

Office 365 Teams: End User 1 Day with Lab

WorkshopPLUS

Duration: 1 Day

Focus Area: Business / IT Alignment

Difficulty: 200

In this WorkshopPLUS, we will walk through everything you need to know about using Microsoft Teams, starting with an introduction to Teams, using Desktop and web clients, manage teams, messages and meetings, including the use of Teams on mobile devices.

Target Audience :

End users who are familiar with basic concepts and features of Office 365

◆ OUTCOMES ◆

01 SKILLS

Gain a deeper understanding of the end-user capabilities and use cases of Microsoft Teams

02 BEST PRACTICES

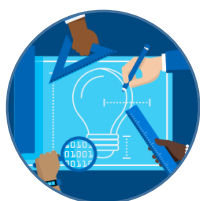
Provide the participants with in-depth expertise on using Microsoft Teams and hands-on experience for end users.

03 WAY FORWARD

Empower modern workplace users with the required knowledge to enhance online productivity and collaboration, allowing team members to communicate and collaborate in real-time using Microsoft Teams.

◆ CAPABILITIES ◆

Hands-on, interactive learning with expert instructors in a classroom environment.



OUR EXPERTISE

Learn from industry experts that help enterprise customers solve their most challenging problems.



HANDS ON

Practice the concepts you learned in the classroom by engaging in hours of hands-on lab exercises.

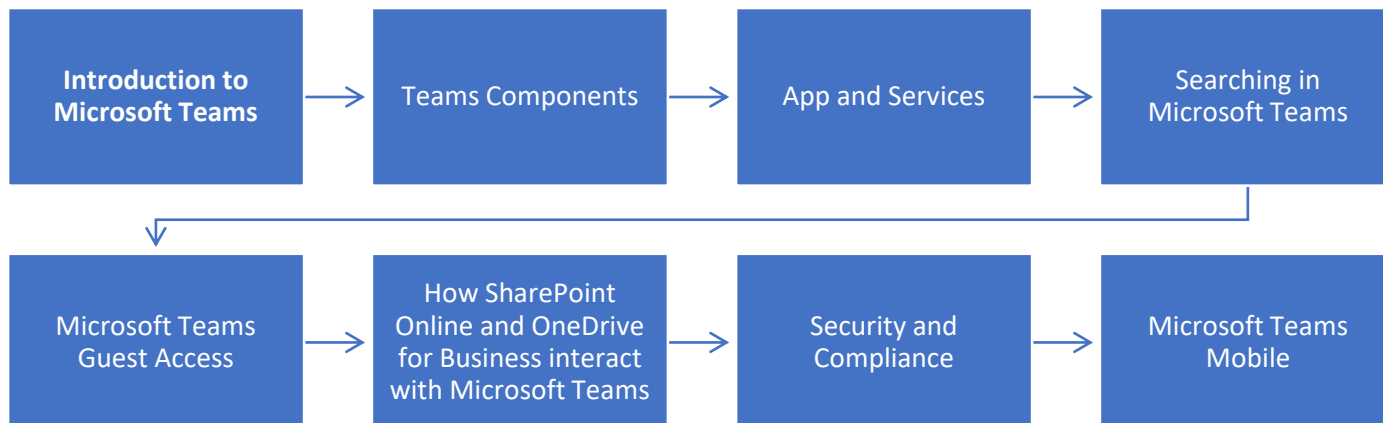


IN-DEPTH LEARNING

Deep technical training that equips you to overcome challenging problems in the real world.

AGENDA

Duration: 1 day



STATS

1000+
**COURSES
COMPLETED**

95%
**CUSTOMER
SATISFACTION**



**AVAILABLE
WORLDWIDE**

ADDITIONAL DETAILS

Key Features and Benefits

This one-day training, is designed to provide the participants with in-depth expertise on using Microsoft Teams tools and hands-on experience for end users to work with Office 365 Microsoft Teams.

Technical Highlights

After completing this course, you will be able to:

- Create and manage teams, channels and members in Microsoft Teams.
- Manage messages in Microsoft Teams.
- Use chats , Share files and schedule meetings.
- Utilize Tabs and Connectors.
- Understand Guest access in Microsoft teams
- Walk through Microsoft Teams mobile experience.
- Lab implementation.

NEXT STEPS: If you are interested in **Office 365 Teams: End User 1 Day with Lab** for your organization, contact your Microsoft Account Representative.