

➤ **Vendor: Microsoft**

➤ **Exam Code: MS-300**

➤ **Exam Name: Deploying Microsoft 365 Teamwork**

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QUESTION 127

Note: This question is a part of a series of questions that present the same scenario. Each question in the series contains a unique solution that might meet the stated goals. Some question sets might have more than one correct solution, while others might not have a correct solution.

After you answer a question in this section, you will NOT be able to return to it. As a result, these questions will not appear in the review screen.

You have a Microsoft 365 subscription that uses SharePoint Online.

Your company security policy states that an administrator must be notified when a user shares a document stored in SharePoint Online to a guest user.

You need to ensure that the Microsoft 365 subscription meets the security policy requirement.

Solution: From each user's OneDrive, you create an alert.

Does this meet the goal?

- A. Yes
- B. No

Answer: B

QUESTION 128

A company named Contoso, Ltd. has a SharePoint Online tenant. The tenant has external sharing turned off. Contoso acquires a company named Litware, Inc. Litware has a Microsoft 365 subscription that uses a suffix of @litwareinc.com.

You need to configure the SharePoint Online tenant to meet the following requirements:

-Contoso users must be able to share content only to Litware users.

-Litware users must access the shared content by using their Microsoft 365 user account.

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

NOTE: Each correct selection is worth one point.

- A. From the File and folder links settings, select Specific people (only the people the user specifies).
- B. Add litwareinc.com to the list of blocked domains.
- C. From the External sharing settings, select Existing guests.
- D. Add litwareinc.com to the list of allowed domains.
- E. Select the Guests must sign in using the same account to which sharing invitations are sent check box.
- F. From the External sharing settings, select New and existing guests.

Answer: CD

Explanation:

<https://docs.microsoft.com/en-us/sharepoint/turn-external-sharing-on-or-off>

QUESTION 129

SIMULATION

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Instructions

Username and Password

Use the following login credentials as needed:

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To enter your password, place your cursor in the Enter password box and click on the password below.

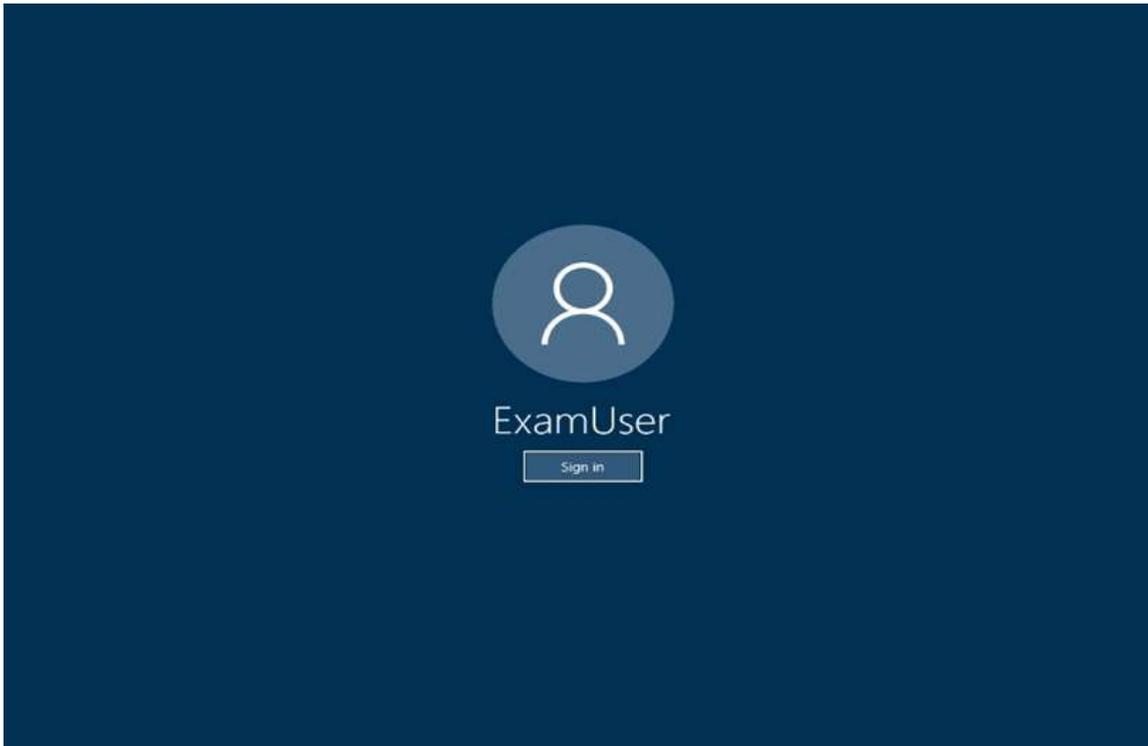
Microsoft 365 Username: admin@LODSe608500.onmicrosoft.com

Microsoft 365 Password: 0=M5w*%rYxfj

If the Microsoft 365 portal does not load successfully in the browser, press CTRL-K to reload the portal in a new browser tab.

The following information is for technical support purposes only:

Lab Instance: 11134591



You need to create a SharePoint Online Communication site collection named Marketing. Only Pradeep Gupta must be able to modify the site settings of Marketing.

To complete this task, sign in to Microsoft 365 admin portal.

