**Microsoft Teams** Chat-based workspace in Office 365

Johan Delimon Solution Architect, Consulting & Training Skype for Business MVP / MCSM Communications / MCT +32 478 790227 | johan@delimon.be |

A REAL PROPERTY AND A REAL PROPERTY A REAL PROPERTY AND A REAL PRO

### Johan Delimon / Skype for Business Architect (MVP/MCM/MCT)





#### Microsoft CERTIFIED Master

Microsoft Lync<sup>™</sup> Server

2010

#### Microsoft CERTIFIED Solutions Master

Charter -Communication idelimon BVBA johan@delimon.be





**Community Leader:** 



**Microsoft Extended Experts Team** (MEET) http://bit.ly/1p1CroV **Microsoft Extended Experts Team** 

Microsoft Ignite 2015 (Chicago, US) http://bit.ly/1cq6jXX TechED US 2014 (Houston, US) http://bit.ly/1KB8nHN Lync Conference 2014 (Las Vegas, US) http://bit.ly/1cg6AtT Microsoft TechED Europe 2013 (Madrid, ES) http://bit.ly/1KXLb7o Techdays Belgium 2009-2013, European Office 365 Connect (NL), ITPROceed, User Group Events and many more ...

#### 9 Years Microsoft Most Valuable Professional (MVP)

2008-2009 : MVP Exchange Server 2009-2010 : MVP Office Communications Server 2010-2014 : MVP Lync Server 2014-2015 : MVP Skype for Business 2016-2017 : MVP Office Servers & Services MVP Public Profile : http://bit.ly/1jZ3IAv

**6 Years Communcations Master** 

2012 : MCM Lync Server 2010 2013 : MCSM Communications 7 Years Microsoft **Certified Trainer (MCT)** CERTIFIED Trainer

# TEAMS

Overview

# Collaboration is how work gets done

### Employees work on nearly



### the number of teams, compared to 5 years ago



Internal & External Team Members Team members outside the firewall need unfettered access



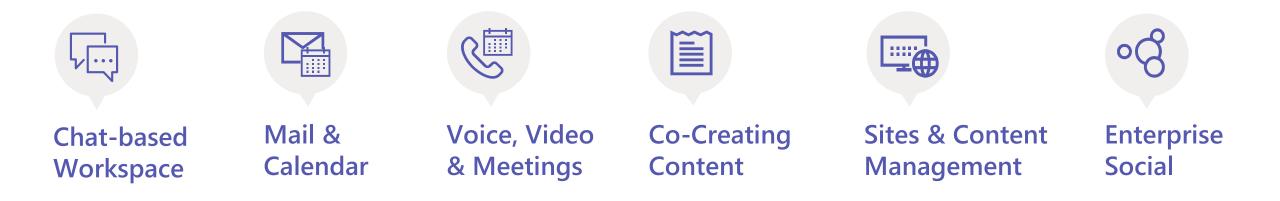
**Geographically Distributed** Need varied ways to connect across locations and time-zones



#### **Multi-Generation Workforce**

Different expectations and preferences for tools

### **Different groups have different needs**



### Today's Challenges

Siloed Apps Friction across applications – multiple logins, difficulty sharing and discovering information

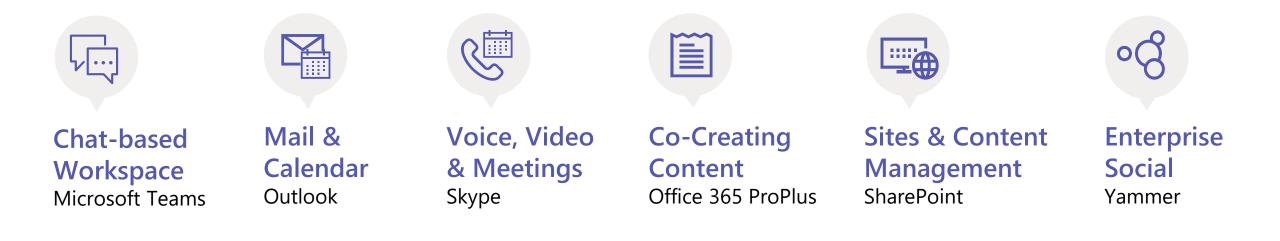
Wasted Time

Context switching between different apps drains attention and time

#### **Shadow IT**

Incomplete toolset can lead to inconsistent security, compliance and risk

### Office 365: Designed for the unique workstyle of every group



#### **Office 365 Groups**

#### **Complete Solution**

Office 365 addresses the breadth of collaboration needs across your company

#### **Integrated Experiences**

Office 365 Groups and Microsoft Graph enable integrated collaboration experiences

#### **Security and Compliance**

Office 365 delivers the security, compliance and manageability required in today's workplace

### **Chat-based workspace in Office 365**



Chat for today's teams

Communicate in the moment and keep everyone in the know



A hub for teamwork

Give your team quick access to information they need right in Office 365



#### Customizable for each team

Tailor your workspace to include content and capabilities your team needs every day.



#### Security teams trust

Get the enterprise-level security and compliance features you expect from Office 365.

