

INFORMATION MANAGEMENT IN MICROSOFT 365

1. Why Information Governance?
2. Information Governance Core Principles
3. Microsoft365 Governance Features
4. Architecture Foundation
5. Infotechion Governance Solutions
6. Q&A



Master of Ceremony:
John Mancini
Chief Evangelist
Infotechion

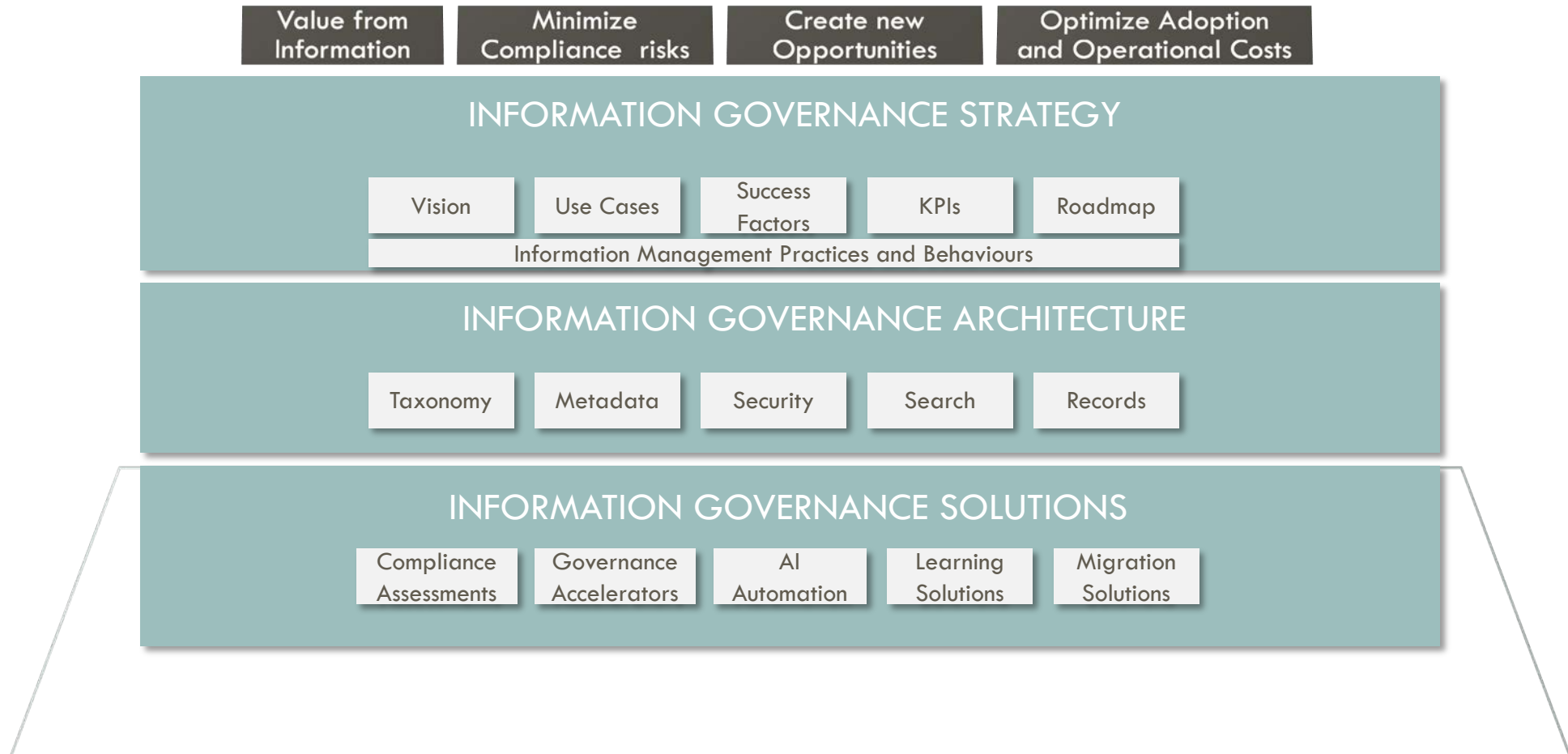


Speaker:
Vivek Bhatt
Chief Technology Officer
Infotechion



Speaker:
Kunal Kankariya
Principal Solutions Architect
Infotechion

ABOUT INFOTECHTION



“We are
experiencing
a Once in a
generation
Change and
Opportunity”

INFORMATION GOVERNANCE — KEY LESSONS

- Lesson 1 – make sure to incorporate two very different perspectives in any governance project: 1) aligning business strategy and information management objectives, and 2) the technical knowledge necessary to make strategy a reality.
- Lesson 2 - Avoid multi-year, “big bang” governance projects that never seem to end. But organizations SHOULD focus on tactically important projects within a framework of creating a multi-year commitment to a sustainable and scalable platform.
- Lesson 3 – Remember the long-term objective: Create a platform and culture that will automate governance and allow you to focus on the business of the organization.

How does Microsoft Governance E3 fit into this equation?



