

# Manage Chat, Teams, Channels, and Apps in Microsoft Teams

This intermediate Manage Chat, Teams, Channels, and Apps in Microsoft Teams training equips administrators to optimize collaboration and communication within a Microsoft 365 environment. Learn to plan, deploy, and configure essential Microsoft tools for efficient teamwork. Perfect for those starting a career in collaboration engineering or managing associates, this course enhances your ability to implement and maintain Microsoft Teams solutions effectively.

[CBT Nuggets course material](#) →

## WEEK 1

### Introduction to Teams for IT Pros

159 min.

Introduction	1
Teams Capabilities Overview	10
Integration with SharePoint and OneDrive	10
Understanding Microsoft 365 Groups	9
Teams Architecture Basics	6
Introduction to Power Platform in Teams	10

### Identify Licensing Requirements for Microsoft Teams

Overview	1
Introduction	3
Teams Licensing Fundamentals	10
Licensing for Apps, Compliance and Advanced Lifecycle Management	10
Meetings, Audio Conferencing, and Guest Access	9
Phone System and Calling Plans	6
Teams Rooms, Common Area Phones, and Resource Accounts	5
Recap Quiz	2

### Create and Manage Teams

Overview	1
Introduction	1
Create a Team from Scratch	9
Privacy Levels and Org-Wide Teams	10
Create a Team from Existing Resources	11
Team Templates	12
Archive, Restore, and Delete Teams	6

Recap Quiz 2

### **Manage Membership and Channels**

Overview 1

Introduction 1

Add and Remove Users in a Team 10

## **WEEK 2**

**144 min.**

Team Membership Roles 7

Dynamic Membership 5

Plan and Manage Channels 10

Private Channels 9

Channel Moderation 4

Recap Quiz 2

### **Manage Chat and Collaboration Experiences**

Overview 1

Introduction 1

Org-Wide Settings for Teams 8

Specific Team and Channel Settings 7

Messaging Policies 8

Email Integration 10

Cloud File Storage Options 7

Coexistence Modes 4

Recap Quiz 2

### **Manage Apps for Microsoft Teams**

Overview 1

Introduction 1

Add Apps, Connectors, Tabs, and Messaging Extensions 15

Manage Org-Wide App Settings 9

Create App Permission Policies 6

Create App Setup Policies 6

Publish a Custom App 12

Customise the App Store 3

Recap Quiz 3