# TEAMS

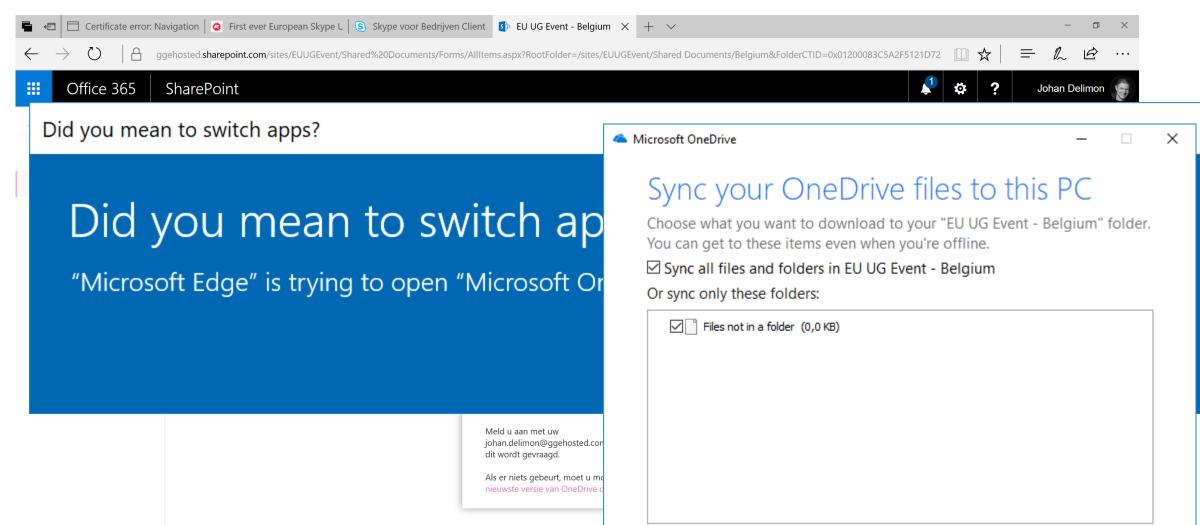
How I use it



<	>		Belgium (EU UG Event)   Microsoft Team	IS		- 0	×
 Activity	Search	Q B	EU UG Event > Belgium \star 号				
Ę	Favorites		Conversations Files Wiki +				
Chat	SA Sales		🕼 Belgium				
Teams	PR Projects		🖞 New 🚯 Upload 🗈 Get link 😰 Open in SharePoint				
teetings	MA Management		✓ Type Name	Modified 💌	Modified by	Size	
Files	st Staff		Microsoft Teams Pitch Deck.pptx	Yesterday	Johan Delimon	147.67 MB ••••	
	EN Engineering						
	EU UG Event						
	General				S Sky	ype for Business 🛛 🗙	
	Belgium						
	Germany						
	Italy						
	Netherlands				20		
	Norway Change Management Team Site						

Subject and the set of	t Move Copy to * Copy Organize	New New	
Image: Site-inhoud Prullenbak       Office 365       SharePoint         Image: Site-inhoud Prullenbak       Image: S	<ul> <li>Quick access</li> <li>Desktop</li> <li>Downloads</li> <li>Documents</li> <li>Pictures</li> <li>2017</li> <li>Facturen UcandC</li> <li>Genisys</li> <li>Phase3</li> <li>OneDrive - GeniSys Global Enterprise I</li> <li>OneDrive - GeniSys Global Enterprise I</li> <li>OneDrive - Idelimon</li> <li>OneDrive - Personal</li> <li>SharePoint</li> <li>SharePoint</li> <li>SharePoint</li> <li>Management - Documents</li> <li>Management - Documents</li> <li>Sales - Documents</li> <li>Staff - Documents</li> <li>This PC</li> </ul>	Name Name S Engineering - Documents Nowledge Base - Documents Management - Documents S Ales - Documents Sales - Documents Staff - Documents	Date mo 22/02/20 1/04/201 16/02/20 1/04/201 14/03/20

## **Syncing Files**



Start sync

### **Offline Files**

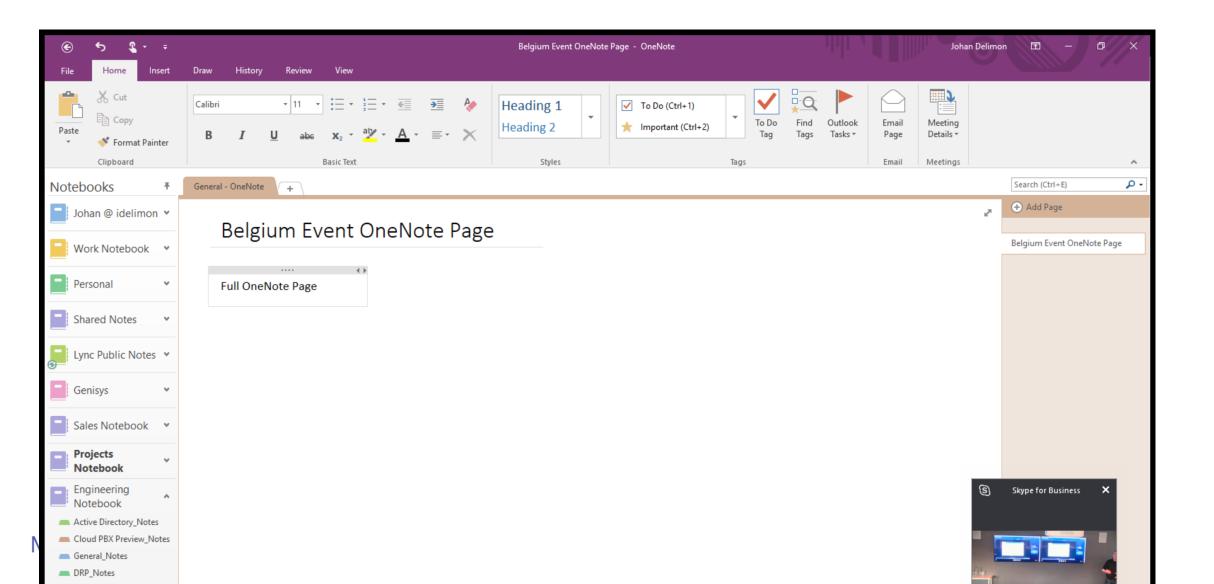
5   🕑 📙 🚽   SharePoint					_		×
File Home Share View							^ 🕐
Image: Pin to Quick copy access     Copy ath	Move Copy to v to v	New folder	Properties	Open - Edit History	Select all Select non Invert select		
Clipboard	Organize	New	Open		Select		
← → → ↑ 🚯 > SharePoint			√ Ū	Search S	SharePoint		Q
✓	Name ^	Da	ate modified	Туре		Size	
🔜 Desktop 🛛 🖈	Engineering - Documents		2/02/2017 0:11		older		
🕂 Downloads 🛛 🖈	🌮 Knowledge Base - Document 🌮 🌮		/04/2017 0:17 5/02/2017 23:22		older older		
🖆 Documents 🛛 🖈	Projects - Documents		5/02/2017 23:22		older		
📰 Pictures 🛛 🖈	Sales - Documents	1/	/04/2017 0:19	File f	older		
<b>2017</b>	ಶ Staff - Documents	14	4/03/2017 10:50	File f	older		
on Facturen UcandC							
🛃 Genisys							
Phase3							
> 🟂 OneDrive - GeniSys Global Enterprise l							
> 秀 OneDrive - idelimon							
> 🟂 OneDrive - Personal							
✓ SharePoint							
> 🤣 Engineering - Documents							
> 🍠 Knowledge Base - Documents							
> 🍠 Management - Documents							
> 둸 Projects - Documents							
> 🦻 Sales - Documents							
> 🌍 Staff - Documents							