1

INFORMATION
GOVERNANCE CORE
PRINCIPLES

2

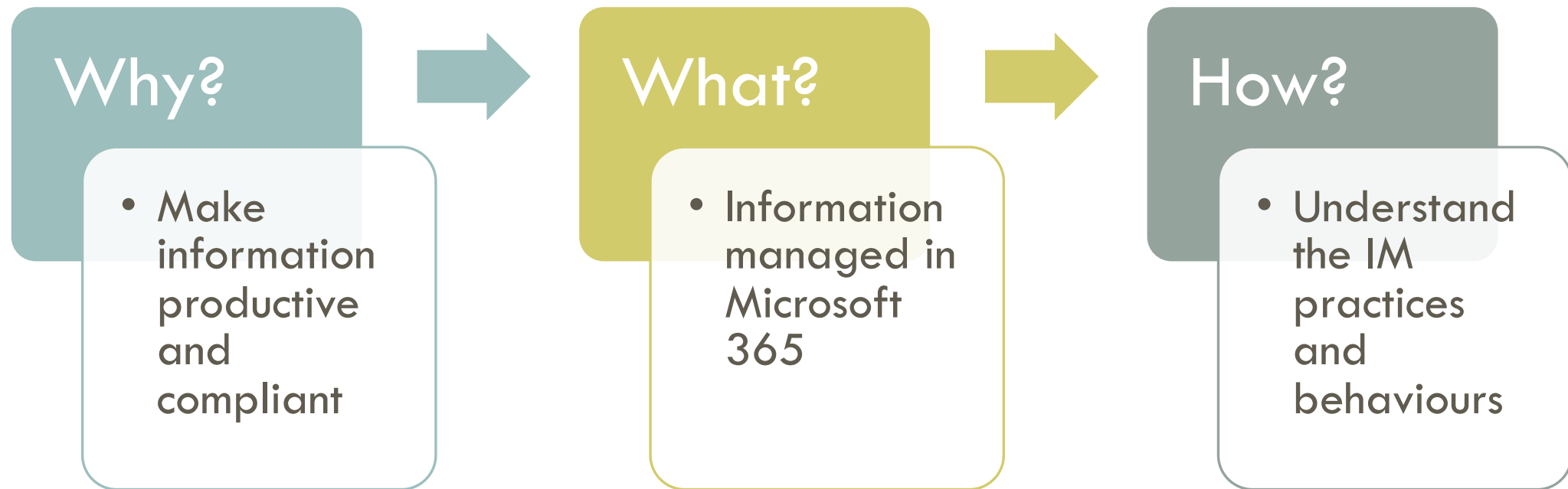
POSSIBILITIES WITH
E3 LICENSE

3

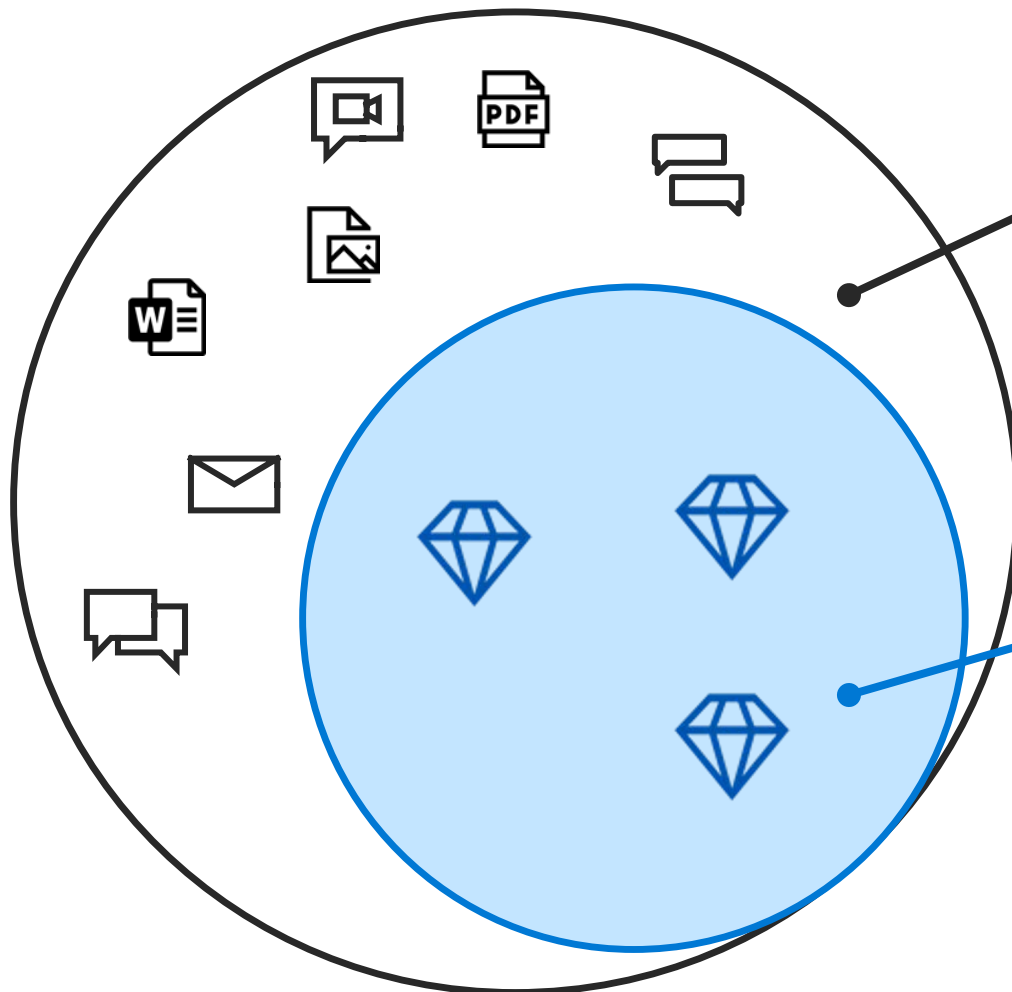
ARCHITECTURE
FOUNDATION FOR
GOVERNANCE

VIVEK BHATT

OUR DISCUSSION TODAY



INFORMATION GOVERNANCE SCOPE



Information Governance

- Decision making and accountability
- Information architecture, quality and enrichment
- Secure and protect ALL information
- Information retention and disposition
- Information search, legal discovery and preservation
- Value identification, Promotion, Reuse