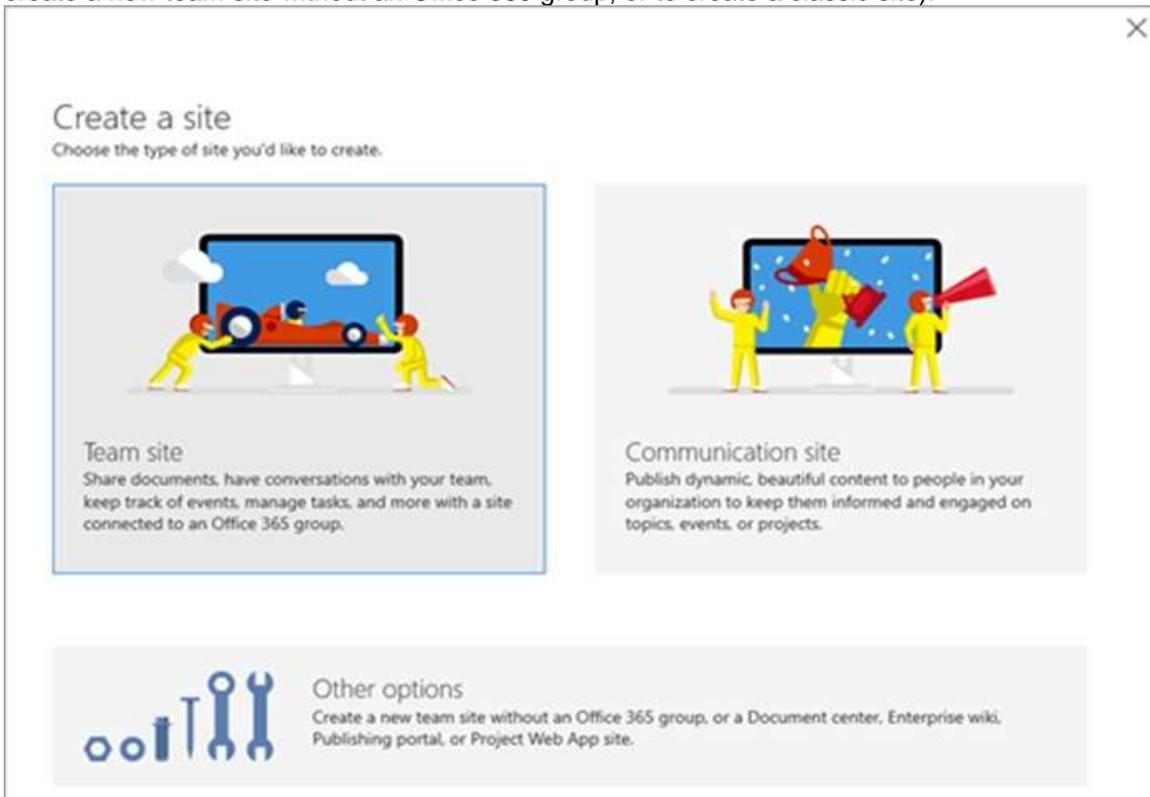
Answer:

1. Sign in to the **Microsoft 365 admin center**, then browse to the SharePoint admin center and open the Active sites page.

2. Select **Create**.



3. Select **Team site** (to create an Office 365 group-connected team site), **Communication site**, or **Other options** (to create a new team site without an Office 365 group, or to create a classic site).



4. Follow the steps to specify a site name, owner, language, and other settings. When you're done, select **Finish**.

Explanation:

<https://docs.microsoft.com/en-us/sharepoint/create-site-collection>

QUESTION 130

SIMULATION

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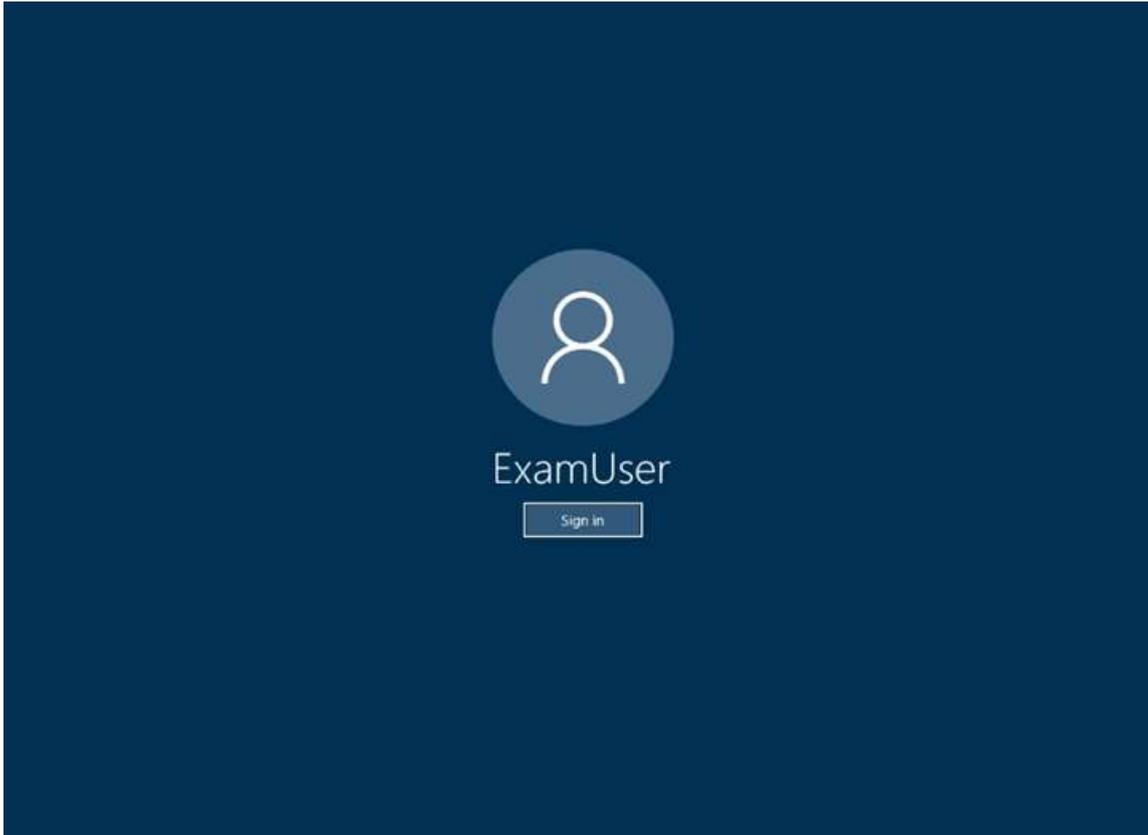
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Microsoft 365 Password: 0=M5w*%rYxfj

