

Vlad Catrinescu



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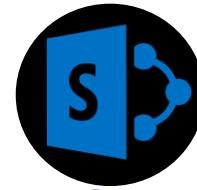


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**PRIZE DRAWINGS HAPPEN AFTER THE END OF THE DAY SESSIONS ON FRIDAY AND SATURDAY. YOU MUST ATTEND THE END OF THE DAY SESSION TO WIN.**

# About Vlad Catrinescu



OFFICE SERVERS AND SERVICES MVP  
SharePoint MVP since 2013

PRODUCT EVANGELIST  
Working for **Valo Intranet**

PLURALSIGHT AUTHOR  
Creating video content for one of the most popular and **best quality** online training sites.

AUTHOR  
Author of the book "**Deploying SharePoint 2016**" & "**Essential PowerShell for Office 365**" for Apress



@vladcatrinescu



absolute-sharepoint.com

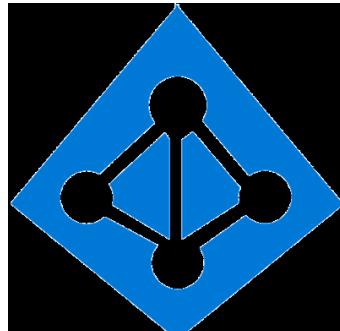
# What we're gonna talk about today



Office 365



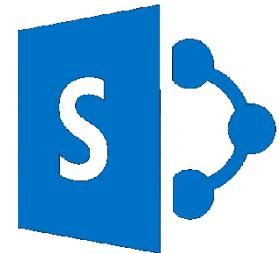
PowerShell for Office 365



Azure Active Directory



Office 365



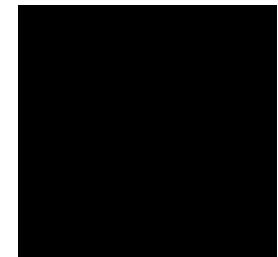
SharePoint Online



Exchange Online

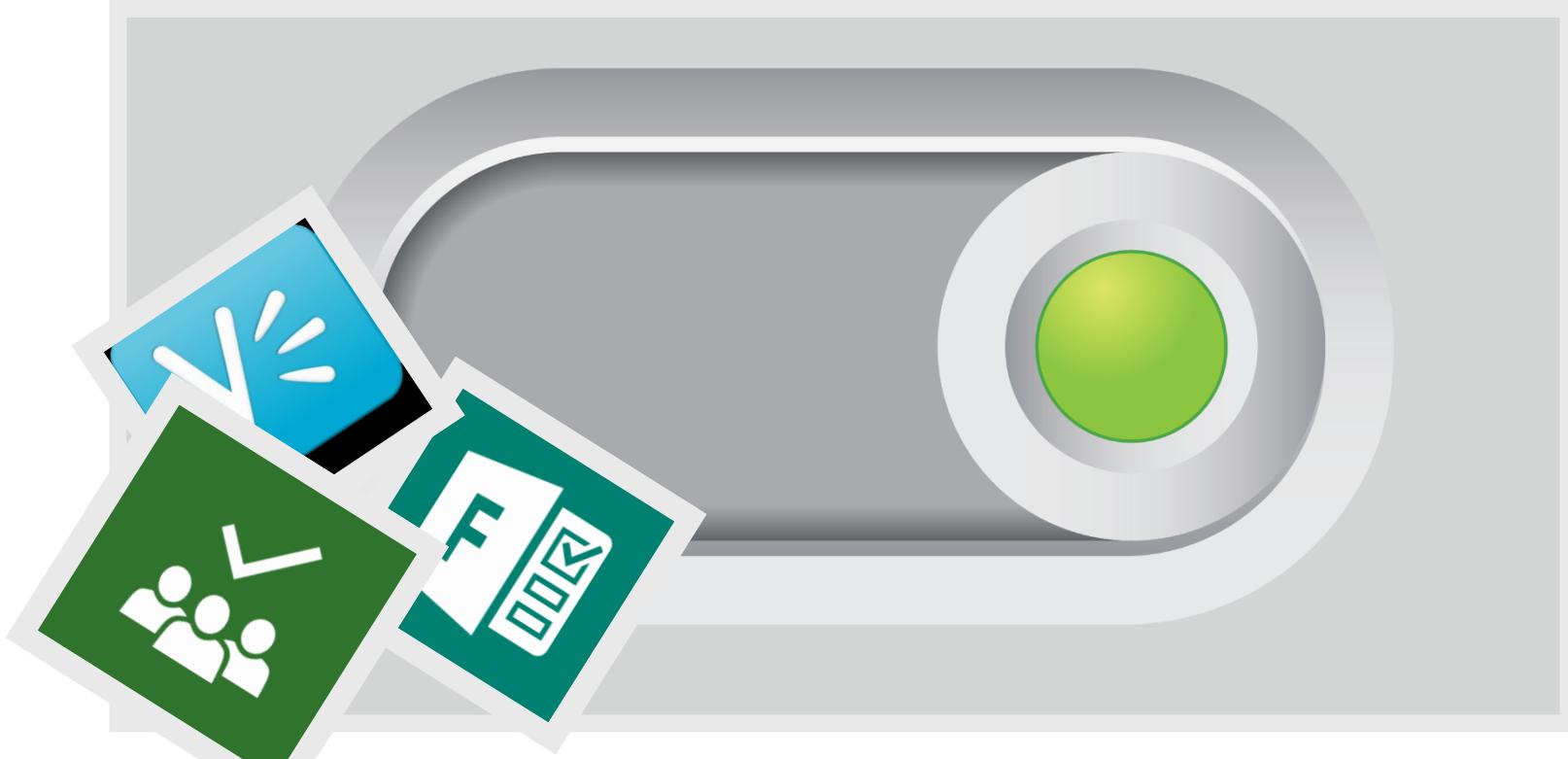


Governance



Security and Compliance

# Disabling Some Office 365 Services for Some Users





## Exchange Online

Québec City, QC  
Toronto, ON

## OneDrive for Business

Québec City, QC  