Records Management

- Manage information immutability for legal, regulatory and tax purposes
- Record retention and disposition

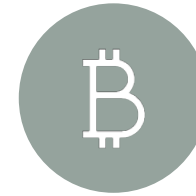
THE CORE PRINCIPLES



The Vision



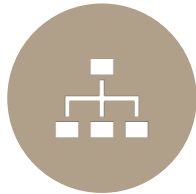
Customer First



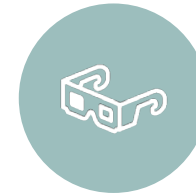
Behaviour



Ownership and
Accountability



Simplicity



Increased Clarity



Consistency &
Standardisation



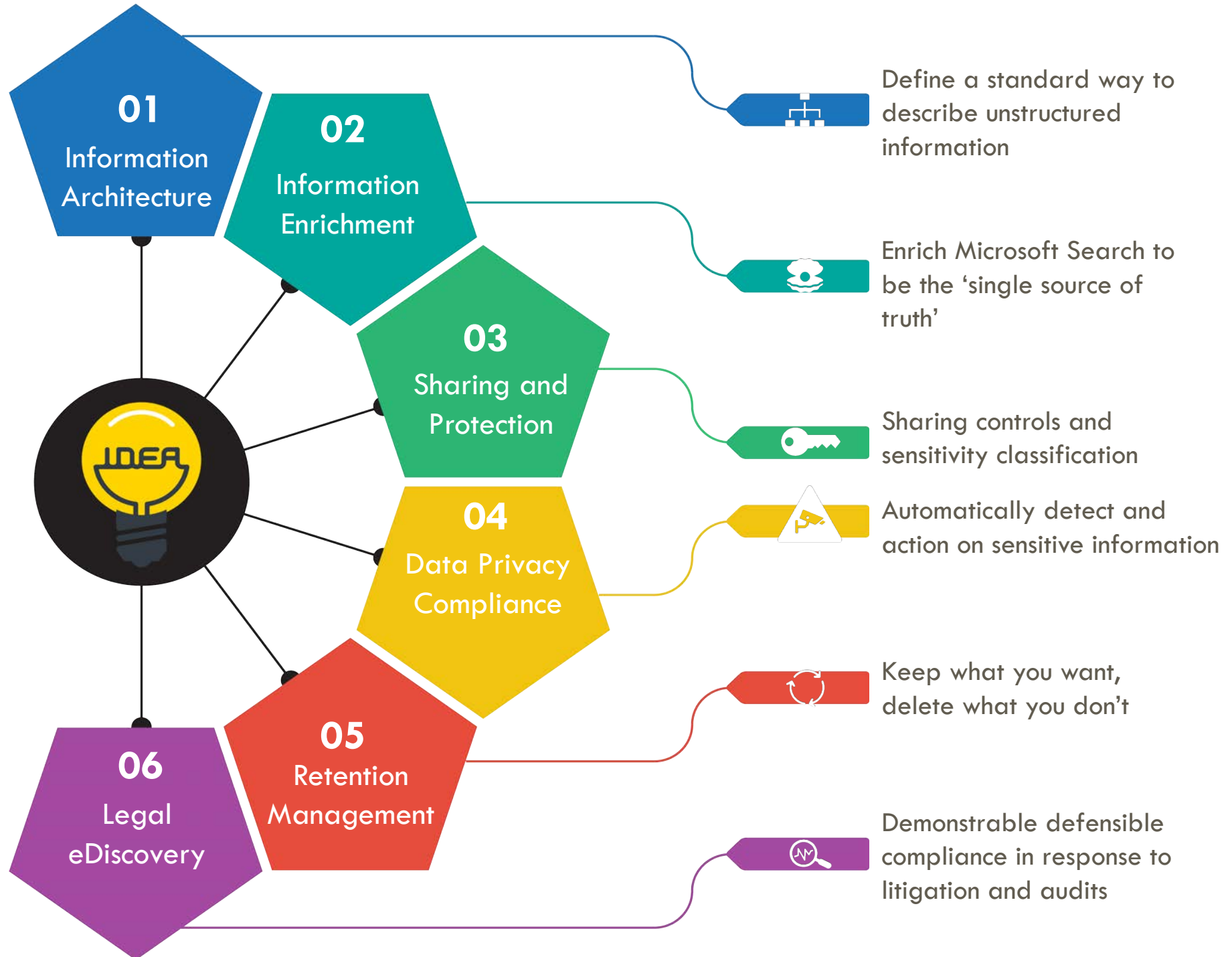
Secure, Protected
& Discoverable



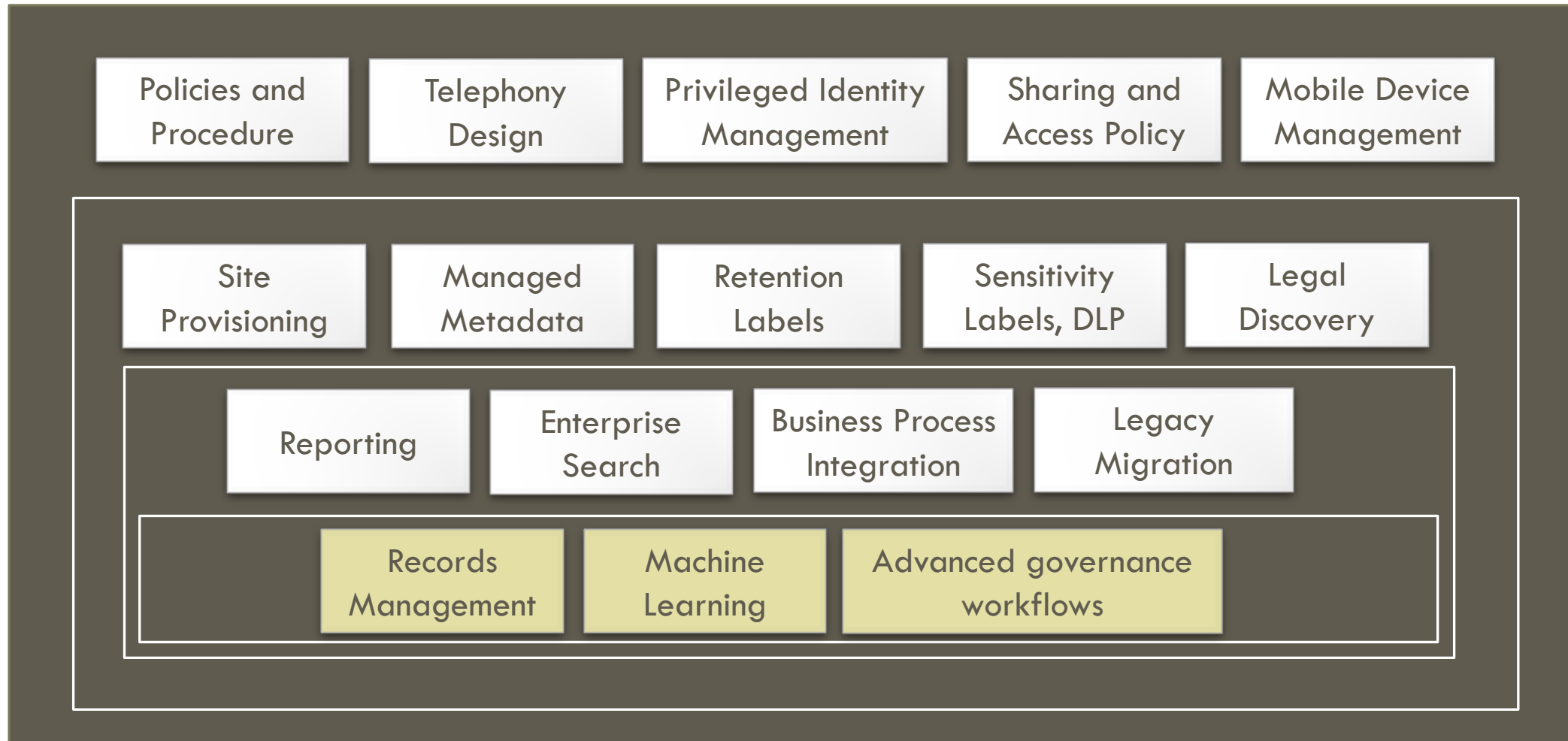
Sustainable,
Agile

MICROSOFT INFORMATION GOVERNANCE

POSSIBILITIES
WITH E3 LICENSE




BUILD AN ARCHITECTURE FOUNDATION



HOW TO GET STARTED WITH INFORMATION ARCHITECTURE?