## Sync your OneNote files Offline

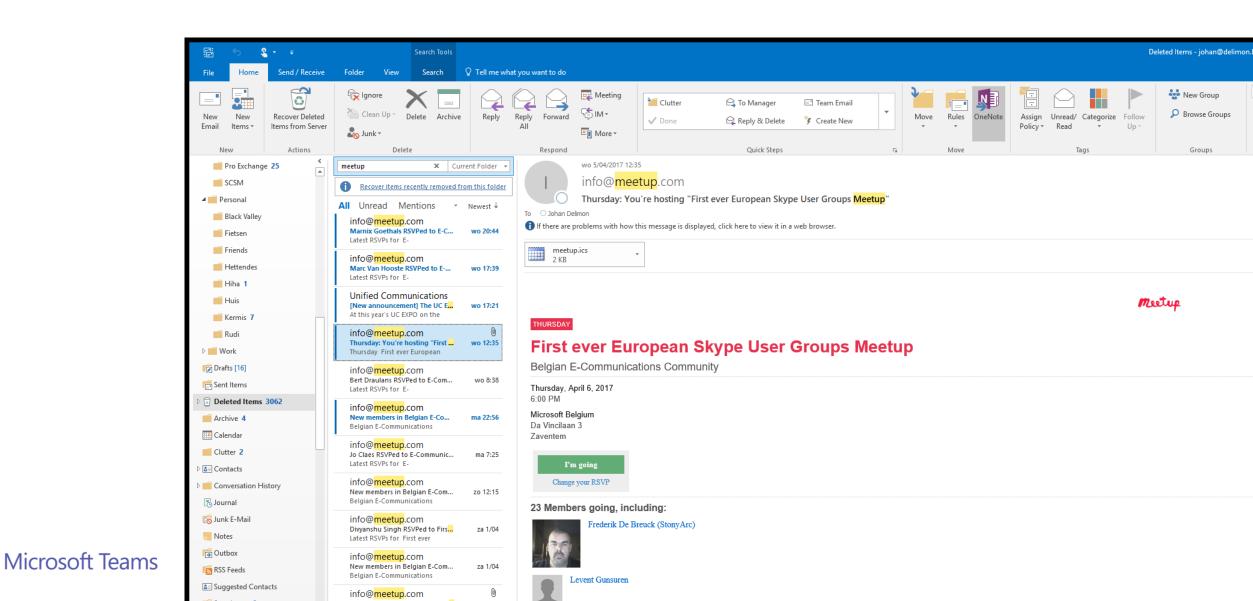
<	>			
 Activity	Sea	rch	Q	C
E	Favorit	es		
Chat	SA	Sales		
Teams	PR	Projects		
Heetings	МА	Management		
Files	ST	Staff		
	EN	Engineering		
	X	Change Management	Te	
	EU	EU UG Event		
		General		
		Belgium		
		Germany		
		Italy		
		Netherlands		
		Norway		

	General (EU UG Event)   Microsoft Teams		×
2	EU UG Event > General ···		
	Conversations Files Wiki OneNote - +	ю	
,	HOME INSERT PRINT EDIT IN ONENOTE	Saved	
	■ Belgium Event OneNote Page		
,			

