How to Manage Licenses and Ensure Collaboration Security in Microsoft 365

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Microsoft Partner
Microsoft

Gold Application Development
Gold Collaboration and Content
Gold Cloud Productivity
Gold Messaging
Gold Datacenter

Collaborate with Confidence

Accessible content is available upon request.

Agenda

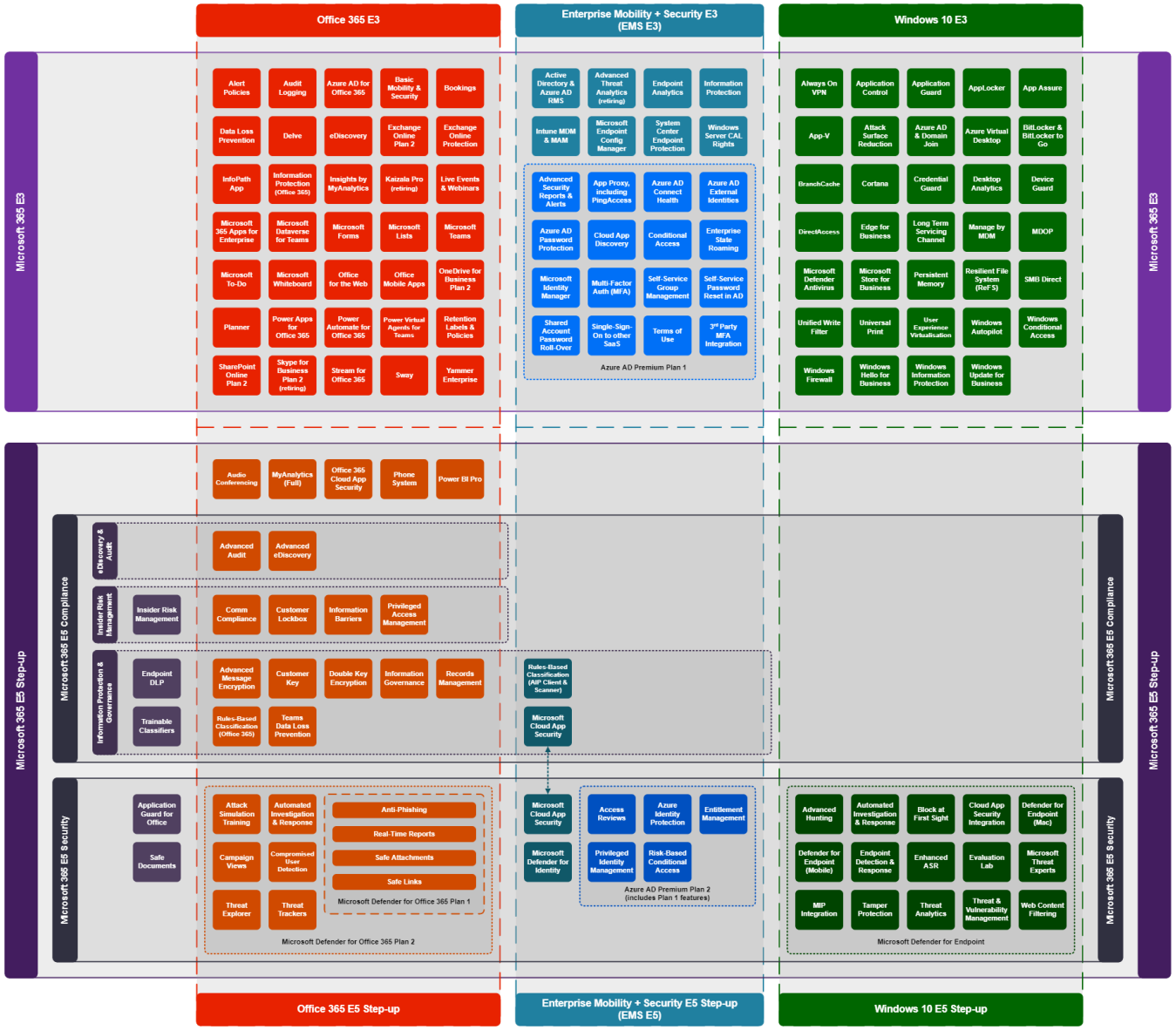
The complexity of collaboration in Microsoft 365

Managing Microsoft 365 Licenses

Ensuring Collaboration Security

The complexity of collaboration in Microsoft 365

Welcome to Microsoft 365



Microsoft 365 Enterprise Benefits

FastTrack	FastTrack helps customers deploy Microsoft 365. Customers with 150+ eligible licenses can use FastTrack at no additional cost for the life of their subscription.
Office Professional Plus	One traditional Office Professional Plus device install for each existing Software Assurance (SA) user, and new users up to the number of existing from SA users.
Office Servers	Install SharePoint, Exchange, and Skype for Business Server, on dedicated hardware (not multi-tenant), for use by Microsoft 365 E3 & E5 licensed users. Excludes CSP/MCA.

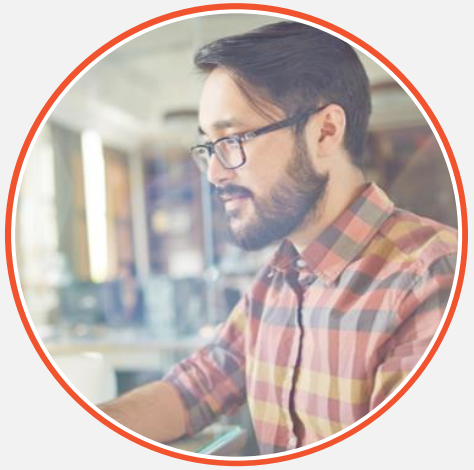
Microsoft Viva

Viva Connections (coming soon)	Teams embedded intelligent intranet experiences	Viva Insights (preview)	Employee productivity & wellbeing insights
Viva Learning (coming soon)	Complete learning management platform in Teams	Viva Topics	Integrated knowledge & experts discovery

Related Services

10-Year Audit Log Retention	Built-in long-term storage of audit logging data	Additional Storage	Additional storage for Office 365
Advanced Comms	Branding, monitoring, and meetings analysis	AI Builder Capacity	Extra capacity for AI Builder
Azure Purview	On-prem, multi-cloud, and SaaS data governance	Azure Sentinel	AI-enhanced cloud-native SIEM
Calling Plans	PSTN telephony calling plans	Defender for Endpoint (Server)	Defender for Endpoint Server (Windows / Linux)
Dynamics 365 Customer Voice	More sophisticated surveys and customer feedback	Extra Graph Connector Capacity	Additional capacity for Microsoft Search and Graph
Microsoft Dataverse	Services for low-code application development	Microsoft Managed Desktop	Microsoft device management and monitoring
Multi-Geo	Split a tenancy over multiple geographies	Power Apps	The complete low-code/no-code app-dev platform
Power Automate	Advanced process automation features	Power BI Premium	More capacity and scale for business intelligence
Power Virtual Agents	Intelligent agents and bots	Project Online	Microsoft Project
Scheduler	Schedule meetings with the help of Cortana	SharePoint Syntex	AI knowledge extraction and analysis
Teams Operator Connect	Teams PSTN connection hosted as-a-service	Teams Rooms	Enable meeting room devices
Visio Online	Microsoft Visio	Workplace Analytics	Analyse workplace trends and efficiencies

Secure collaboration isn’t straightforward



Can you easily identify who has access to what, when?

We don’t have a top-down view.

We can't identify who has access to what information.

Not enough context to tailor policies for audiences and purpose.

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Managing Microsoft 365 Licenses

The Challenge

1. Most people only know of Microsoft license costs through catalogs they see natively

2. Who is responsible for assigning licenses?

3. How do you reconcile billing for charge back?

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Make Sense of Your M365 Licenses

AvePoint Cense

Global IT owns licenses. Local business owners own the budgets.

Create alignment with **Cense.**

Reporting: Provide central, unit, or user-based insight into M365 licenses and budgets.

Control: Enable delegated control. Avoid central IT bottle necks. Let department or regional owners have more license and budget control.

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Value just for you

GLOBAL IT & SHARED SERVICES ADMINS

Simplify SaaS Ops. Make sense of global licenses and consumption. Enable license reporting & chargeback.

REGIONAL BUDGET OWNERS

Own your business unit entitlements. Stay in control of your own budget. Assign, edit, and reassign licenses as you grow.

PROCUREMENT TEAMS

Control licensing budgets and track ROI for technology spend. Improve budget planning with built-in price books and growth tracking.

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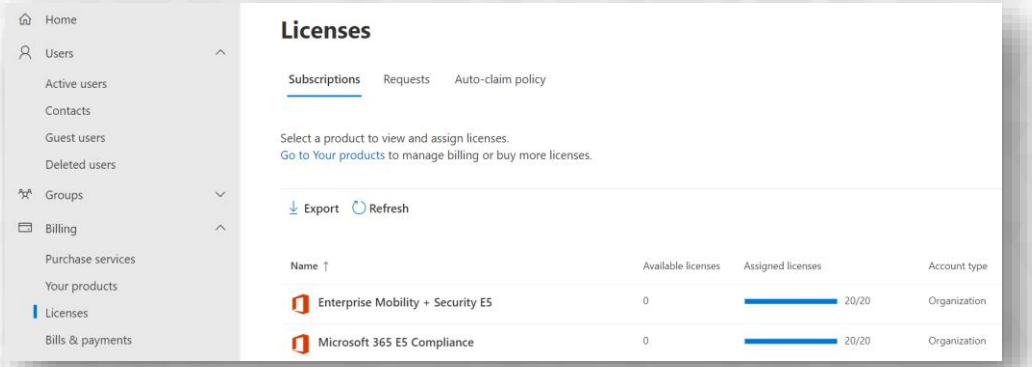
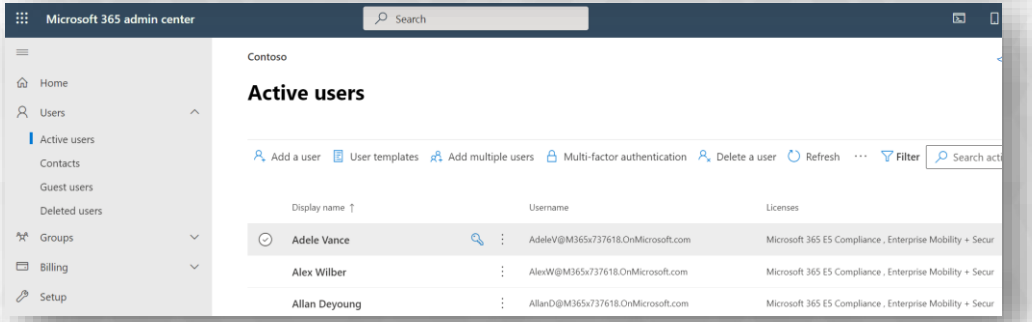
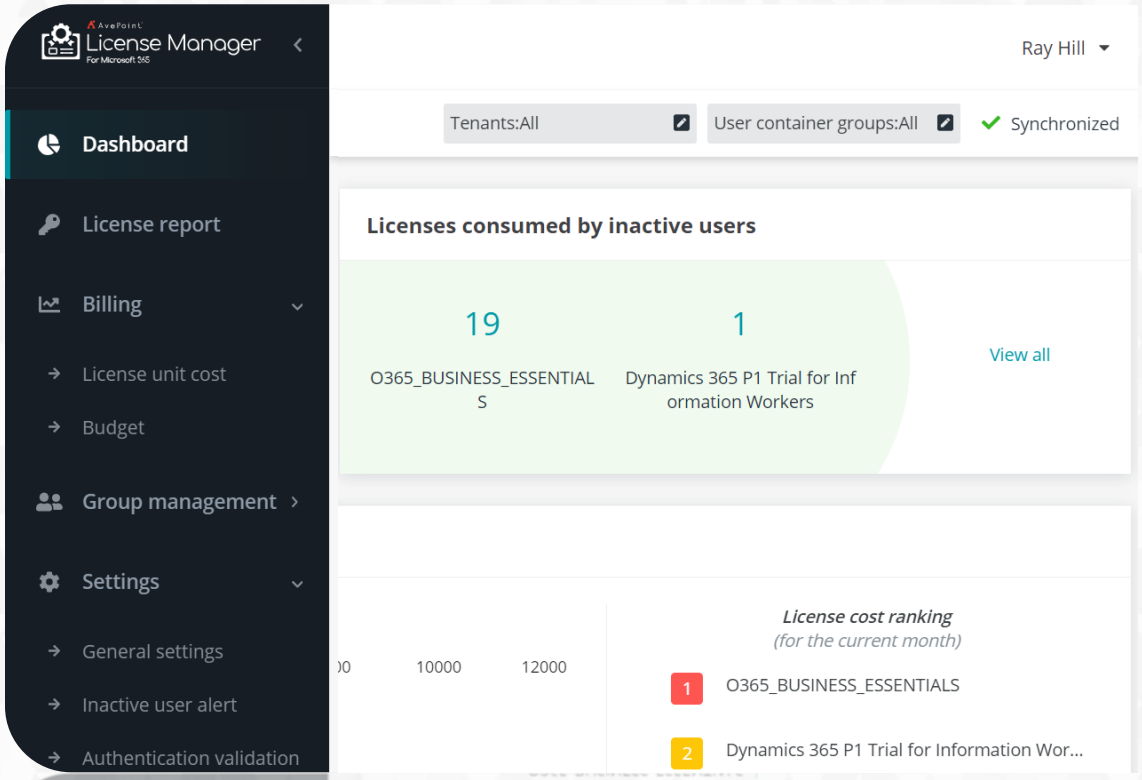
Go from a limiting single view to clear insights, recommendations, and delegated controls







