



# MS-900.40q

## MS-900

MS-900

Microsoft 365 Fundamentals

Score: 800/1000

Version:

Time Limit: 120 Minutes

## Exam A (40 questions)

### Question 1

You are the Microsoft 365 administrator for a company.

All staff must use Microsoft Outlook to access corporate email. When users access Outlook on mobile devices, they must use a PIN to open the application.

You need to implement a Microsoft Intune policy to enforce the security requirements.

Which policy should you use?

- ☐ device compliance
- ☐ device configuration
- ☐ app protection
- ☐ app configuration

### Question 2

An organization plans to deploy Microsoft Office 2019 or Office 365 ProPlus.

What are two advantages of Office 365 ProPlus? Each correct answer presents a complete solution. (Choose two.)

NOTE: Each correct selection is worth one point.

- ☐ Features remain constant through the lifetime of the applications.
- ☐ Office 365 ProPlus includes downgrade rights.
- ☐ A single license may be deployed to multiple devices.
- ☐ Fully functional Office mobile apps are free to install and use.

### Question 3

You are the Microsoft 365 administrator for a company.

You need to customize a usage report for Microsoft Yammer.

Which two tools can you use? Each correct answer presents a complete solution.

NOTE: Each correct selection is worth one point.

- ☐ Microsoft SQL Server Analysis Services
- ☐ Microsoft SQL Server Reporting Services
- ☐ Microsoft Power BI in a browser
- ☐ Microsoft Power BI Desktop
- ☐ Microsoft Visual Studio

### Question 4

A company plans to migrate to Microsoft 365.

Employees must be able to collaborate by using Microsoft Yammer, SharePoint Online, StaffHub, and Teams. You must minimize costs.

You need to subscribe to Microsoft Office 365.

Which subscription type should you use?

- ☐ E3
- ☐ ProPlus
- ☐ E1
- ☐ Personal
- ☐ F1

### Question 5

You are the Microsoft 365 administrator for a company.

Which two admin roles can purchase more licenses? Each correct answer presents a complete solution.

NOTE: Each correct selection is worth one point.

- ☐ service administrator
- ☐ user management administrator
- ☐ global administrator
- ☐ billing administrator

### Question 6

You are the Microsoft 365 administrator for a company.

An employee requests personal data under General Data Protection Regulation (GDPR) guidelines.

You need to retrieve data for the employee.

What should you do?

- ☐ Create a data subject request case.
- ☐ Create a retention policy.
- ☐ Create a data-loss prevention policy.
- ☐ Create a GDPR assessment.

### Question 7

You use Microsoft 365 Usage Analytics.

You need to know the number of users who are active today and were also active last month.

Which metric should you use?

- ☐ MoMReturningUsers
- ☐ EnabledUsers
- ☐ ActiveUsers
- ☐ CumulativeActiveUsers

### Question 8

This question requires that you evaluate the underlined text to determine if it is correct.

You use Microsoft Intune for device management. You must determine how many devices run each operating system.

You must launch Intune and navigate to the Mobile Apps blade.

Select the correct answer if the underlined text does not make the statement correct. Select “No change is needed” if the underlined text makes the statement correct.

- ☐ Device configuration
- ☐ Device compliance
- ☐ No change is needed
- ☐ Devices

### Question 9

You are the Microsoft 365 administrator for a company.

You need to ensure that users receive a warning message if they select links in emails that might be unsafe.

What should you do?

- ☐ Use Windows PowerShell to install the latest antimalware engine updates
- ☐ Enable Microsoft Office 365 Advanced Threat Protection
- ☐ Use the Microsoft Exchange Admin Center to configure a new spam-filter policy
- ☐ Use the Microsoft Exchange Admin Center to create a new antimalware policy

### Question 10

You are a Microsoft 365 administrator for a company.

Microsoft plans to release a new feature for Microsoft Excel.

You need to ensure that the feature becomes available for employees to install as soon as possible.

To which release channel should you subscribe?

- ☐ Microsoft release
- ☐ Standard release
- ☐ Office 365 team release
- ☐ Targeted release

### Question 11

A company is moving to Microsoft Azure. Some applications cannot be moved.