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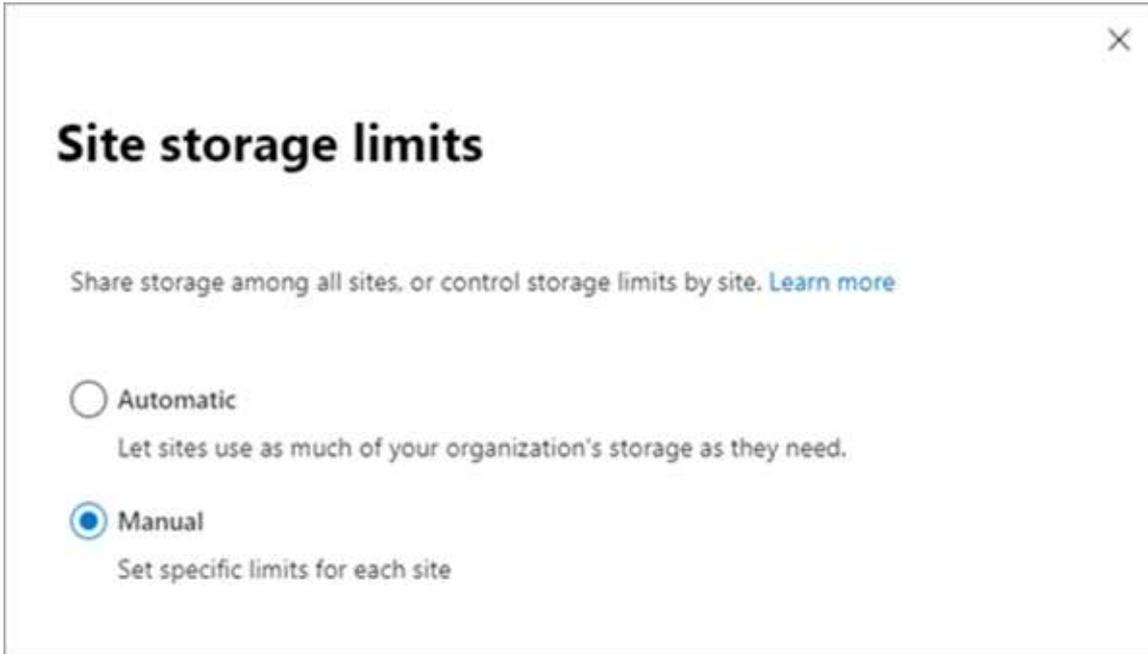


You need to ensure that a SharePoint Online root site collection can contain up to 1,024 GB.

To complete this task, sign in to Microsoft 365 admin portal.

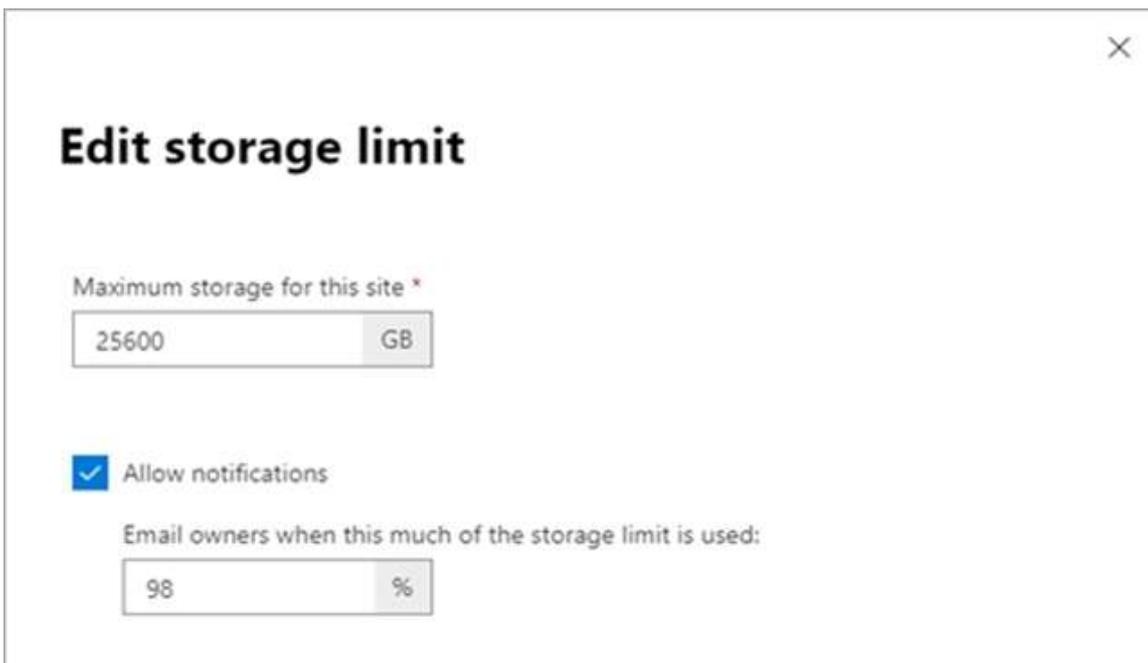
Answer:

1. After signing in to the **Microsoft 365 admin portal**, navigate to the new **SharePoint admin center** and sign in with an account that has admin permissions for your organization.
2. Select **Site storage limits**.