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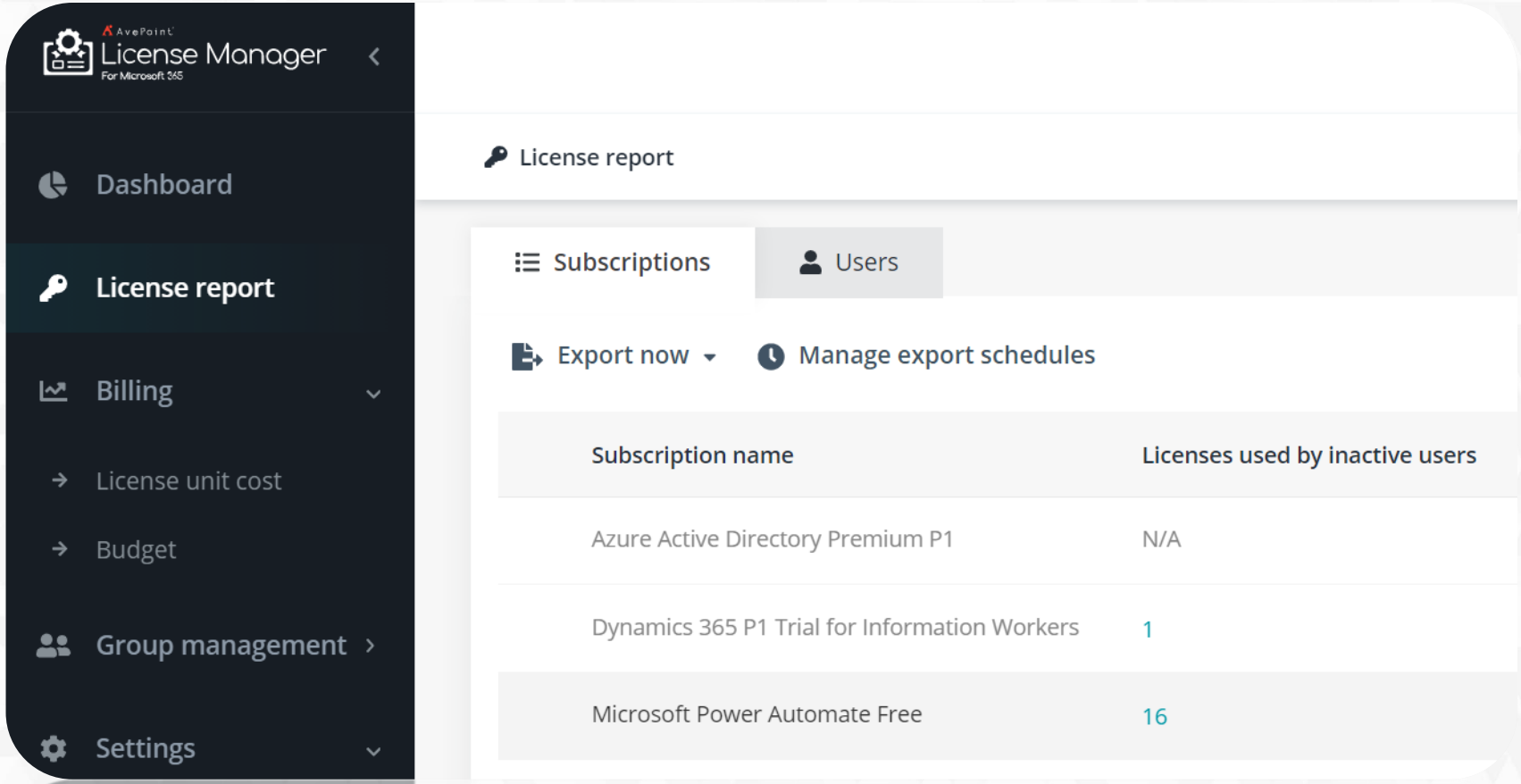
Key Feature: Subscription-based reports

Identify usage and adoption by subscription type.

Understand the impacts of line-item discounts, license upgrades, and premium SKUs from Microsoft



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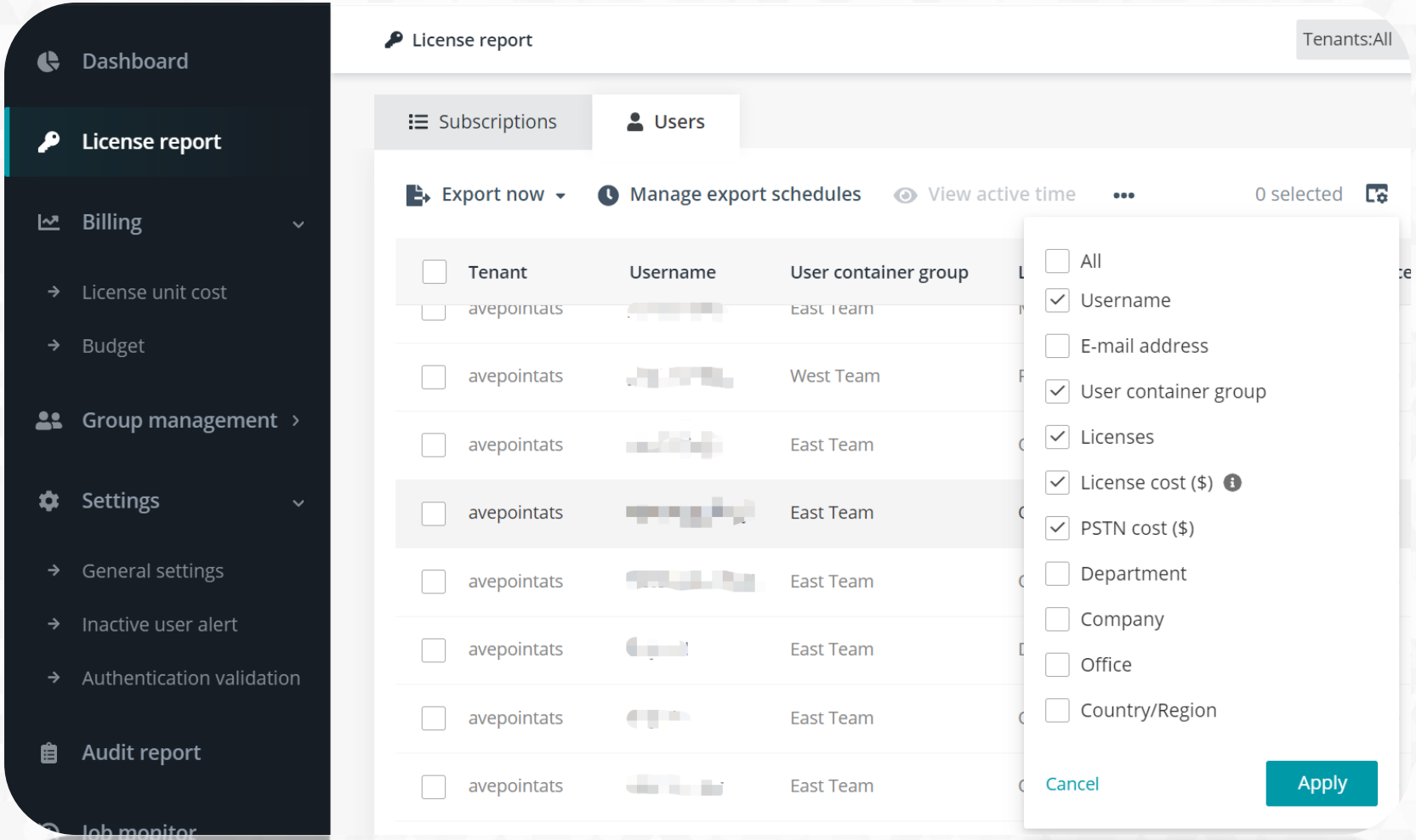
Key Feature: User-based reports

Activity tracking **identifies under-utilized** premium license types (i.e., PowerBI)

Regular exports can be scheduled so **business owners can track costs and pivot** on user info with procurement teams



