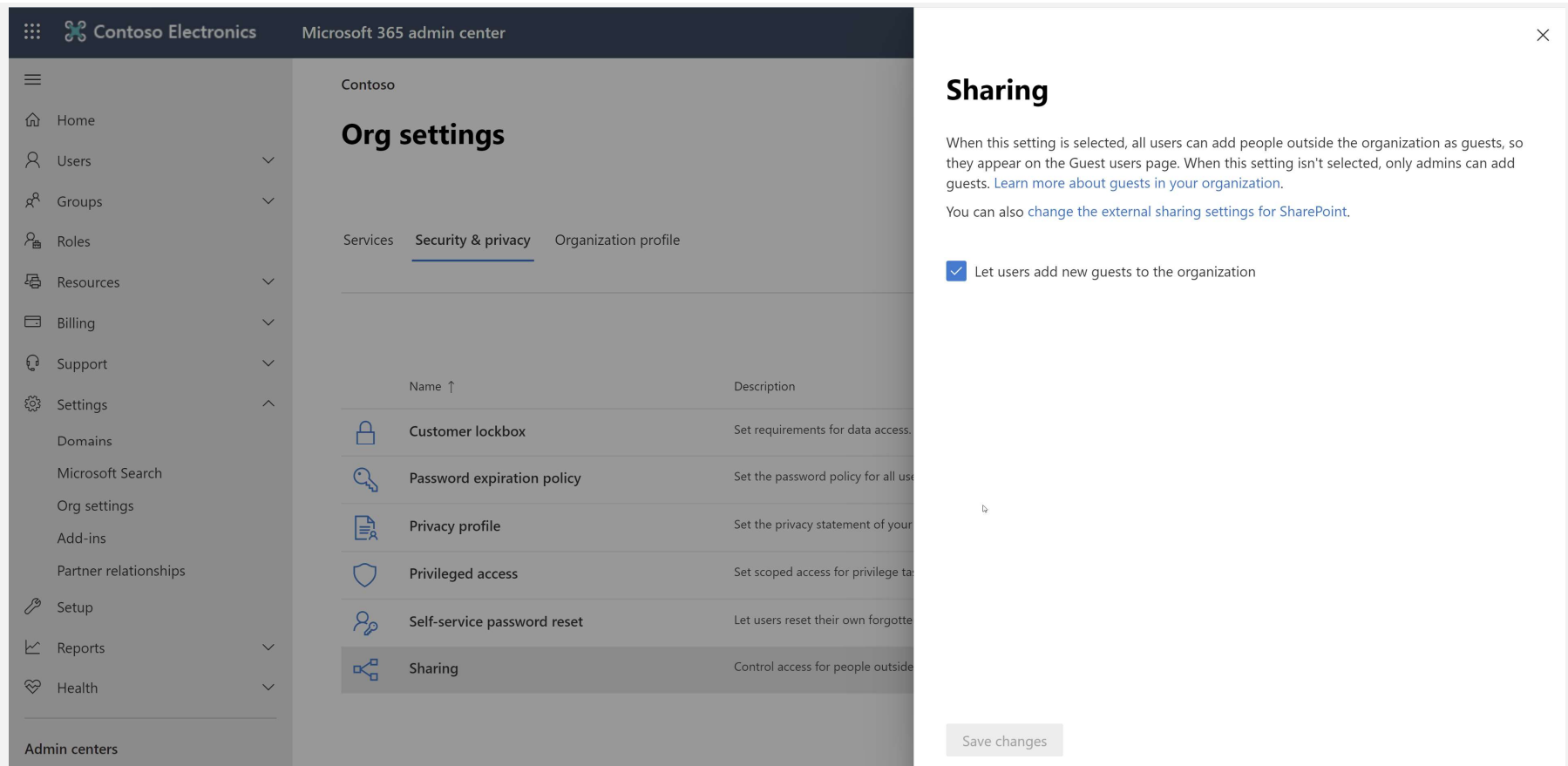


Layered settings
provide flexibility
(and complexity)



<https://docs.microsoft.com/en-us/microsoftteams/guest-access-checklist>

O365 Tenant wide: Owners can invite *new* guests?



The screenshot shows the Microsoft 365 admin center for 'Contoso Electronics'. The left sidebar contains navigation links: Home, Users, Groups, Roles, Resources, Billing, Support, Settings, Domains, Microsoft Search, Org settings, Add-ins, Partner relationships, Setup, Reports, and Health. The main content area is titled 'Org settings' and has tabs for 'Services', 'Security & privacy' (selected), and 'Organization profile'. Under 'Security & privacy', there is a table of settings:

Name ↑	Description
Customer lockbox	Set requirements for data access.
Password expiration policy	Set the password policy for all users.
Privacy profile	Set the privacy statement of your organization.
Privileged access	Set scoped access for privileged users.
Self-service password reset	Let users reset their own forgotten passwords.
Sharing	Control access for people outside your organization.

The 'Sharing' setting is highlighted. To the right, a 'Sharing' settings panel is open, showing the following text:

Sharing

When this setting is selected, all users can add people outside the organization as guests, so they appear on the Guest users page. When this setting isn't selected, only admins can add guests. [Learn more about guests in your organization.](#)

You can also [change the external sharing settings for SharePoint.](#)

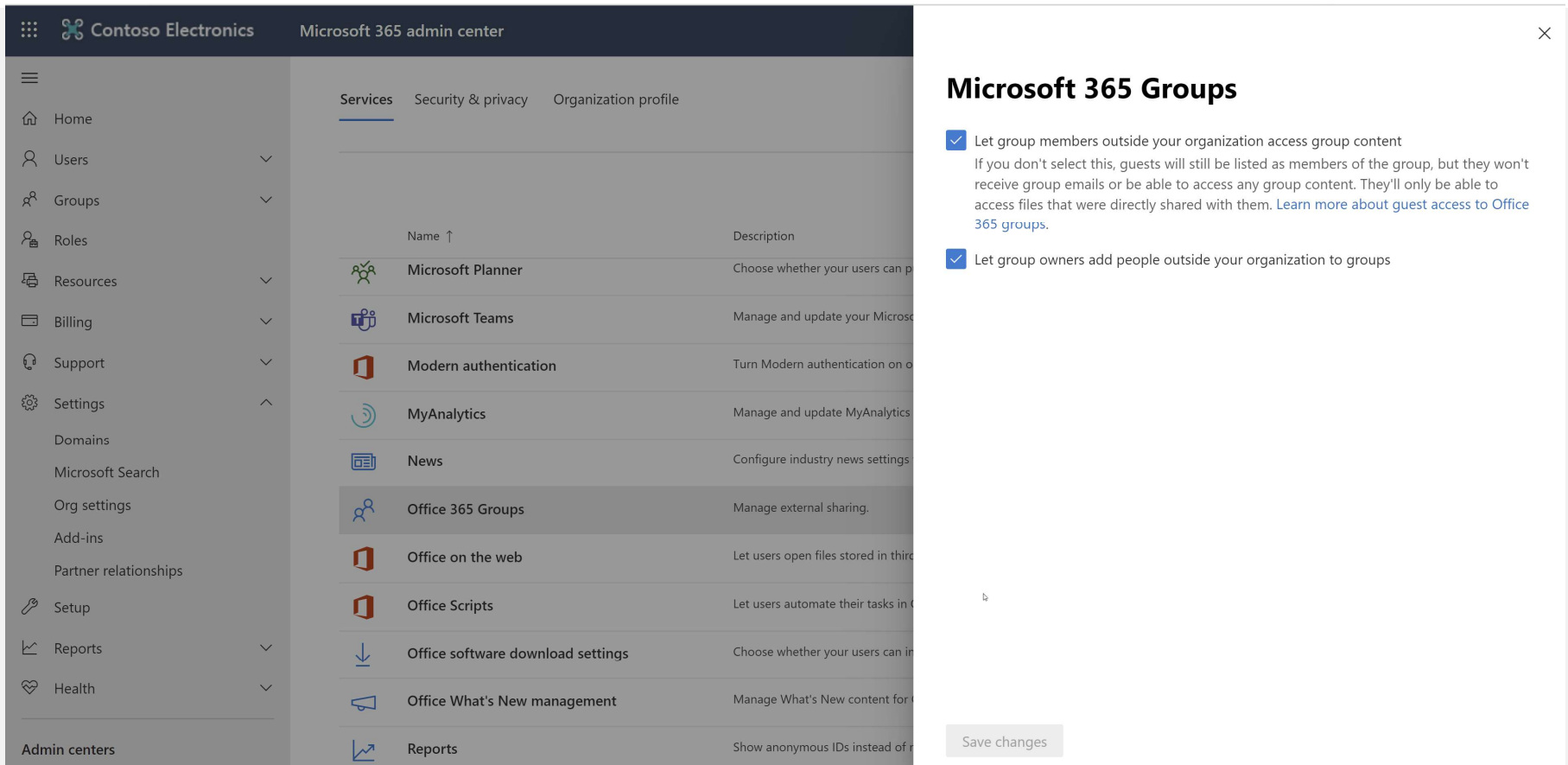
☒ Let users add new guests to the organization

At the bottom of the panel is a 'Save changes' button.

©AvePoint, Inc. All rights reserved. Confidential and proprietary information of AvePoint, Inc.



O365 Groups: Owners can *add* guests?



Contoso Electronics Microsoft 365 admin center

Services Security & privacy Organization profile

Name ↑	Description
Microsoft Planner	Choose whether your users can p
Microsoft Teams	Manage and update your Micros
Modern authentication	Turn Modern authentication on o
MyAnalytics	Manage and update MyAnalytics
News	Configure industry news settings
Office 365 Groups	Manage external sharing.
Office on the web	Let users open files stored in thir
Office Scripts	Let users automate their tasks in
Office software download settings	Choose whether your users can in
Office What's New management	Manage What's New content for
Reports	Show anonymous IDs instead of r

Microsoft 365 Groups

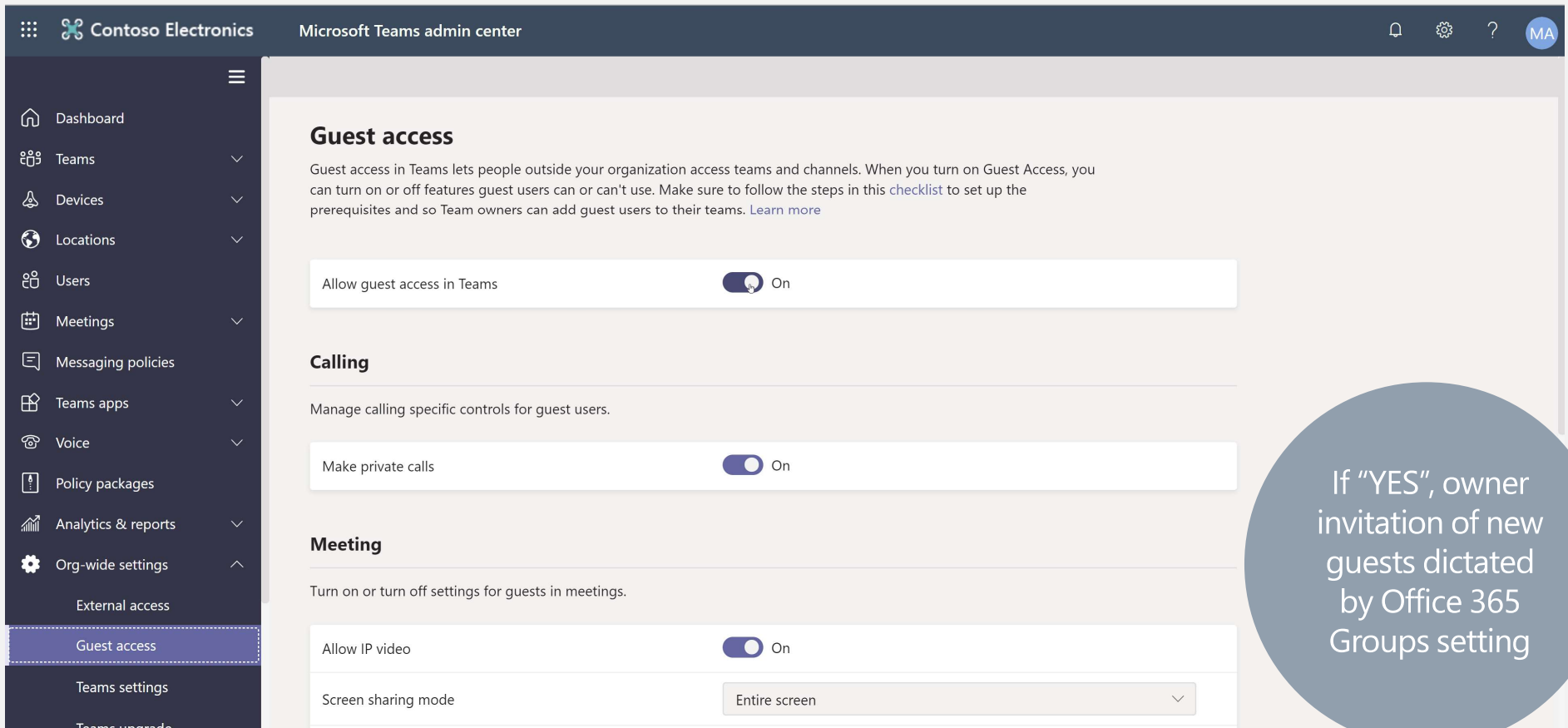
- ☒ Let group members outside your organization access group content
If you don't select this, guests will still be listed as members of the group, but they won't receive group emails or be able to access any group content. They'll only be able to access files that were directly shared with them. [Learn more about guest access to Office 365 groups.](#)
- ☒ Let group owners add people outside your organization to groups

Save changes

©AvePoint, Inc. All rights reserved. Confidential and proprietary information of AvePoint, Inc.



Microsoft Teams: Are guests allowed in Teams?



