



MS-900^{Q&As}

Microsoft 365 Fundamentals

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QUESTION 1

DRAG DROP

A company plans to use the reports that are available in Microsoft 365 usage analytics.

Match each report to its description. To answer, drag the appropriate report from the column on the left to its description the right. Each term may be used once, more than once, or not at all.

NOTE: Each correct selection is worth one point.

Select and Place:

| Reports | Answer Area | |
|---------------|---|--------|
| | Description | Report |
| Communication | Provides the number of active users and the primary activities of each product for the last 12 months | |
| Collaboration | Identifies patterns in the use of Microsoft Teams and Yammer among users | |
| Mobility | Identifies the number of documents that are shared internally or externally | |
| Storage | | |
| Usage | | |

Correct Answer:

| Reports | Answer Area | |
|----------|---|---------------|
| | Description | Report |
| | Provides the number of active users and the primary activities of each product for the last 12 months | Usage |
| | Identifies patterns in the use of Microsoft Teams and Yammer among users | Communication |
| Mobility | Identifies the number of documents that are shared internally or externally | Collaboration |
| Storage | | |
| | | |

Usage - Offers a drill-down view into the volume of active users and the key activities for each product for the last 12 months. Use the reports in this section to learn how people in your organization are using Microsoft 365.



Communication - You can see at a glance whether people in your organization prefer to stay in touch by using Teams, Yammer, email, or Skype calls. You can observe if there are shifts in patterns in the use of communication tools among your employees. Collaboration - See how people in your organization use OneDrive and SharePoint to store documents and collaborate with each other, and how these trends evolve month over month. You can also see how many users shared documents

internally or externally and how many users used SharePoint sites or OneDrive accounts, broken out by owners and other collaborators.

Storage - Use this report to track cloud storage for mailboxes, OneDrive, and SharePoint sites.

Mobility - Track which clients and devices people use to connect to email, Teams, Skype, or Yammer.

Reference:

<https://docs.microsoft.com/en-us/microsoft-365/admin/usage-analytics/usage-analytics?view=o365-worldwide>

QUESTION 2

When you enable external access by using the Microsoft 365 admin portal, data is available to anonymous users.

Review the Bold text. If it makes the statement correct, select "No change is needed". If the statement is incorrect, select the answer choice that makes the statement correct.

- A. No change needed.
- B. the Everyone group is applied to all shares with full control
- C. you must configure Active Directory Federation Services (AD FS)
- D. users can send sharing invitations for specific content

Correct Answer: D

References: <https://docs.microsoft.com/en-us/sharepoint/external-sharing-overview>

QUESTION 3

HOTSPOT

A company is evaluating ways to improve their productivity by using Microsoft 365.

You need to determine the correct productivity feature.

Select the answer that correctly completes the sentence.

Hot Area:



A company can view a team's work patterns, such as regular after-hours work, by using

| |
|----------------------|
| Manager insights |
| Personal insights |
| Application insights |
| Leader insights |
| Customer insights |

Correct Answer:

A company can view a team's work patterns, such as regular after-hours work, by using

| |
|----------------------|
| Manager insights |
| Personal insights |
| Application insights |
| Leader insights |
| Customer insights |

QUESTION 4

You need to consider the underlined segment to establish whether it is accurate.

All applications will remain in a hybrid environment after migrating to Microsoft Azure.

Select "No adjustment required" if the underlined segment is accurate. If the underlined segment is inaccurate, select the accurate option.

- A. No adjustment required.
- B. Applications that manage sensitive information
- C. Applications where access requires a USB-token device
- D. All legacy applications

Correct Answer: D



QUESTION 5

You are a Microsoft 365 administrator for a company.

What are two ways that you can ensure data security? Each correct answer presents a complete solution.

NOTE: Each correct selection is worth one point.

- A. service-level encryption using customer-provided key
- B. tenant-dedicated Microsoft Azure AD encryption using customer-provided key
- C. single-tenant infrastructure partitions for sensitive data
- D. data transfer using transport-layer security (TLS)

Correct Answer: AD

<https://docs.microsoft.com/en-us/microsoft-365/compliance/customer-key-set-up?view=o365worldwide#:~:text=With%20Customer%20Key%2C%20you%20control,to%20them%2C%20with%20their%20keys>

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