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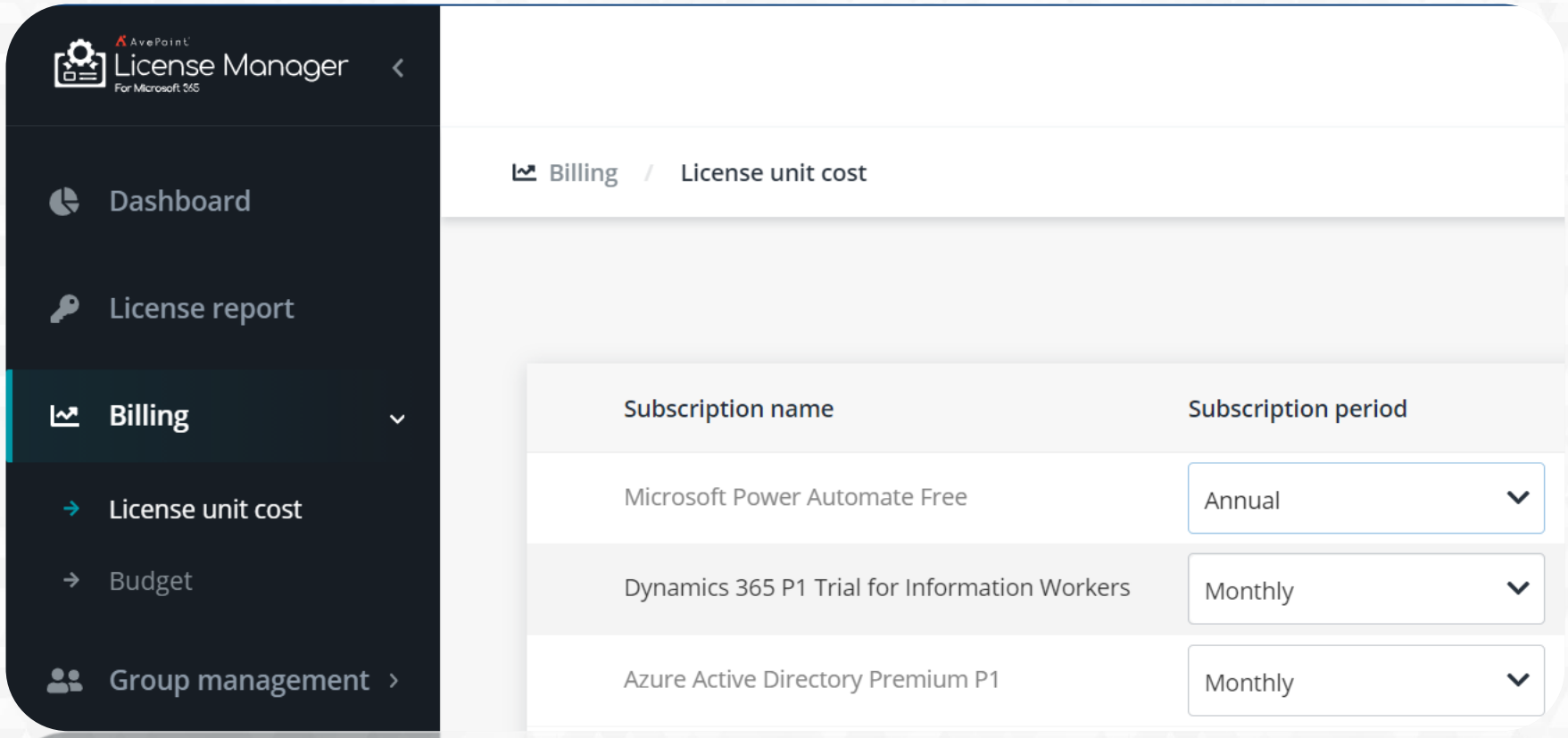
Key Features: Price-book management

Single-pane view of all licenses under your Microsoft 365 subscription

Build-in promotion schedules and price changes to predict pricing and stay on top of budgets

Pursue volume discounting as you grow



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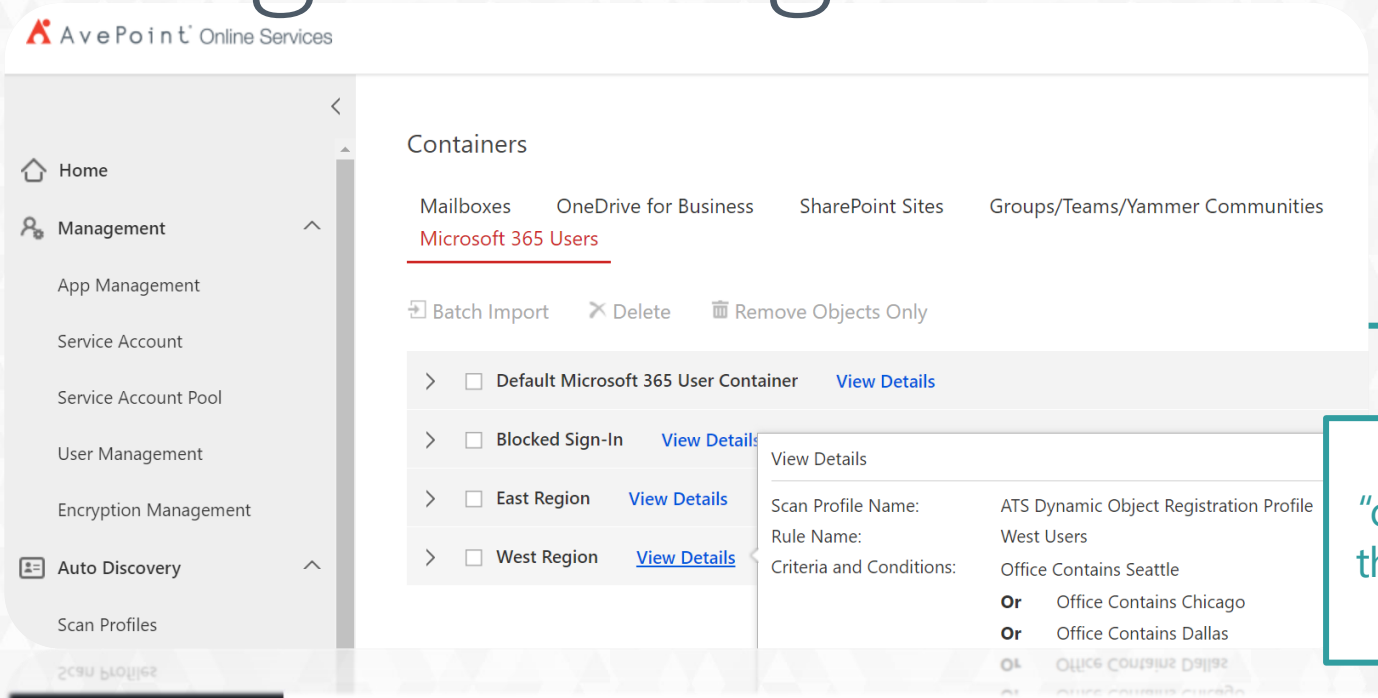
Key Feature: Budget management

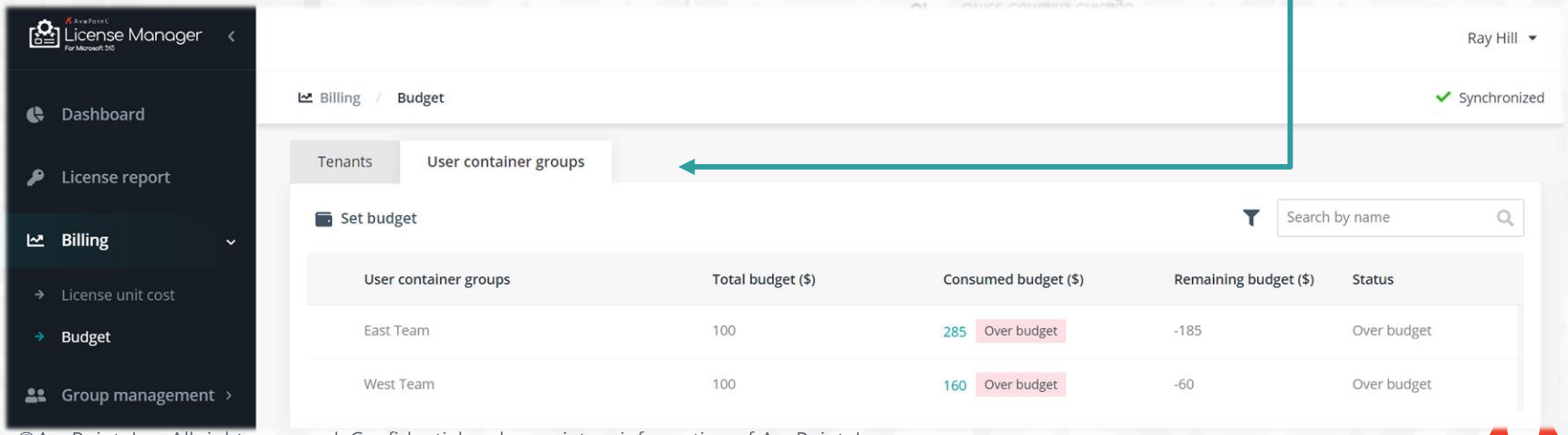
Cross-tenant budgets **managed by business units**

Security-trimmed views of budgets within a tenant by department / region

Alerts based on spending changes, license inactivity



Create user "containers" once, use them across Cense, PI, Backup, and more



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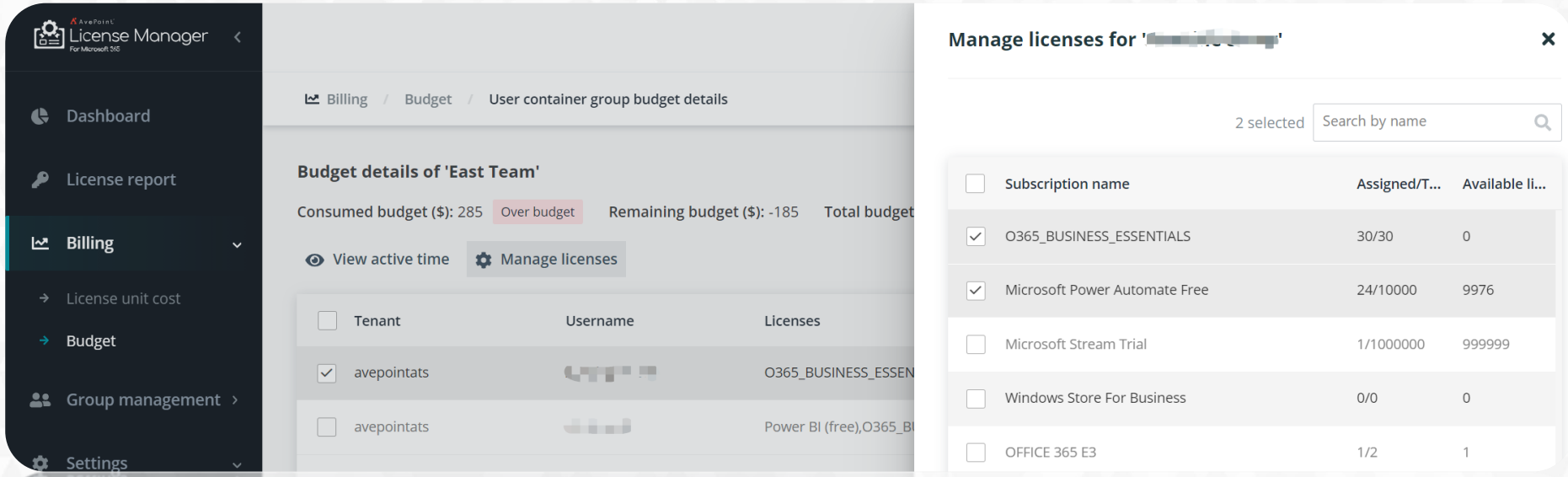
Key Feature: License “pools” for business owners

