Office 365

Article • 09/21/2023

Exchange Online

For Exchange Online, FastTrack guides you through the process to get your organization ready to use email. The exact steps depend on the source environment and email migration plans.

FastTrack provides remote guidance for:

- Setting up Exchange Online Protection (EOP) features for all mail-enabled domains validated in Office 365.
- Pointing your mail exchange (MX) records to Office 365.
- Setting up the Microsoft Defender for Office 365 feature if it's a part of your subscription service. For more information, see the Microsoft Defender for Office 365 portion of this table.
- Setting up the data loss prevention (DLP) feature for all mail-enabled domains validated in Office 365 as part of your subscription service. This is done once your MX records point to Office 365.
- Setting up Office 365 Message Encryption (OME) for all mail-enabled domains validated in Office 365 as part of your subscription service. This is done once your MX records point to Office 365.
- Configuring firewall ports and setting up DNS (Domain Name System), including the required Autodiscover, sender policy framework (SPF), DomainKeys Identified Mail (DKIM), Domain-based Message Authentication, Reporting and Conformance (DMARC) and MX records (as needed).
- Setting up email flow between your source messaging environment and Exchange Online/Office 365 (as needed).
- Undertaking mail migration from your source messaging environment to Office 365.
- Configuring mailbox clients (Outlook for Windows, Outlook on the web, and Outlook for iOS and Android).

> ⓘ **Note**
>
> The Mailbox Replication service (MRS) attempts to migrate Information Rights Managed (IRM) emails from your on-premises mailbox to the corresponding Exchange

Online mailbox. Ability to read the protected content post-migration depends on the customer mapping and copying Active Directory Rights Managed Services (AD RMS) templates to the Azure Rights Management Service (Azure RMS).

Data migration

For information on using the FastTrack benefit for data migration to Office 365, see Data Migration.

Source environment expectations

Your source environment must have one of the following minimum levels:

- Single or multiple Exchange organizations with Exchange Server 2010 onward.
- A single Google Workspace environment (Gmail, Contacts, and Calendar only).

For information on Multi-Geo Capabilities, see Multi-Geo Capabilities in Exchange Online   .

Online client software like Project for Office 365, Outlook for Windows, Outlook for iOS and Android, OneDrive for Business sync client, Power BI Desktop, and Skype for Business must be at a minimum level as defined in System requirements for Microsoft 365 Office.

Microsoft advanced deployment guides

Microsoft provides customers with technology and guidance to assist with deploying your Microsoft 365, Microsoft Viva, and security services. We encourage our customers to start their deployment journey with these   offerings.

For non-IT admins, see Microsoft 365 Setup   .

Microsoft Teams

Microsoft Teams core (including chat,collaboration, and meetings)

FastTrack provides remote guidance for:

- Teams prerequisites:
  - Identities enabled in Microsoft Entra ID for Microsoft 365.
  - Exchange mailboxes are present (online and on-premises in an Exchange hybrid configuration).
  - Users are enabled for SharePoint Online and OneDrive.
  - Microsoft 365 Groups are enabled.
- Network readiness:
  - Network port and enablement checks.
  - Domain Name System (DNS) settings.
  - Proxy settings.
  - Connection quality checks.
  - Bandwidth checks.
  - Guidance for Call Analytics and Call Quality Dashboard (CQD).
- Security and compliance readiness:
  - Develop governance and compliance policies including hardware security and account security, like multi-factor authentication (MFA) guidance and password policies.
- Teams chat and collaboration:
  - Teams basics.
  - Managing and Organizing Teams.
  - Presence.
  - Messaging policies.
  - Channels (standard, shared, and private).
- Teams meetings and Audio Conferencing:
  - Meeting settings and policies.
  - Service number acquisition>
  - Guidance for conference bridge settings.
  - Assignment of dial-in numbers to meeting organizers.
- Enabling Teams live events and webinars:
  - Organization setup of live events and webinar policies.

Microsoft Teams Rooms

FastTrack provides remote guidance for:

- Network, security, and compliance readiness:
  - Validation of network, security, and compliance readiness requirements for Teams Rooms.