The screenshot shows a dialog box titled "Site storage limits" with a close button (X) in the top right corner. Below the title, there is a text prompt: "Share storage among all sites, or control storage limits by site. [Learn more](#)". There are two radio button options: "Automatic" with the subtext "Let sites use as much of your organization's storage as they need." and "Manual" with the subtext "Set specific limits for each site". The "Manual" option is selected.

3. Select **Manual**, and then select Save.
4. Select the SharePoint Online root site collection, and then select **Storage**.



The screenshot shows a dialog box titled "Edit storage limit" with a close button (X) in the top right corner. It contains a text input field labeled "Maximum storage for this site *" with the value "25600" and a unit selector "GB". Below this is a checked checkbox labeled "Allow notifications". Underneath, there is a text prompt "Email owners when this much of the storage limit is used:" followed by a text input field with the value "98" and a unit selector "%".

5. Enter 1,024 as the maximum storage in GB for the site.
6. Make sure Notifications is turned on to send an email to site admins when the site approaches the storage limit. Then enter a value as a percent for how full you want the storage to be when the email is sent.
7. Select Save.

Explanation:

<https://docs.microsoft.com/en-us/sharepoint/manage-site-collection-storage-limits>

QUESTION 131

SIMULATION

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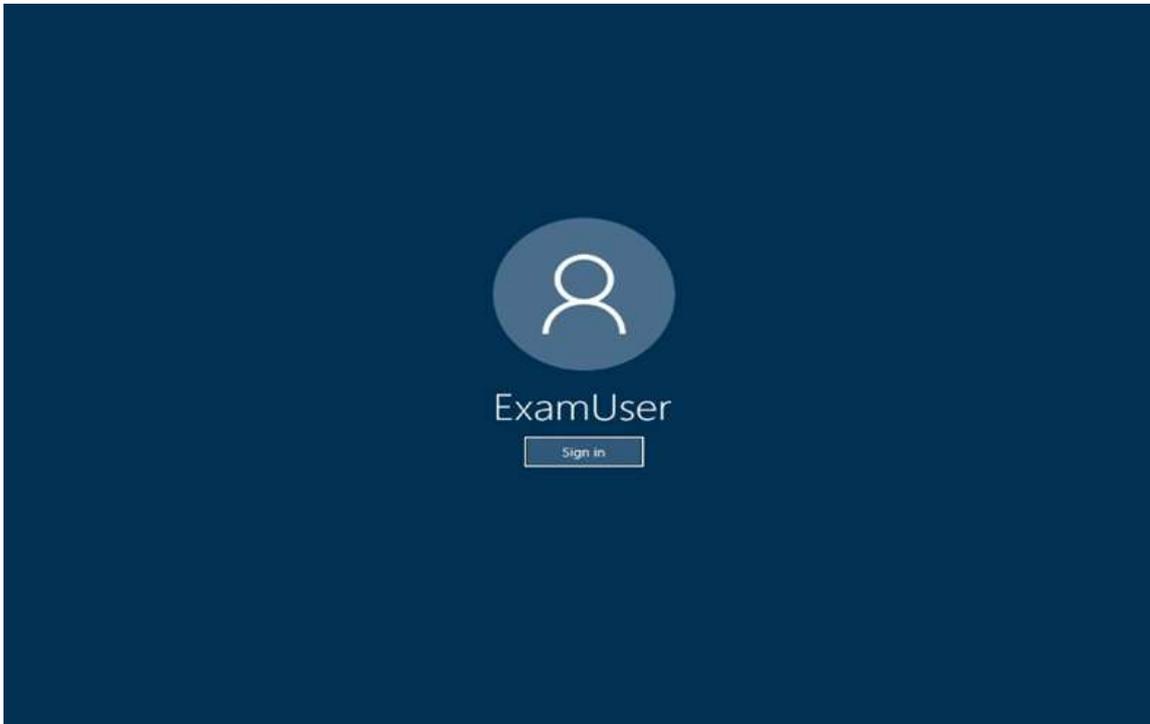
Microsoft 365 Username: admin@LODSe608500.onmicrosoft.com

Microsoft 365 Password: 0=M5w*%rYxfj

If the Microsoft 365 portal does not load successfully in the browser, press CTRL-K to reload the portal in a new browser tab.

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Lab Instance: 11134591



You need to create a SharePoint Online site named Marketing Lab. Marketing Lab must meet the following requirements:

- Be a communication site.
- Store up to 10 GB of data.
- Use MOD Administrator as the site owner.
- Have the default language set to English (United States).