You need to identify which applications will remain in a hybrid environment after the migration.

Which applications will remain in a hybrid environment?

- ☐ applications that manage sensitive information
- ☐ applications that use a USB-token device to control access
- ☐ legacy applications that use a message-based interface
- ☐ a new server that runs several line-of-business applications

**Question 12**

You are the Microsoft 365 administrator for a company.

The company runs SharePoint Server and Exchange Server in an on-premises datacenter. The site collection for the finance department is currently encrypted using third-party software.

You need to move as many services to Microsoft 365 as possible.

What should you do?

- ☐ Migrate all SharePoint data and Exchange mailboxes to Microsoft 365.
- ☐ Leave SharePoint data for finance department users on-premises. Migrate all other SharePoint data and Exchange mailboxes to Microsoft 365.
- ☐ Leave mailboxes for finance department users on-premises. Migrate all other SharePoint data and Exchange mailboxes to Microsoft 365.
- ☐ Leave SharePoint data and mailboxes for finance department users on-premises. Migrate all other SharePoint data and Exchange mailboxes to Microsoft 365.

**Question 13**

A company has 250 employees.

You need to migrate all users to Microsoft 365 and meet the following requirements:

Provide a user-centric licensing solution for all users.

Manage devices from a single location.

Minimize licensing costs.

Which licensing model should you use?

- ☐ Microsoft 365 Business
- ☐ Microsoft 365 Education
- ☐ Microsoft 365 Enterprise E3
- ☐ Microsoft 365 Enterprise E5

## Question 14

DRAG DROP

An organization plans to deploy Microsoft 365 in a hybrid scenario.

You need to provide a recommendation based on some common identity and access management scenarios. The solution must minimize costs.

Match each solution to its appropriate scenario. To answer, drag the appropriate solutions from the column on the left to the scenarios on the right. Each item may be used once, more than once, or not at all.

NOTE: Each correct selection is worth one point.

### Answer Area

#### Solutions

|                                                   |
|---------------------------------------------------|
| Active Directory Federation Services (AD FS)      |
| PingFederate and federation integration           |
| Password hash synchronization with single sign-on |
| Pass-through authentication and single sign-on    |

Enable a federation option for authentication in a hybrid environment.

Allow administrators to reset user passwords in Microsoft Azure AD.

Support nonfederated users authenticating with on-premises AD and supports multi-factor authentication.

#### Solution

Solution

Solution

Solution

## Question 15

DRAG DROP

You are a Microsoft 365 administrator for a company.

You need to recommend an-appropriate Microsoft Office 365 plan for a customer that minimizes costs.

Which subscription plans should you recommend? To answer, drag the appropriate plans to the correct features. Each plan may be used once, more than once, or not at all.

NOTE: Each correct selection is worth one point.

**Answer Area**

| Office 365 plans | Office 365 feature                                                            | Office 365 plan |
|------------------|-------------------------------------------------------------------------------|-----------------|
| ProPlus          | Local copy of Microsoft Outlook that connects to an Exchange Server instance. | Office 365 plan |
| Enterprise E1    | Search and discovery with Delve.                                              | Office 365 plan |
| Enterprise E3    | eDiscovery with in-place, hold, and export                                    | Office 365 plan |
| Enterprise E5    | Advanced eDiscovery with in-place search, hold, export, and analytics.        | Office 365 plan |

## Question 16

A company that has 50 employees plans to purchase a Microsoft 365 Business subscription.

Which two payment methods are available? Each correct answer presents a complete solution. (Choose two.)

NOTE: Each correct selection is worth one point.

- ☐ PayPal
- ☐ automatic bank transfer
- ☐ Enterprise Agreement
- ☐ credit card or debit card

**Question 17**

DRAG DROP

A company plans to migrate from a Microsoft volume licensing model to a subscription-based model.

Updates to devices must meet the following requirements:

| Team        | Requirement                                                                                    |
|-------------|------------------------------------------------------------------------------------------------|
| Engineering | Application and operating system updates to devices must originate from an on-premises server. |
| Sales       | Devices must be updated periodically and not require an on-premises server.                    |
| Finance     | Devices must be updated periodically and monitored using one system.                           |
| Developers  | Choose when updates are installed.                                                             |

You need to recommend the appropriate servicing models to update employee devices.