- Resource accounts:
  - Creation and configuration of resource accounts needed for supported Teams Rooms devices including license assignment and mailbox configuration.
- Device setup:
  - Guidance on the out-of-box experience of a new Teams Rooms device.
- Device management:
  - Device management, including Teams admin center, Microsoft Intune, and Teams Rooms Pro Management service.
- Certified devices:
  - Guidance on using the Teams Device Catalog   to find and purchase certified devices.

Microsoft Teams Phone

FastTrack provides remote guidance for:

- Network, security, and compliance readiness:
  - Validation of network, security, and compliance readiness requirements for Teams Phone.
- Teams Phone configuration:
  - Organization setup for Teams Phone settings.
    - Call queues.
    - Auto attendants.
    - Communications credits.
    - Cloud voicemail.
    - Caller ID.
    - Calling policies.
    - Emergency calling.
- Operator Connect:
  - Enabling Operator Connect.
  - Emergency addresses.
  - Assigning numbers.
- Teams Phone Mobile:
  - Teams Phone Mobile license acquisition and assignment.
  - Enabling a mobile operator.
  - Assigning numbers.
- Calling Plans:
  - Local number porting guidance through user interface (UI) up to 999 numbers.

- Porting service request (SR) support over 999 numbers.
    - License assignment.
    - Phone number acquisition and assignment.
- Direct Routing:
    - Guidance on Direct Routing.
    - Session Border Controller (SBC) configurations and connectivity.
    - Call routing policies.
    - Media bypass.
    - Local media optimization.
    - Assigning numbers.

Skype to Microsoft Teams migrations

FastTrack provides remote guidance for:

- Migration from Skype for Business on-premises to Teams.

Out of scope

- A/V and conference rooms design and installation.
- Device procurement.
- Third-party integrations (like Cloud Video Interop (CVI)).
- Carrier Session Initiation Protocol (SIP) trunk configuration
- Session Border Controller (SBC) trunking to carrier or legacy Private Branch Exchange (PBX).
- Troubleshooting existing deployments.
- End user training.
- Hands-on keyboard support.
- Production of live events or webinars.

Microsoft advanced deployment guides

Microsoft provides customers with technology and guidance to assist with deploying your Microsoft 365, Microsoft Viva, and security services. We encourage our customers to start their deployment journey with these   offerings.

For non-IT admins, see Microsoft 365 Setup   .

SharePoint Online and OneDrive for Business

FastTrack provides remote guidance for:

- Planning site collections.
- Securing content and managing permissions.
- Configuring SharePoint Online features.
- Configuring SharePoint hybrid features, like hybrid search, hybrid sites, hybrid taxonomy, content types, hybrid self-service site creation (SharePoint Server 2013 only), extended app launcher, hybrid OneDrive for Business, and extranet sites.
- Your migration approach.
- External user sharing.
- Conditional Access.

Additional guidance is provided for OneDrive for Business like:

- Redirecting or moving known folders to OneDrive.
- Deploying OneDrive for Business sync clients.

Data migration

For information on using the FastTrack benefit for data migration to Office 365, see Data Migration.

Source environment expectations

For SharePoint hybrid:

- SharePoint hybrid configuration includes configuring hybrid search, sites, taxonomy, content types, OneDrive for Business, an extended app launcher, extranet sites, and self-service site creation connected from on-premises to a single target SharePoint Online environment.
- To enable SharePoint hybrid, you must have one of the following on-premises SharePoint Server environments: 2013, 2016, or 2019.

> ⓘ **Note**
>
> Upgrade of on-premises SharePoint environments to SharePoint Server isn't in scope. Contact a **Microsoft Partner**   for assistance. For more information, see **Minimum**

public update levels for SharePoint hybrid features   .

> ⓘ **Note**
>
> For information on Multi-Geo Capabilities, see **Multi-Geo Capabilities in OneDrive and SharePoint Online in Office 365**   .

Microsoft advanced deployment guides

Microsoft provides customers with technology and guidance to assist with deploying your Microsoft 365, Microsoft Viva, and security services. We encourage our customers to start their deployment journey with these   offerings.

For non-IT admins, see Microsoft 365 Setup   .