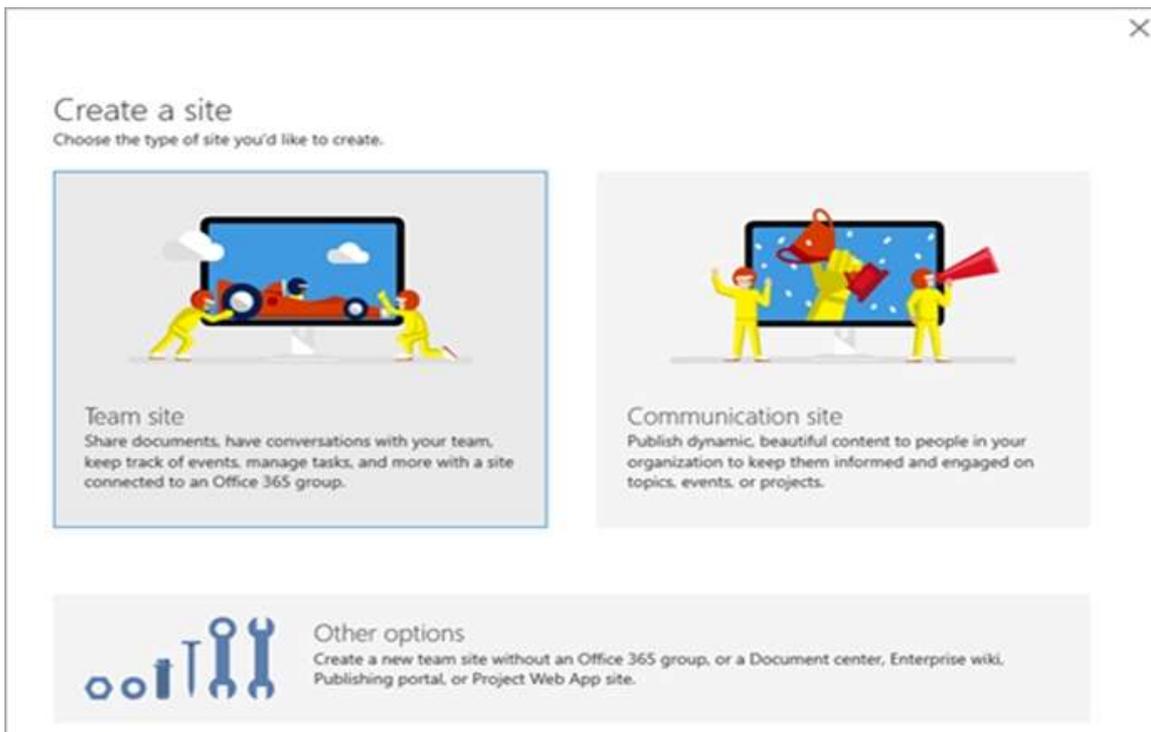
To complete this task, sign in to Microsoft 365 admin portal.

Answer:

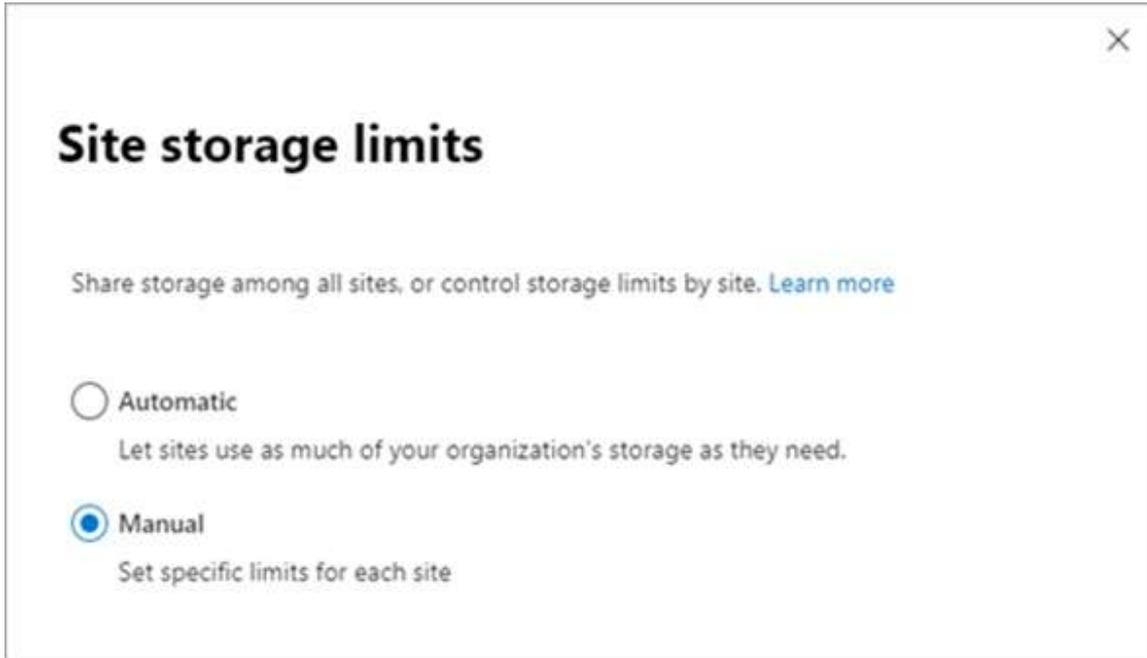
1. Sign in to the **Microsoft 365 admin center**, then browse to the SharePoint admin center and open the Active sites page.
2. Select **Create**.



3. Select **Team site** (to create an Office 365 group-connected team site), Communication site, or Other options (to create a new team site without an Office 365 group, or to create a classic site).