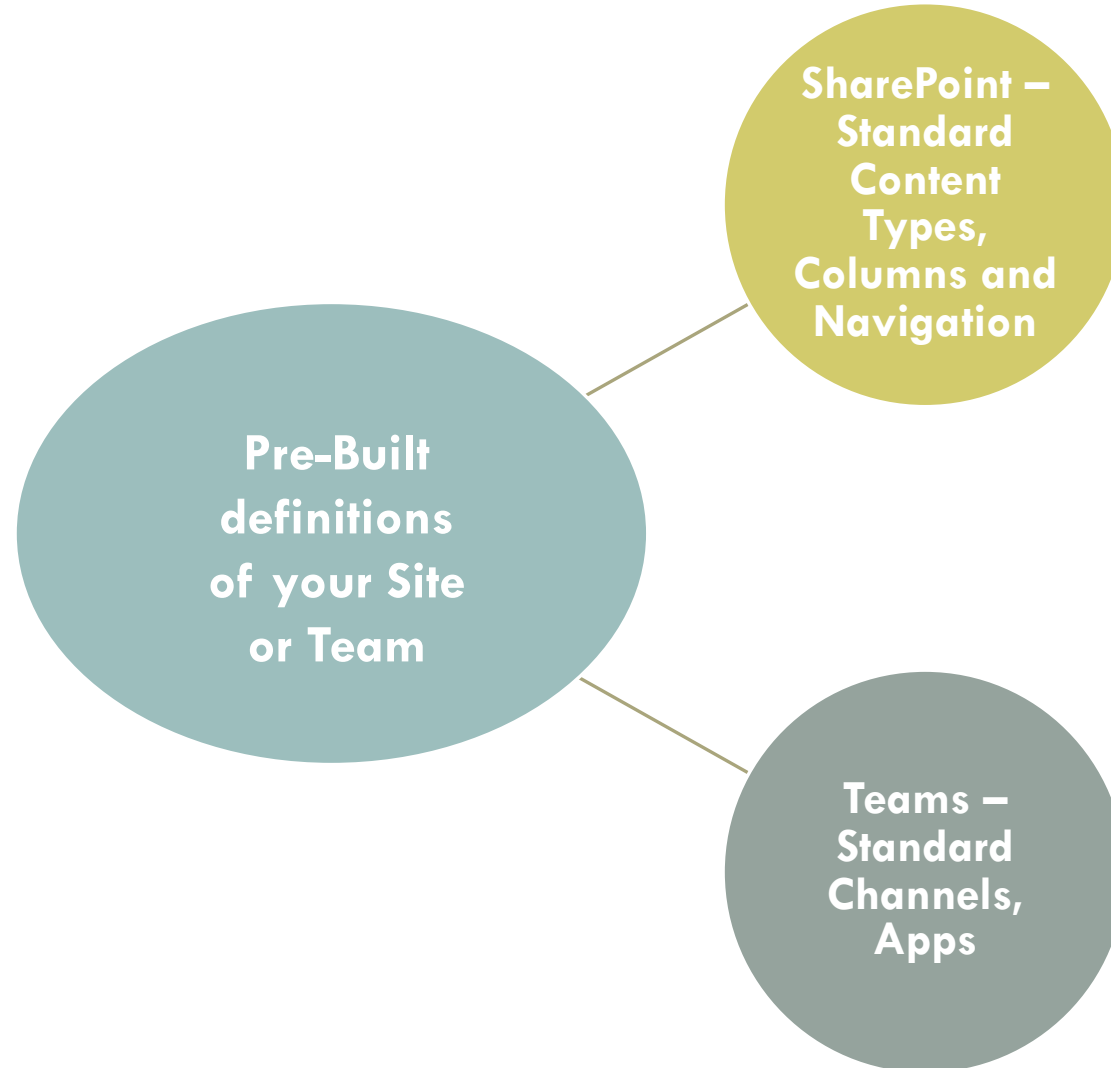




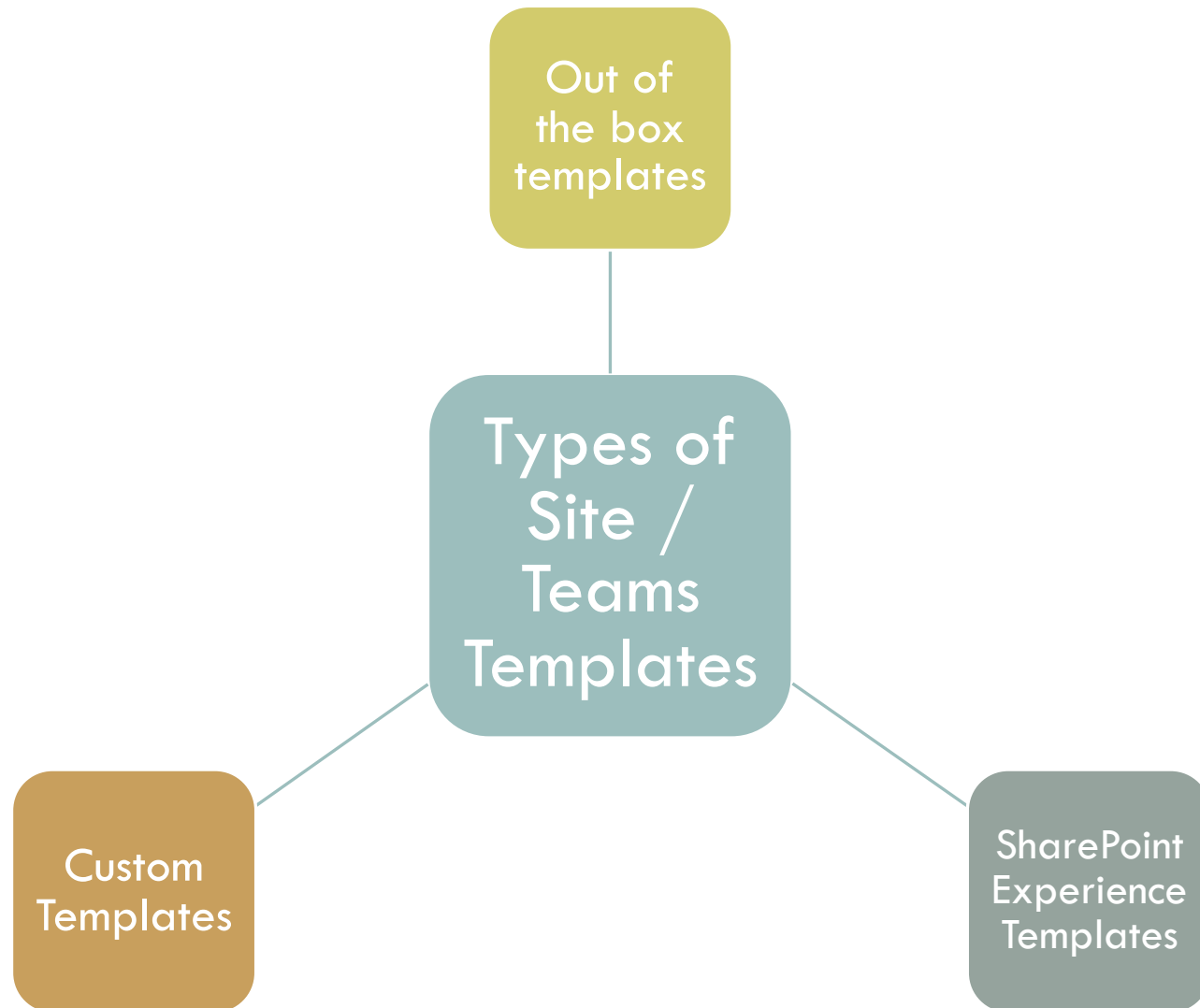
AUTOMATING INFORMATION GOVERNANCE

KUNAL KANKARIYA

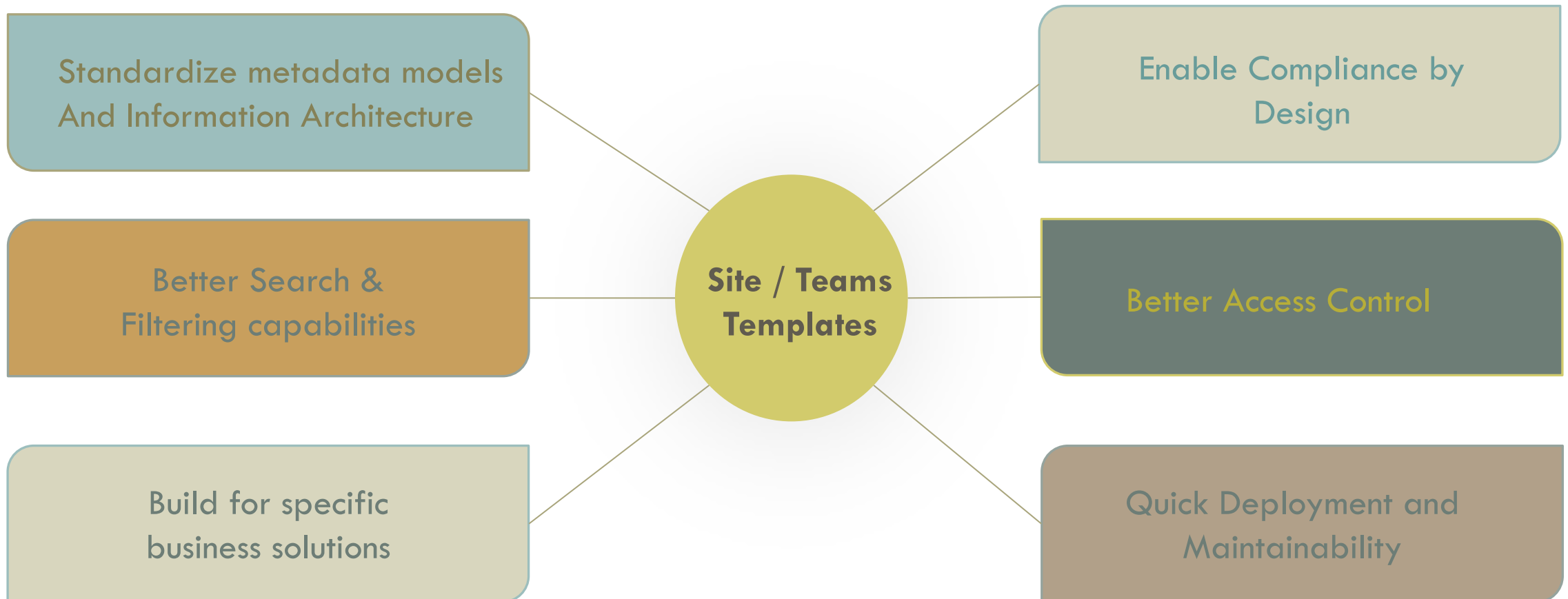
SITE / TEAMS TEMPLATES – THE WHAT?



SITE / TEAMS TEMPLATES — EXAMPLES



SITE / TEAMS TEMPLATES – THE WHY?



SITE / TEAMS TEMPLATES — THE HOW?

Standard Templates

- Team Sites, Communication Sites
- Healthcare, Help Desk, Employee Onboarding, Project Management

