

FastTrack Onboard Checklist

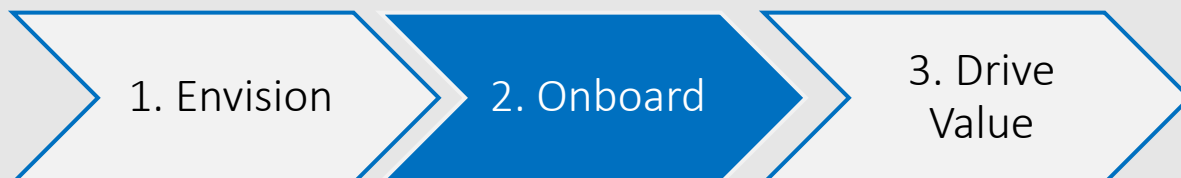
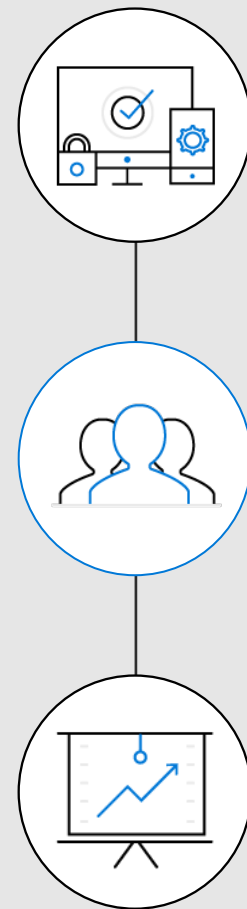
What is FastTrack?

FastTrack for Microsoft 365 provides end-to-end guidance for planning, onboarding, and driving user adoption for Microsoft 365 comprised of Enterprise Mobility + Security, Windows 10, and Office 365. Included with your subscription, FastTrack lets you engage with Microsoft engineering experts and provides best practices, tools and resources.

Based on thousands of customer experiences, we developed a three-phase approach to onboarding:

Envision, Onboard, and Drive Value

The following checklist provides a few tips that our FastTrack for Microsoft 365 managers and engineers use to get your **Onboard** phase underway.



Onboard:

Now that you have defined your scenarios and objectives for security, it is time to confidently deploy your scenarios or workloads.

This is critical time to remove any blockers you have, clean up any issues that might prevent your preferred deployment approach, and then start setting up services and users that integrate with your environment. The FastTrack team will help coordinate the setup, configuration, and provisioning of many of your Microsoft 365 services.

Nations Trust Bank of Sri Lanka worked with Microsoft FastTrack to deploy Microsoft 365. During the onboard phase, Nations Trust Bank and FastTrack oversaw the creation of a migration pilot group made up of a cross section of roles, including management, to drive interest and commitment across the organization.

“They did an absolutely terrific job of migrating us on an aggressive timeline, and it was a collaborative relationship.”

-Thilak Piyadigama
COO Nations Trust Bank

Below is a list of some of the actions you can expect to take while working with FastTrack during the Onboard phase

Network and client

- ☐ Identify and prepare DNS, network, and infrastructure needs
- ☐ Configure DNS for eligible services
- ☐ Configure TCP/IP protocols and firewall ports
- ☐ Identify and prepare client needs (Internet browser, client operating system, and services' needs)
- ☐ Enable eligible services that have been purchased and defined as part of onboarding
- ☐ Establish the timeline for remediation activities
- ☐ Activate your Microsoft online service tenant or subscription
- ☐ Validate connectivity to Microsoft online services

Identity

- ☐ Provision user identity including licensing
- ☐ Configure Azure AD Identity Protection
- ☐ Configure Self Service Password Reset (SSPR)
- ☐ Configure Azure Multi-Factor Authentication
- ☐ Configure Privileged Identity Management
- ☐ Set up Azure AD Conditional Access policies
- ☐ Synchronize Azure AD Connect directory (with password writeback and password hash sync)

Access Management

- ☐ Configure identities to be used by Intune, by either leveraging your on-premises Active Directory or cloud identities (Azure AD)
- ☐ Add users to your Intune subscription, define IT admin roles (Help desk operator, admins, etc.), and create user and device groups
- ☐ Configure and deploy Intune app protection policies for each supported platform and prepare line-of-business apps for app protection policies

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Mobile device management (MDM)

- ☐ Configure your MDM authority and policies and test to validate MDM management policies
- ☐ Configure profiles on devices for supported platforms
- ☐ Enroll devices of each supported platform to Intune or Configure Manager with Microsoft Intune service

Productivity

- ☐ Deploy Office ProPlus onto Windows 10 devices
- ☐ Deploy e-mail, wireless networks, and VPN profiles if you have an existing certificate authority, Wi-Fi or VPN infrastructure in your organization
- ☐ Connect volume purchase programs for app deployment, including Apple's VPP, Windows Store for Business, and Google's Play for Work Store

Migration Checklist

- ☐ Review what data is possible to migrate (e.g. mailboxes, email rules, calendar, contacts, tasks, documents, file/folder structure, etc.) and build a migration plan
(For a list of supported migration types, refer to the FastTrack service description)
- ☐ Sign into the FastTrack portal and go to the Migration site to start migration onboarding
- ☐ Provide access and permissions to FastTrack Specialist for source and Microsoft 365 (EXO, ODFB, or SPO) environments in order to perform migration activities
- ☐ Provide a migration schedule using the FastTrack Migration site
- ☐ Sign into the FastTrack Migration PowerBI to monitor your migrations
- ☐ Assist client-side migration issues and run post-migrations operations when necessary
- ☐ Engage in post-migration assistance for critical issues
- ☐ Configure identities to be used by Intune, by either leveraging your on-premises Active Directory or cloud identities (Azure AD)
- ☐ Add users to your Intune subscription, define IT admin roles (Help desk operator, admins, etc.), and create user and device groups
- ☐ Configure and deploy Intune app protection policies for each supported platform and prepare line-of-business apps for app protection policies

FastTrack comes with your subscription at no additional charge.

[Get started at FastTrack for Microsoft 365.](#)