

## 1. Introduction to Office 365

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- Services from Office 365
- Explore Office 365 Admin Centre

## 2. Introduction to Skype for Business

- Understanding Skype for Business Configuration Options
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## 3. Configuring Skype for Business End-user Communication Settings

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## 4. Configuring Skype for Business End-user Features

- Introduce and Configure End-user Features

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