Toronto, ON

## SharePoint Online

Québec City, QC  
Toronto, ON

## Skype for Business

Québec City, QC  
Toronto, ON

## Office 365

Microsoft Teams  
United States

Sway  
United States

Planner  
United States

Yammer  
United States

## Project Online

Québec City, QC  
Toronto, ON

## Azure Active Directory

Azure Active Directory  
United States

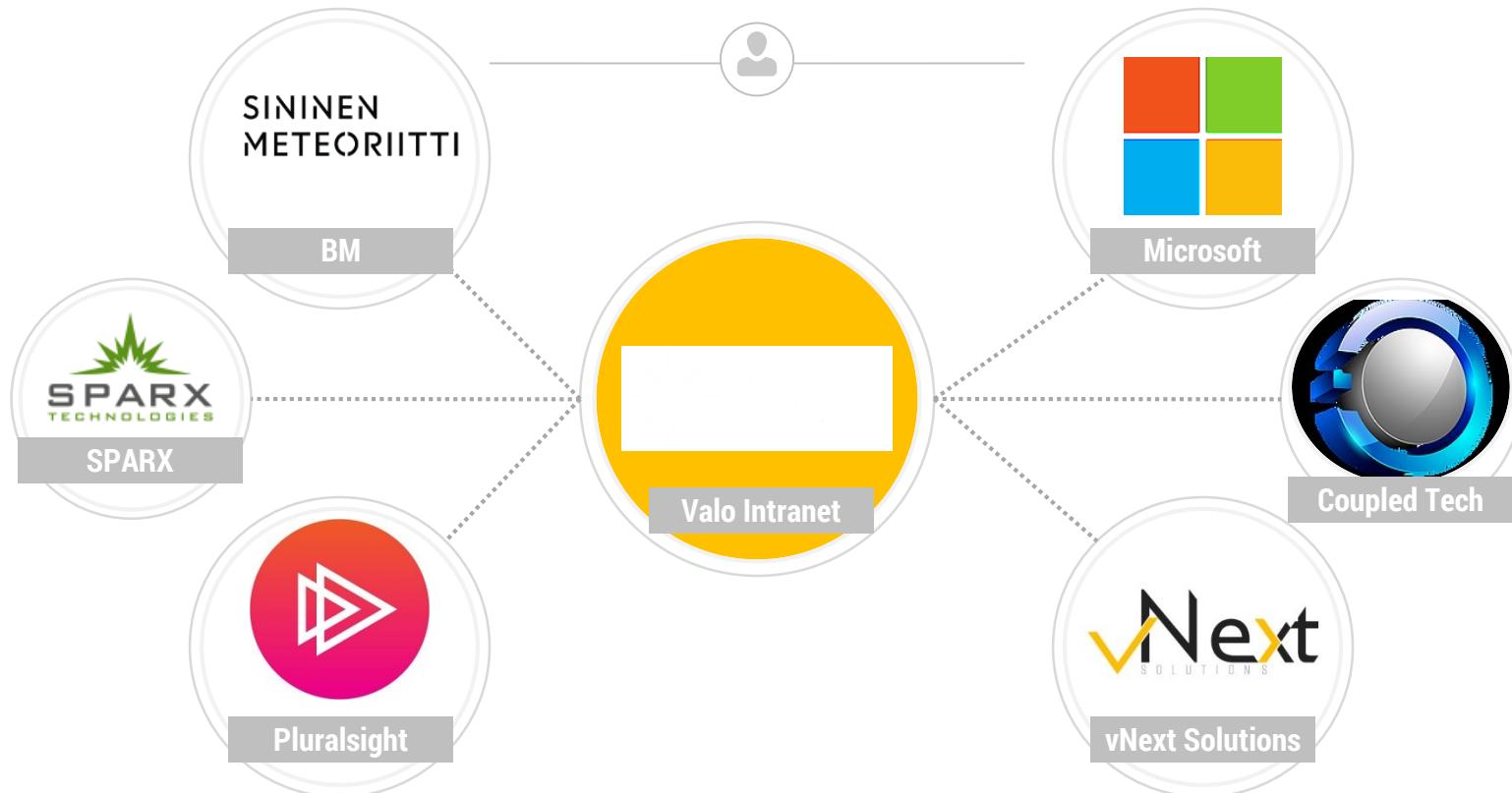
OneNote.com  
Québec City, QC  
Toronto, ON

School Data Sync  
United States

# Creating a Secret Office 365 Group



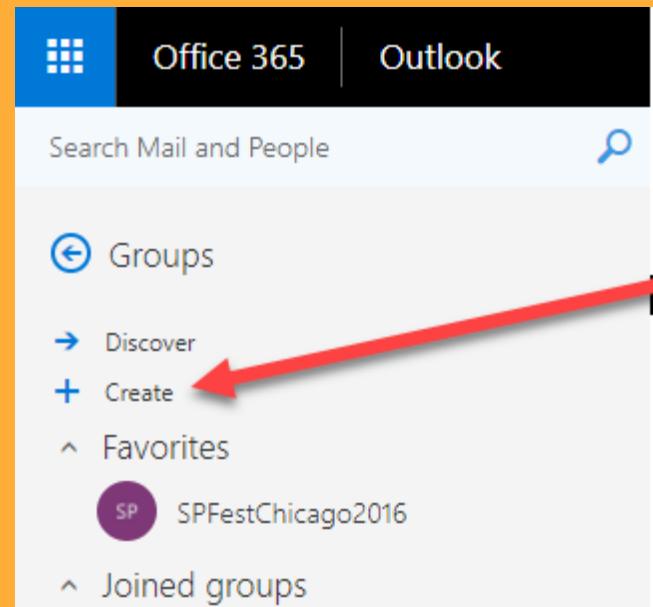
# Reporting on SharePoint Online External Users





