KOENIG SOLUTIONS · COURSE OUTLINE

Data Classification and DLP in Microsoft 365

Base Course SC-400

2 Days	9	38	10
DURATION	MODULES	TOPICS	HANDS-ON LABS

COURSE OVERVIEW

This course covers the creation and management of sensitive information types, including built-in, custom, and exact data match-based classification, alongside trainable classifiers and document fingerprinting for identifying sensitive data. It then addresses data loss prevention policy configuration across Exchange Online, Teams, SharePoint, and OneDrive, including conditions, actions, and end-user experience. It also covers implementing endpoint data loss prevention, including device onboarding and global settings. Finally, it covers managing DLP policies and reports within Microsoft Purview, including policy precedence, test mode, and monitoring through Activity Explorer.

WHO THIS COURSE IS FOR

- **Compliance Administrators**
- **Security Administrators**
- **Information Protection Administrators**
- **Microsoft 365 Administrators**

LEARNING OBJECTIVES

- Create and manage custom sensitive information types
- Configure exact data match-based classification
- Train and verify trainable classifiers
- Implement document fingerprinting for sensitive data
- Configure DLP policies in Exchange Online
- Configure DLP policies in Teams and SharePoint
- Implement endpoint data loss prevention on devices
- Monitor DLP policies and reports in Microsoft Purview

COURSE SYLLABUS

9 Modules, 38 Topics

01

Lab

Create and Manage Sensitive Information Types

TOPICS

- Overview of Sensitive Info types
- Built-in VS Custom Sensitive info types
- Create and manage custom sensitive information types
- Define confidence level for custom sensitive info type

02

EDM-based Sensitive Information Types

TOPICS

- Overview of Exact data match-based sensitive information types
- Benefits of EDM-based classification SIT's
- How to setup EDM based classification

03

Lab

Trainable Classifier Lessons

TOPICS

- Classify data using trainable classifiers
- Train a custom trainable classifier
- Verify a trainable classifier is performing properly
- Sensitive info types VS Trainable classifiers

04

Lab

Document Fingerprinting

TOPICS

Implement document fingerprinting · Features and Scenarios · Create a Document Fingerprint · Use Cases

05

4 Labs

DLP in Exchange Online

TOPICS

Introduction · Benefits of DLP in Exchange Online · Data loss prevention overview · Configuring Conditions · Configuring Actions · Configuring confidence level · Creating DLP policies · Defining policy settings

06

DLP in Teams

TOPICS

Why use DLP in teams? · Use cases · Explore the Scope of DLP protection in Teams · End-user Experience

07

2 Labs

DLP in SharePoint and OneDrive

TOPICS

What is SharePoint Online DLP? · Why SharePoint Online DLP is Important? · Setting Up the DLP Policy · End-user Experience

08

Implement Endpoint Data Loss Prevention

TOPICS

Prepare for Endpoint DLP · Onboard devices for Endpoint DLP · Configure global Endpoint DLP settings

09

Lab

Manage DLP Policies and Reports in Microsoft Purview

TOPICS

- Configure data loss prevention for policy precedence
- Implement data loss prevention policies in test mode
- Explain data loss prevention reporting capabilities
- Monitor DLP in Activity Explorer

HANDS-ON LABS

Practise What You Learn

#	MODULE	ACTIVITY
01	**Create and Manage Sensitive Information Types**	Create custom sensitivity label
03	**Trainable Classifier Lessons**	Create custom trainable classifiers
04	**Document Fingerprinting**	Create Fingerprint-Based SIT
05	**DLP in Exchange Online**	■ Create custom DLP policy for Exchange Online ■ Create DLP rules with different confidence level ■ Implement policy tips ■ Verify DLP policy
07	**DLP in SharePoint and OneDrive**	■ Create custom DLP policy for SharePoint Online to prevent file sharing of sensitive data ■ Verify DLP policy

#	MODULE	ACTIVITY
09	**Manage DLP Policies and Reports in Microsoft Purview**	Explore DLP reports

WHAT IS INCLUDED

Everything You Need to Succeed

- Koenig course material for every module
- Delivery by certified instructors and subject matter experts
- Hands-on exercises throughout the course
- Course completion certificate from Koenig

ABOUT KOENIG

Who We Are

Established in 1993, Koenig Solutions is a globally recognised training provider with 35+ technology partnerships, 5,000+ training programmes and a network of certified instructors and subject matter experts, supporting individuals and enterprise teams worldwide.

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