### **Offline Notes**



### **Move important Team Email to OneNote**

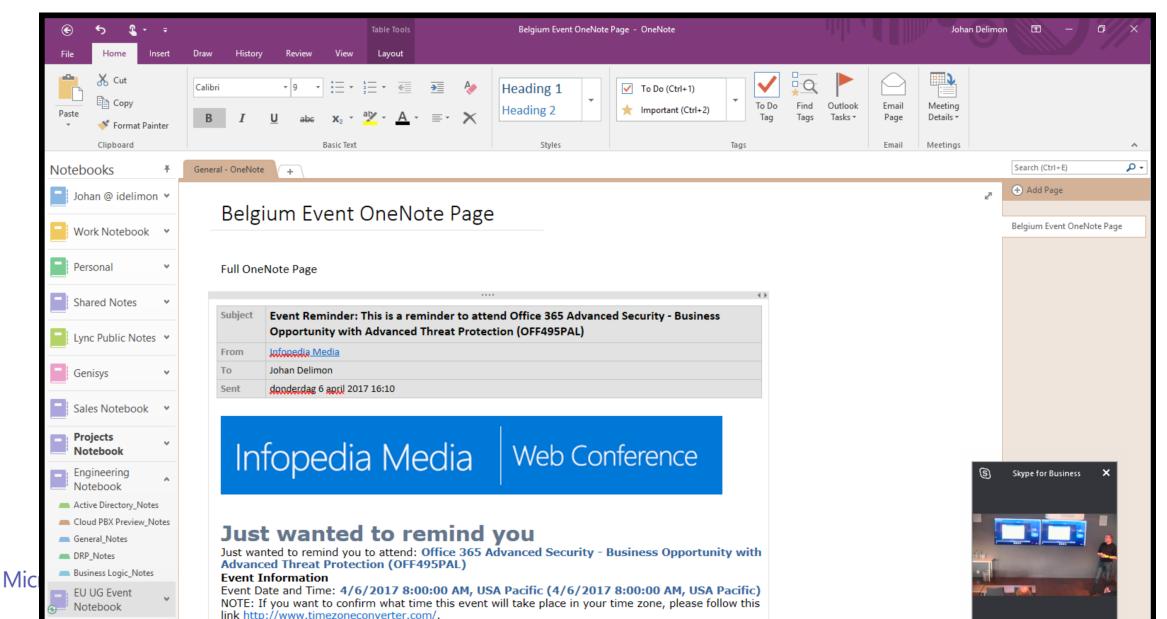


### Sync Email to OneNote

Μ

	ler to attend Office 365 Advanced Security - Business Opportunity with Advanced Threat Protection (OFF495PAL) - Message (HTML) 🖻 — 🗇	×
Delete Archive Penky Penky Ferward	Clutter Team Email Done Quick Steps Quick Steps Clutter Team Email Quick Steps Clutter Team Email Quick Steps Team Email Quick Steps Team Email Clutter Team Email Quick Steps Team Email Clutter Team Email Team Email Tea	^
do 6/04/2017 16:10 Infopedia Media <noreply@eventbuilder.com Event Reminder: This is a reminder to attend Office 365 Adva</noreply@eventbuilder.com 	Select Location in OneNote × Pick a section or a page in which to put the e-mail:	
Bing Maps Action Items	Recent picks         Cloud PBX Preview_Notes       (Engineering Notebook)         Servier_Notes       (Sales Notebook)         General - OneNote (current section)       (EU UG Event Notebook)	dd-ins
Infopedia Media Web Confere	Belgium Event OneNote Page (current nage)     (FILLIG Event Notebook's General - OneNote)	
Just wanted to remind you	Work Notebook       Personal	
Just wanted to remind you to attend: Office 365 Advanced Security - Busines Event Information	Shared Notes	
Event Date and Time: 4/6/2017 8:00:00 AM, USA Pacific (4/6/2017 8:00:0	8	
NOTE: If you want to confirm what time this event will take place in your time zor Please follow the instructions below shortly before your event:	Genisys     Sales Notebook	
<ol> <li><u>Click here to attend your event</u></li> <li>Click on the attend button</li> </ol>	Projects Notebook	

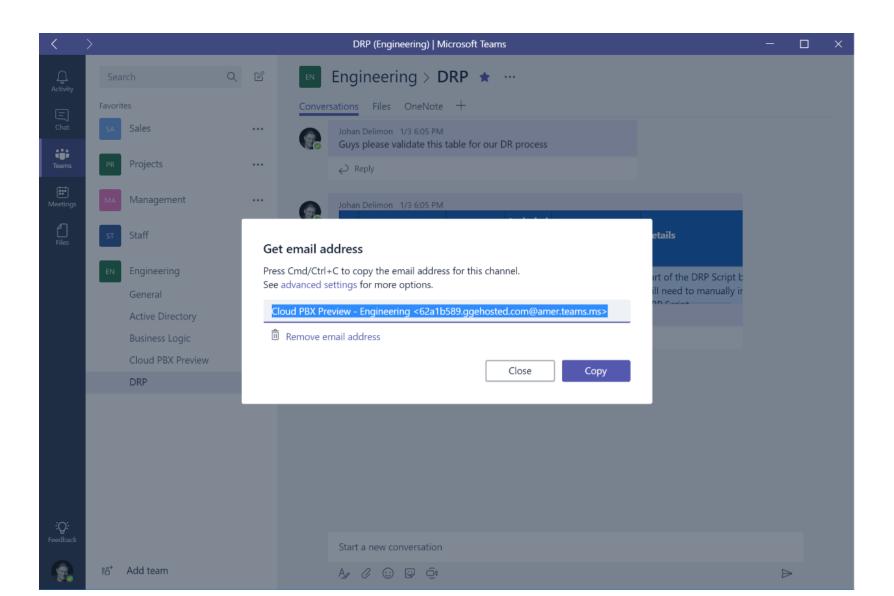
### Sync Email to OneNote



### Sync Email to OneNote

<	>				General (EU UG Event)   Microsoft Teams	—	٥	×
 Activity	Search	Q	C EU	U	EU UG Event > General ···			
- Chat	Favorites				sations Files Wiki <u>OneNote -</u>	Ę	ю …	
Teams	PR Projects		r	HON	Belgium Event OneNote Page		Saved	<u>*</u>
feetings	MA Management	t •			Full OneNote Page			
files	st Staff				Subject Event Reminder: This is a reminder to attend Office 365 Advanced Security - Business			
	EN Engineering				Opportunity with Advanced Threat Protection (OFF495PAL)       From     Infopedia Media			
	EU EU UG Event				To     Johan Delimon       Sent     denderdag 6 april 2017 16:10			
	General Belgium Germany Italy Netherlands Norway	agement Team Site			Infopedia Media       Web Conference         Ust wanted to remind you to attend: Office 365 Advanced Security - Business Opportunity with Advanced Threat Protection (OFF495PAL)         Ust wanted to remind you to attend: Office 365 Advanced Security - Business Opportunity with Advanced Threat Protection (OFF495PAL)         Event Information         Event Information         Event Information         Portific         NOTE: If you want to confirm what time this event will take place in your time zone, please follow this Ink http://www.timezoneconverter.com/.         Place follow the instructions below shortly before your event:         1. Click here to attend your event         2. Click on the attend button         3. Follow the on-screen instructions.         Tip: Please test your computer before the event by clicking on this link.         http://twnc.eventbuilder.com/SystemTest.         Technical Support:	Business	×	

