skilltec training

Moving forward in knowledge and training

Microsoft 365

Training Course Overview

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Course Title	Training Course Overview	Net Price
M365 Introduction to Web Apps (1 day course)	This course is an introduction to the Microsoft 365 in a cloud-based environment and will introduce delegates to the Microsoft 365 Web Apps toolkit	£395
M365 SharePoint Online for Users (1 day course)	In many professional environments today, people work collaboratively in teams. Information technology and applications facilitate this by allowing people to easily share, access, edit, and save information. Microsoft SharePoint 2016 is a platform specifically designed to facilitate collaboration, allowing people to use familiar applications and Web-based tools to create, access, store, and track documents and data in a central location.	£395
M365 Teams Fundamentals (1 day course)	Microsoft Teams is a dedicated hub that brings together the people, conversations, content and tools your team needs to collaborate and achieve more. Microsoft Teams allows you to readily communicate and make quick decisions in real time. With Teams, you can initiate a private or group chat, share files and co-author content. You can also host on-line meetings with people inside or outside your organisation and you can make and transfer calls. All this communication can be done across devices, in the office or on the go!	£395
M365 Power BI Fundamentals (1 day course)	This course is intended for business users and knowledge workers in a variety of roles and fields that wish to produce visually compelling and informative dashboards of their business's performance data.	£395
M365 Power BI Advanced (1 day course)	With PowerBI Desktop, you get a report authoring tool that enables you to connect and query data from different sources using the Query Editor. From the datasets you build with Query Editor you can add visualisations and create reports. Reports can then be published. The course builds on the skills learnt in our Power BI Fundamentals course and introduces you to more features including data modelling, performance optimization and more complex reporting. Please note that this course does not cover PowerBI Pro, PowerBI accessed via Microsoft 365 or SharePoint Services.	£395
M365 Power Automate Fundamentals (1 day course)	This course introduces you to Power Automate where you can create workflows between Apps and Services within the Microsoft 365 environment. You will look at the different types of flows that are available but focus only on Cloud Based Flows. Here we will discover creating a variety of Flows based on both Templates and ones created from scratch.	£395
M365 Introduction to One Note (1 day course)	In our fast-paced digital world, the need to capture, meeting notes and to-do items is ever present. Microsoft Office OneNote provides a way for you to efficiently create and collect your notes in an electronic notebook. This course will introduce you to using OneNote notebooks to store a wide variety of content in an organised structure, access the content from anywhere and also share it with others. Additionally, learning how OneNote and the other applications in the suite are integrated increases your productivity with Microsoft Office.	£325

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MS100 - Microsoft 365 Identity & Services (5 day course)	This course covers three central elements of Microsoft 365 Enterprise Administration – Microsoft 365 Tenant and Service Management, Office 365 Management, and Microsoft 365 Identity Management.	£2,445
MS101 - Microsoft 365 Mobility & Security (5 day course)	This course covers three central elements of Microsoft 365 Enterprise Administration - Microsoft 365 Security Management, Microsoft 365 Compliance Management and Microsoft 365 Device Management.	£2,445
MS203 - Microsoft 365 Messaging (5 day course)	This course examines the key elements of Microsoft 365 messaging administration, including message transport and mail flow, messaging security, hygiene, and compliance, messaging infrastructure, and hybrid messaging. This course is designed for IT Professionals who deploy and manage the messaging infrastructure for Microsoft 365 in their organization.	£2,445
MS500 - Microsoft 365 Security Administrator (5 day course)	This course is comprised of the following Microsoft Official Curriculum modules: MS-500T01 Managing Microsoft 365 Identity and Access, MS-500T02 Implementing Microsoft 365 Threat Protection, MS-500T03 Implementing Microsoft 365 Information Protection and MS-500T04 Administering Microsoft 365 Built-in Compliance.	£1,945
MS700 - Managing Microsoft Teams (4 day course)	The Managing Microsoft Teams course is designed for persons who are aspiring to the Microsoft 365 Teams Admin role. Microsoft Teams admins configure, deploy, and manage Office 365 workloads for Microsoft Teams that focus on efficient and effective collaboration and communication in an enterprise environment.	£2,045
MS720 - Managing Teams Voice Engineer (3 day course)	In this course, you will learn how to plan, design, configure, maintain, and troubleshoot an integrated communications solution at an organization using Microsoft Teams. The course will cover Teams Phone with Calling Plans, Direct Routing, and Operator Connect, in addition to Teams devices, audio/video conferencing, and voice migration. Students will learn troubleshooting methodologies and how to resolve common telephony and voice problems.	£1,795
MS900 - Microsoft 365 Fundamentals (1 day course)	This course provides foundational knowledge on the considerations and benefits of adopting cloud services and the Software as a Service (SaaS) cloud model, with a specific focus on Microsoft 365 cloud service offerings. You will begin by learning about cloud fundamentals, including an overview of cloud computing and specifically Microsoft cloud services. You will be introduced to Microsoft Azure, and you will examine the differences between Microsoft 365 and Office 365.	£545

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MS030 - Office 365 Administrator (5 day course)	This is a five-day instructor-led training (ILT) course that targets the needs of IT professionals who take part in evaluating, planning, deploying, and operating Microsoft Office 365 services, including its identities, dependencies, requirements, and supporting technologies. This course focuses on skills required to set up an Office 365 tenant, including federation with existing user identities, and skills required to sustain an Office 365 tenant and its users.	£2,445
MS040 - Manage SharePoint Online & OneDrive for Business (3 day course)	Content is the most critical digital asset for every organization. In this course, you will learn how to plan, configure, and manage SharePoint Sites and OneDrive to enable modern content services that transform the content lifecycle. Specifically, this course discusses the modern SharePoint site structure, such as SharePoint hub sites.	£1,645
MDA100 - Analysing Data with Power BI (4 day course)	This course will discuss the various methods and best practices that are in line with business and technical requirements for modelling, visualizing, and analysing data with Power BI. The course will also show how to access and process data from a range of data sources including both relational and non-relational data. This course will also explore how to implement proper security standards and policies across the Power BI spectrum including datasets and groups and will also discuss how to manage and deploy reports and dashboards for sharing and content distribution.	£2,095
MMD100 - Installing & Configuring Windows 10 (5 day course)	In this course, students will learn how to support and configure Windows 10 desktops in an organizational environment and develop skills that include learning how to install, customize, and update Windows 10 operating systems. They will learn how to manage storage, files, and devices nd how to configure network connectivity for Windows 10. Finally, they will learn how to secure the Windows 10 OS and protect the data on the device, to manage and troubleshoot Windows 10.	£2,445
MMD101 - Managing Modern Desktops (5 day course)	In this course, students will learn how to plan and implement an operating system deployment strategy using modern deployment methods, as well as how to implement an update strategy. Students will be introduced to key components of modern management and co-management strategies. This course also covers what it takes to incorporate Microsoft Intune into your organization.	£2,445
MSPL100 - Microsoft Power Platform Maker (3 day course)	This course will teach you how to build apps with low-code techniques to simplify, automate, and transform business tasks and processes using Microsoft Power Platform.	£1,795
MSPL900 - Microsoft Power Platform Fundamentals (2 day course)	Learn the business value and product capabilities of Power Platform. Create a simple PowerApp, connect data with CDS, build a Power BI Dashboard, and automate a process with Microsoft Flow.	£1,295