Hands-on assignment of available licenses by business owners



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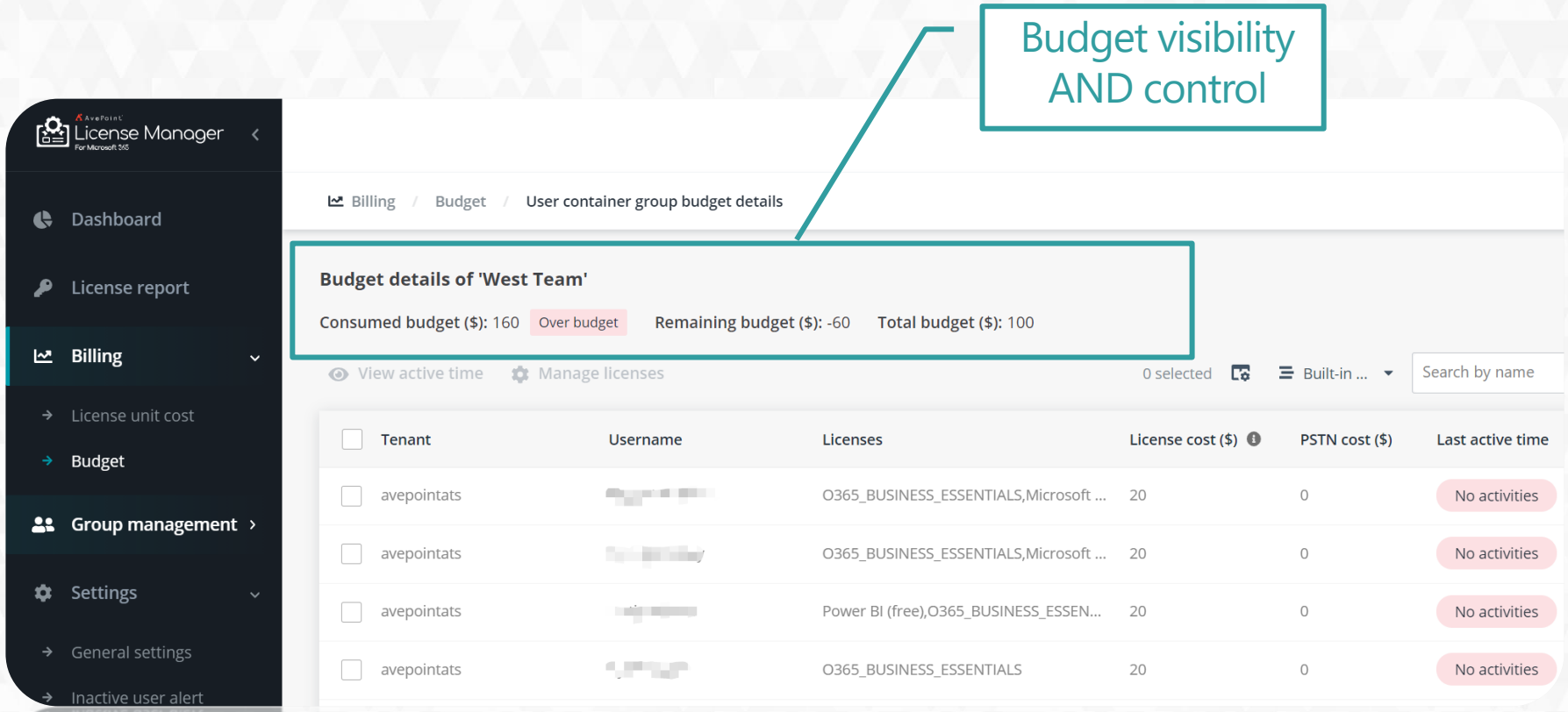
Key Feature: Cost breakdown per user, dept

Costs can be broken down by individual users, business units

Tracking combines usage-based (variable) PSTN calling costs with fixed license costs across all licenses assigned



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Benefits Summary

AvePoint Cense

Meeting Your Required Capabilities with Cense

SIMPLE BUDGET VISIBILITY & MANAGEMENT

CENTRAL OR DELEGATED CONTROL TO MANAGE BUDGETS & MAKE CHANGES

AUTOMATION TO FLAG POTENTIAL ISSUES & OPPORTUNITIES

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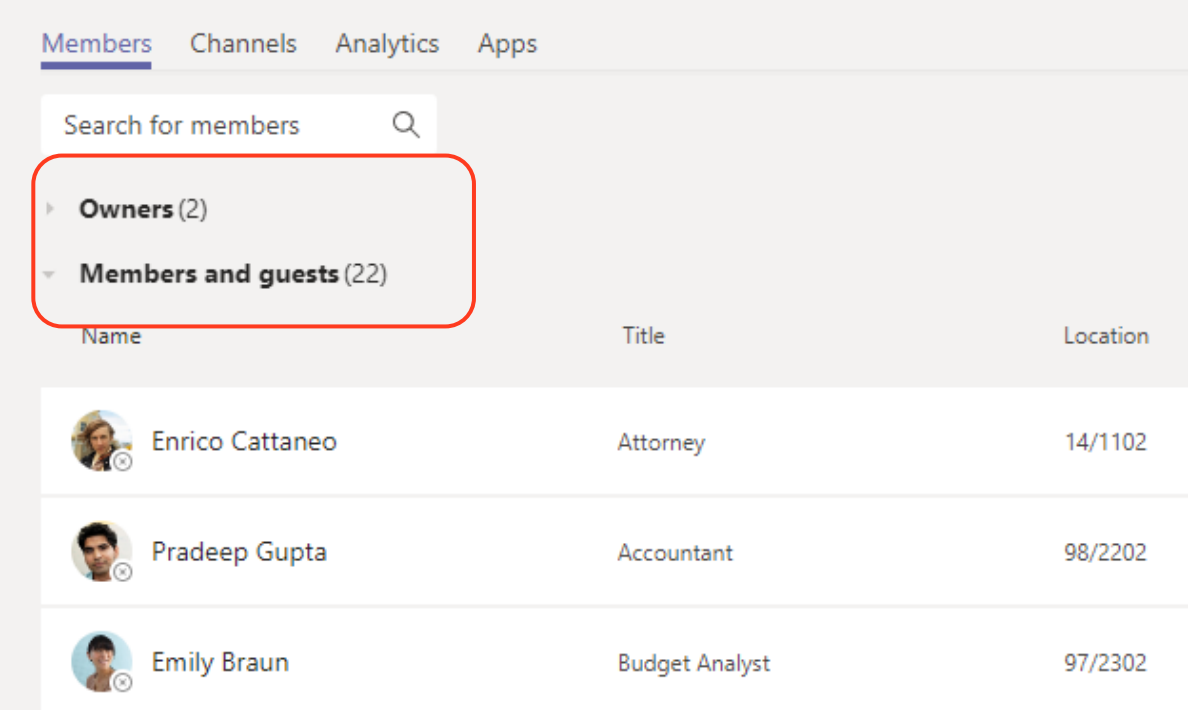
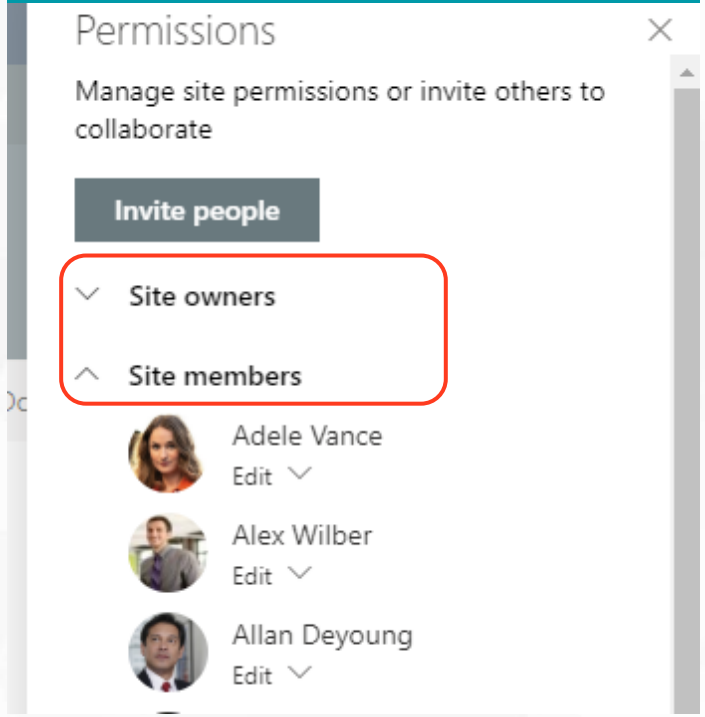
Ensuring Collaboration Security

Getting to the source of truth for “who has access”

Teams Membership

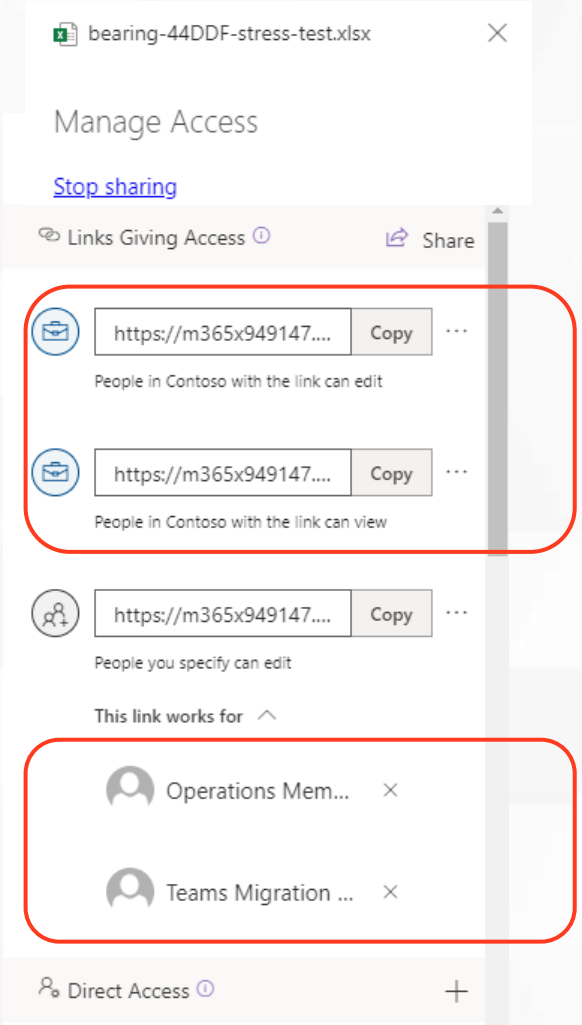


Site Membership



Getting to the source of truth for “who has access”

File-level Permissions



Where were these links pasted?

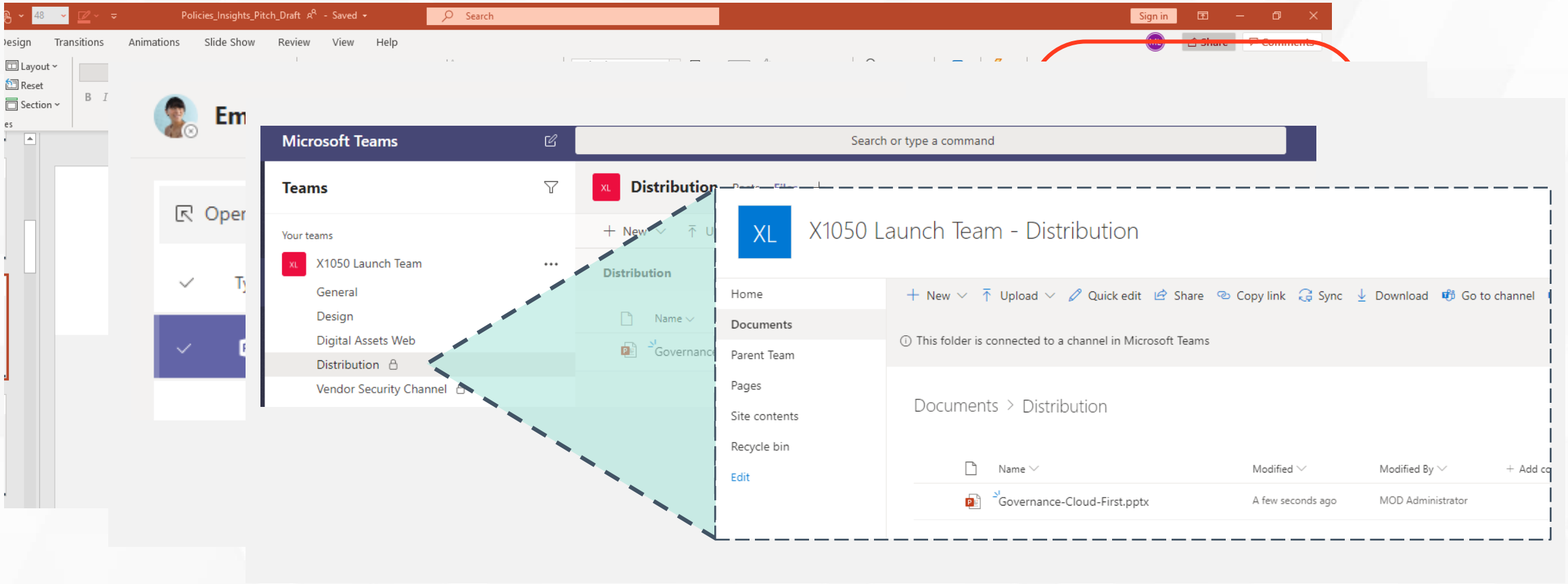
Who is/was in these groups?