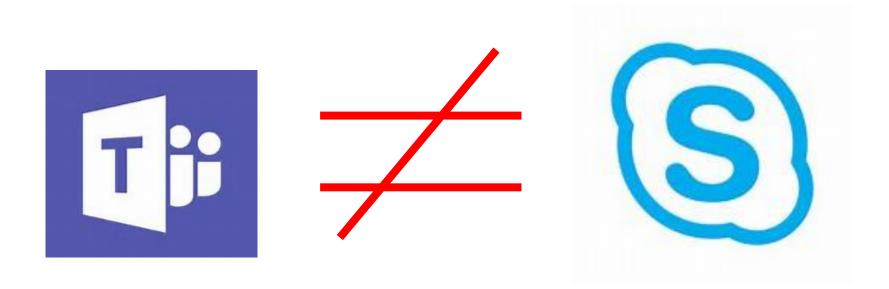
### **Get Email Address for a Channel**



# TEAMS vs Skype for Business

What Microsoft is not telling you

### Teams & Skype for Business is NOT the Same



## **Enable/Disable Chat integration**

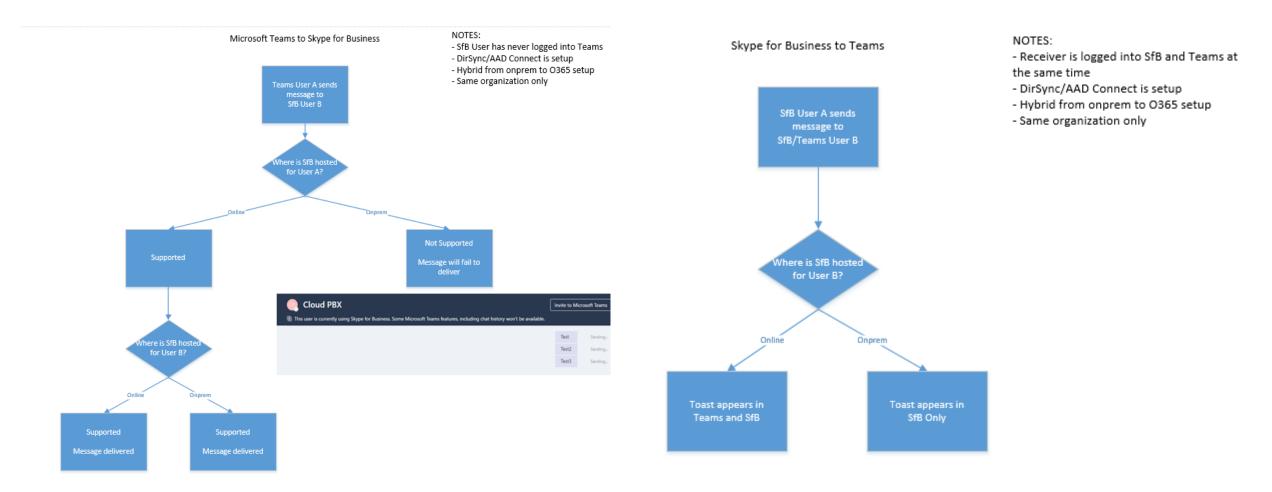
Skype for Business conversations inside Chat tab are limited in several ways:

- 1 TO 1 conversation ONLY
- Advanced IM features NOT Available (MEMES & Emoji, etc ...)
- No audio/video calling

#### Microsoft Teams User Tips (Matt Landis) Microsoft Teams

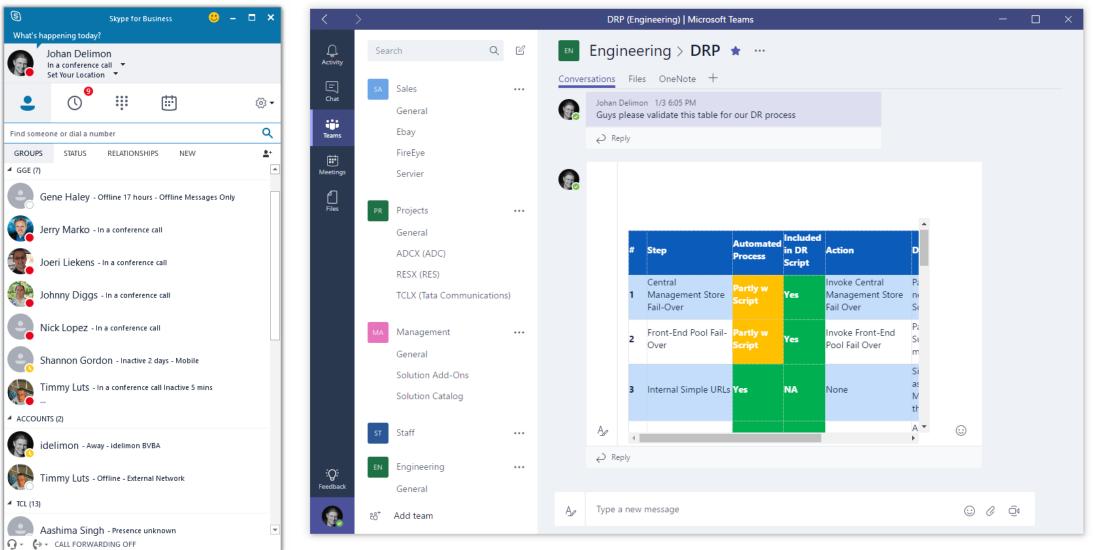
<	>		General (EU UG Event)   Mic	crosoft Teams		—		×
 Activity	Search	Q B	EU UG Event > Ge	neral ···				
(E) Chat	Favorites		Notifications settings		×	Ę	හ ··· ර Saved	
<b>Teams</b>	PR Projects		Mentions Personal mentions	Banner and Email	$\sim$			
Meetings	MA Management		Channel mentions	Banner	$\sim$			
Files	st Staff		Team mentions	Banner	$\sim$			
	EN Engineering		Messages					
			Chat messages	Banner and Email	$\sim$			
	Change Managemer	nt Te •••	Replies to conversations I started	Banner	$\sim$			
	EU EU UG Event		Replies to conversations I replied to	Banner	$\sim$			
	General		Likes	Banner	$\sim$			
	Belgium Germany		Other					
	Italy		Team membership changes	Banner	$\sim$			
	Netherlands		Team role changes	Banner	$\sim$			
	Norway		Sound	Call, Mention and Chat	$\sim$			
;Q: Feedback			Chat with Skype for Business Changing this option will restart the app	Enabled	$\checkmark$			
	<sub>టి</sub> ⁺ Add team							

