**Explore Microsoft 365 tenant**

Microsoft offers free trials for many different services, and you can sign-up for a free 30-day Microsoft 365 Business Premium subscription at the links below. Your free trial includes up to 25 users. Experience how Microsoft 365 empowers employees to create their best work, simplifies business processes, and helps protect users, data, and customer information.

# Exercise 0: Signup Tenant Account:

#### your free subscription options

* [Signup for a free trial of Microsoft 365 Business Premium](https://go.microsoft.com/fwlink/p/?LinkID=2102309&clcid=0x409&cultures&country=US)

Click on the link above, follow the instructions to activate your free trial. You will be activating a free Enterprise E5 Trail. This enviroment will be used to explore the Microsoft 365 and Azure Active Directory admin centers by following the exercises below, also it will be used for subsequent labs.

[A person sitting at a desk

Description automatically generated with low confidence](a.%09https:/www.microsoft.com/en-us/microsoft-365/enterprise/office-365-e5?activetab=pivot%3aoverviewtab)Task 1: Begin by clicking the link below and following the steps in sequence:

1. Click on the image.
2. Graphical user interface, text, application

   Description automatically generatedNow, Follow the guided wizard

Graphical user interface, text, application

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1. Information to enter:

* Your First and Last Name
* A Real cell phone number
* CSPOGE North America
* 1000+
* Graphical user interface, text, application

  Description automatically generatedUnited States

**Exercise 1: Sign in to the tenant**

1. Open **Microsoft Edge**.
2. Navigate to [www.office.com](https://go.microsoft.com/fwlink/p/?linkid=2111487).
3. Sign in with the global admin account credentials for your Office 365 tenant. See Lab introduction to acquire a trial Office 365 tenant.
4. Click the **Admin** tile.

**Exercise 2: Explore the Microsoft 365 admin center**

1. In the Microsoft 365 admin center, in the navigation pane, select **Show all**.
2. Expand **Users**, and then select **Active users**. View the available accounts.
3. Select the top user in the list by clicking their name. A blade opens that displays more details for the account. Close the blade by selecting **X** in the upper right corner of the blade.
4. Expand **Groups**, and then select **Groups**. If you are using a recently created trial Office 365 tenant this page will likely be empty. If you do not already have groups add one by clicking **Add a group**.
5. Expand **Billing**, and then select **Licenses**. At least one set of licenses should display.

**Exercise 3: Explore the Azure Active Directory admin center**

1. Expand **Admin centers**, and then select Azure Active Directory. Notice that a new tab opens in Microsoft Edge.
2. In the Azure Active Directory admin center, on the **Dashboard**, select **Azure Active Directory** from the navigation pane.
3. Click **Users**. Notice the same user accounts from Office 365 are displayed.
4. Close the Users – All users blade. Notice on the dashboard in the Users and groups area the group you created earlier appears. You can see the same groups from Office 365. You can click **Find a group** in the Quick tasks area to search for a specific group.
5. Close the Groups – All groups blade.
6. On the Azure Active Directory admin center dashboard click **Company branding**.
7. Notice the settings configured for branding.
8. Close the company branding blade.