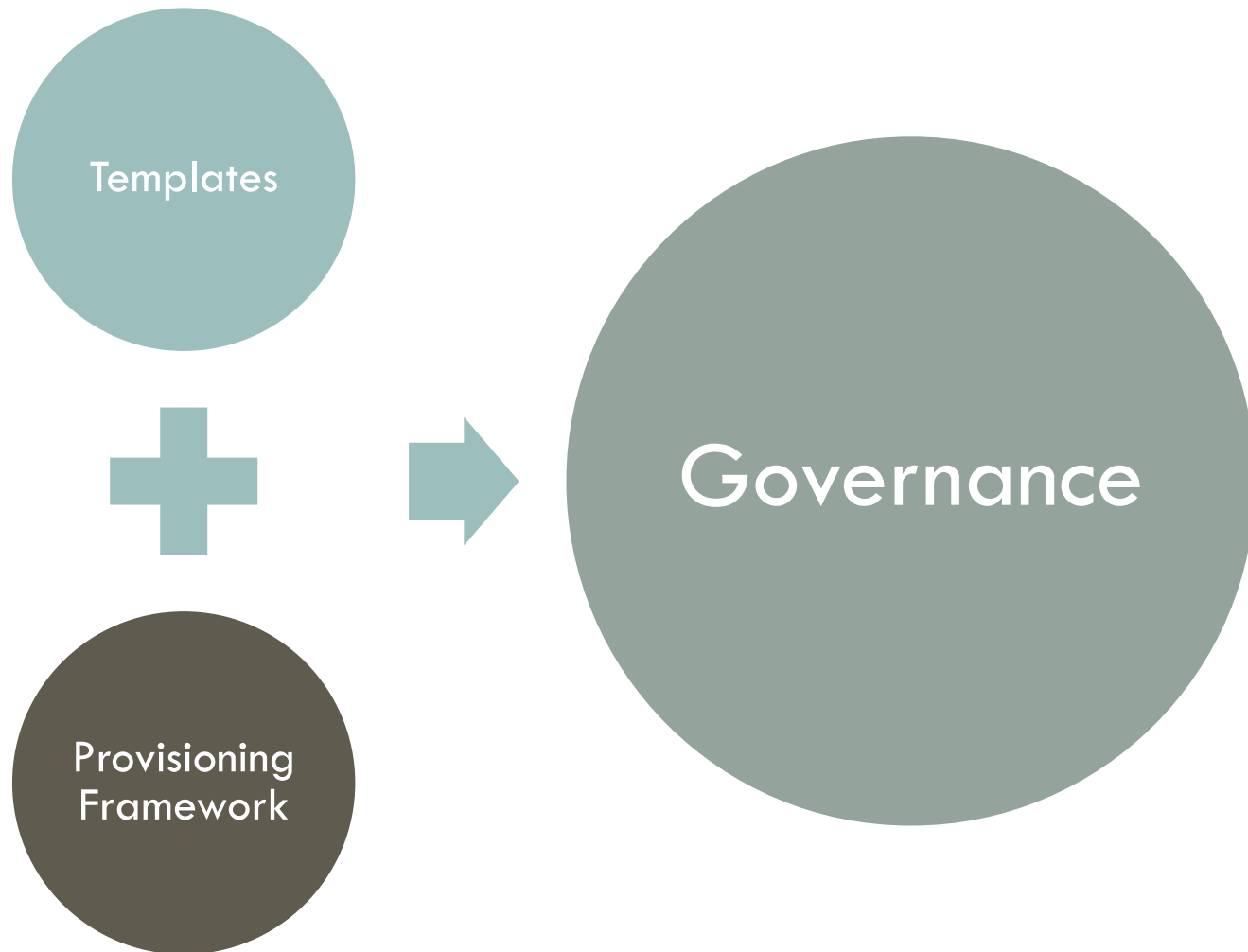
Experience Templates

- Crisis Communication
- Intranet / News

Custom Templates