To answer, drag the servicing model from the column on the left to its component on the right. Each model may be used once, more than once, or not at all.

NOTE: Each correct selection is worth one point.

**Answer Area**

| Servicing models                    | Team           | Servicing model |
|-------------------------------------|----------------|-----------------|
| Windows Update (stand-alone)        | Engineering    |                 |
| Windows Update for Business         | Sales          |                 |
| Windows Server Update Services      | Finance        |                 |
| System Center Configuration Manager | App developers |                 |

**Question 18**

A company deploys Microsoft Azure AD. You enable multi-factor authentication.

You need to inform users about the multi-factor authentication methods that they can use.

Which of the following methods is NOT a valid multi-factor authentication method in Microsoft 365?

- ☐ Receive an automated call on the desk phone that includes a verification code
- ☐ Insert a small card in to a desktop computer and provide a PIN code when prompted
- ☐ Receive a call on a mobile phone and select the pound sign (#) when prompted
- ☐ Receive an SMS text message that includes a verification code

**Question 19**

You are the Microsoft 365 administrator for a company. You deploy Windows 10 to all devices by using Windows Autopilot.

You need to ensure that employees can install Microsoft Office 365 ProPlus on their devices.

What are two possible ways to achieve this goal? Each correct answer presents a part of a solution.

NOTE: Each correct selection is worth one point.

- ☐ Use the self-install option on the Office 365 dashboard
- ☐ Download and install the Office ProPlus Windows Installer (MSI) package
- ☐ Enable auto-deployment of Office 365 apps for all devices
- ☐ Update the Windows AutoPilot deployment profile to include the Office 365 apps

**Question 20**

You need to reduce the amount of time that the IT team spends on user support.

What are three possible ways to achieve this goal? Each correct answer presents a complete solution.

NOTE: Each correct selection is worth one point.

- ☐ Enable Microsoft Office 365 Customer Lockbox
- ☐ Upgrade all client devices to Windows 10
- ☐ Use Windows AutoPilot to deploy devices
- ☐ Deploy Microsoft MyAnalytics to devices
- ☐ Deploy Microsoft Office 365 Professional Plus to all client devices

### Question 21

A company is purchasing a Microsoft 365 subscription to replace the current on-premises IT infrastructure.

You need to identify the impacts of subscribing to Microsoft 365.

Which three outcomes can the company expect? Each correct answer presents a complete solution. (Choose three.)

NOTE: Each correct selection is worth one point.

- ☐ Predictable Microsoft licensing costs
- ☐ Increased Exchange Server Client Access License (CAL) costs
- ☐ Increased Windows Server Client Access License (CAL) costs
- ☐ Increased service scalability
- ☐ Decreased on-premises infrastructure maintenance

### Question 22

You are the Microsoft 365 administrator for a company.

Users in the IT department must receive new Office 365 preview features before the features are deployed to other users in the company.

You need to ensure only the users in the IT department receive preview features.

Which two actions should you perform? Each correct answer represents part of the solution. (Choose two.)

NOTE: Each correct selection is worth one point.

- ☐ Instruct users to navigate to <http://insider.office.com> and sign up for Office Insider.
- ☐ Instruct users to update Office ProPlus.
- ☐ In the organizational profile, set the update preference to Targeted release for selected users.
- ☐ Instruct users to uninstall Office ProPlus and then reinstall the software.
- ☐ In the organizational profile, set the update preference to Standard release.

**Question 23**

A company plans to purchase Microsoft 365 Enterprise licenses.

Which two options can you use? Each correct answer presents a complete solution.

NOTE: Each correct selection is worth one point.

- ☐ through a Cloud Solution Provider (CSP)
- ☐ from the Microsoft website using a corporate credit card
- ☐ from the Microsoft retail store
- ☐ with an Enterprise Agreement (EA) subscription from Microsoft

**Question 24**

A company deploys Exchange Online and SharePoint Online.

You must audit and assessment report for the Microsoft 365 cloud services that the company uses.

You need to provide the required documents.

Which Microsoft site should you use to obtain this information?