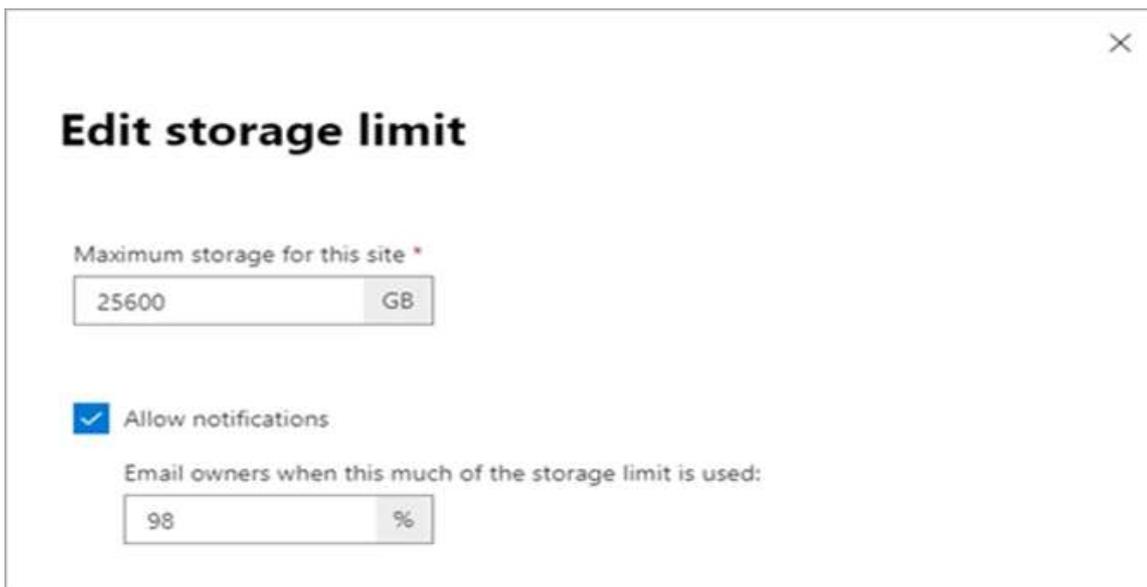


4. Follow the steps to specify a site name, owner, language, and other settings. When you're done, select **Finish**. Here you should name the site as Marketing Lab, add MOD Administrator as the site owner, and set the default language to English (United States).
5. Select **Site storage limits**.



The screenshot shows a dialog box titled "Site storage limits" with a close button (X) in the top right corner. Below the title, there is a link "Learn more" and two radio button options: "Automatic" (unselected) and "Manual" (selected). The "Manual" option is described as "Set specific limits for each site".

6. Select **Manual**, and then select **Save**.
7. Select the Marketing Lab site, and then select **Storage**.



The screenshot shows a dialog box titled "Edit storage limit" with a close button (X) in the top right corner. It contains a text input field for "Maximum storage for this site" with the value "25600" and a unit selector "GB". Below this is a checked checkbox for "Allow notifications" and a text input field for "Email owners when this much of the storage limit is used:" with the value "98" and a unit selector "%".

8. Enter 10 as the maximum storage in GB for the site.
9. Make sure **Notifications** is turned on to send an email to site admins when the site approaches the storage limit. Then enter a value as a percent for how full you want the storage to be when the email is sent.
10. Select **Save**.

Explanation:

<https://docs.microsoft.com/en-us/sharepoint/create-site-collection>
<https://docs.microsoft.com/en-us/sharepoint/manage-site-collection-storage-limits>

QUESTION 132

SIMULATION

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<https://www.braindump2go.com/ms-300.html>

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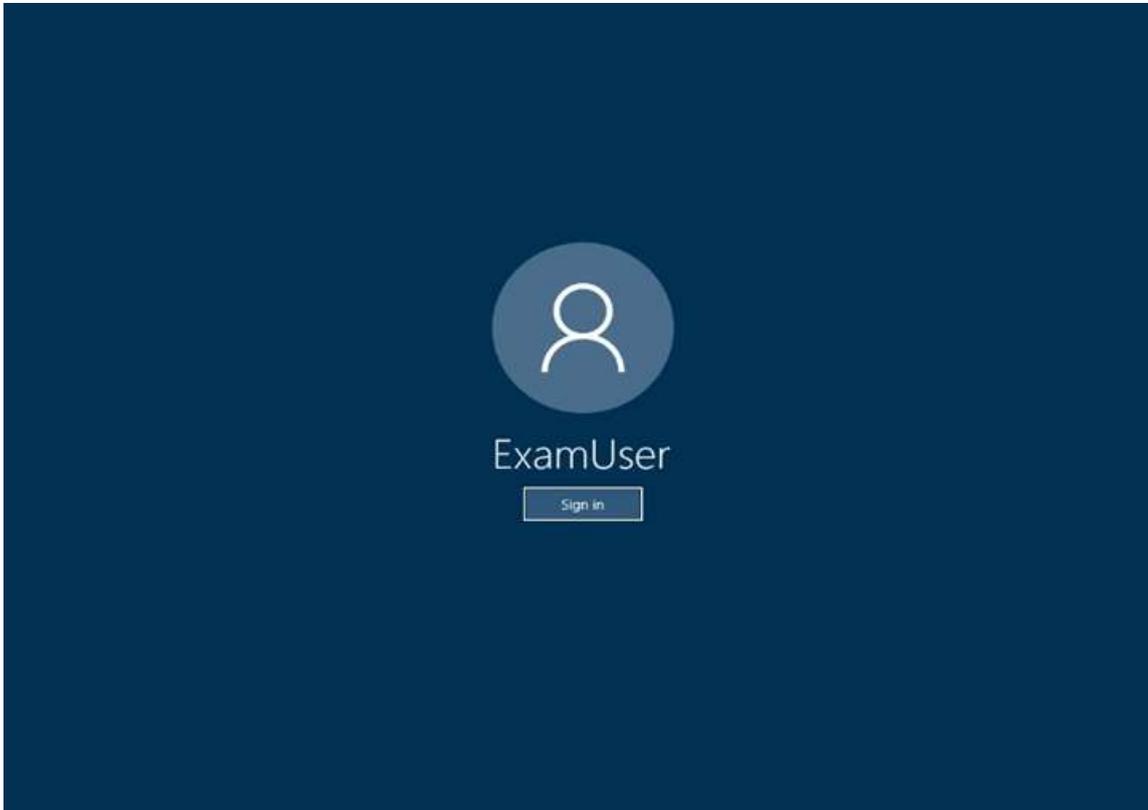
Microsoft 365 Username: admin@LODSe608500.onmicrosoft.com

Microsoft 365 Password: 0=M5w*%rYxfj

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Lab Instance: 11134591



You need to ensure that a user named Lee Gu can view the site storage metrics of a SharePoint Online site collection named Executive Corner. The solution must use the principle of least privilege.

To complete this task, sign in to Microsoft 365 admin portal.

Answer:

1. Sign in to the Microsoft 365 admin center, then browse to the SharePoint admin center and open the Active sites page.
2. In the left column, select a site.
3. Select Permissions. Add Lee Gu as a site admins.