“Who has access”… Sharing is easy!

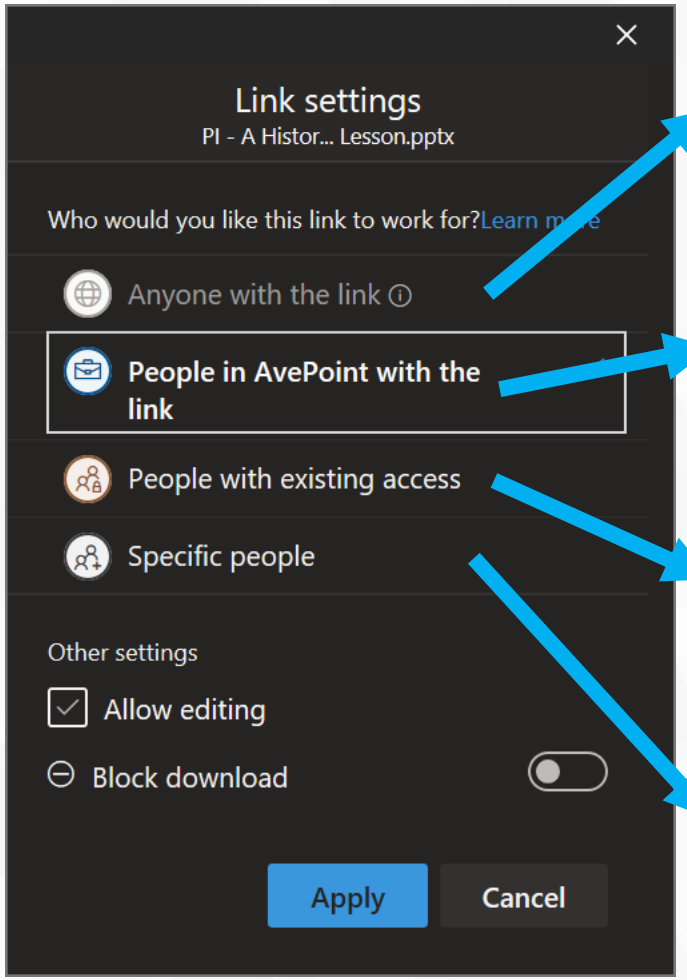
Sharing buttons in Office Apps: anonymous & unique permissions

Teams 1-1 chats: stored in OneDrive with unique permissions

Private Channels: Get their own site, unique permissions



Reminder: How we got here



Anonymous Links (external too!)

- Usually disabled, but high risk if it's not!

"Everyone except external"

- Super common in migration environments (it's just easier!)

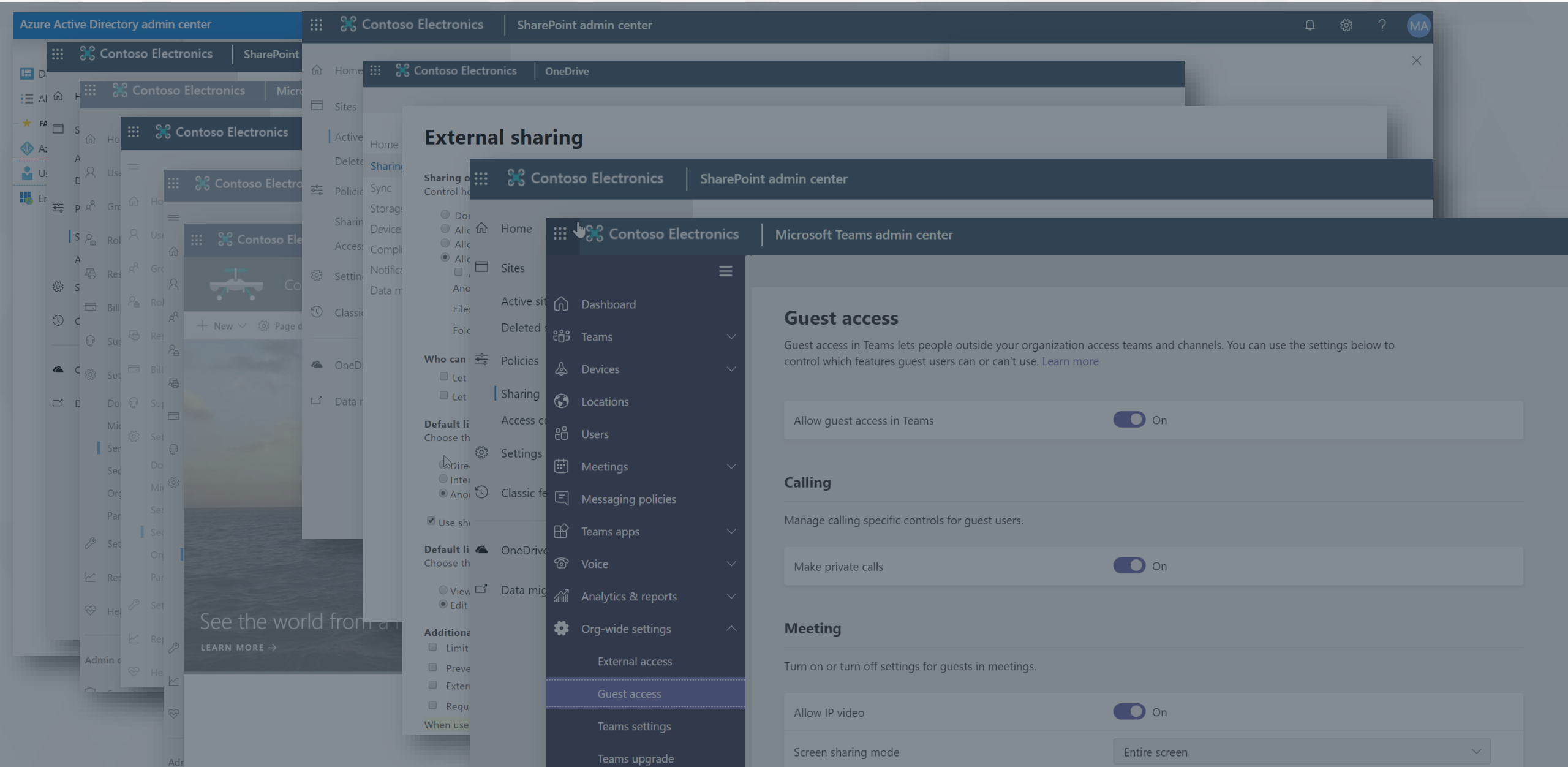
Implicit permissions from big groups

- Just who is in "PMRequest" anyway?

Explicit people hiding in the wings

- Broken inheritance is the norm in Office Apps + Teams!

How do you manage security settings?



With research we can try to find…

An external user (Roy) has access to this Team.

Permissions Reports

A document has been accessed 10 times in the past month.

Audit Reports

This Team contains sensitive information

DLP Reports

Powershell experts can get me Permissions Reports. But, they don't tell me the whole story…