## Sending Messages Saga & Headaches

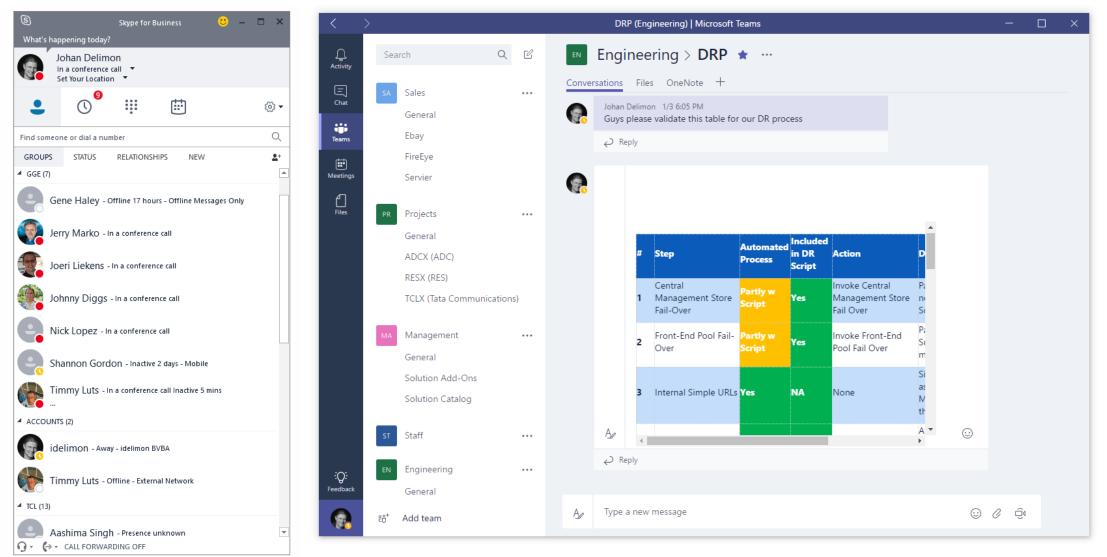


#### Microsoft Teams Teams + Skype for Business (Mastering Lync)

### **Presence is NOT in SYNC**



### Presence is NOT in SYNC



### When in a Conference Meeting is In a Call

<	>		Microsoft Teams	- 🗆 ×
_ .ctivity	Teams Meeting			
= Chat				
ڈں eams				Skype for Business
etings				What's happening today?           Johan Delimon           In a conference call
4 iles	Johan Delimon			Set Your Location T
	In a call	>		Image: Second and a number     Image: Second and a number
	Change picture Saved			GROUPS STATUS RELATIONSHIPS NEW €0 <sup>+</sup>
	Themes: Default	>		CONTACTS (0)
	Application	>		▲ GGE (7)
	Notifications			Gene Haley - Offline 2 hours - Offline Messages Only
	Language			Jerry Marko - Inactive 4 hours - Mobile
	Keyboard shortcuts Help			Looks like you're the only one on the call.
	About	>		Johnny Diggs - Busy
<del>):</del> dback	Check for updates Download the mobile app			Nick Lopez - Offline 2 hours - Offline Messages Only
8	Log out			Shannon Gordon - Inactive 2 hours - Mobile
				Timmy Luts - Inactive 1 hour - Mobile
				ACCOUNTS (2)
				idelimon - Offline - External Network

immy Luts - Offline - External Network

TCL (13)

■ CALL FORWARDING OFF

### Meetings Coexist but DON'T Interop

<	>	Meetings   Microsoft Teams	- 🗆 X
 Activity	Search Q 🗹	Change Management Overview	
⊂ Chat Č⊖° Teams	Today Teams Meeting 1:30 am - 2:00 am I → Microsoft Teams Meeting Change Management 5:00 pm - 6:00 pm Join	Wednesday, March 15, 2017 5:00 pm - 6:00 pm an hour Skype Meeting	Organizer Nick Lopez Organizer Attendees
Meetings Files	<ul> <li>Skype Meeting</li> <li>Tomorrow</li> <li>SFB SDD working group review         4:00 pm - 5:00 pm         Reunion de Skype</li> <li>CCE TAP feedback call         5:00 pm - 5:30 pm         Skype Meeting</li> <li>Friday 3/17         No upcoming meetings.</li> <li>Saturday 3/18         No upcoming meetings.</li> </ul>	You accepted this meeting.         Accept       ? Tentative         X Decline             à Join Skype Meeting         Trouble Joining? Try Skype Web App         Join by phone    Toll number: +1 (980) 228-9330 (Dial-in Number) English	Image: Accepted         Image: Accepted
:Q: Feedback	Sunday 3/19 No upcoming meetings.	(United States) <u>Find a local number</u> Conference ID: 57669318 Forgot your dial-in PIN? Help	Serve Marko Accepted



