

SC-400TooA – Microsoft Information Protection and Compliance Administrator

The Information Protection and Compliance Administrator plans and implements controls that meet organizational compliance needs. This person is responsible for translating requirements and compliance controls into technical implementation. They assist organizational control owners to become and stay compliant. They work with information technology (IT) personnel, business application owners, human resources, and legal stakeholders to implement technology that supports policies and controls necessary to sufficiently address regulatory requirements for their organization. They also work with the compliance and security leadership such as a Chief Compliance Officer and Security Officer to evaluate the full breadth of associated enterprise risk and partner to develop those policies. This person defines applicable requirements and tests IT processes and operations against those policies and controls. They are responsible for creating policies and rules for content classification, data loss prevention, governance, and protection.

Required Prerequisites

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

Table of contents

Presentation and description	Topics
Course Introduction	N/A
Implement Information Protection in Microsoft 365	<ul style="list-style-type: none">• Introduction to information protection and data lifecycle management in Microsoft Purview • Classify data for protection and governance • Create and manage sensitive information types

	<ul style="list-style-type: none">• Understand Microsoft 365 encryption• Deploy Microsoft Purview Message Encryption• Create and configure sensitivity labels in Microsoft Purview• Apply sensitivity labels for data protection
Implement Data Loss Prevention	<ul style="list-style-type: none">• Prevent data loss in Microsoft Purview• Configure DLP policies for Microsoft Defender for Cloud Apps and Power Platform• Manage data loss prevention policies and reports in Microsoft 365
Implement Data Lifecycle and Records Management	<ul style="list-style-type: none">• Manage the data lifecycle in Microsoft Purview

	<ul style="list-style-type: none"> • Manage data retention in Microsoft 365 workloads • Manage records in Microsoft Purview
<p>Monitor and investigate data and activities by using Microsoft Purview</p>	<ul style="list-style-type: none"> • Explore compliance in Microsoft 365 • Search for content in the Microsoft Purview compliance portal • Manage Microsoft Purview eDiscovery (Standard) • Manage Microsoft Purview eDiscovery (Premium) • Manage Microsoft Purview Audit (Standard) • Manage Microsoft Purview Audit (Premium)
<p>Manage Insider and Privacy Risk in Microsoft 365</p>	<ul style="list-style-type: none"> • Prepare Microsoft Purview Communication Compliance • Manage insider risk in Microsoft Purview • Implement Microsoft Purview Information Barriers • Manage regulatory and privacy requirements with Microsoft Priva

Labs

The labs must be completed within the lab environment provided by your lab hosting provider. Detailed, step-by-step instructions are provided for each lab and presented as part of the UI experience within your lab environment.

At the time the courses were released, the lab instruction had been thoroughly tested and the lab steps were 100% accurate. However, given the nature of Microsoft's cloud products and the fact that Microsoft releases UI updates on a regular basis, it's possible that at some point in time, the UI for a given feature may change so that it no longer matches the lab instruction.