Path	Title/Name	Level	Username	Display Name	E-mail	Account Type
http://intranet/demo/Sales/Shared Documents/North East Invoices/Migration and Tagging.pptx	Migration and Tagging.pptx	Item	i:0#.w|ave\mary.preston	Mary Preston	mary.preston@ave.com	User
http://intranet/demo/Sales/Shared Documents/North East Invoices/Migration and Tagging.pptx	Migration and Tagging.pptx	Item	i:0#.w|ave\susan.adams	Susan Adams	susan.adams@ave.com	User
http://intranet/demo/Sales/Shared Documents/North East Invoices/Migration and Tagging.pptx	Migration and Tagging.pptx	Item	i:0#.w|ave\simon.chen	Simon Chen		User
http://intranet/demo/Sales/Shared Documents/North East Invoices/Migration and Tagging.pptx	Migration and Tagging.pptx	Item	i:0#.w|ave\ben.miller	Ben Miller		User
http://intranet/demo/Sales/Shared Documents/North East Invoices/Migration and Tagging.pptx	Migration and Tagging.pptx	Item	i:0#.w|ave\chris.turner	Chris Turner		User
http://intranet/demo/Sales/Shared Documents/North East Invoices/Migration and Tagging.pptx	Migration and Tagging.pptx	Item	i:0#.w|ave\wojciech.gajda	Wojciech Gajda	Wojciech.Gajda@ave.com	User
http://intranet/demo/Sales/Shared Documents/North East Invoices/Migration and Tagging.pptx	Migration and Tagging.pptx	Item	i:0#.w|ave\julie.mccoy	Julie McCoy	julie.mccoy@ave.com	User
http://intranet/demo/Sales/Shared Documents/North East Invoices/Migration and Tagging.pptx	Migration and Tagging.pptx	Item	i:0#.w|ave\jericho.ren	Jericho Ren		User
http://intranet/demo/HR/Shared Documents/GA Slide.pptx	GA Slide.pptx	Item	i:0#.w|ave\warren.villanueva	Warren Villanueva	warren.villanueva@ave.com	User
http://intranet/demo/HR/Shared Documents/GA Slide.pptx	GA Slide.pptx	Item	i:0#.w|ave\brian.goldstein	Brian Goldstein	Brian.Goldstein@ave.com	User
http://intranet/demo/HR/Shared Documents/GA Slide.pptx	GA Slide.pptx	Item	HR Owners	HR Owners		SharePoint Group
http://intranet/demo/HR/Shared Documents/GA Slide.pptx	GA Slide.pptx	Item	i:0#.w|ave\susan.adams	Susan Adams	susan.adams@ave.com	User
http://intranet/demo/HR/Shared Documents/GA Slide.pptx	GA Slide.pptx	Item	i:0#.w|ave\laura.callahan	Laura Callahan		User
http://intranet/demo/HR/Shared Documents/GA Slide.pptx	GA Slide.pptx	Item	i:0#.w|ave\ben.miller	Ben Miller		User
http://intranet/demo/HR/Shared Documents/GA Slide.pptx	GA Slide.pptx	Item	i:0#.w|ave\ray.hill	Ray Hill	ray.hill@ave.com	User
http://intranet/demo/HR/Shared Documents/GA Slide.pptx	GA Slide.pptx	Item	i:0#.w|ave\frank.wilson	Frank Wilson		User
http://intranet/demo/HR/Shared Documents/GA Slide.pptx	GA Slide.pptx	Item	i:0#.w|ave\daniel.attardi	Daniel Attardi	Daniel.Attardi@ave.com	User
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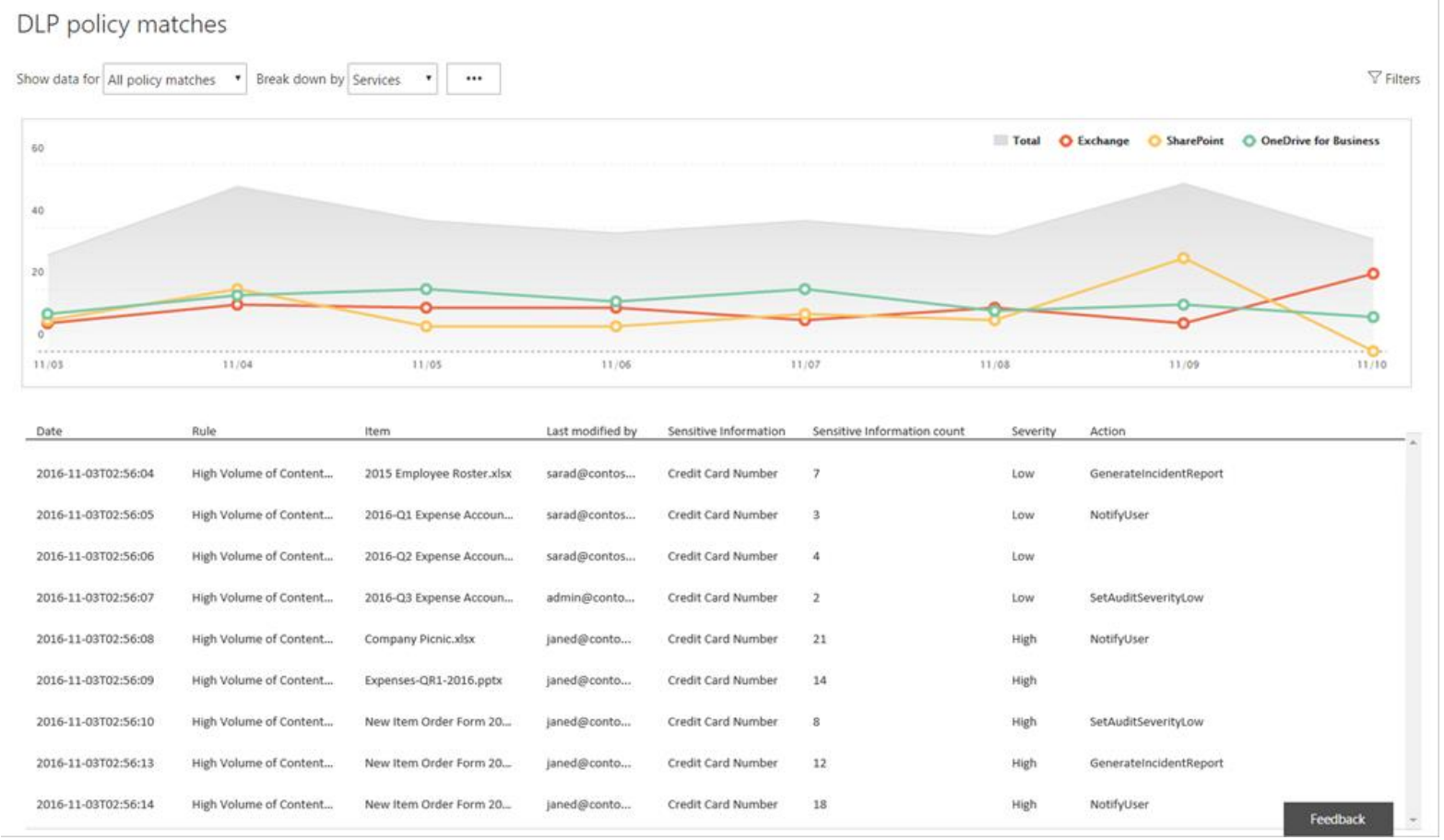
http://intranet/demo/C-SDemo/_catalogs/users	User Information List	List	i:0#.w|ave\daniel.attardi	Daniel Attardi	Daniel.Attardi@ave.com	User
http://intranet/demo/InformationTechnology/Project Documents/GASubSiteDirectory.wsp	GASubSiteDirectory.wsp	Item	i:0#.w|ave\warren.villanueva	Warren Villanueva	warren.villanueva@ave.com	User
http://intranet/demo/InformationTechnology/Project Documents/GASubSiteDirectory.wsp	GASubSiteDirectory.wsp	Item	c:0(.s|true	Everyone		Domain Group
http://intranet/demo/InformationTechnology/Project Documents/GASubSiteDirectory.wsp	GASubSiteDirectory.wsp	Item	i:0#.w|ave\da_admin	DA_Admin		User
http://intranet/demo/InformationTechnology/Project Documents/GASubSiteDirectory.wsp	GASubSiteDirectory.wsp	Item	i:0#.w|nt authority\system	NT AUTHORITY\system		User
http://extranet/sites/HR/Lists/TaxonomyHiddenList	TaxonomyHiddenList	List	c:0(.s|true	Everyone		Domain Group
http://intranet/demo/InformationTechnology/Project Documents/AvePoint File Share Navigator vs Connect	AvePoint File Share Navigator vs C	Item	i:0#.w|ave\warren.villanueva	Warren Villanueva	warren.villanueva@ave.com	User
http://intranet/demo/InformationTechnology/Project Documents/AvePoint File Share Navigator vs Connect	AvePoint File Share Navigator vs C	Item	c:0(.s|true	Everyone		Domain Group
http://intranet/demo/InformationTechnology/Project Documents/AvePoint File Share Navigator vs Connect	AvePoint File Share Navigator vs C	Item	i:0#.w|ave\da_admin	DA_Admin		User
http://intranet/demo/InformationTechnology/Project Documents/AvePoint File Share Navigator vs Connect	AvePoint File Share Navigator vs C	Item	i:0#.w|nt authority\system	NT AUTHORITY\system		User
http://ave2013prodwfe:7777/sites/Powell_Industries/Lists/TaxonomyHiddenList	TaxonomyHiddenList	List	c:0(.s|true	Everyone		Domain Group
http://intranet/demo/ArchiveListlitems	ArchiveListlitems	Site	i:0#.w|ave\warren.villanueva	Warren Villanueva	warren.villanueva@ave.com	User
http://intranet/demo/ArchiveListlitems	ArchiveListlitems	Site	Excel Services Viewers	Excel Services Viewers		SharePoint Group
http://intranet/demo/ArchiveListlitems	ArchiveListlitems	Site	ArchiveListlitems Owners	ArchiveListlitems Owners		SharePoint Group
http://intranet/demo/ArchiveListlitems	ArchiveListlitems	Site	ArchiveListlitems Visitors	ArchiveListlitems Visitors		SharePoint Group
http://intranet/demo/ArchiveListlitems	ArchiveListlitems	Site	ArchiveListlitems Members	ArchiveListlitems Members		SharePoint Group
http://intranet/demo/InformationTechnology/Notification Pages	Notification List	List	i:0#.w|ave\warren.villanueva	Warren Villanueva	warren.villanueva@ave.com	User
http://intranet/demo/InformationTechnology/Notification Pages	Notification List	List	i:0#.w|ave\ben.miller	Ben Miller	Ben.Miller@ave.com	User
http://intranet/demo/InformationTechnology/Notification Pages	Notification List	List	InformationTechnology Owners	InformationTechnology Owners		SharePoint Group
http://intranet/demo/InformationTechnology/Notification Pages	Notification List	List	i:0#.w|ave\bruce.wayne	Bruce Wayne	bruce.wayne@ave.com	User

How do I prioritize? Anything sensitive in the files and sites?

Labels give some insight…

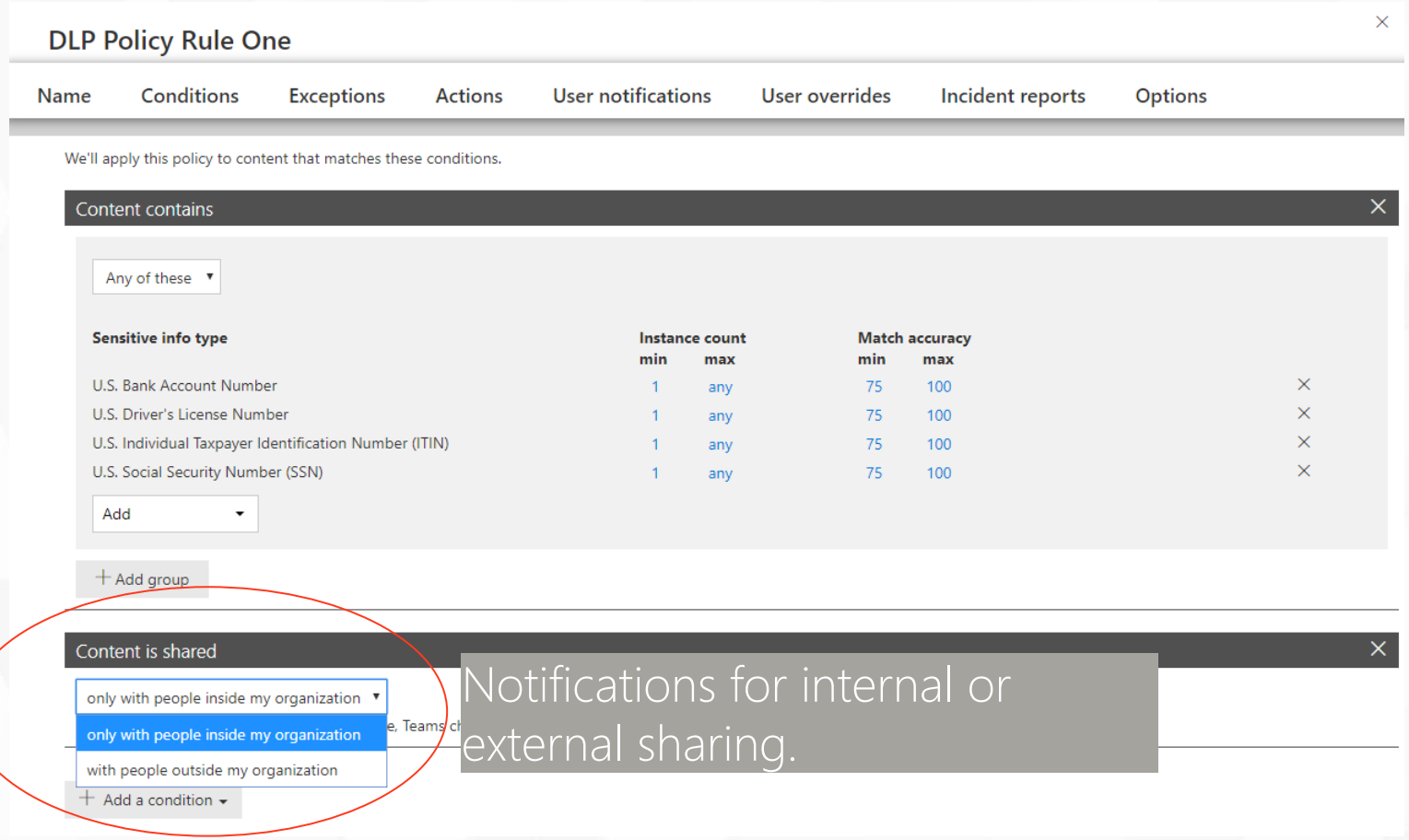
(Sensitivity is indexed in E3. Scripting gets you access. But any action requires E5)



Date	Rule	Item	Last modified by	Sensitive Information	Sensitive Information count	Severity	Action
2016-11-03T02:56:04	High Volume of Content...	2015 Employee Roster.xlsx	sarad@contos...	Credit Card Number	7	Low	GenerateIncidentReport
2016-11-03T02:56:05	High Volume of Content...	2016-Q1 Expense Accoun...	sarad@contos...	Credit Card Number	3	Low	NotifyUser
2016-11-03T02:56:06	High Volume of Content...	2016-Q2 Expense Accoun...	sarad@contos...	Credit Card Number	4	Low	
2016-11-03T02:56:07	High Volume of Content...	2016-Q3 Expense Accoun...	admin@conto...	Credit Card Number	2	Low	SetAuditSeverityLow
2016-11-03T02:56:08	High Volume of Content...	Company Picnic.xlsx	janed@conto...	Credit Card Number	21	High	NotifyUser
2016-11-03T02:56:09	High Volume of Content...	Expenses-QR1-2016.pptx	janed@conto...	Credit Card Number	14	High	
2016-11-03T02:56:10	High Volume of Content...	New Item Order Form 20...	janed@conto...	Credit Card Number	8	High	SetAuditSeverityLow
2016-11-03T02:56:13	High Volume of Content...	New Item Order Form 20...	janed@conto...	Credit Card Number	12	High	GenerateIncidentReport
2016-11-03T02:56:14	High Volume of Content...	New Item Order Form 20...	janed@conto...	Credit Card Number	18	High	NotifyUser