Explanation:

<https://docs.microsoft.com/en-us/sharepoint/manage-site-collection-administrators>

QUESTION 133

SIMULATION

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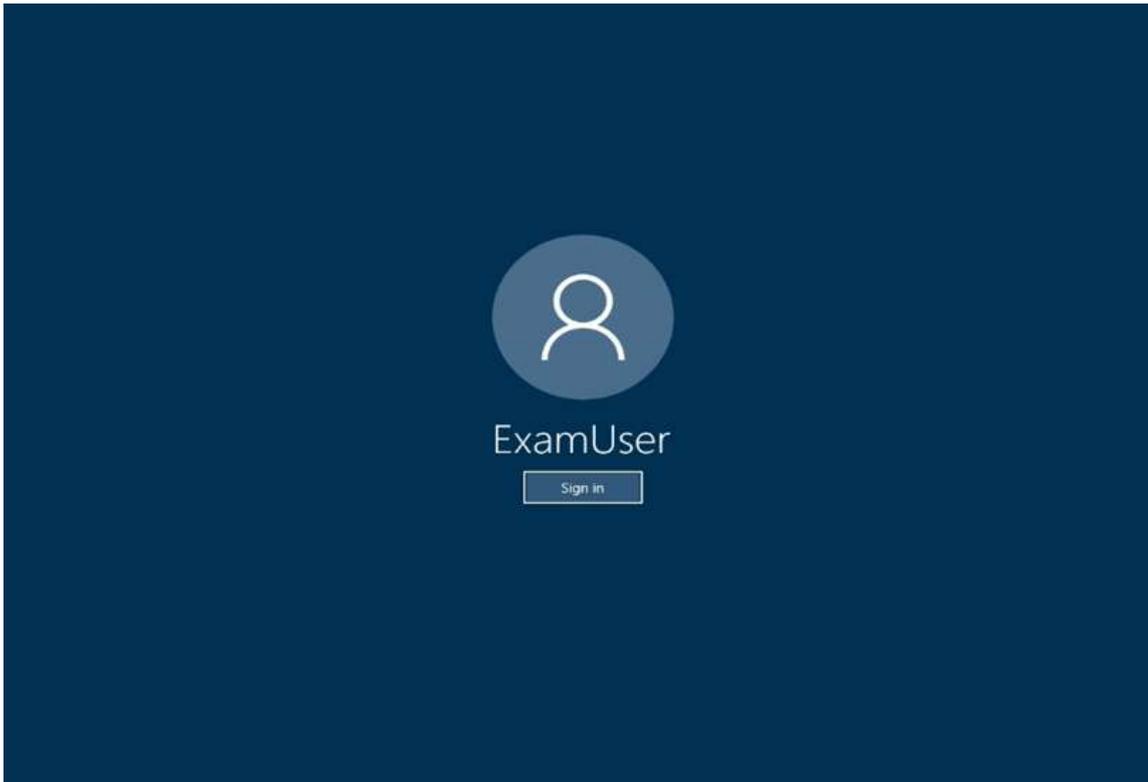
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You need to create a term group named Engineering. The solution must ensure that a user named Adele Vance can add term sets and terms to Engineering.

To complete this task, sign in to Microsoft 365 admin portal.

Answer:

1. Open the Term Store management tool via the SharePoint admin center.
2. In the tree view pane, select the taxonomy. Then point to it, select the arrow that appears, and then select **New Group**.
3. Type a name for your new group (**Engineering**), and then press ENTER.
4. In the **Properties** pane, type a description for the group.

5. In the **Group Managers** box, type the names of the people that you want to add. You can also select the **Browse** button to find and add users.
6. In the **Contributors** box, type the names of people that you want to add. You can also select the **Browse** button to find and add users.
7. Select **Save**.

You can add Adele Vance as a Group Manager or as a Contributor.

To create and manage terms and term sets in the Term Store management tool, you must be a Contributor, a Group Manager, or a Term Store Administrator.

Explanation:

<https://docs.microsoft.com/en-us/sharepoint/create-and-manage-terms>

<https://docs.microsoft.com/en-us/sharepoint/set-up-new-term-set>

<https://docs.microsoft.com/en-us/sharepoint/open-term-store-management-tool>

QUESTION 134

SIMULATION

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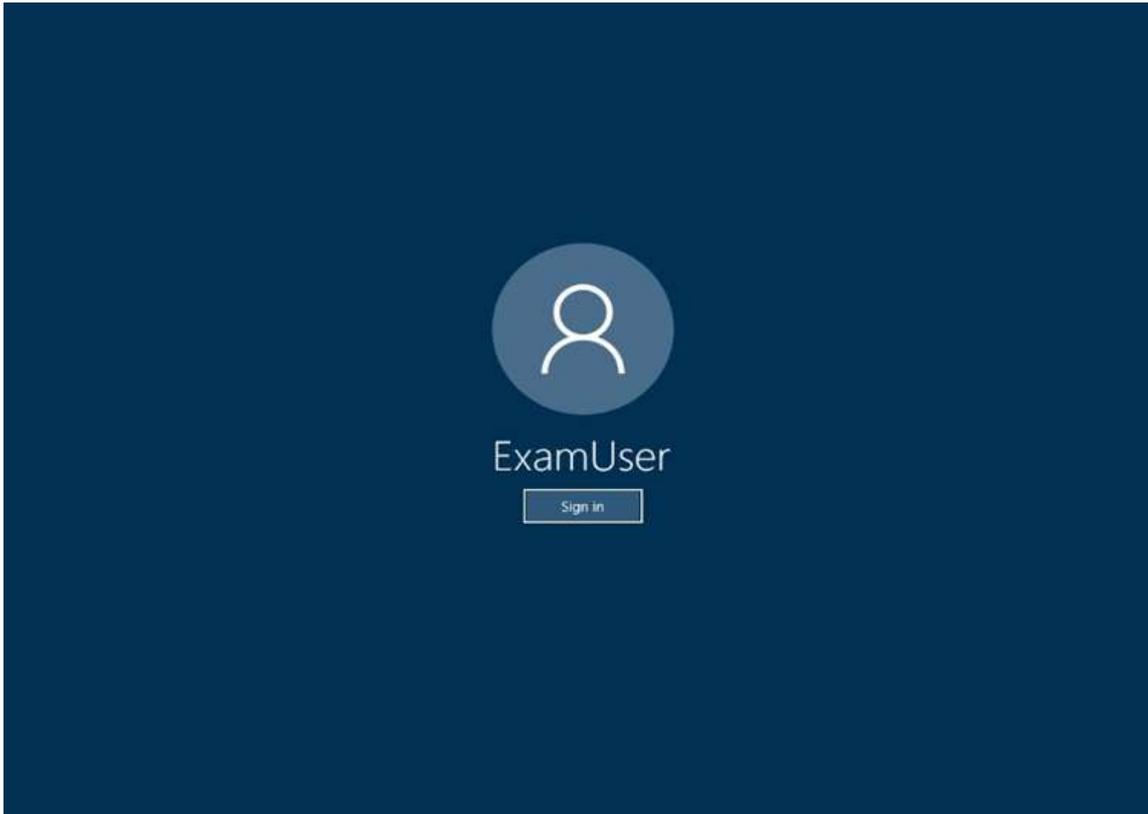
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You need to ensure that users can only upload documents supporting IRM to the document library in a SharePoint Online site named Retail.