The screenshot displays the Microsoft Teams admin center interface for 'Contoso Electronics'. The left-hand navigation pane includes links to Dashboard, Teams, Devices, Locations, Users, Meetings, Messaging policies, Teams apps, Voice, Policy packages, Analytics & reports, and Org-wide settings. The 'Guest access' option is highlighted. The main content area is titled 'Guest access' and provides instructions on enabling guest access. It features a toggle switch for 'Allow guest access in Teams' which is currently turned 'On'. Below this, the 'Calling' section allows management of calling controls for guest users, with a toggle for 'Make private calls' also turned 'On'. The 'Meeting' section provides settings for guests in meetings, including a toggle for 'Allow IP video' (turned 'On') and a dropdown for 'Screen sharing mode' set to 'Entire screen'.

Guest access

Guest access in Teams lets people outside your organization access teams and channels. When you turn on Guest Access, you can turn on or off features guest users can or can't use. Make sure to follow the steps in this [checklist](#) to set up the prerequisites and so Team owners can add guest users to their teams. [Learn more](#)

Allow guest access in Teams ☒ On

Calling

Manage calling specific controls for guest users.

Make private calls ☒ On

Meeting

Turn on or turn off settings for guests in meetings.

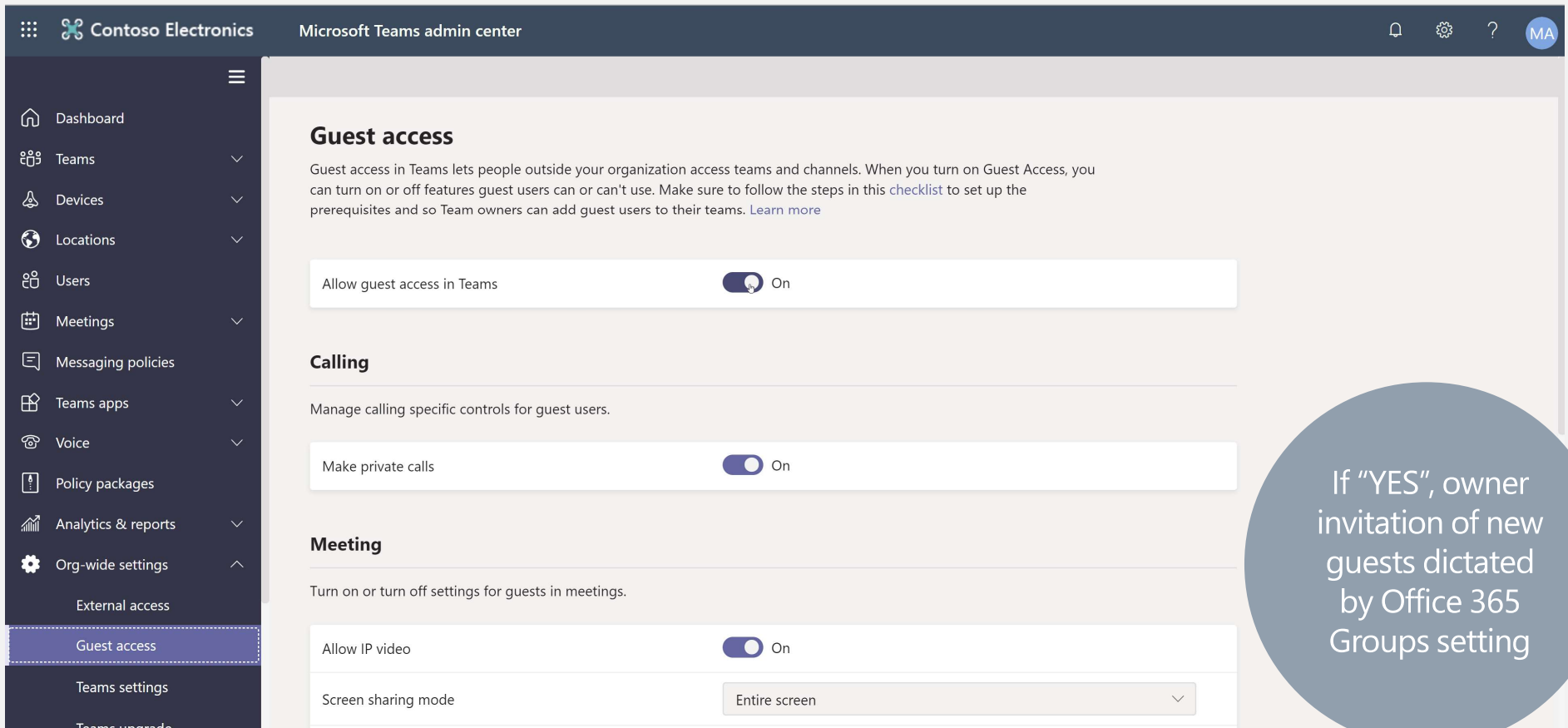
Allow IP video ☒ On

Screen sharing mode: Entire screen

If "YES", owner invitation of new guests dictated by Office 365 Groups setting



Microsoft Teams: Are guests allowed in Teams?



The screenshot displays the Microsoft Teams admin center interface for 'Contoso Electronics'. The left-hand navigation pane includes options such as Dashboard, Teams, Devices, Locations, Users, Meetings, Messaging policies, Teams apps, Voice, Policy packages, Analytics & reports, and Org-wide settings. The 'Guest access' option is highlighted. The main content area is titled 'Guest access' and provides instructions on enabling guest access. It features a toggle switch for 'Allow guest access in Teams' which is currently turned 'On'. Below this, the 'Calling' section allows managing controls for guest users, with a toggle for 'Make private calls' also set to 'On'. The 'Meeting' section includes settings for guests in meetings, with 'Allow IP video' set to 'On' and 'Screen sharing mode' set to 'Entire screen'.

Guest access

Guest access in Teams lets people outside your organization access teams and channels. When you turn on Guest Access, you can turn on or off features guest users can or can't use. Make sure to follow the steps in this [checklist](#) to set up the prerequisites and so Team owners can add guest users to their teams. [Learn more](#)

Allow guest access in Teams ☒ On

Calling

Manage calling specific controls for guest users.

Make private calls ☒ On

Meeting

Turn on or turn off settings for guests in meetings.

Allow IP video ☒ On

Screen sharing mode: Entire screen

If "YES", owner invitation of new guests dictated by Office 365 Groups setting



Going Further – Microsoft *Information Barriers*

Leveraging our *AAD properties* and segments to create hard divisions that block sharing and communications *within a tenant*.

This group...	...can't talk to this group...	...because...
Investment Banking	Research	FINRA Regulations
Lawyer for Client A	Lawyer for Client B	Conflict of interest within a firm
Professional Services	Off-shore Development	Government contracts
US Weapons Developers	Overseas Subsidiaries	ITAR Compliance



Jefferies



Customer:
Jefferies

Industry:
Banking & Capital Markets

Size:
3,900 employees

Country:
United States

Products and services:
Microsoft 365
Microsoft Teams
Microsoft OneDrive

Microsoft SharePoint
Microsoft 365 Information Barriers
Microsoft 365 Multi-Geo

Microsoft Information Protection

Microsoft Defender Antivirus

[Read full story here](#)

“We were pleased that the information barriers feature was already ‘baked in’ to Microsoft 365. By implementing information barriers we were able to successfully deploy Teams, OneDrive, and SharePoint Online.”

—Jitesh Mandalia, Senior Vice President, Jefferies

Situation:

The global, independent investment banking, capital markets and alternative asset management firm Jefferies wanted its employees to collaborate using Microsoft Teams, OneDrive, and SharePoint. It needed to be sure it complied with banking and investment regulations.

Solution:

The company adopted information barriers, which is included in its Microsoft 365 E5 license, and was able to establish barriers between its investment banking and research divisions. Users across those divisions cannot digitally see or contact each other.

Impact:

In deploying information barriers, Jefferies could quickly get employees collaborating using Teams, OneDrive, and SharePoint. Even while transitioning to the cloud-based platform while 98 percent of the company worked remotely, it had a successful quarter.



Going Further – Microsoft *Information Barriers*

Leveraging our *AAD properties* and segments to create hard divisions that block sharing and communications *within a tenant*.

This group...	...can't talk to this group...	...because...
Investment Banking	Research	FINRA Regulations
Lawyer for Client A	Lawyer for Client B	Conflict of interest within a firm
Professional Services	Off-shore Development	Government contracts
US Weapons Developers	Overseas Subsidiaries	ITAR Compliance

But... what if this isn't *always* true in a shared tenant?



Right-sizing Governance – *AvePoint Policies*

For the *sometimes* scenarios – let's combine the AAD classifications with our Teams and Groups Memberships!

The screenshot displays the AvePoint Policies management console. On the left is a dark sidebar with navigation options: Dashboard, Policies (selected), Individual Service, Tenant, Tenants, Containers, Workspaces, Report, Job Monitor, and General Settings. The main content area shows the 'View Policy' page for 'FS-US Approved Access Only'. The breadcrumb trail is 'Policies / Individual Service / View Policy'. The policy description states: 'FS-Used to only allow US employees or approved exceptions access to US-based Teams.' Action buttons for edit, delete, and 'Assign Policy' are visible. The 'Rules' section contains a 'Membership Restriction' toggle, which is currently turned on, with the description 'Control users who can be added to Groups or Teams as members.' The 'Other Settings' section includes a 'Schedule' field with a 'Scan Interval' of 1 Days and a 'Scan Start Time' of 05:55. The 'Scope' section on the right lists 'Microsoft Teams' with a count of 1 and 'FS-United States'.





FS-US Approved Access Only

FS-Used to only allow US employees or approved exceptions access to US-based Teams.



Assign Policy

Rules



Membership Restriction

Control users who can be added to Groups or Teams as members.

Scope

Microsoft Teams

FS-United States

1

Other Settings

Schedule *

Scan Interval


1

Days

Scan Start Time

05:55





Dashboard

Policies

Individual Service

Tenant

Tenants

Containers

Workspaces

Tenants

Containers

Workspaces

Report

Job Monitor

General Settings

Policies / Individual Service / Edit Policy

Name *

FS-US Approved Access Only

Description

FS-Used to only allow US employees or approved exceptions access to US-based Teams.

Rules

Add Rule

Rules

Add Rule

Membership Restriction

Control users who can be added to Groups or Teams as members.

×

Configure Rule

×

Control users who can be added to Groups or Teams as members.

☒ Add a filter to this rule

Crisis Management

[View Details](#)

Rule Settings

Choose who can be added to Groups or Teams as members: *

- Only allow the specified users to be added to Groups or Teams as members

Select a Defined Group

FS-United States

[View Details](#)

☐ Restrict the specified users from being added to Groups or Teams as members

If violations are identified, take the following action:

- ✓ Remove the out-of-policy users

Send e-mail notifications of the violations to the following users:

☒ Include Group/Team owners

☒ Include primary/secondary contacts configured in Cloud Governance

Cancel

OK



Right-Sizing Governance Controls

Control users who can be added to Groups or Teams as members.

☒ Add a filter to this rule 

Crisis Management

[View Details](#)

Filter Conditions *

Group Team Site Property

Custom Property: CrisisCritical Equals Yes

And

Custom Property: Region Equals North America

Choose who can be added to Groups or Teams as members: *

☒ Only allow the specified users to be added to Groups or Teams as members

Select a Defined Group

FS-United States

[View Details](#)

☐ Restrict the specified users from being added to Groups or Teams as members

Meet [All](#) of the following conditions

Conditions

User Property

Custom AAD Attribute: Country or region Equals United States

Display Name Equals ATSAAdmin

Display Name Equals Lucia Micarelli



Right-Sizing Governance Controls

If violations are identified, take the following action:

- ☒ Remove the out-of-policy users

Send e-mail notifications of the violations to the following users:

- ☒ Include Group/Team owners
- ☒ Include primary/secondary contacts configured in Cloud Governance



Building Blocks for Microsoft Policies

Add Rule to Microsoft Teams

Select a rule to add to the policy:

Select One

- Classification Enforcement
- External Sharing Settings
- External User Access Enforcement
- Groups/Teams Creation Restriction
- Membership Restriction

Select a rule to add to the policy.

Where does this conversation fit in...