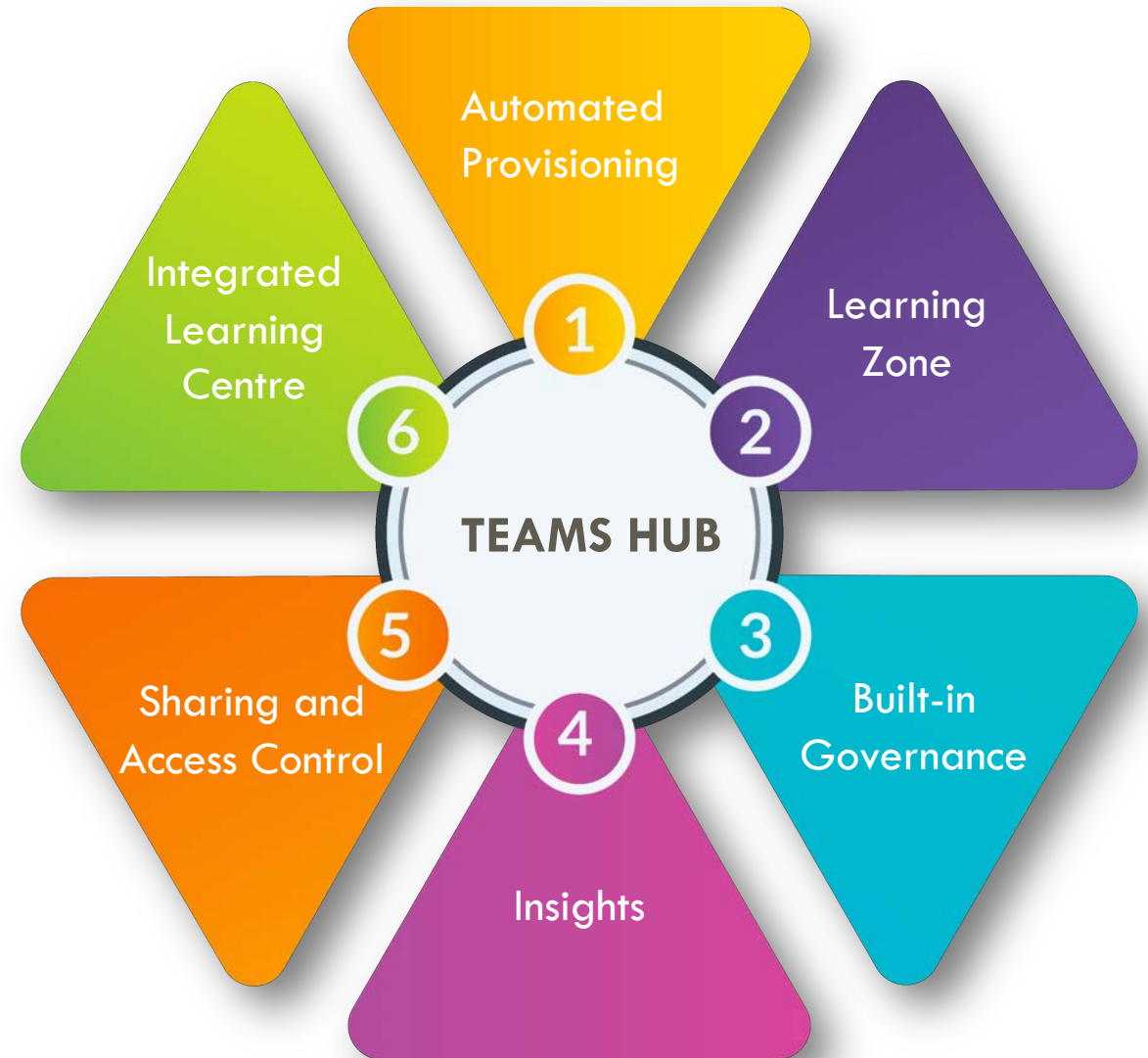
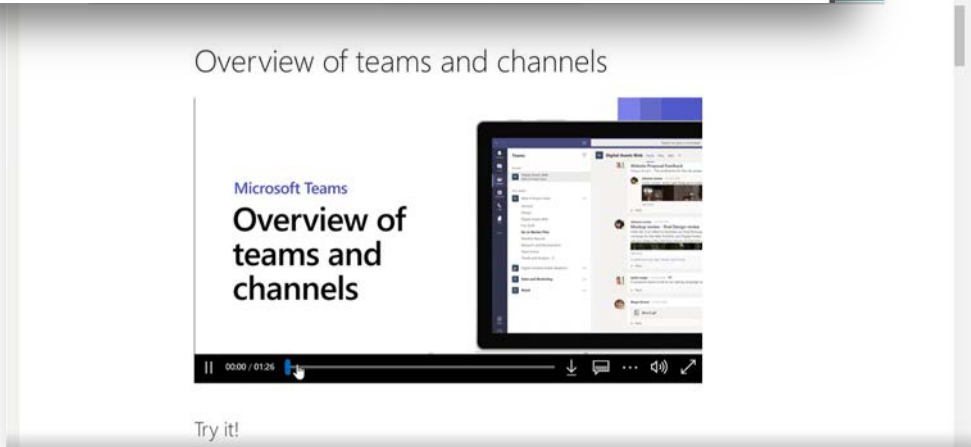
- Provisioned programmatically
- Custom Teams templates from the Admin UI