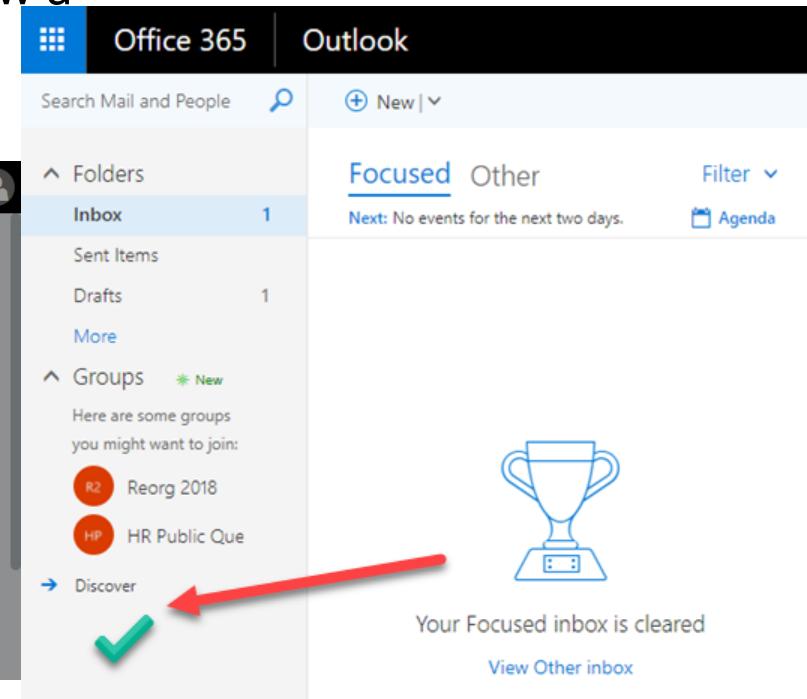
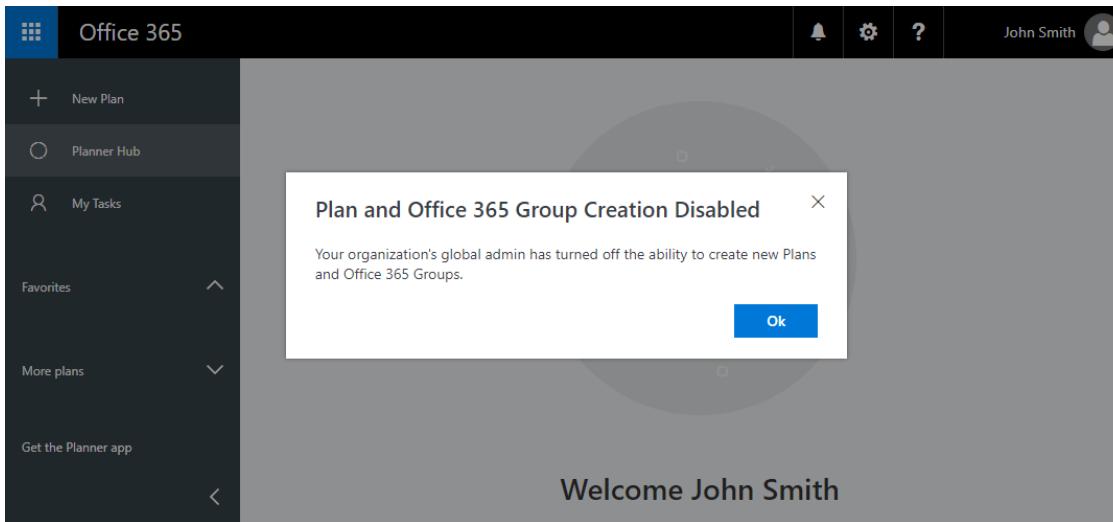
# Who can create Office 365 Groups?

- By default, everyone in the organization
- This can will bring governance chaos
- What creates an Office 365 Group?
  - A Modern Team Site
  - A Plan
  - A Stream Channel
  - A Team
- The user who only wanted a Planner..  
Now has created a full Office 365 Group!



# Who can create Office 365 Groups

You can set your tenant, to only allow a certain group of people to create Office 365 Groups!



# Blocked Words

The screenshot shows the Microsoft Stream interface with a "Create your team" dialog open. In the "Name" field, the user has typed "Payroll Videos". A red box highlights this input field, and a red arrow points from it to a tooltip message: "The name can't contain Legal.". The tooltip also includes a link icon. The "Group email alias" field contains "PayrollVideos" and the "GRP Sales Payroll Videos United States" placeholder. Below the name fields, there's a description placeholder "Group description" and a checkbox for "Make this group companywide". Under "Add group members", there's a search bar and a checkbox for "Allow members to contribute". The "Member" section lists "Me (Jeff@)" and the "Owner" section has a checked checkbox. At the bottom of the dialog are "Cancel" and "Create" buttons. The background shows the Stream homepage with various cards and navigation links.