IT Governance

(Broad, organization-wide)

Application Governance

(Application-specific, aligns with IT Governance goals)

SharePoint

OneDrive

Office 365

Other
Applications

Data Governance

(Content-specific, aligns with IT Governance goals)

Retention/
Expiration

Records
Mgmt

Classificati
on

Data
Protection

"ADG"

"AIP"

Out-of-box sensitive info types

Core
activity

Microsoft 365 includes hundreds of sensitive info types

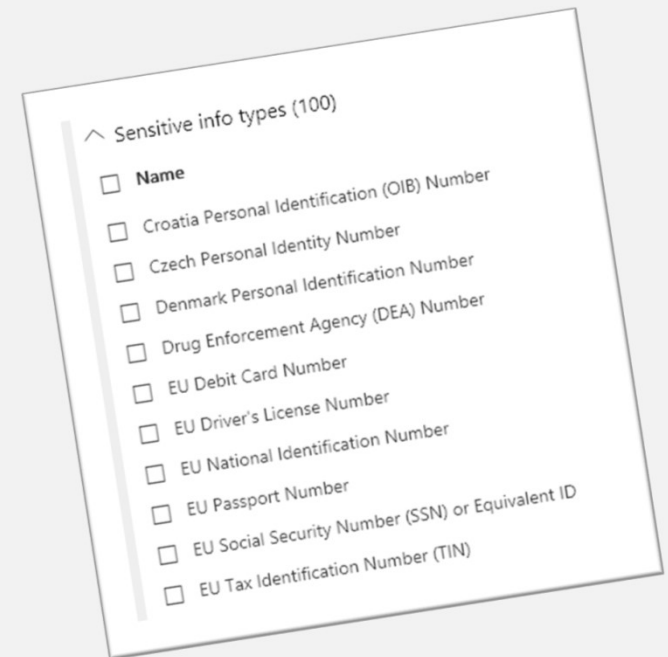
For different countries, industries or by information type

Sensitive information comes in many forms

Financial data, Personally Identifiable Information (PII)

Examples

- Croatia Personal Identification (OIB) Number
- EU Debit Card Number
- EU Passport Number
- US Drivers License Number
- Social Security Number



Customer specific sensitive info types

Core
activity

Business intellectual property

Business plans, product designs, confidential projects

Employee or customer information

HR Information, resumés, employment records, salary information

Highly confidential information

Mergers and Acquisition, workforce reduction

Examples

- Employee or customer numbers
 <EMP-nnnnn>
 <CUST-nnnnnn-NL>
Technology: RegEx
- Specific keywords
 <Project Enigma>
 <Highly Confidential>
 <Internal only>
Technology: Static Keywords



Microsoft 365 admin center - Act x

Data classification - Microsoft 36 x

+

← → ↺

compliance.microsoft.com/dataclassification?viewid=overview

☰

Contoso Electronics

Microsoft 365 compliance

☰

Home

Compliance Manager

Data classification

Data connectors

Alerts

Reports

Policies

Permissions

Data classification

Overview

Trainable classifiers

Sensitive info types

Exact data matches

Content explorer

Get snapshots of how sensitive info and labels are being used across your organization's locations. [Lea](#)

Top sensitive info types

Sensitive info types used most in your content

Credit Card Number

EU Debit Card Number

U.S. Bank Account Number

3 more

Microsoft 365 admin center - Act x

Data classification - Microsoft 36 x

+

← → ↺

compliance.microsoft.com/dataclassification?viewid=overview

☰

Contoso Electronics

Microsoft 365 compliance

☰

Home

Compliance Manager

Data classification

Data connectors

Alerts

Reports

Policies

Permissions

Data classification

Overview

Trainable classifiers

Sensitive info types

Exact data matches

Content explorer

Get snapshots of how sensitive info and labels are being used across your organization's locations. [Lea](#)

Top sensitive info types

Sensitive info types used most in your content

Credit Card Number

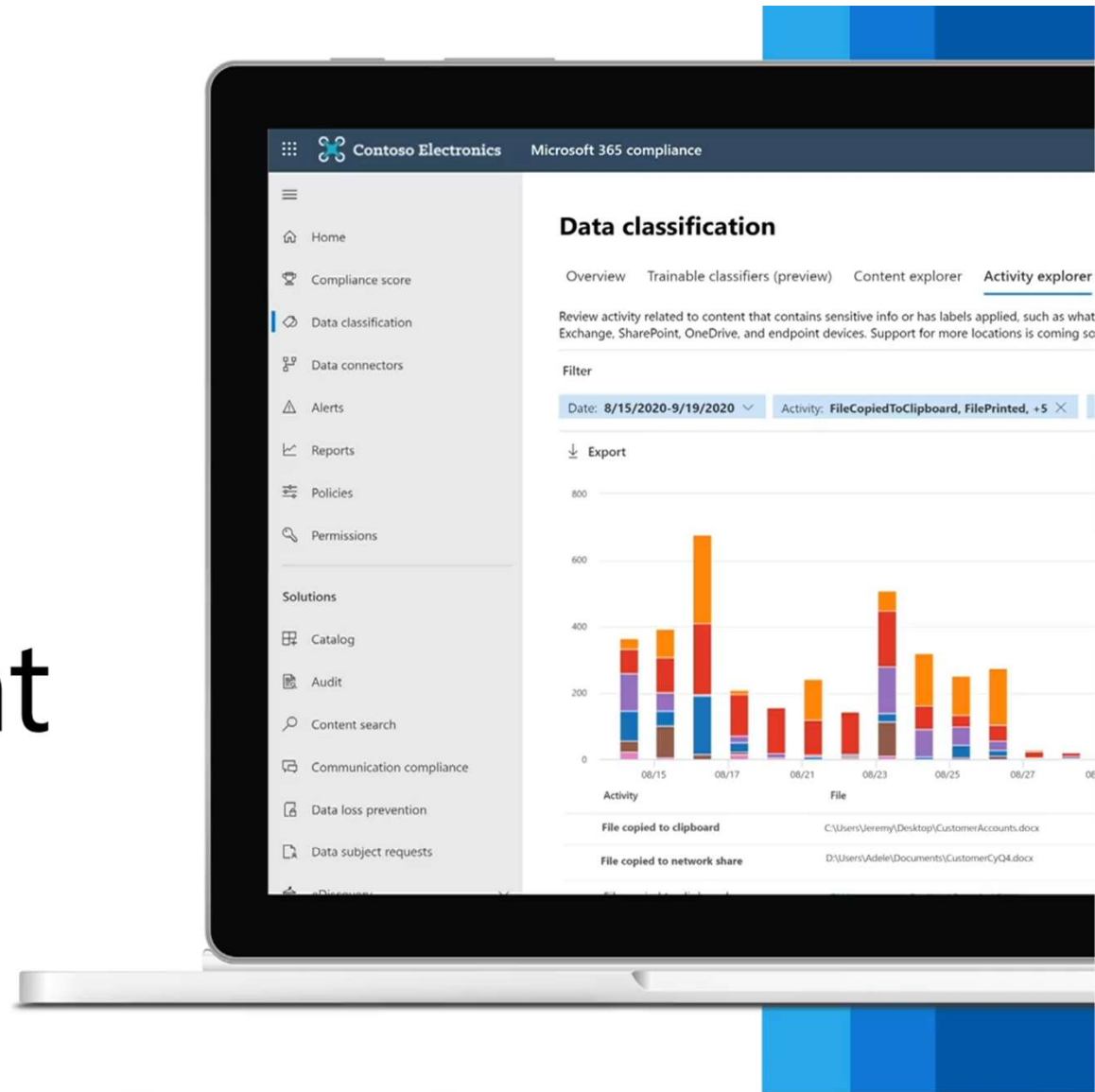
EU Debit Card Number

U.S. Bank Account Number

3 more

Microsoft Security

Protecting sensitive information using Endpoint DLP



Microsoft's information protection solutions help you protect sensitive data throughout the lifecycle – inside and outside the organization



Microsoft Information Protection

Protect your sensitive data – wherever it lives or travels



Discover



Classify



Protect



Monitor

Across



Devices



Apps



Cloud services



On-premises



SENSITIVITY LABELS **PERSIST WITH THE DOCUMENT**

Document labeling – what is it?

Metadata written into document files

Travels with the document as it moves

In clear text so that other systems can read it

Can be used to apply a protection action or data governance action

Can be customized per the organization's needs



Creating “Sensitivity Labels” in the S&C Center

Contoso Electronics

Microsoft 365 compliance

⚙️

?

MC

Home

Compliance Manager

Data classification

Data connectors

Alerts

Reports

Policies

Permissions

Solutions

Catalog

Audit

Content search

Communication compliance

Data loss prevention

eDiscovery

Information governance

Information protection

Remove from navigation

Labels

Label policies

Auto-labeling

Sensitivity labels are used to classify email messages, documents, sites, and more. When a label is applied (automatically or by the user), the content or site is protected based on the settings you choose. For example, you can create labels that encrypt files, add content marking, and control user access to specific sites. [Learn more about sensitivity labels](#)

+ Create a label

📄 Publish label





🔄 Refresh

6 items

	Name	Order	Scope	Created by	Last modified
	Personal	0 - lowest	File,Email	Johanna Lorenz	Jul 19, 2021 6:52:47...
	Public	1	File,Email	Johanna Lorenz	Jul 19, 2021 6:52:48...
	General	2	File,Email	Johanna Lorenz	Jul 19, 2021 6:52:48...
>	Confidential	3	File,Email	Johanna Lorenz	Jul 19, 2021 6:52:49...
▼	Highly Confidential	7	File,Email	Johanna Lorenz	Jul 19, 2021 7:08:05...
	Recipients Only	8	File,Email	Johanna Lorenz	Jul 19, 2021 6:52:56...
	All Employees	9	File,Email	Johanna Lorenz	Jul 19, 2021 7:08:06...
	Anyone (not protected)	10	File,Email	Johanna Lorenz	Jul 19, 2021 6:52:58...
	Project Obsidian	11	File,Email,Site,UnifiedGroup	Johanna Lorenz	Jul 19, 2021 7:08:07...

A red stylized logo consisting of a triangle with a circle inside, resembling a stylized 'A' or a person.

Building Your Sensitivity Labels

 Contoso Electronics Microsoft 365 compliance   

New sensitivity label

✓ Name & description

✓ Scope

✓ Files & emails

✓ Groups & sites

✓ Azure Purview assets (preview)

● Finish

Review your settings and finish

Name
Test Label
[Edit](#)

Display name
My Test Label
[Edit](#)

Description for users
Test
[Edit](#)

Scope
File,Email,Site,UnifiedGroup,PurviewAssets
[Edit](#)

Encryption
Encryption
[Edit](#)