### **Scheduling Meetings**

<	>			Meetings   Microsoft	Teams	- 🗆 X				
	Search Today	Q B	Teams	Meeting						
Chat Chat č⊖°j Teams	Teams 1:30 am Di Micro Change	New meeting				Select a channel to meet in	n Delimon nizer	I		
📰 Meetings	5:00 pm					None (optional)				
	Tomorrow SFB SC 4:00 pm Reunión CCE TA 5:00 pm Skype N Friday 3/12 No upco Saturday 3 No upco Sunday 3/ No upco	Location Microsoft Teams Meeting Start Mar 15, 2017 Details B Z 旦 マ エ	1:30am AAA ∷≡ v meeting		Repeat 2:00am	Invite people Add people Organizer invite the second secon	n Delimon sponse			
						Close Schedule a meeting		I		
:Q: Feedback		Schedule a meeting				Edit				
<b>.</b>	Ľ⊕									





https://meet.lync.com/delimon-be/johan.delimon/805S9JSG



https://teams.microsoft.com/l/meetupjoin/19%3abe2b5eaec1dc4273ab6de0afca4e2c8c%40thread.skype/0?context=%7b%22Tid%22%3a%22ac109136 -c49e-4ea2-9f31-78e0f09510d2%22%2c%22Oid%22%3a%22220c5424-1c53-4a01-8a82-0837266a96cd%22%7d

## **Team Application**

III. II. ↓ Inne	Application Tools current							_	×
Pinto Quick Copy Paste	View Manage Cut Copy path Paste shortcut Nov Copy to View Copy Copy ath Organize	New item •	Properties V Open	<ul> <li>Select all</li> <li>Select none</li> <li>Invert selection</li> <li>Select</li> </ul>					^ 🕄
	nan Delimon > AppData > Local > Microsoft > Te		open	Select			ڻ ~	Search current	Q
							÷ 0	Search current	~
📌 Quick access	Name		Date modified		Туре	Size			^
	api-ms-win-crt-time-I1-1-0.dll		14/03/2017 1:54		Application extension	21 KB			
늘 Desktop 🛛 🖈	api-ms-win-crt-utility-I1-1-0.dll		14/03/2017 1:54		Application extension	19 KB			
🐛 Downloads 🛛 🖈	blink_image_resources_200_percent.pak		14/03/2017 1:54		PAK File	57 KB			
🛅 Documents 🛛 🖈	content_resources_200_percent.pak		14/03/2017 1:54		PAK File	1 KB			
👠 Pictures 🛛 🖈	content_shell.pak		14/03/2017 1:54		PAK File	9 622 KB			
<b>J</b> 2017	d3dcompiler_47.dll		14/03/2017 1:54		Application extension	4 077 KB			
📕 EC	🗟 ffmpeg.dll		14/03/2017 1:54		Application extension	1 939 KB			
Sponsors	📄 icudtl.dat		14/03/2017 1:54		DAT File	9 890 KB			
🌽 Training	🗟 libEGL.dll		14/03/2017 1:54		Application extension	93 KB			
on manning	libGLESv2.dll		14/03/2017 1:54		Application extension	2 798 KB			
👝 OneDrive - GeniSys G	LICENSE		14/03/2017 1:54		File	2 KB			
🔎 OneDrive - idelimon	🛋 msvcp140.dll		14/03/2017 1:54		Application extension	619 KB			
	natives_blob.bin		14/03/2017 1:54		BIN File	386 KB			
🔎 OneDrive - Personal	🗟 node.dll		14/03/2017 1:54		Application extension	16 050 KB			
5 SharePoint	snapshot_blob.bin		14/03/2017 1:54		BIN File	792 KB			
Sharer on t	😰 Squirrel.exe		14/03/2017 1:54		Application	1 702 KB			
狊 This PC	SquirrelSetup.log		14/03/2017 1:54		Text Document	1 KB			
🅩 Network	🗹 🗊 Teams.exe		14/03/2017 1:54		Application	84 012 KB			
- NELWOIK	ThirdPartyNotice.txt		14/03/2017 1:54		Text Document	159 KB			
	🧟 ucrtbase.dll		14/03/2017 1:54		Application extension	974 KB			
	ui_resources_200_percent.pak		14/03/2017 1:54		PAK File	81 KB			
	vcruntime140.dll		14/03/2017 1:54		Application extension	86 KB			
	views_resources_200_percent.pak		14/03/2017 1:54		PAK File	59 KB			
	🛋 xinput1_3.dll		14/03/2017 1:54		Application extension	105 KB			~
64 items   1 item selected	82,0 MB								