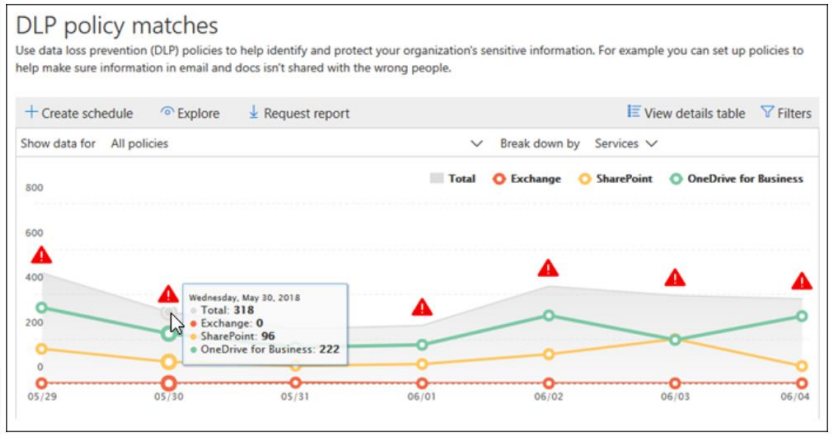
… but must aggregate with permissions for a better picture. And, has it been accessed?

Finding sensitive information in M365 (E3)

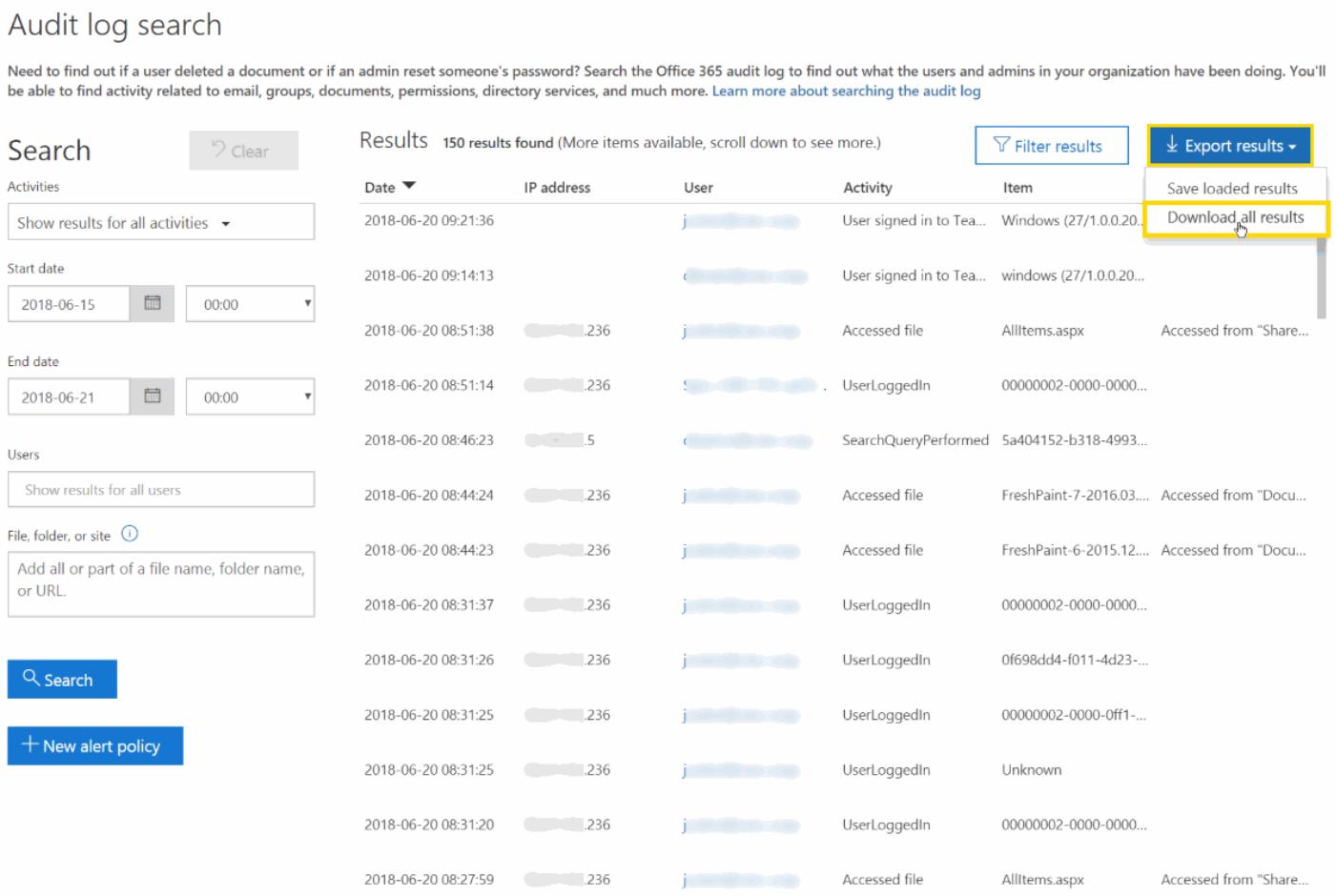


Notifications for internal or external sharing.

DLP Policies allow for notifications, as well as visibility into where sensitive content exists.



Audit activity can see if bad behavior has occurred…



…but that's a lot of logs to sort through!

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In summary, to find who has access to what, and understand if there is a problem, I must…

Aggregate and compare

- Inherited Permissions (Via SP, AD Groups)
- Explicit Permissions (Audits or PS Reports)
- PS Report on External or Internal links

With sensitive file locations

- DLP Compliance Reports
- Sensitivity Labels
- Retention Labels

Then to be safe, I need to run an activity audit

AvePoint

Policies & Insights (PI)

For Microsoft 365

Find and prioritize
what matters

Monitor and fix
exposure hot spots

Enforce and prevent
security risks overtime

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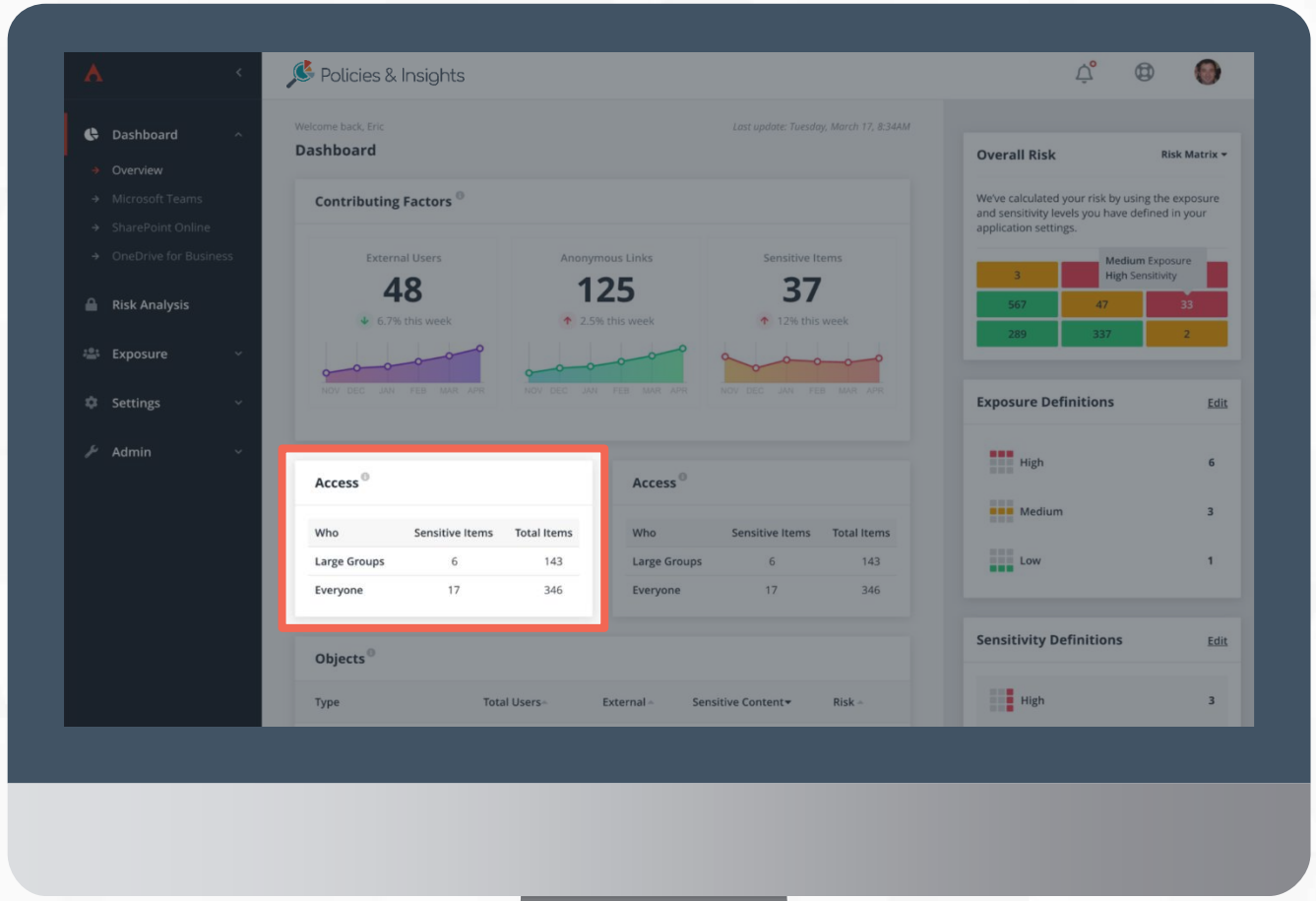

Highlighting high-risk scenarios in your environment

Reducing false-positives by working with native Microsoft sensitive information types*

*(Office 365 E3 feature)