Content marking
Watermark: RESTRICTED

Back

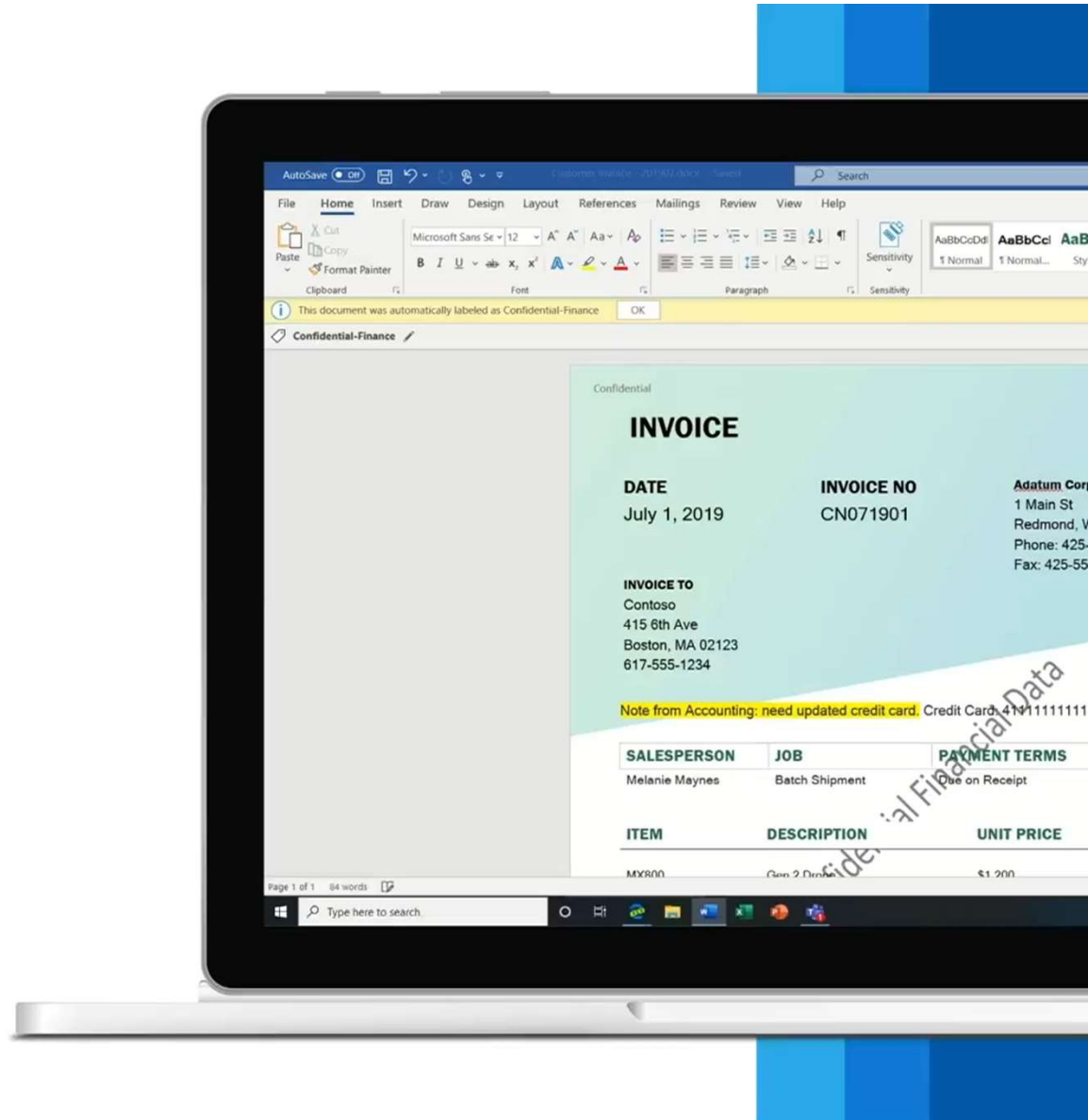
Create label

Cancel



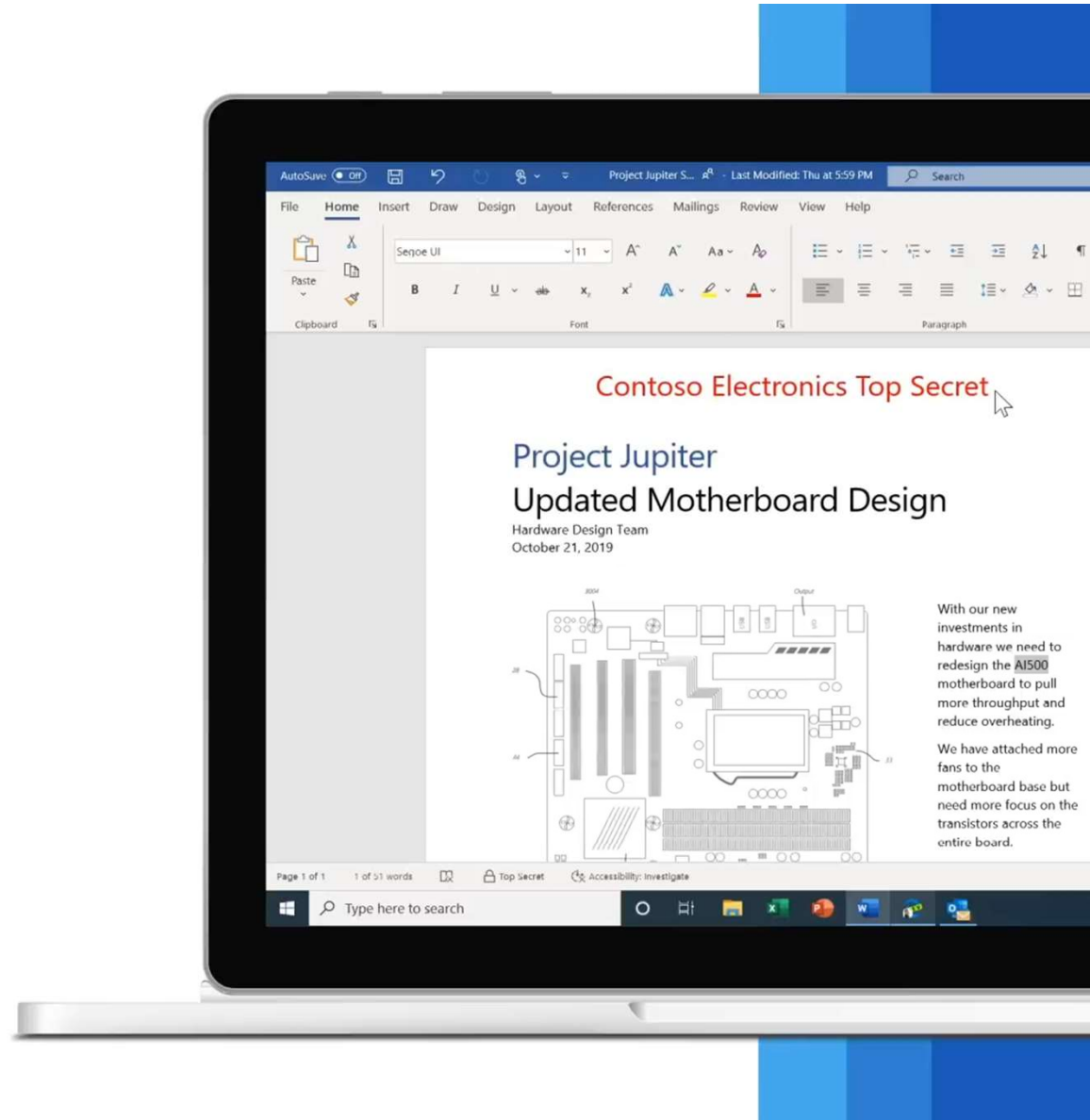
Microsoft 365 Security

Automatic document classification



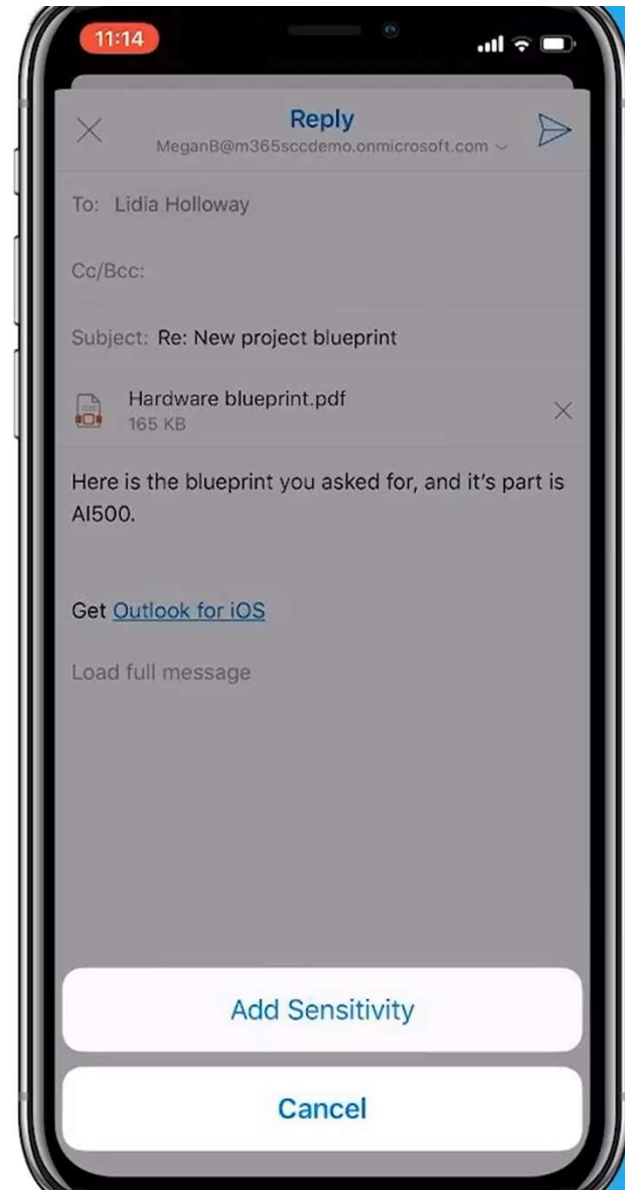
Microsoft 365 Security

Automatic classification of content



Microsoft 365 Security

Manually classify content on mobile



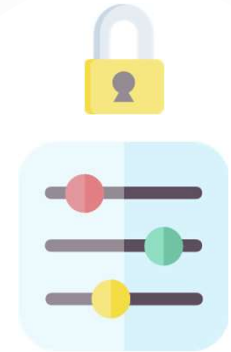
Sensitive data in a “free and open sharing” system?



Office 365 gives “Owners” significant privilege



Anyone can be an owner, but even members can share content



THE ANSWER: Right-sizing control based on risk

Understanding the impact of Public/Private for Groups and Teams...

The image is a composite screenshot illustrating the relationship between team privacy and permissions in SharePoint. It features three main components:

- Top Panel:** A 'Join or create a team' dialog box titled 'What kind of team will this be?'. It offers two options: 'Private' (locked icon, 'People need permission to join') and 'Public' (globe icon, 'Anyone in your org can join'). The 'Public' option is selected.
- Bottom Left Panel:** A screenshot of the 'My Public Team' page. The team is identified as a 'Public group' (highlighted with a red box) and is 'Non-Sensitive'. A red arrow points from this 'Public group' label to the permissions panel on the right.
- Bottom Right Panel:** The 'Permissions' sidebar for the team. It lists 'Site members' with two entries: 'Ee Everyone except external users' (highlighted with a red box) and 'MP My Public Team Members'. The 'Site visitors' section is also visible.

©AvePoint, Inc. All rights reserved. Confidential

Understanding the default sharing options for all SharePoint sites...

Site sharing settings

Control how things in this site can be shared and how request access works.

Sharing permissions

- ☒ Site owners and members can share files, folders, and the site. People with Edit permissions can share files and folders.
- ☐ Site owners and members, and people with Edit permissions can share files and folders, but only site owners can share the site.
- ☐ Only site owners can share the site.

Access requests

Allow access requests

Choose who will request access to this site:

- ☒ BGLeads Owner
- ☐ Specific email

Add a custom message to this page:

For example: Please review your request.

Save

©AvePoint, Inc. All rights reserved.

Word ABC Co SOW R - Saved

File Home Insert Layout References Review View Help Table Editing

Share

Link settings

Who would you like this link to work for? [Learn more](#)

- Anyone with the link
- People in AvePoint ATS Dev with the link**
- People with existing access
- Specific people

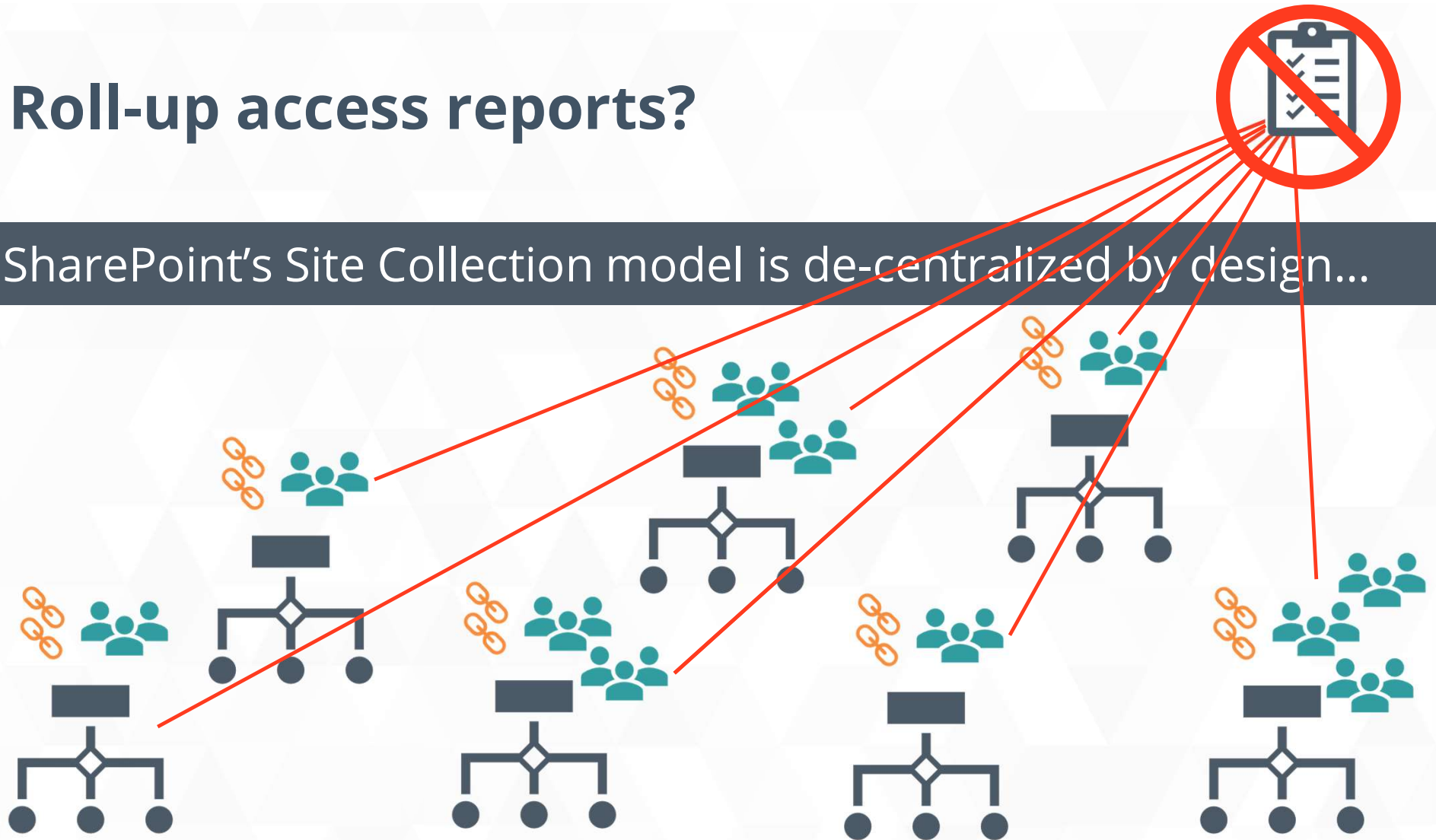
Other settings

- ☒ Allow editing
- ☐ Open in review mode only
- ☐ Block download

Apply Cancel

Roll-up access reports?

SharePoint's Site Collection model is de-centralized by design...



How do you manage security settings?



M365 Access Reviews and Admin Settings don't tell the whole story.



Marco still does not have a top-down view.

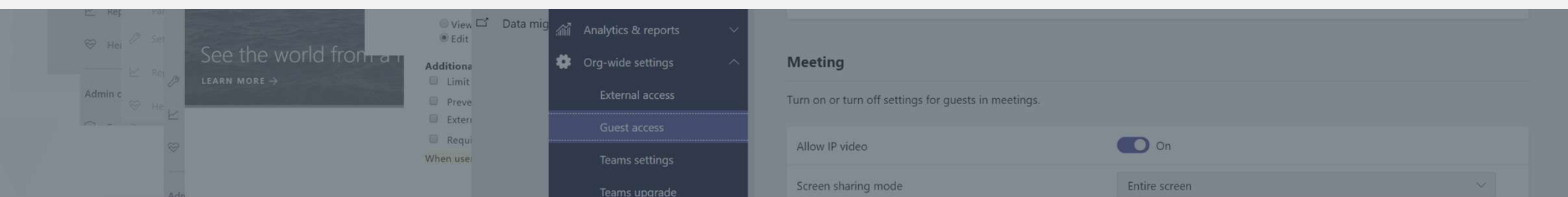


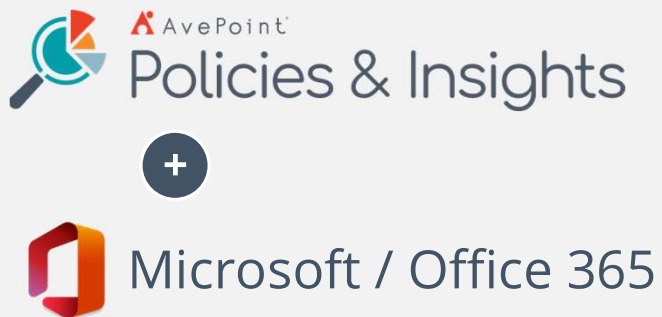
He can't identify who has access to what information.



Not enough context to tailor policies for audiences and purpose.

Marco is exhausted.





With PI, organizations can unleash user adoption and the power of Microsoft 365 sensitive information types and security controls, without becoming a security expert. PI guides admins towards appropriate controls with prioritized insights. Set robust controls from one place, that get enforced automatically.