To complete this task, sign in to Microsoft 365 admin portal.

Answer:

If Rights management has not been activated in your organization yet, follow the following steps.

1. When you have confirmed that your organization has a plan that includes Azure Rights Management, navigate to the **rights management** page from the admin center: **Settings > Services & add-ins > Microsoft Azure Information Protection > Manage Microsoft Azure Information Protection settings**
2. On the **rights management** page, click **activate**.
3. When you see the message **Do you want to activate Rights Management?**, click **activate**.

After activating the Rights Management service, sign in to the SharePoint admin center to turn on IRM.

1. Sign in to Office 365 as a global admin or SharePoint admin.
2. Select the app launcher icon in the upper-left and choose **Admin** to open the Microsoft 365 admin center. (If you don't see the Admin tile, you don't have Office 365 administrator permissions in your organization.)
3. In the left pane, choose **Admin centers > SharePoint**.
4. In the left pane, choose **settings**, and then choose **classic settings page**.
5. In the **Information Rights Management (IRM)** section, choose **Use the IRM service specified in your configuration**, and then choose **Refresh IRM Settings**. After you refresh IRM settings, people in your organization can begin using IRM in their SharePoint lists and document libraries. However, the options to do so may take up to an hour to appear in Library Settings and List Settings.

To apply IRM to a list or library:

1. Go to the list or library for which you want to configure IRM.
2. On the ribbon, click the **Library** tab, and then click **Library Settings**. (If you are working in a list, click the **List** tab, and then click **List Settings**).



3. Under **Permissions and Management**, click **Information Rights Management**. If the Information Rights Management link does not appear, IRM might not be enabled for your site. Contact your server administrator to see

if it is possible to enable IRM for your site. The Information Rights Management link does not appear for picture libraries.

4. On the **Information Rights Management Settings** page, select the **Restrict permission to documents in this library on download** check box to apply restricted permission to documents that are downloaded from this list or library.
5. In the **Create a permission policy title** box, type a descriptive name for the policy that you can use later to differentiate this policy from other policies. For example, you can type **Company Confidential** if you are applying restricted permission to a list or library that will contain company documents that are confidential.
6. In the **Add a permission policy description** box, type a description that will appear to people who use this list or library that explains how they should handle the documents in this list or library. For example, you can type **Discuss the contents of this document only with other employees** if you want to restrict access to the information in these documents to internal employees.
7. To apply additional restrictions to the documents in this list or library, click **Show Options**, and do any of the following:

To do this:	Do this:
Allow people to print documents from this list or library	Select the Allow viewers to print check box.
Allow people with at least the View Items permission to run embedded code or macros on a document.	Select the Allow viewers to run script and screen reader to function on downloaded documents check box. Note: If you select this option, users could run code to extract the contents of a document.
Require that people verify their credentials at specific intervals. Select this option if you want to restrict access to content to a specified period of time. If you select this option, people's issuance licenses to access the content will expire after the specified number of days, and people will be required to return to the server to verify their credentials and download a new copy.	Select the Users must verify their credentials using this interval (days) check box, and then specify the number of days for which you want the document to be viewable.
Prevent people from uploading documents that do not support IRM to this list or library. If you select this option, people will not be able to upload any of the following file types:	Select the Do not allow users to upload documents that do not support IRM check box.

To do this:

- File types that do not have corresponding IRM protectors installed on all of the front-end Web servers.
- File types that SharePoint Server 2010 cannot decrypt.
- File types that are IRM protected in another program

Remove restricted permissions from this list or library on a specific date.

Control the interval that credentials are cached for the program that is licensed to open the document.

Allow group protection so that users can share with members of the same group.

Do this:

Select the **Stop restricting access to the library at** check box, and then select the date that you want.

In the **Set group protection and credentials interval**, enter the interval for caching credentials in number of days.

Select **Allow group protection**, and enter the group's name for sharing.

8. After you finish selecting the options you want, click **OK**.

Explanation:

<https://docs.microsoft.com/en-us/azure/information-protection/activate-service>

<https://docs.microsoft.com/en-us/azure/information-protection/activate-office365>

<https://docs.microsoft.com/en-us/microsoft-365/compliance/set-up-irm-in-sp-admin-center?view=o365-worldwide>