# Naming Policies

Naming Conventions have been available before in Distribution Lists

## Benefits

- Consistency in your tenant
- Quickly identify the purpose of the group
- Dynamically assigned depending on the user creating the group

Naming Policies (most of the time) depend on the information in the creator's User Profile



# Example Naming Policy

GRP\_[Department]\_[GroupName]\_[CountryOrRegion]

## Create a group

A group provides a space for shared conversations, files, a group calendar, and more.

Group name

Project XYZ

GRP Sales Project XYZ United States ⓘ

Group email address

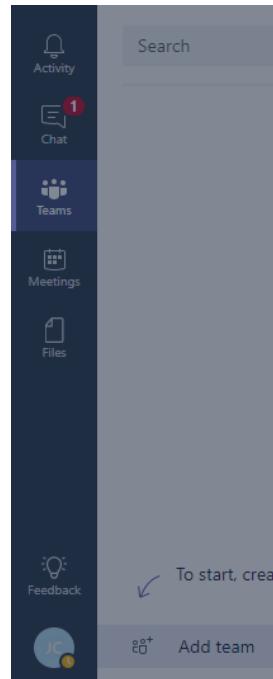
projectxyz

GRPSalesprojectxyzUnitedStates@office365po...

Available

Description

Tell people the purpose of your group.



## Create your team

Collaborate closely with a group of people inside your organization based on project, initiative, or common interest. Here's a helpful video

Team name

PowerShell Book

GRP Sales PowerShell Book United States ⓘ

Description

GRPSalesprojectxyzUnitedStates@office365po...

Available

Description

Tell people the purpose of your group.

Privacy

Private - Only team owners can add members

Privacy

Private - Only team owners can add members

# Classifications

Create

Create

A group  
group ca

Group na

Description

Tell peo

Privacy

Public -

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## Create your team

Collaborate closely with a group of people inside your organization based on project, initiative, or common interest. [Here's a helpful video](#).

Team name

Project XTZ



GRP Sales Project XTZ United States ⓘ

Description

Project XTZ

Privacy

Private - Only team owners can add members ⌄

Classification

Restricted

Existing Office 365 group?  
group. You can add Microsoft Teams functionality without changing Microsoft Teams functionality

up

soft Stream group connected to an Office 365 group as an easy way to organize who has permission to your videos and channels.

Group email alias

group\_email\_alias

@...

Make this group companywide  ⓘ

Allow members to contribute  ⓘ

Owner  ⓘ

(Jeff@)



Cancel

Next

Cancel

Create

# Usage Guidelines

You'll start receiving group conversations and calendar events in your inbox.

To stop receiving group conversations and calendar events, you can always [leave the group](#).

You'll be accessing Office 365 resources from Learn-PowerShell, please refer to the [usage guidelines](#) from Learn-PowerShell.

[Learn more about Office 365 Groups](#)

 Create  Discard

## Create a group

A group provides a space for shared conversations, files, a group calendar, and more.

Group name

Description

Tell people the purpose of your group.

Privacy

Public - Anyone in your organization can see what's 

Classification 

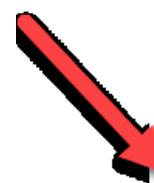
Confidential 

Language for group-related notifications

English (United States) 

Send all group conversations and events to members' inboxes. They can stop following this group later if they want to.

[Group usage guidelines](#)



# Find Unused Office 365 Groups



# Resources

01

Pluralsight

<https://www.pluralsight.com/courses/powershell-office-365>

02

PowerShell for Office 365 Portal

<http://powershell.office.com/>

03

Hey, Scripting Guy! Blog

<http://blogs.technet.com/b/heyscriptingguy/>

04

PnP-PowerShell

<https://github.com/OfficeDev/PnP-powershell>



# Thank you!



 @vladcatrinescu

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## PowerShell for Office 365

Managing and Automating Skills for  
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Vlad Catrinescu

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