TAP INTO VALUABLE M365 DATA TO PRIORITIZE INSIGHTS

We aggregate sensitive information types and data from Microsoft's own activity feed to keep you focused on what matters



PUT MICROSOFT SECURITY CONTROLS TO WORK

With central access to critical configurations for guest access, sharing, and more – we make it easy to get the control you need

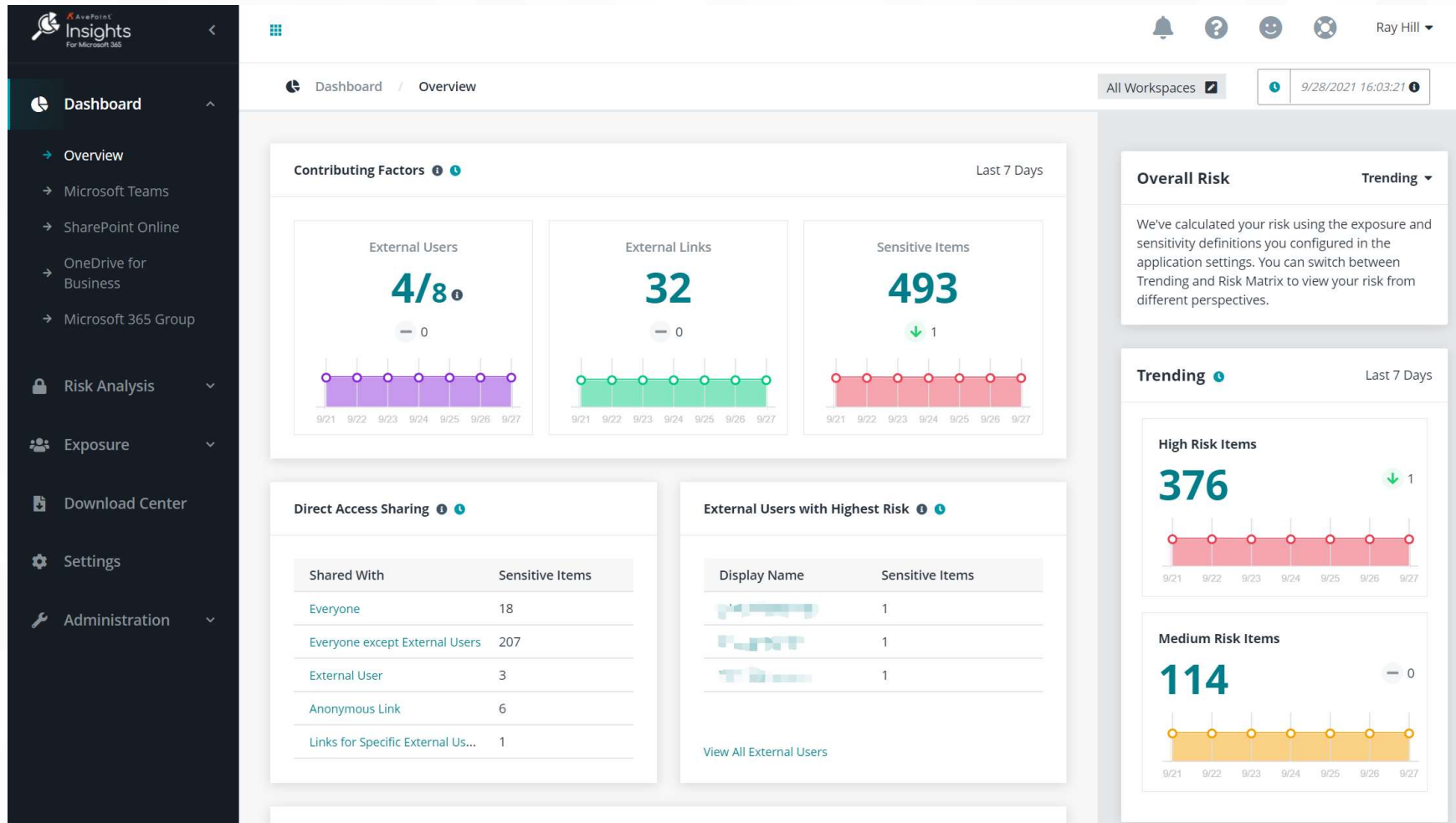


REDUCE IT WORKLOAD FOR ONGOING MANAGEMENT

Prevent configuration drift with policies that get enforced automatically. We enable control, without impeding user adoption

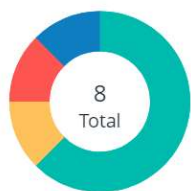


Drawing Your Attention to *Higher Levels*



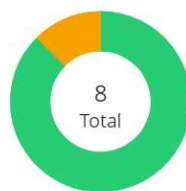


Domains ▾ with Most External Users



Domain Name	External Users
gmail.com	5
avepoint.com	1
avepointats-d...	1
live.com	1

Status



Status	External User Count
Active	7
Orphaned	1
Blocked	0
Not in AAD	1

Export



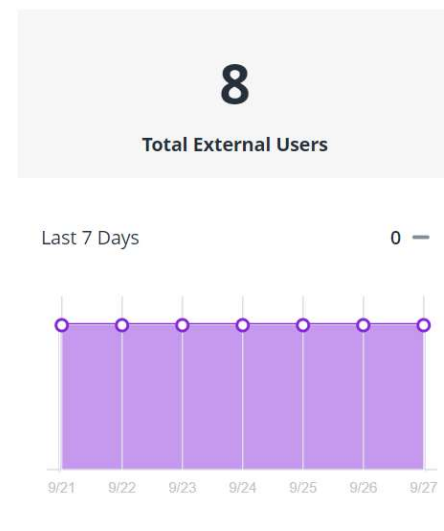
<input type="checkbox"/>	Display Name ▾		Email	Sensitive Items	Last Sign-in	Tin
<input type="checkbox"/>	...			1	▲ N/A	
<input type="checkbox"/>	...		Trusted	1	▲ None	
<input type="checkbox"/>	...			1	▲ None	
<input type="checkbox"/>	...			0	▲ 28 Days	
<input type="checkbox"/>	...		Trusted	0	▲ None	
<input type="checkbox"/>	...		Trusted	0	▲ 7 Days	

External user statistics have ... ▾

Limiting external user access in your environment means reducing the risk of sensitive information leaving your organization!

External User Trend

This section shows the external user statistics of the selected workspace in the last 7 days.



>



Ray Hill ▼

 Exposure / External Users / Access Report

All Workspaces 

9/28/2021 16:03:21 ⓘ

© Tom Gawczynski

Export



Remove User from AAD

By Site

By O

This table shows the site collections to which the user/group has been given direct access. These are permissions you can control. You can click anywhere in a site collection row to drill down and view more details.

Site Name	Workspace	Object Type	Created By
Project Alpha			Project Alpha Owners

Show Rows 10 ▾

Tom Gawczynski

Risk Overview

Known Risk

This section shows the total number of sensitive objects to which the user/group has been given access. You can also view these objects by their sensitivity levels, High, Medium, and Low.

High 1

Medium 0

Low 0

Total Sensitive Objects 1

Possible Risk

This section shows the total number of security groups the user/group has been given access.

Customer success: City of Port St. Lucie

“

When we first ran Policies and Insights, it came up with thousands of links that were shared incorrectly. We hit a button and it basically fixed all the links and that risk was instantly mitigated.

Hannah Melton, Assistant Director IT



ENABLE REMOTE WORK IN COVID-19 RESPONSE

Migrated to Microsoft 365 with AvePoint within 12 hours. Leveraging AvePoint's governance, security, and backup solutions, was able to drive adoption and minimize risk.



COMPLY WITH LOCAL REGULATIONS

Monitor access to sensitive documents, automatically remediate policy violations for guest access. Security dashboards provide actionable insights. Paired with AvePoint's granular backup and restore, meet "Sunshine State" protection laws.



REDUCE MANUAL IT WORK TO ROLL-OUT & MANAGE TEAMS

Reduce Teams provisioning process by 600%, automatically fix links that are shared incorrectly, and prevent configuration drift with governance + PI capabilities. No more manual configuration and membership checks to validate access!



Top-down, and bottom-up...

You can't chase every document!

"Container level"

"Content level"

Operational Governance

(Application-specific, aligns with IT Governance goals)

Data Governance

(Content-specific, aligns with IT Governance goals)



Workspace
Provisioning

Ongoing
Management
&
Enforcement

Lifecycle and
EOL for
Workspaces

Item-level
Retention &
Expiration

Records
Mgmt

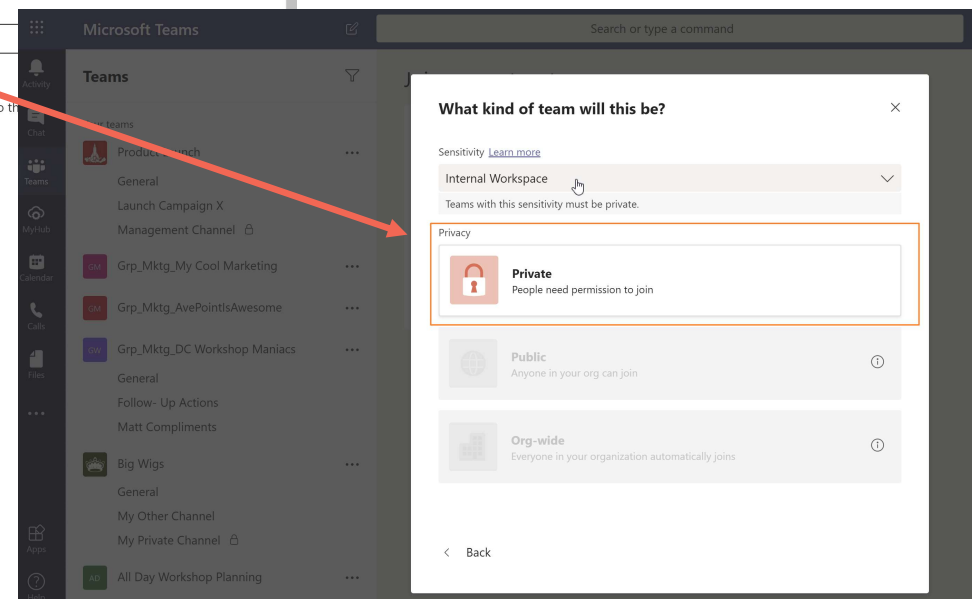
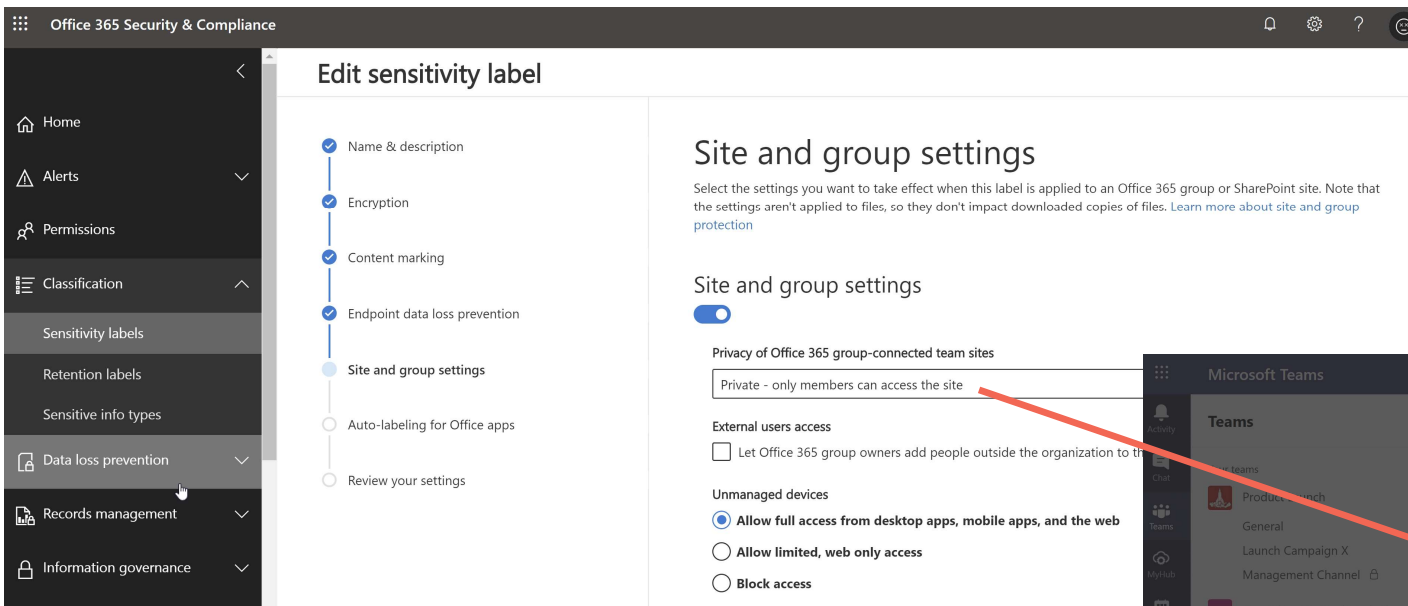
Classification

