



MICROSOFT TRAINING

MS-102: Microsoft 365 Administrator

Master Microsoft 365 administration to deploy, manage, and secure your organization's cloud environment. Prepare for the MS-102 exam.

DURATION

2 hours

LEVEL

Intermediate

FORMAT

Instructor-Led

- Globally Recognized Certification

- Expert-Led Hands-On Training

- Flexible Scheduling

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COURSE OVERVIEW

The MS-102: Microsoft 365 Administrator course is your essential guide to mastering the administration of Microsoft 365 services. This intermediate-level course dives deep into the core technologies that power modern workplaces, including Microsoft Entra ID, Exchange Online, SharePoint Online, Microsoft Teams, and Microsoft Intune. You will learn to expertly manage user identities, configure and maintain cloud services, implement robust security and compliance policies, and ensure seamless device management across your organization's digital landscape. This program is designed to equip you with the practical skills needed to efficiently deploy, manage, and troubleshoot Microsoft 365 environments, making you an indispensable asset in any IT team.

Upon completion, you will possess the expertise to safeguard organizational data, optimize collaboration tools, and streamline IT operations using Microsoft's powerful suite of cloud services. The certification associated with this course validates your ability to administer a Microsoft 365 tenant, implement identity and access management, manage compliance, and deploy and manage devices and applications. This credential significantly boosts your professional profile, opening doors to advanced roles and demonstrating your readiness to tackle the challenges of modern cloud infrastructure management, ultimately enhancing your career trajectory in the rapidly evolving IT sector.

Duration	2 hours
Level	Intermediate
Vendor	Microsoft
Exam Code	MS-102

COURSE CURRICULUM

01 Module 1: Managing Microsoft Entra ID Identities

- Implementing and managing user identities
- Managing group identities and roles
- Implementing external identities
- Planning and implementing identity synchronization

02 Module 2: Administering Microsoft 365 Tenant and Services

- Managing Microsoft 365 tenant health and services
- Managing Microsoft 365 subscriptions and licenses
- Implementing Microsoft 365 infrastructure and hybrid solutions
- Planning and implementing migration to Microsoft 365

03 Module 3: Implementing and Managing Security in Microsoft 365

- Implementing and managing identity and access management
- Implementing and managing threat protection
- Implementing and managing information protection
- Implementing and managing security reports and alerts

04 Module 4: Implementing and Managing Compliance in Microsoft 365

- Planning and implementing data governance
- Implementing information protection
- Managing search and investigations
- Responding to data subject requests

05 Module 5: Deploying and Managing Devices and Applications

- Planning and implementing device management with Microsoft Intune
- Managing device compliance and security
- Deploying and managing applications in Microsoft 365
- Managing endpoint protection and updates

CAREER PATHWAYS

Graduates of this program are prepared for the following roles:

- > **Microsoft 365 Administrator**
- > **Cloud Solutions Engineer**
- > **Modern Workplace Administrator**

FREQUENTLY ASKED QUESTIONS

Q: What foundational knowledge or experience is recommended before enrolling in the MS-102 course?

While there are no strict prerequisites, it is highly recommended that participants have a foundational understanding of networking, server administration, and general IT principles. Familiarity with managing Windows clients and a basic awareness of Microsoft 365 services like Exchange Online, SharePoint Online, or Teams from an end-user perspective will be beneficial to fully grasp the administrative concepts covered.

Q: Which specific skills gained from the MS-102 course are most valuable for immediate application in an IT administrative role?

The MS-102 course provides highly practical skills, including the ability to manage user identities and access via Microsoft Entra ID, configure and secure Microsoft 365 services like Exchange Online and SharePoint Online, deploy and manage devices using Microsoft Intune, and implement essential data loss prevention (DLP) and compliance policies. These skills are immediately applicable for day-to-day administration and security of a modern Microsoft 365 environment.

Q: How does achieving the MS-102 certification enhance my career prospects as a Microsoft 365 Administrator?

The MS-102 certification validates your expertise in administering a comprehensive Microsoft 365 environment, making you a highly sought-after professional in the cloud-first IT landscape. It demonstrates your capability to manage complex identity, security, compliance, and device management tasks, which is crucial for roles like Microsoft 365 Administrator, Cloud Administrator, or Modern Workplace Engineer, significantly boosting your employability and potential for career advancement.

ABOUT COMPUTER PRIDE

East Africa's Premier IT Training Center



With over 15 years of excellence, Computer Pride delivers globally recognized certification programs from leading technology vendors. Located on Kenyatta Avenue in Nairobi's CBD, our state-of-the-art facilities and expert instructors have empowered thousands of professionals across East Africa.

15+

Years of Excellence

10,000+

Professionals Trained

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Vendor Certifications

READY TO ENROL?

Take the next step in your technology career.

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