

AdaptivEdge Assessment Agenda

Agenda Breakdown

- ✓ O365 Security Assessment Agenda Day 1
- ✓ O365 Security Assessment Agenda Day 2

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Office 365 Security Assessment Agenda, Day 1

 Workshop	 Description	 Outcome	 Customer attendees	 Time	 Scheduled time, room
Engagement Overview	Provides an overview of the 2-day on-site agenda and goals as well as an opportunity to cover Q&A and project governance.	Agreed plan and schedule for the 2-day on-site assessment.	All project team	60 minutes	<Time>, <Room>
Office 365 Security Overview	Overview outlining Microsoft's approach to securing enterprise organisations.	Sets the stage and provides a high-level overview of Office 365 security features.	All project team	60 minutes	<Time>, <Room>
Customer Security Strategy	Customer to present goals and ambitions on their cloud security strategy.	Provides a common understanding of the customer cloud security strategy.	All project team	60 minutes	<Time>, <Room>
Lunch				60 minutes	
Review Security Questionnaire	Review the completed security questionnaire.	Prioritized list of security requirements.	All project team	60 minutes	<Time>, <Room>
Office 365 Security Technical Readiness Presentation	Technical readiness presentation time slot.	Technical readiness provided to customer team.	Security Engineers Security Architects	60 minutes	<Time>, <Room>
Office 365 Secure Score Overview	Overview of Office 365 Secure Score and how it relates to the security requirements.	Technical readiness on O365 Secure Score.	Security Engineers Security Architects	60 minutes	<Time>, <Room>
Day one wrap up and Q&A				20 minutes	



Office 365 Security Assessment Agenda, Day 2

 Workshop	 Description	 Outcome	 Customer attendees	 Time	 Scheduled time, room
Day Two Briefing	Provides an overview of the second day agenda and goals as well as an opportunity to cover Q&A.	Agreed schedule for day two.	All project team	30 minutes	<Time>, <Room>
Secure Score Recommendations / Discussion	Workshop to cover current O365 Secure Score and recommended security actions.	Prioritization of O365 Secure Score security actions.	All project team	120 minutes	<Time>, <Room>
Office 365 Security Technical Readiness Presentation or Shadow IT Analysis Workshop	Technical readiness presentation time slot. Or, Shadow IT Analysis Workshop using Office 365 Advanced Security Management.	Technical readiness provided to customer team. or Understanding of current usage of Shadow IT.	Security Engineers Security Architect	60 minutes	<Time>, <Room>
Lunch				60 minutes	
Office 365 Security Technical Readiness Presentation	Technical readiness presentation time slot.	Technical readiness provided to customer team.	Security Engineers Security Architect	60 minutes	<Time>, <Room>
Office 365 Security Roadmap Workshop	Workshop to create an Office 365 security roadmap based on the security requirements and the prioritization of the Office 365 Secure Score actions.	Defined high-level security roadmap based on Office 365 Secure Score security actions.	Security Engineers Security Architect	60 minutes	<Time>, <Room>
Project close-out and Next steps	Close-out presentation and discussion of next steps.	Provide an engagement summary and clear steps with tangible outcomes.	All project team	60 minutes	<Time>, <Room>

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