TEMPLATES & PROVISIONING



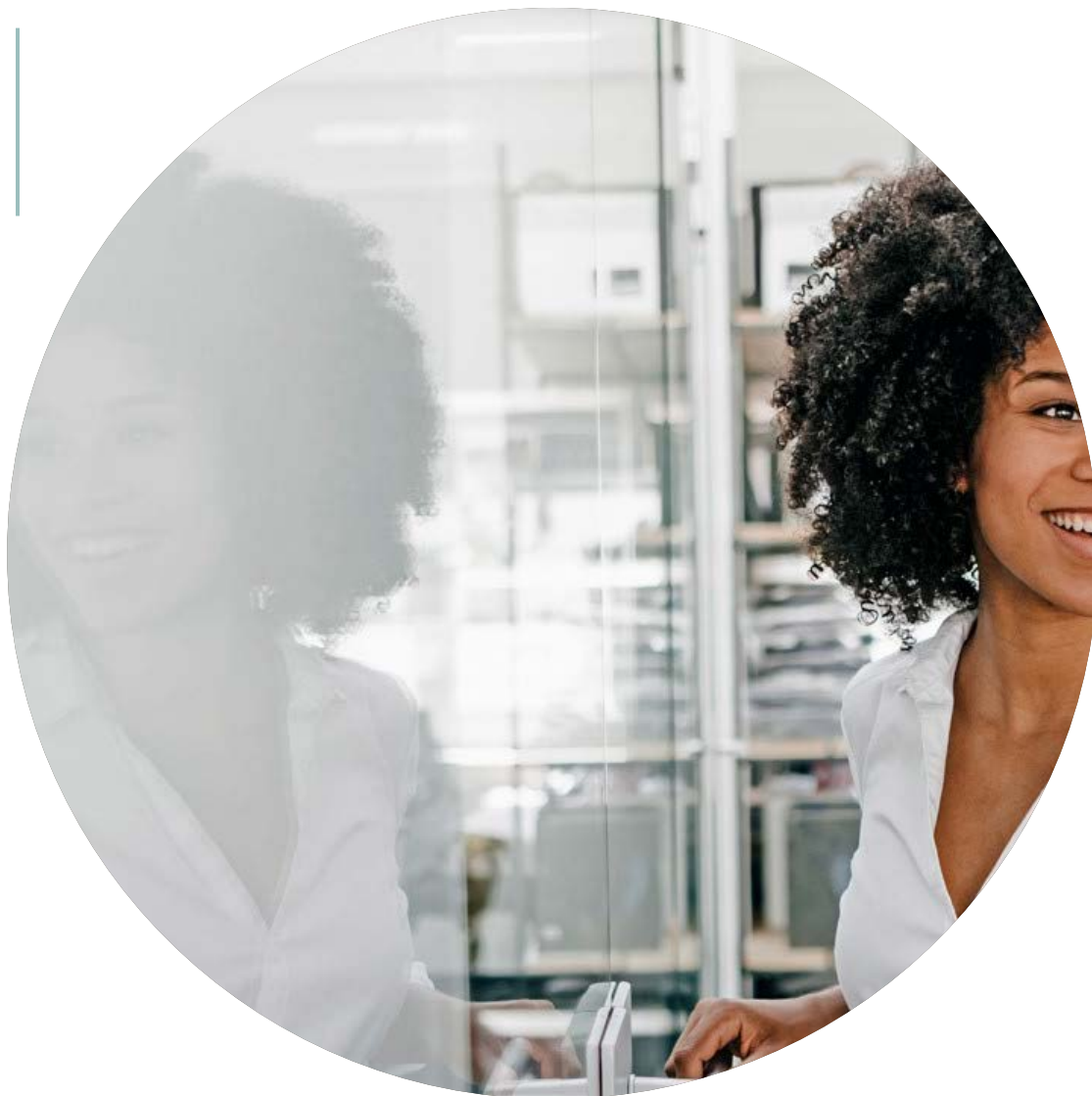
INFOTECHTION TEAMS HUB

The screenshot shows the 'Create a Team' wizard in the Teams Hub interface. It is at step 1 of 3: Team information. The form includes fields for Team name (DeerPark), Visibility (Private), Guest Access (Off), and Description. There are also dropdown menus for Business reason (Unit Level Team), Business Area (Trading), and Retention Category (7 Years, 12 Years). A 'Check availability' button is next to the team name field. Navigation buttons 'Go to start', 'Next', and 'Request a team' are visible.



CALL TO ACTION





QUESTIONS



INFO@INFOTECHTION.COM



[HTTPS://INFOTECHTION.COM/](https://infotechtion.com/)