DLP



Sensitivity Labels for teams, groups and sites

Creating the Sensitivity Labels in Security and Compliance Center

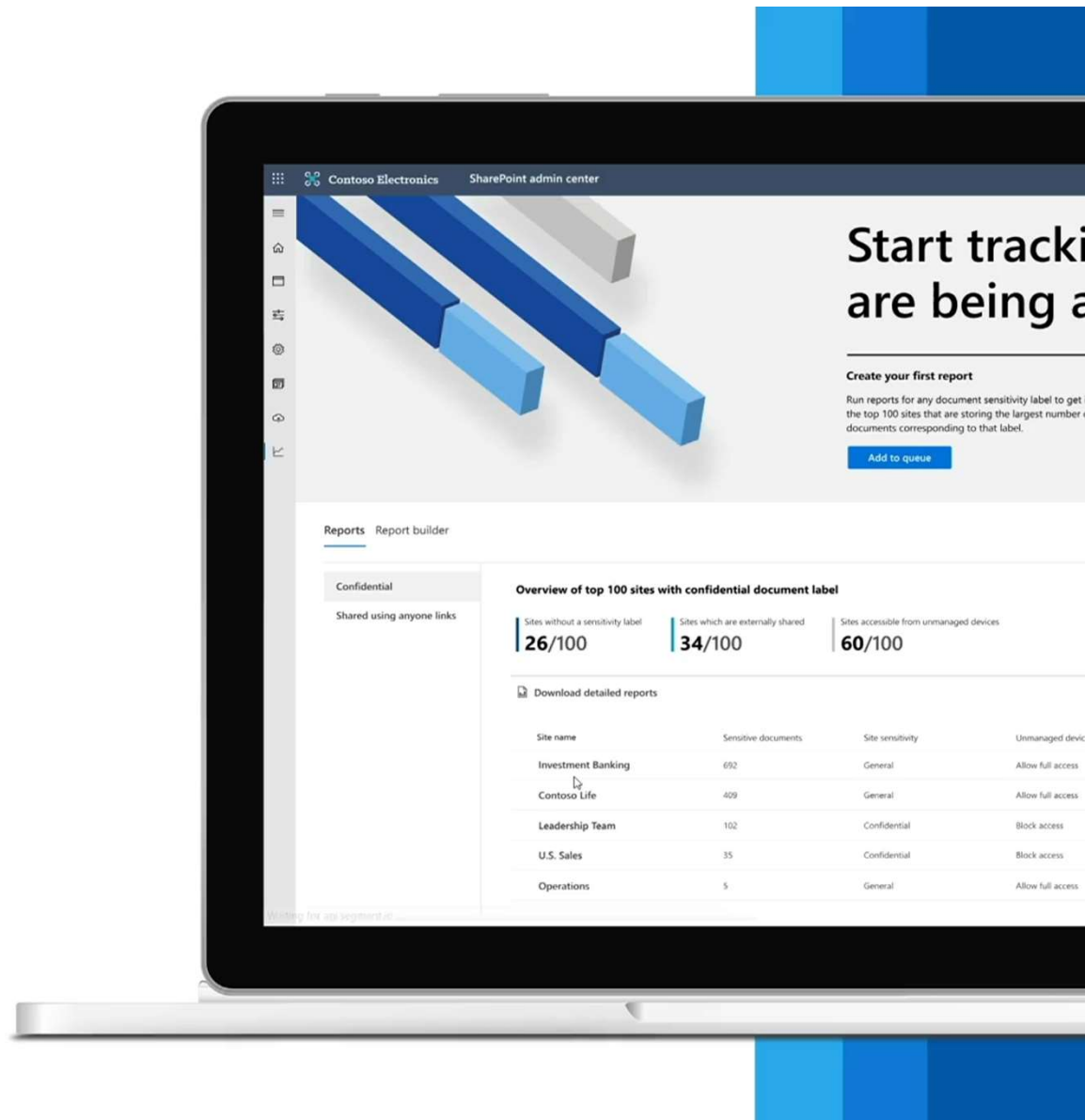


Team creation wizard

<https://docs.microsoft.com/en-us/microsoft-365/compliance/sensitivity-labels-teams-groups-sites?view=o365-worldwide#using-sensitivity-labels-for-microsoft-teams-microsoft-365-groups-and-sharepoint-sites>

Microsoft Security

Protecting sensitive information at the site or team level



Advantages of a container-focused approach



Establishing data ownership

Workspace level classification

Collaboration asset inventory

Attestation/Recertification

Automated self-service requests

End-to-end lifecycle management



What is sprawl?



Not a number...

... just more than you can effectively manage

Cutting through the noise...

Maintaining an
inventory of your
collaborative
workspaces



Admins have an “inventory” of all M365 collaborative workspaces

Workspace report

Compliance status

All M365 workspace types

Data owners

Phase	Name	Status	Type	URL	Policy	Primary admin	Primary Data Ow...	Secondary contact	Classification	Critical Business
Renewal pending	R&D Team Site	Deleted	Site Collection	https://avepointatsd...	SC Intranet Policy	Barriemore Barlow	Ian Anderson	Ray Hill	-	-
	Quarterly Conference	Archived	Microsoft Team	https://avepointatsd...	Internal Group Team...	Barriemore Barlow	Barriemore Barlow	Ian Anderson	-	No
	Q2 Outing	Active	Microsoft Team	https://avepointatsd...	Guest Group Team P...	Barriemore Barlow; R...	Ray Hill	Ian Anderson	-	No
	publictoprivate	Active	Microsoft Team	https://avepointatsd...	-	Barriemore Barlow	-	-	-	-
	Public_Team_ElPaso	Deleted	Microsoft Team	https://avepointatsd...	Private Team Policy	Ray Hill; Ian Anderson	Ray Hill	Ian Anderson	-	-
	Public-ShoeDeal	Deleted	Microsoft Team	https://avepointatsd...	Private Team Policy	Ray Hill	Ray Hill	Ian Anderson	-	-
	Public-SalesWestVAT	Deleted	Microsoft Team	https://avepointatsd...	Private Team Policy	Ray Hill	Barriemore Barlow	Ray Hill	-	-
	PublicProductXYZ	Deleted	Microsoft Team	https://avepointatsd...	Public Short Term Te...	Ray Hill	Ray Hill	Ian Anderson	-	-
	Public-PDT	Deleted	Microsoft 365 Group	https://avepointatsd...	Private Team Policy	Ian Anderson	Ian Anderson	Ray Hill	-	No
	Public-New Marketing	Deleted	Microsoft Team	https://avepointatsd...	Public Short Term Te...	Ian Anderson	-	Ray Hill	-	-
	PublicMarketingEvents	Deleted	Microsoft Team	https://avepointatsd...	Public Short Term Te...	Ray Hill	Ray Hill	Ian Anderson	-	-
	Public-internal_project	Deleted	Microsoft 365 Group	https://avepointatsd...	Private Team Policy	Ray Hill	Barriemore Barlow	Ian Anderson	-	No
	Public-internal_Project	Deleted	Microsoft Team	https://avepointatsd...	Private Team Policy	Ray Hill	Ray Hill	Ian Anderson	-	-
	Public-Internal HR Proj	Deleted	Microsoft Team	https://avepointatsd...	Public Team Policy	Ray Hill	Ray Hill	Ian Anderson	-	-
	PublicHRUpdates	Deleted	Microsoft Team	https://avepointatsd...	Public Team Policy	Ray Hill	Ray Hill	Ian Anderson	-	-
	PublicHRCommunicati	Deleted	Microsoft Team	https://avepointatsd...	Public Team Policy	Ray Hill	Ray Hill	Ian Anderson	-	-
	PublicGroupe-Example	Deleted	Microsoft 365 Group	https://avepointatsd...	Public Team Policy	Barriemore Barlow	\$requester	\$managerofrequester	-	-

Admins have deep visibility into all built-in and organizational metadata

The screenshot displays the AvePoint Cloud Governance interface. The main area shows a 'Workspace report' table with columns: Phase, Name, Status, Type, URL, Policy, Primary admin, Primary Data Owner, and Secondary contact. A red arrow points to the 'Secondary contact' column with the text 'Any additional Metadata'.

The 'Choose columns (14)' sidebar on the right includes the following sections:

- ☐ Claim status
- ☐ Renewal profile
- Lifecycle information**
 - ☐ Created time
 - ☐ Lease expiration time
 - ☐ Inactivity threshold time
 - ☐ Active lifecycle tasks
 - ☐ Phase assignee
 - ☐ Renewal start time
 - ☐ Renewal due date
 - ☐ Next renewal date
 - ☐ Last renewal time
- Additional Information**
 - ☐ Access Level
 - ☒ Classification
 - ☒ Critical Business Application
 - ☐ Customer ID
 - ☐ Customer Name
 - ☒ Line of Service
 - ☐ Matter Approver
 - ☐ Matter Number
 - ☐ Migration Service
 - ☐ Object Type
 - ☐ Office Abbreviation
 - ☐ Office Name
 - ☐ Practice Area

Buttons at the bottom: Cancel, Save.

Phase	Name	Status	Type	URL	Policy	Primary admin	Primary Data Owner	Secondary contact
✓	R&D Team Site	Deleted	Site Collection	https://avepointatsd...	SC Intranet Policy	Barriemore Barlow	Ian Anderson	Ray Hill
✓	Quarterly Conference	Archived	Microsoft Team	https://avepointatsd...	Internal Group Team...	Barriemore Barlow	Barriemore Barlow	Ian Anderson
⌚	Q2 Outing	Active	Microsoft Team	https://avepointatsd...	Guest Group Team P...	Barriemore Barlow; R...	Ray Hill	Ian Anderson
⌚	publictoprivate	Active	Microsoft Team	https://avepointatsd...	-	Barriemore Barlow	-	-
✓	Public-Team_ElPaso	Deleted	Microsoft Team	https://avepointatsd...	Private Team Policy	Ray Hill; Ian Anderson	Ray Hill	Ian Anderson
✓	Public-ShoeDeal	Deleted	Microsoft Team	https://avepointatsd...	Private Team Policy	Ray Hill	Ray Hill	Ian Anderson
✓	Public-SalesWestVAT	Deleted	Microsoft Team	https://avepointatsd...	Private Team Policy	Ray Hill	Barriemore Barlow	Ray Hill
✓	PublicProductXYZ	Deleted	Microsoft Team	https://avepointatsd...	Public Short Term Te...	Ray Hill	Ray Hill	Ian Anderson
⚠	Public-PDT	Deleted	Microsoft 365 Group	https://avepointatsd...	Private Team Policy	Ian Anderson	Ian Anderson	Ray Hill
✓	Public-New Marketing	Deleted	Microsoft Team	https://avepointatsd...	Public Short Term Te...	Ian Anderson	-	Ray Hill
✓	PublicMarketingEvents	Deleted	Microsoft Team	https://avepointatsd...	Public Short Term Te...	Ray Hill	Ray Hill	Ian Anderson
⌚	Public-internal_project	Deleted	Microsoft 365 Group	https://avepointatsd...	Private Team Policy	Ray Hill	Barriemore Barlow	Ian Anderson
⌚	Public-internal_Project	Deleted	Microsoft Team	https://avepointatsd...	Private Team Policy	Ray Hill	Ray Hill	Ian Anderson
✓	Public-Internal HR Proj	Deleted	Microsoft Team	https://avepointatsd...	Public Team Policy	Ray Hill	Ray Hill	Ian Anderson
✓	PublicHRUpdates	Deleted	Microsoft Team	https://avepointatsd...	Public Team Policy	Ray Hill	Ray Hill	Ian Anderson
✓	PublicHRCommunicati	Deleted	Microsoft Team	https://avepointatsd...	Public Team Policy	Ray Hill	Ray Hill	Ian Anderson
✓	PublicGroupe-Example	Deleted	Microsoft 365 Group	https://avepointatsd...	Public Team Policy	Barriemore Barlow	\$requester	\$managerofrequester

Admins can drill-down for all details of each workspace

The screenshot displays the Azure Portal Cloud Governance interface. On the left, a navigation pane includes sections for Home, Management (Services, Profiles, Service templates), Settings (MyHub settings, System settings), Directory (Workspace report, Guest user report), and Job monitor. The main area shows a 'Workspace report' table with columns for Phase, Name, Status, Type, Privacy, Policy, and Priority. The 'Q2 Outing' workspace is highlighted as 'Active'. On the right, a 'View details: Q2 Outing' panel is open, showing tabs for 'Workspace details', 'Timeline', and 'Policy info'. The 'Workspace details' tab is active, displaying sections for 'User information' (Group/Team owners, Primary Data Owner, Secondary contact) and 'Advanced information' (Hub, Geo location, Storage limit, Storage used, External sharing, Classification, Claim status, Renewal profile). The 'Lifecycle information' section is also visible at the bottom.

Phase	Name	Status	Type	Privacy	Policy	Priority
✓	R&D Team Site	Deleted	Site Collection		SC Intranet Policy	Bar...
✓	Quarterly Conference	Archived	Microsoft Team	Public	Internal Group Team...	Bar...
✓	Q2 Outing	Active	Microsoft Team	Private	Guest Group Team P...	Bar...
⌚	publictoprivate	Active	Microsoft Team	Private	~	Bar...
✓	Public-Team_ElPaso	Deleted	Microsoft Team	Public	Private Team Policy	Ray...
✓	Public-ShoeDeal	Deleted	Microsoft Team	Public	Private Team Policy	Ray...
✓	Public-SalesWestVAT	Deleted	Microsoft Team	Public	Private Team Policy	Ray...
✓	PublicProductXYZ	Deleted	Microsoft Team	Private	Public Short Term Te...	Ray...
⚠	Public-PDT	Deleted	Microsoft 365 Group	Public	Private Team Policy	Ian...
✓	Public-New Marketing	Deleted	Microsoft Team	Public	Public Short Term Te...	Ian...
✓	PublicMarketingEvents	Deleted	Microsoft Team	Private	Public Short Term Te...	Ray...
⌚	Public-internal_project	Deleted	Microsoft 365 Group	Public	Private Team Policy	Ray...
⌚	Public-internal_Project	Deleted	Microsoft Team	Public	Private Team Policy	Ray...
✓	Public-Internal HR Proj	Deleted	Microsoft Team	Private	Public Team Policy	Ray...
✓	PublicHRUpdates	Deleted	Microsoft Team	Public	Public Team Policy	Ray...
✓	PublicHRCommunicati	Deleted	Microsoft Team	Private	Public Team Policy	Ray...
✓	PublicGroupe-Example	Deleted	Microsoft 365 Group	Private	Public Team Policy	Bar...

View details: Q2 Outing

Workspace details | Timeline | Policy info

User information

Group/Team owners

- Barriemore Barlow
- Ray Hill

Primary Data Owner

- Ray Hill

Secondary contact

- Ian Anderson

Advanced information

Hub

Geo location

N/A

Storage limit (GB)

25600

Storage used (GB)

0.046

External sharing for site

New and existing external users

External sharing for group/team

On

Classification

Claim status

Claimed

Renewal profile

Team Renewal

Lifecycle information

Admins can drill-down for all details of each workspace

The screenshot displays the Azure Cloud Governance portal interface. On the left, a navigation pane includes sections for Home, Management (Services, Profiles, Service templates), Settings (MyHub settings, System settings), Directory, Workspace report (selected), and Job monitor. The main area shows a 'Workspace report' table with columns for Phase, Name, Status, Type, Privacy, and Policy. The 'Q2 Outing' workspace is highlighted. On the right, a 'View details: Q2 Outing' panel is open, showing tabs for 'Workspace details', 'Timeline' (selected), and 'Policy info'. The 'Timeline' tab displays a chronological list of events related to the workspace's renewal process, including task assignments and manual triggers.