- ☐ Compliance Manager
- ☐ Service Trust Portal
- ☐ Office 365 Security and Compliance Center
- ☐ Azure portal

### Question 25

A company plans to migrate to Microsoft 365.

You need to advise the company about how Microsoft provides protection in a multitenancy environment.

What are three ways that Microsoft provides protection? Each correct answer presents part of the solution. (Choose three.)

NOTE: Each correct selection is worth one point.

- ☐ Customer content at rest is encrypted on the server by using BitLocker.
- ☐ Microsoft Azure AD provides authorization and role-based access control at the tenant layer.
- ☐ Customer content at rest is encrypted on the server by using transport-layer security (TLS).
- ☐ Microsoft Azure AD provides authorization and role-based access control at the transport layer.
- ☐ Mailbox databases in Microsoft Exchange Online contain only mailboxes from a single tenant.
- ☐ Mailbox databases in Microsoft Exchange Online contain mailboxes from multiple tenants.

### Question 26

Your organization plans to deploy Microsoft 365 in a hybrid scenario.

You need to ensure that employees can use a smart card for authentication.

Which hybrid identity solution should you implement?

- ☐ password hash synchronization with single-on
- ☐ Active Directory Federation Services (AD FS)
- ☐ PingFederate and federation integration
- ☐ pass-through authentication and single sign-on

**Question 27**

A company has a Microsoft 365 subscription. Employees use personal devices to access company data in the cloud.

You need to restrict employees from copying data to personal OneDrive folders.

What should you use?

- ☐ Information Rights Management
- ☐ Microsoft Azure Security Center
- ☐ Office 365 Advanced Threat Protection
- ☐ Intune App Protection

**Question 28**

You are the Microsoft 365 administrator for an organization.

A group of employees and users outside the company must be able to collaborate on a project in real time by using a whiteboard.

In the Microsoft 365 admin portal, which Office 365 product should you configure?

- ☐ Microsoft Yammer
- ☐ Microsoft Office Delve
- ☐ Microsoft SharePoint Online
- ☐ Microsoft Teams

**Question 29**

HOTSPOT

For each of the following statements, select Yes if the statement is true. Otherwise, select No.

NOTE: Each correct selection is worth one point.

**Answer Area**

| Statement                                                    | Yes                   | No                    |
|--------------------------------------------------------------|-----------------------|-----------------------|
| Microsoft MyAnalytics supports Microsoft PowerBI templates.  | <input type="radio"/> | <input type="radio"/> |
| Microsoft MyAnalytics supports Microsoft Outlook add-ins.    | <input type="radio"/> | <input type="radio"/> |
| Microsoft Workplace Analytics supports weekly email digests. | <input type="radio"/> | <input type="radio"/> |

**Question 30**

You are the Microsoft 365 administrator for a company.

You install Microsoft Office 365 ProPlus on five devices. You deactivate device.

Which task can you perform on the deactivated device?

- ☐ Print a document.
- ☐ Leave a comment in a document.
- ☐ Start a new document from a template.
- ☐ Set properties on a document.

**Question 31**

You are the Microsoft 365 administrator for a company.

Your company wants to learn more about what happens if the availability terms of the Microsoft Office 365 services are not met.

Where can you find this information?

- ☐ Service Level agreement
- ☐ Microsoft Services agreement
- ☐ Microsoft Cloud agreement
- ☐ Microsoft Products and Services agreement
- ☐ Microsoft Enterprise agreement

**Question 32**

This question requires that you evaluate the underlined text to determine if it is correct.

A company needs to protect documents and emails by automatically applying classifications and labels. You must minimize costs.

You should implement Microsoft Azure Information Protection for Microsoft Office 365.

Review the underlined text. If it makes the statement correct, select No change is needed. if the statement is incorrect, select the answer choice that makes the statement correct.

- ☐ No change needed.
- ☐ Azure Information Protection Premium P2
- ☐ Azure Information Protection Premium P1
- ☐ Microsoft 365 E3

### Question 33

You are a Microsoft 365 administrator for a company. Employees use Microsoft Office 365 ProPlus to create documents.

You need to implement document classification and protection by using Microsoft Azure Information Protection.