# **Teams Application**

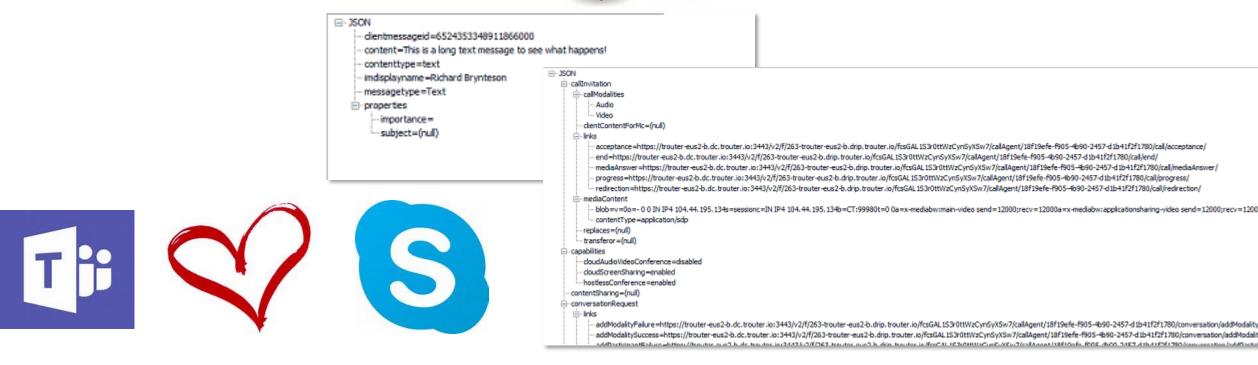
I   <mark>⊘</mark>  I <del>-</del>   bin							- 0	×
* 🐚 [	Share View Cut Paste Copy path Paste shortcut	Move Copy to * Lo *	New item • New folder	Properties	Select all Select none			~ (
Clipb	board	Organize	New	Open	Select			
← → ~ ↑ Ⅰ	« AppData » Local	> Microsoft > Teams > current >	resources > app.asar.un	packed > node_modules	> media-stack > b	oin v Ō	Search bin	م
📌 Quick access	▲ 🗌 Name	^		Date modified		Туре	Size	
		stack.node		14/03/2017 1:54		NODE File	986 KB	
	* Resource	ceManager.dll		14/03/2017 1:54		Application extension	2 068 KB	
📜 Downloads 🦻	🖈 🕓 roottoo	bls.dll		14/03/2017 1:54		Application extension	2 350 KB	
🛅 Documents 🦻	🖈 📃 🗟 RtmCo	decs.dll		14/03/2017 1:54		Application extension	3 269 KB	
💺 Pictures 🛛 🗴	🖈 📃 🗟 RtmMe	:diaManager.dll		14/03/2017 1:54		Application extension	1 227 KB	
a 2017 🤳	🗟 RtmPal	l.dll		14/03/2017 1:54		Application extension	673 KB	
al EC	S RTMPL	TFM.dll		14/03/2017 1:54		Application extension	12 164 KB	
Sponsors	sharing	-indicator.node		14/03/2017 1:54		NODE File	58 KB	
🌽 Training	ssScree	nVVS2.dll		14/03/2017 1:54		Application extension	156 KB	
o naning	VideoRe	enderer.dll		14/03/2017 1:54		Application extension	199 KB	
🙈 OneDrive - Geni	iiSy							
🔎 OneDrive - idelir	im							
윩 OneDrive - Perso	sor							
🚯 SharePoint								
💄 This PC	~							
) items								855

## **Next Generation Skype Consumer Network**

#### Microsoft Teams uses next generation Skype Consumer network, not Skype for Business

Microsoft Teams





https://st-client-ss.msg.skype.com/v1/users/ME/conversations/19%3A2a9ad786-8a9b-409c-a29a-19666d549187\_fabf899c-a61b-44a3-9623-d269342541b4%40unq.gbl.spaces/messages

Microsoft Teams Under The Hood (Mastering Lync)

### Roadmap

Private meetings Scheduled meetings including scheduling assistant Markdown Inline links Strikethrough Blockquotes Code block Inline code T-Bot and help topic updates T-Bot in French Right click copy paste Notification enhancements New IT admin settings New connectors UI Intune MAM/MDM for iOS and Android Conditional access on iOS and Android Improved iPhone auth Mobile activity feed Mobile 1-1 calling for iOS and Android SSO for iOS, Android and Windows Phone iPhone and Android accessibility iPhone and Android bots in channels Auto favorite five channels New settings UI Public teams discovery UI Spellcheck Sections in Wiki Chat in Wiki Admin setting to disable Skype for Business interop Deep link page Pre-sign-in page Improved activity feed

New @mention UI Team services tab Feeds and filters on iPhone and Android Email support on Android and iPhone Mobile video calling on Android URL preview on Android Edit message on Android Swift connector cards on Android OneNote tab deep link on

Android

People picker relevance on iPhone Audit logging and Reporting Archiving Compliance content search eDiscovery Legal hold Named group chats New compose UI Updated keyboard shortcuts New single channel team behavior Licensing per user

#### COMING SOON

#### External guest access More Outlook integration Broader developer platform

Teams tile in Office 365 app	Ring switcher	Discover bots in gallery	Edit controls in Wiki	New Bot APIs and events		
selector	Manage app behavior at	New bots from Polly, hipmunk	Sharing link in Wiki	Bot gallery		
App launch customizations	startup	and more	Per section presence in Wiki	Increased group chat limit		
Public teams for iPhone	PDF viewing	Custom bots	Co-authoring in Wiki	Manage bots by team		
Delete message on iPhone and	Add website as a tab	Bots with pinned tabs	Improved accessibility	Custom bots integrate Line of Business services		
Android	Add videos to tabs via	File action UI	Call switching (Multi-Call			
Pull to refresh on Android	YouTube and Microsoft Stream	Non-English @mention	Handling)	New developer bots and tabs		
New onboarding experience for	New tabs from Asana,	First run experience updates	Call transfer	side-loading UX Auto-scroll Follow a channel Drag and drop files More group chat members		
Windows Phone	Zendesk, and more	New default settings for GIFs	Call hold and resume			
Tab icon support for Windows	Deep links to objects inside	@mentions in Wiki	Email messages into a channel			
Phone	tabs	Sections in Wiki	API for links to tab entities			
Tighter sync with Office 365	Bots in channels					
Groups	Handle unlicenced / nen	Chat in Wiki	Recycle bin			