Phase	Name	Status	Type	Privacy	Policy
✓	R&D Team Site	Deleted	Site Collection		SC Intranet Policy
✓	Quarterly Conference	Archived	Microsoft Team	Public	Internal Group Team...
✓	Q2 Outing	Active	Microsoft Team	Private	Guest Group Team P...
⌚	publictoprivate	Active	Microsoft Team	Private	-
✓	Public-Team_ElPaso	Deleted	Microsoft Team	Public	Private Team Policy
✓	Public-ShoeDeal	Deleted	Microsoft Team	Public	Private Team Policy
✓	Public-SalesWestVAT	Deleted	Microsoft Team	Public	Private Team Policy
✓	PublicProductXYZ	Deleted	Microsoft Team	Private	Public Short Term Te...
⚠	Public-PDT	Deleted	Microsoft 365 Group	Public	Private Team Policy
✓	Public-New Marketing	Deleted	Microsoft Team	Public	Public Short Term Te...
✓	PublicMarketingEvents	Deleted	Microsoft Team	Private	Public Short Term Te...
⌚	Public-internal_project	Deleted	Microsoft 365 Group	Public	Private Team Policy
⌚	Public-internal_Project	Deleted	Microsoft Team	Public	Private Team Policy
✓	Public-Internal HR Proj	Deleted	Microsoft Team	Private	Public Team Policy
✓	PublicHRUpdates	Deleted	Microsoft Team	Public	Public Team Policy
✓	PublicHRCommunicati	Deleted	Microsoft Team	Private	Public Team Policy
✓	PublicGroupe-Example	Deleted	Microsoft 365 Group	Private	Public Team Policy

View details: Q2 Outing

Workspace details | **Timeline** | Policy info

Action type All | Action within 1 year

- 2024-04-01**
Next renewal: 2024-04-01 11:48:44
- 2021-08-31**
Renewal task will be assigned to: **Ian Anderson**
- 2021-08-31**
Due date
- 2021-07-13**
Renewal task will be assigned to: **Primary team contact**
- 2021-05-25**
Renewal task will be assigned to: **Secondary team contact**
- 2021-04-06 (Today)**
Renewal task is pending to be completed by **Ray Hill**,
- 2021-04-06 11:50:54**
Renewal task was assigned to: **Ray Hill**
- 2021-04-06 11:48:45**
Renewal process started.
- 2021-04-06 11:48:43**
Renewal process was manually triggered by **Ian Anderson**.
- 2021-04-06 11:47:19**
Renewal process started.
- 2021-04-06 11:47:17**
Renewal process was manually triggered by **Ian Anderson**.
- 2021-04-06 11:44:54**
Renewal process started.
- 2021-04-06 11:44:53**

Admins can drill-down for all details of each workspace

The screenshot displays the Azure Cloud Governance interface. On the left, a navigation pane includes sections for Home, Management (Services, Profiles, Service templates), Settings (MyHub settings, System settings), Directory (Workspace report, Guest user report), and Job monitor. The main area shows a 'Workspace report' table with columns for Phase, Name, Status, Type, Privacy, and Policy. The 'Q2 Outing' workspace is highlighted. On the right, a 'View details: Q2 Outing' panel is open, showing tabs for Workspace details, Timeline, and Policy info. The Policy info tab is active, displaying various permissions and settings for the workspace.

Phase	Name	Status	Type	Privacy	Policy
✓	R&D Team Site	Deleted	Site Collection		SC Intranet Policy
✓	Quarterly Conference	Archived	Microsoft Team	Public	Internal Group Team...
✓	Q2 Outing	Active	Microsoft Team	Private	Guest Group Team P...
⌚	publictoprivate	Active	Microsoft Team	Private	-
✓	Public-Team_ElPaso	Deleted	Microsoft Team	Public	Private Team Policy
✓	Public-ShoeDeal	Deleted	Microsoft Team	Public	Private Team Policy
✓	Public-SalesWestVAT	Deleted	Microsoft Team	Public	Private Team Policy
✓	PublicProductXYZ	Deleted	Microsoft Team	Private	Public Short Term Te...
⚠	Public-PDT	Deleted	Microsoft 365 Group	Public	Private Team Policy
✓	Public-New Marketing	Deleted	Microsoft Team	Public	Public Short Term Te...
✓	PublicMarketingEvents	Deleted	Microsoft Team	Private	Public Short Term Te...
⌚	Public-internal_project	Deleted	Microsoft 365 Group	Public	Private Team Policy
⌚	Public-internal_Project	Deleted	Microsoft Team	Public	Private Team Policy
✓	Public-Internal HR Proj	Deleted	Microsoft Team	Private	Public Team Policy
✓	PublicHRUpdates	Deleted	Microsoft Team	Public	Public Team Policy
✓	PublicHRCommunicati	Deleted	Microsoft Team	Private	Public Team Policy
✓	PublicGroupe-Example	Deleted	Microsoft 365 Group	Private	Public Team Policy

View details: Q2 Outing

Workspace details **Timeline** **Policy info**

Allow users to share the group team site content with people outside the organization: New and existing external users

Allow members to share the site and individual files and folders: Yes

Allow members to invite others to the site members group: Yes

Allow access requests: Yes

Send access requests to: The site owners group

Custom message shown on the access request page

Group/Team lifecycle management

Group/Team inactivity threshold management

Enable group/team inactivity threshold: 3 years

Approval process: [IA Approval](#)

Enable group/team inactivity threshold warning: Yes

Reminder profile: Team Expiration Warning

Enable an additional group/team lifecycle action: No

Group/Team lease management

EXAMPLE

“Policies” are defined and mapped to users, divisions, or purpose

	ITAR/EAR Protected Workspace	General Purpose Workspace	CAS Protected Workspace
Team Owner	Service Account	Business User	Service Account
EXPIRATION/ RETENTION	3 Months after last accessed	3 Months after last accessed	12 Months after last accessed
MEMBER SHARING SETTINGS	Not Allowed	Allowed	Not Allowed
RECERTIFY ACCESS	after 3 Months	after 6 Months	after 12 Months

How do you get there from here?

*Managed
provisioning or
import of
collaborative
workspaces*



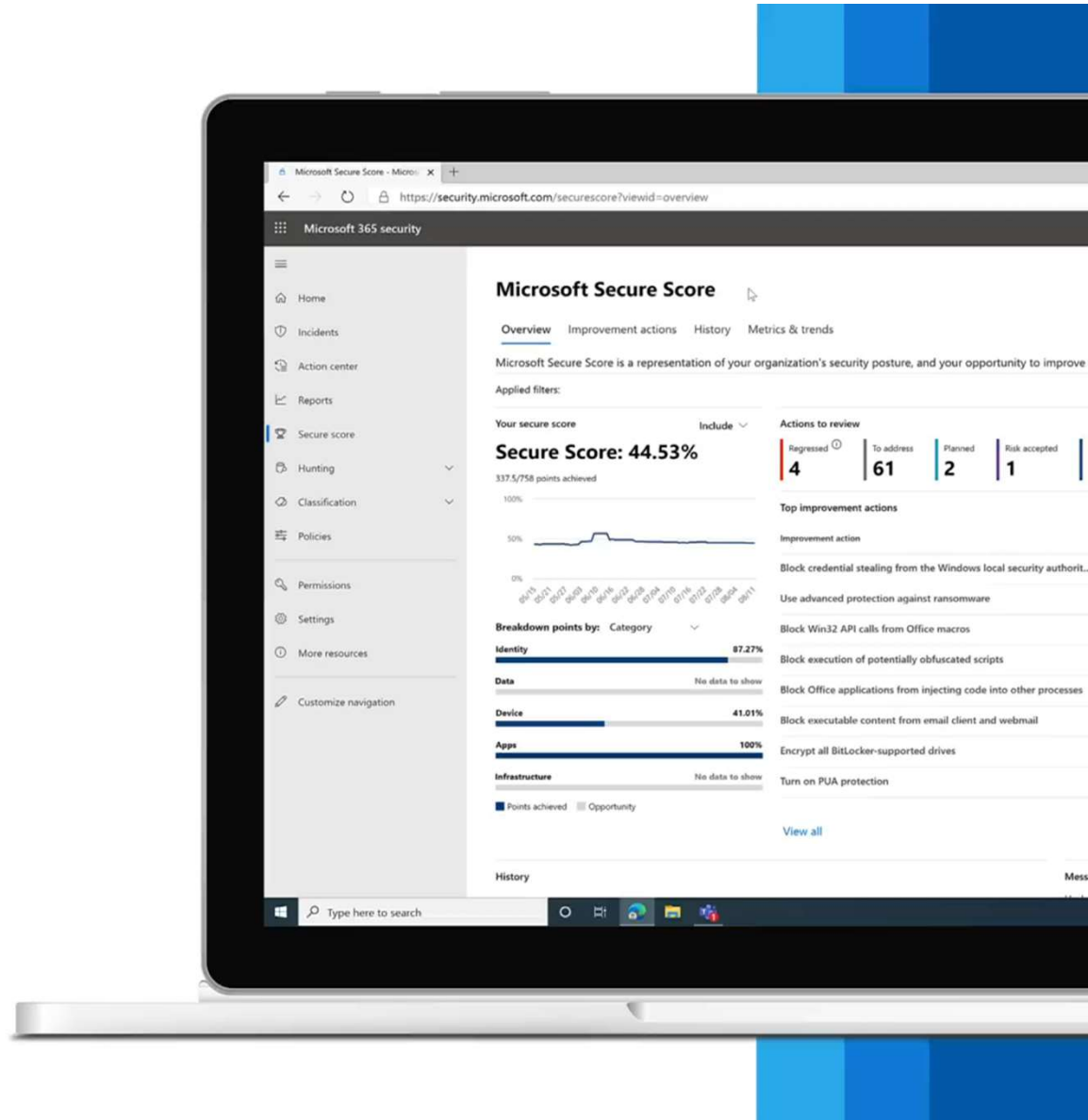
**How do you keep
this information
current over
time?**

*Periodic review and
confirmation of
permissions, access,
ownership and key
governance
attributes*



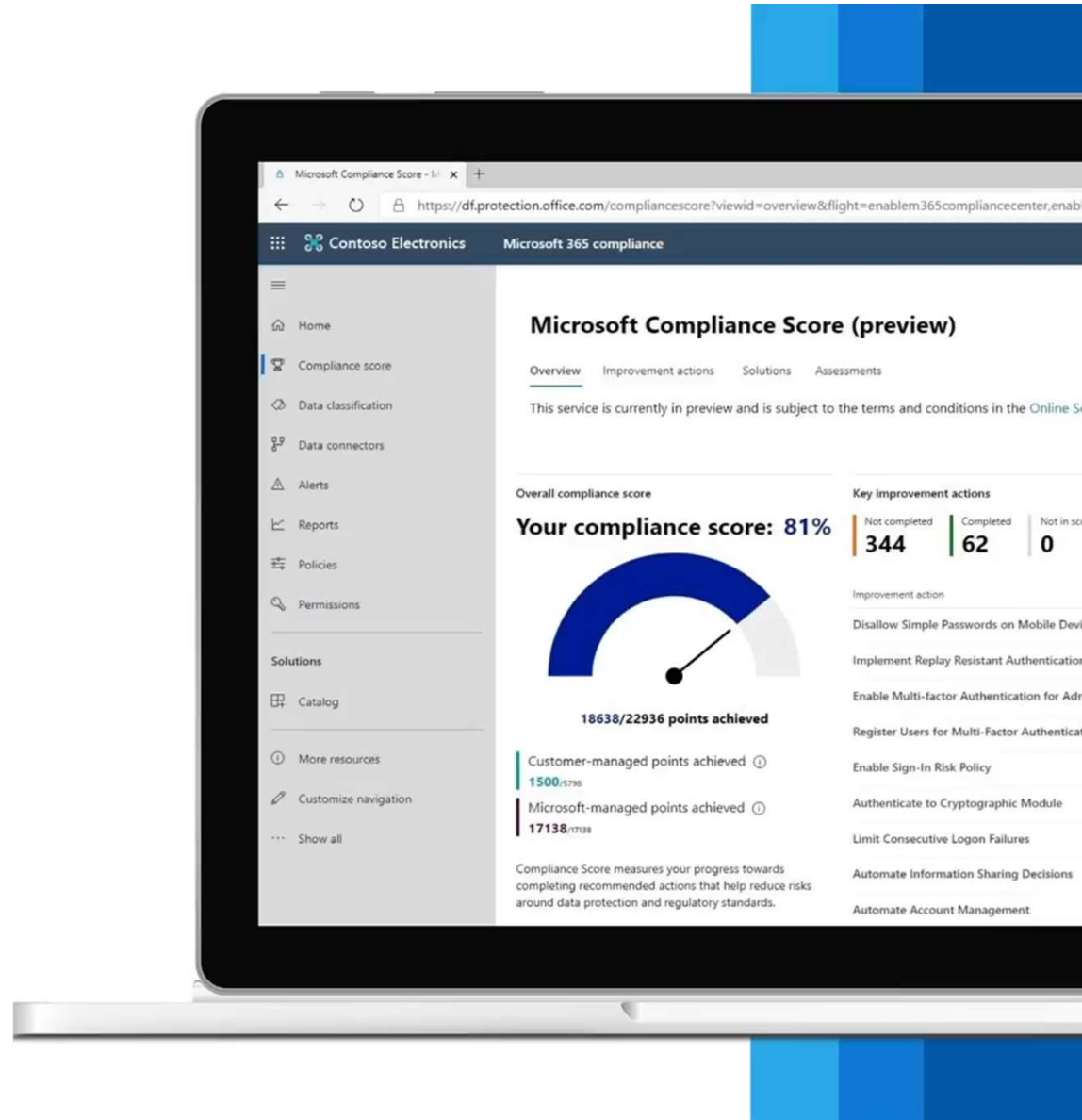
Microsoft Secure Score

Strengthen your security posture



Microsoft 365 Security

Compliance Score





Licensing: Greatest Hits from Microsoft



Breakdown of basic & advanced use cases by SKU

Quick reference:

Manual = E3

Automated = E5

▼ Microsoft 365 licensing guidance for security & compliance

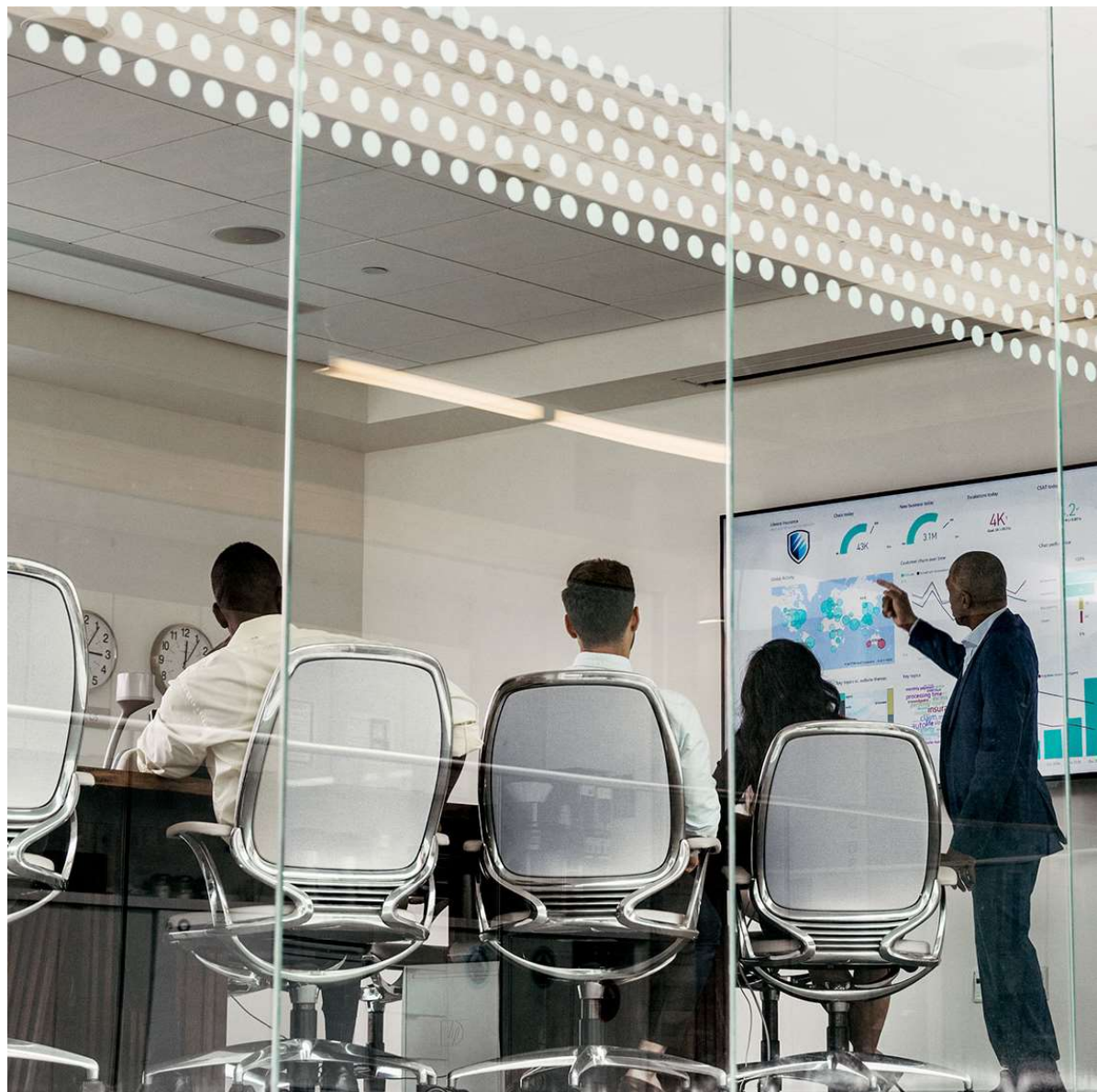
Microsoft 365 licensing guidance for security & compliance

Plan for Microsoft 365 compliance - DoD deployments

Plan for Microsoft 365 compliance - GCC High

Plan for Microsoft 365 compliance - GCC

<https://docs.microsoft.com/en-us/office365/servicedescriptions/microsoft-365-service-descriptions/microsoft-365-tenantlevel-services-licensing-guidance/microsoft-365-security-compliance-licensing-guidance>





Licensing: The Master Class



"How much does it cost to do that specific thing? Is there an add-on instead?"

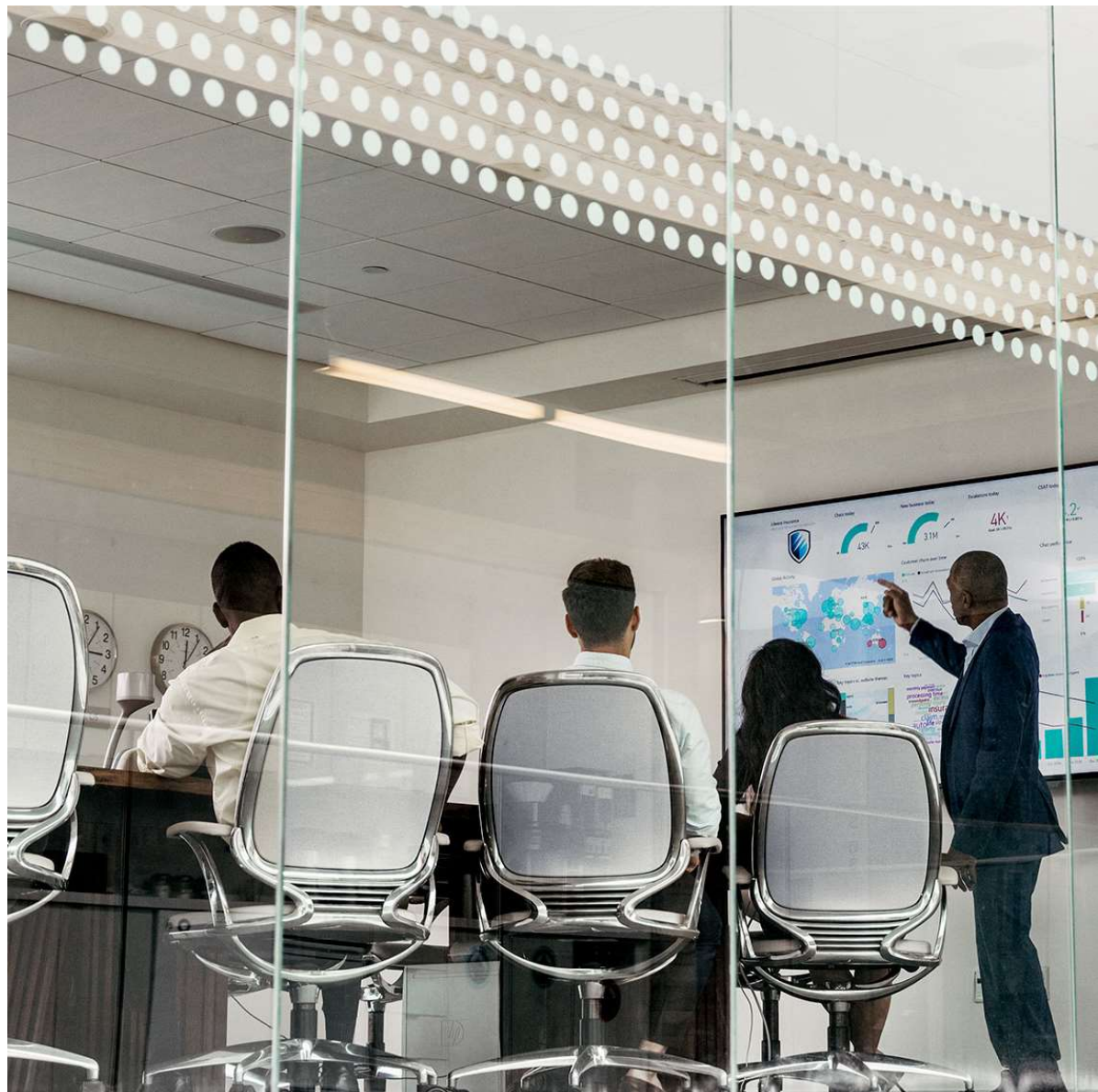
Microsoft 365 Compliance Licensing Comparison

©2020 Microsoft Corporation. All rights reserved. This document is for informational purposes only. MICROSOFT MAKES NO WARRANTIES, EXPRESS OR IMPLIED, IN THIS SUMMARY. This document is provided as is. Microsoft does not provide any legal rights to any intellectual property in any Microsoft product, including URL and other Internet Web site references, may change without notice. This document does not provide you with any legal rights to any intellectual property in any Microsoft product, which may be substantially modified before it's commercially released.

Note: A dot (•) indicates that the rights to benefit from the feature are specifically conveyed through the license. Microsoft 365 E5 Compliance, Microsoft 365 E5 Information Protection and Governance, Microsoft 365 E5 Insider Risk Management, and Microsoft 365 E5 Discovery and Audit are supplemental (add-on) licenses that have pre-require license requirements and convey only the rights to benefit from advanced (E5) features only, and not the rights to benefit from underlying features (e.g., Microsoft 365 E3 features), which must be licensed separately.

Solution	Feature	Office 365 E5	Office 365 E3
	Apply sensitivity labels manually in Microsoft 365 Apps (Office 365 ProPlus/Business client apps) using built-in labeling	•	•
	Apply sensitivity labels manually in Microsoft 365 Apps (Office 365 ProPlus/Business client apps) on Windows using AIP app in	•	•
	Apply sensitivity labels manually in Office for the Web and Office Mobile	•	•
	Apply sensitivity labels manually for SharePoint sites, Teams, and Microsoft 365 Groups	•	•
	Apply and view sensitivity labels in Power BI, and protect data when it is exported to Excel, PowerPoint or PDF	•	•
	Apply sensitivity labels manually to data in 3rd party clouds	•	•

<https://docs.microsoft.com/en-us/office365/servicedescriptions/downloads/microsoft-365-compliance-licensing-comparison.xlsx>



What are the Microsoft Licensing Requirements for all of this?

 | Docs [Documentation](#) [Learn](#) [Q&A](#) [Code Samples](#)

Search

Sign in

Office 365 / [Microsoft 365 and Office 365 service descriptions](#) / [Microsoft 365 service descriptions](#) / [Microsoft 365 guidance for security & compliance](#) [Save](#) [Feedback](#) [Share](#)

Filter by title

Microsoft 365 service descriptions

Microsoft 365 Business Premium service description

Licensing Microsoft 365 for small and medium-sized businesses

Microsoft 365 guidance for security & compliance

Microsoft 365 guidance for security & compliance

Plan for Microsoft 365 compliance - DoD deployments

Plan for Microsoft 365 compliance - GCC High

Plan for Microsoft 365 compliance - GCC

Microsoft Bookings service description

Download PDF

Microsoft 365 guidance for security & compliance

09/28/2021 • 40 minutes to read • 

For the purposes of this article, a tenant-level service is an online service that—when purchased for any user in the tenant (standalone or as part of Office 365 or Microsoft 365 plans)—is activated in part or in full for all users in the tenant. Although some unlicensed users may technically be able to access the service, a license is required for any user that you intend to benefit from the service.

Note

Some tenant services are not currently capable of limiting benefits to specific users. Efforts should be taken to limit the service benefits to licensed users. This will help avoid potential service disruption to your organization once targeting capabilities are available.

To see the options for licensing your users to benefit from Microsoft 365 compliance features, download the [Microsoft 365 Comparison table](#).

Advanced Audit

Is this page helpful?

[Yes](#) [No](#)

In this article

[Advanced Audit](#)

[Azure Active Directory Identity Protection](#)

[Azure Active Directory Identity Governance](#)

[Communication Compliance](#)

[Compliance Manager](#)

[Customer Key for Microsoft 365](#)

[Data Connectors](#)

[Data classification analytics: Overview](#)

[Content & Activity Explorer](#)

<https://query.prod.cms.rt.microsoft.com/cms/api/am/binary/RWlf1n>



Next Steps!

Resources to dig in deeper on today's topics...

See Policies and Insights in action!
How to videos available here...

<https://youtu.be/kgbnQvl-sFc>



Whitepaper:
Implementing a Best Practice
Approach to Risk-Based Data
Protection and Cybersecurity

<https://www.avepoint.com/resources/whitepaper-form/4429>



White papers

Request a demonstration of the
AvePoint solutions discussed
today!

<https://www.avepoint.com/get-started>

Operational Governance
Transform IT delivery into business success.

Increase IT efficiency and transparency. Accelerate user adoption. Drive value with Office 365 and SharePoint.

Get Started Today

*thank
you*



Sales@AvePoint.com | +1 800.661.6588



www.AvePoint.com



[in](#) [twitter](#) [youtube](#) [facebook](#)

thank you

Sales@AvePoint.com



www.AvePoint.com



in



 AvePoint®

Gracias

ευχαριστώ

Danke

Grazie

благодаря

Hvala

Obrigado

Kiitos

شكراً

Tak

Ahsante

Teşekkürler

متشکرم

Salamat Po

감사합니다

Cám ơn

شکریہ

Terima Kasih

Dank u Wel

Děkuji

நன்றி

Köszönöm

ありがとう
ございます

ขอขอบคุณ

Dziękuję

谢谢

Tack

Mulțumesc

спасибо

Merci

תודה

多謝晒

дядкую

Ďakujem

धन्यवाद