Which two actions should you perform? Each correct answer presents part of the solution.

NOTE: Each correct selection is worth one point.

- ☐ Add an Azure subscription to your Microsoft 365 tenant
- ☐ Install the Azure Information Protection client
- ☐ Create a custom Azure Information Protection policy with the Confidential label
- ☐ Enable the default Azure Information Protection policy
- ☐ Install the Rights Management Service client

### Question 34

A company assigns a Microsoft 365 license to each employee.

You need to install Microsoft Office 365 ProPlus on each employee device.

Which three methods can you use? Each correct answer presents a complete solution.

NOTE: Each correct selection is worth one point.

- ☐ Use System Center Configuration Manager (SCCM) to deploy Office 365 ProPlus from a local distribution source.
- ☐ Use System Center Configuration Manager (SCCM) to deploy Office 365 ProPlus from an Office Windows Installer (MSI) package.
- ☐ Download the Office 365 ProPlus Windows Installer (MSI) package. Install Office 365 ProPlus from a local distribution source.
- ☐ Use the Office Deployment Tool (ODT) to download installation files to a local distribution source. Install Office 365 ProPlus by using the downloaded files.
- ☐ Enable users to download and install Office 365 ProPlus from the Office 365 portal.

### Question 35

This question requires that you evaluate the underlined text to determine if it is correct.

When you enable external access by using the Microsoft 365 admin portal, data is available to anonymous users.

Review the underlined text. If it makes the statement correct, select “No change is needed”. If the statement is incorrect, select the answer choice that makes the statement correct.

- ☐ No change needed.
- ☐ the Everyone group is applied to all shares with full control
- ☐ you must configure Active Directory Federation Services (AD FS)
- ☐ users can send sharing invitations for specific content

### Question 36

A company plans to migrate to Microsoft 365. Corporate devices run Windows 7 or Windows 10.

You must upgrade all devices to use Office 365 ProPlus and minimize costs.

You need to standardize corporate device deployments.

Which three actions should you perform? Each correct answer presents part of the solution.

NOTE: Each correct selection is worth one point.

- ☐ Implement Windows AutoPilot
- ☐ Deploy policies by using Configuration Manager
- ☐ Upgrade all devices to Windows 10
- ☐ Deploy policies by using Microsoft Intune
- ☐ Instruct users to download and install a Windows Installer package for Office 365 ProPlus

**Question 37**

A company has an Exchange Server environment. The company plans to migrate to the cloud.

You need to recommend a cloud model that meets the following requirements:

Upgrade the existing email environment

Minimize server and application maintenance

Which model should you recommend?

- ☐ Platform as a service (PaaS)
- ☐ Windows as a service (WaaS)
- ☐ Software as a service (SaaS)
- ☐ Infrastructure as a service (IaaS)

**Question 38**

You are the Microsoft 365 administrator for a company.

Your company plans to open a new office in the United Kingdom.

You need to provide penetration test and security assessment reports for the new office.

Where can you locate the required reports?

- ☐ Data Governance page of the Security and Compliance portal
- ☐ Compliance Manager page of the Services Trust portal
- ☐ Data Loss Prevention page of the Security and Compliance portal
- ☐ Regional Compliance page of the Services Trust portal

**Question 39**

You are a Microsoft 365 administrator for a company.

Several users report that they receive emails which have a PDF attachment. The PDF attachment launches malicious code.

You need to remove the message from inboxes and disable the PDF threat if an affected document is opened.

Which feature should you implement?

- ☐ Microsoft Exchange Admin Center block lists
- ☐ Sender Policy Framework
- ☐ Advanced Threat Protection anti-phishing
- ☐ zero-hour auto purge
- ☐ DKIM signed messages with mail flow rules

**Question 40**

You are the Microsoft 365 administrator for a company.

A user experiences an issue with SharePoint Online.

You need to resolve the issue.

Which two options can you use? Each correct answer presents a complete solution. (Choose two.)

- ☐ Go to the SharePoint admin and create a support request.
- ☐ Contact Microsoft technical support by telephone.
- ☐ Create a new service request from the Microsoft 365 admin center.
- ☐ Create a service request from the SharePoint portal.