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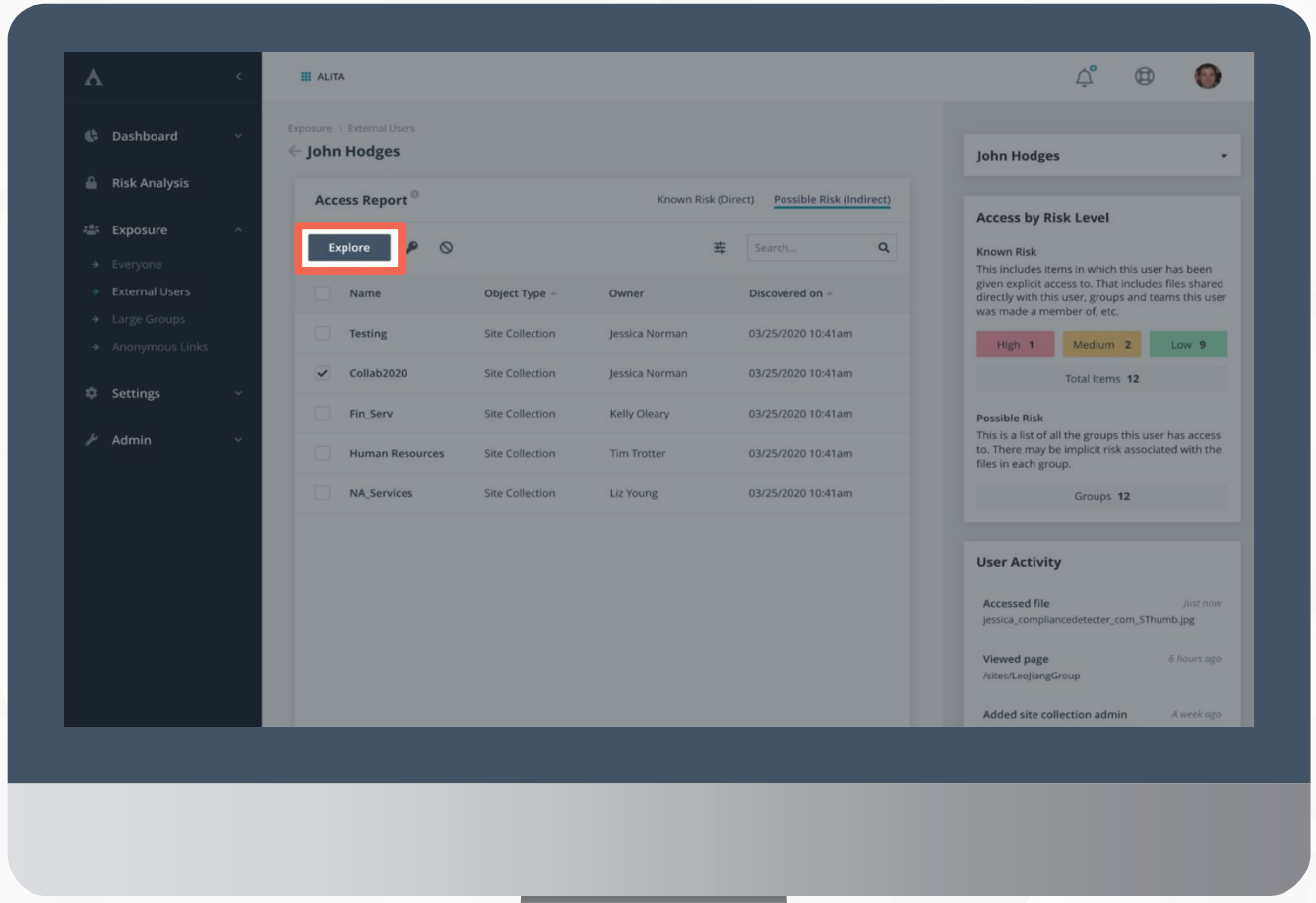

Cached Permissions support quick-reports on Users, Groups, Teams, Anonymous Links, and External Users

Integration with Cloud Governance Renewals for Permission Reporting

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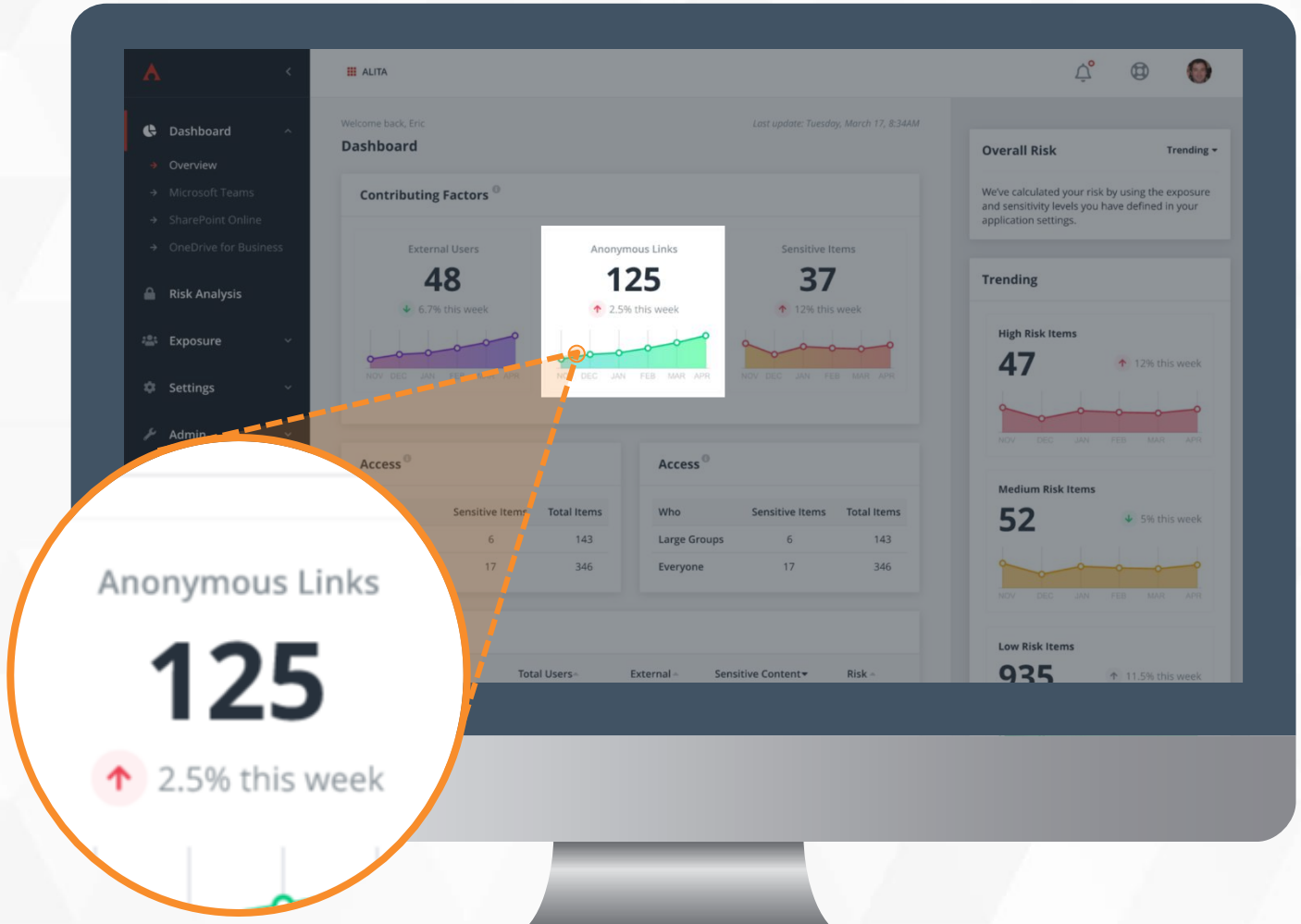

Tracking risk over time to understand changes to your environment

Proactive policy enforcement for Groups, Teams, and other services to protect content

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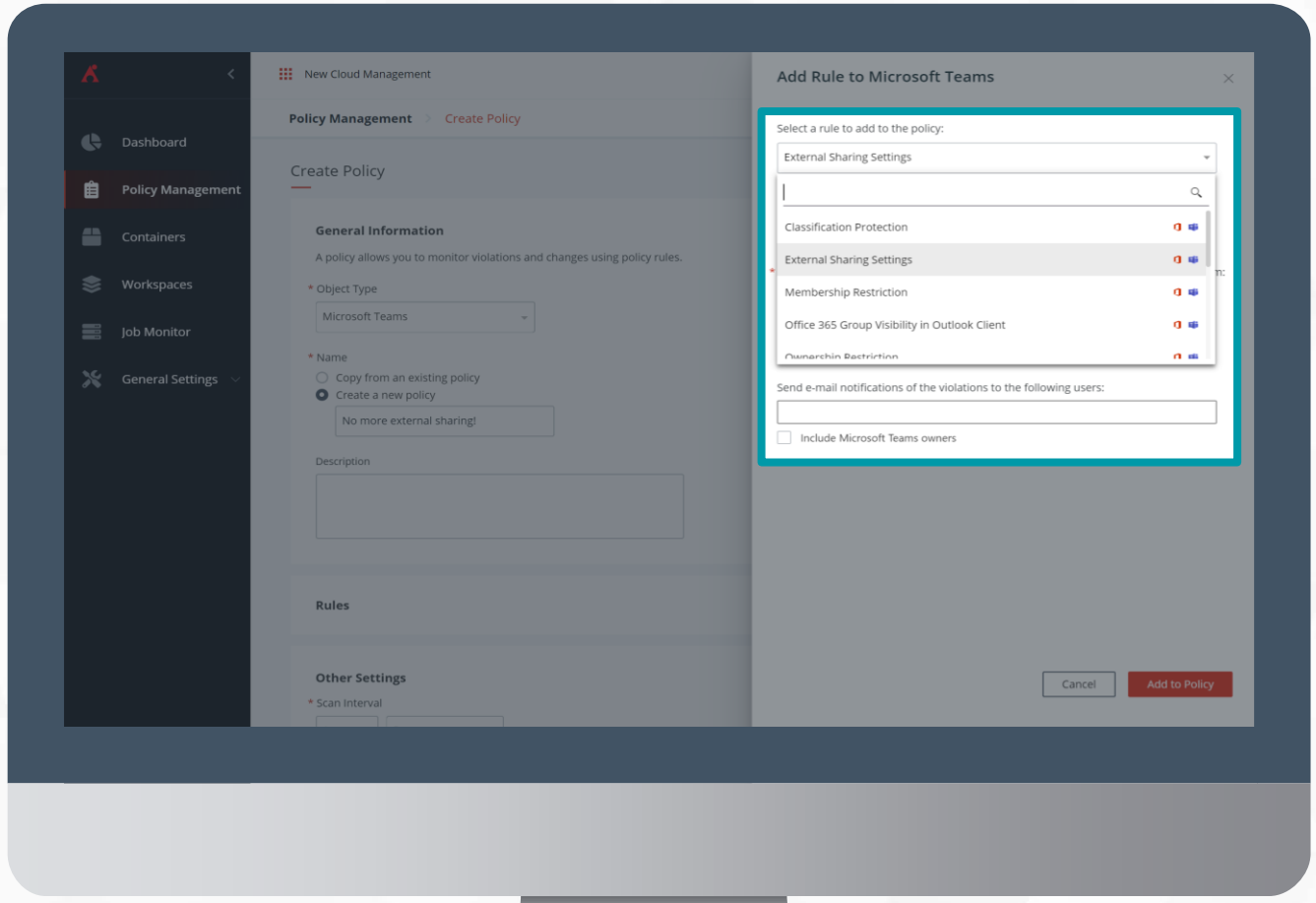

Craft policies that can adapt to the way your teams work and block the most common risks in your Microsoft 365 environment!

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Apply corrective actions

From

An external user (Roy) has access to this Team.

A document has been accessed 10 times in the past month.

This Team contains sensitive information

to

Roy, an external user, has access to confidential info and has accessed it 10 times this past month.

Now let's restrict his access with a policy that blocks external users Roy from "sensitive" Teams!

to

Sarah granted Roy access to this file, but we reverted it and sent Sarah a notification as to why.

Organizations see more value from their M365 Collaboration Tools

PI provides a common framework to enable secure collaboration

Marco
IT Director

Drive IT Efficiency

Take the guess work out of security management. Built-in best practices help you stay aligned to security team priorities. Automated controls take complexity out of configuration. Stay focused on higher-value projects while PI takes care of the rest.

Dana
Security Officer

Reduce Risk

Automation ensures consistent policy implementation. Get the insight you need, fast. Security reporting makes audits easy, and dashboards monitor risk trends

John
Business Owner

Increased ROI

Improve productivity and user adoption with the latest collaboration tools. Security features baked in so you can rest easy and focus on driving maximum business results.

Let's Connect

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thank you

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