Collaborative Computing Solutions

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O365/G Suite Roadmap, Information Protection, and Service Announcements
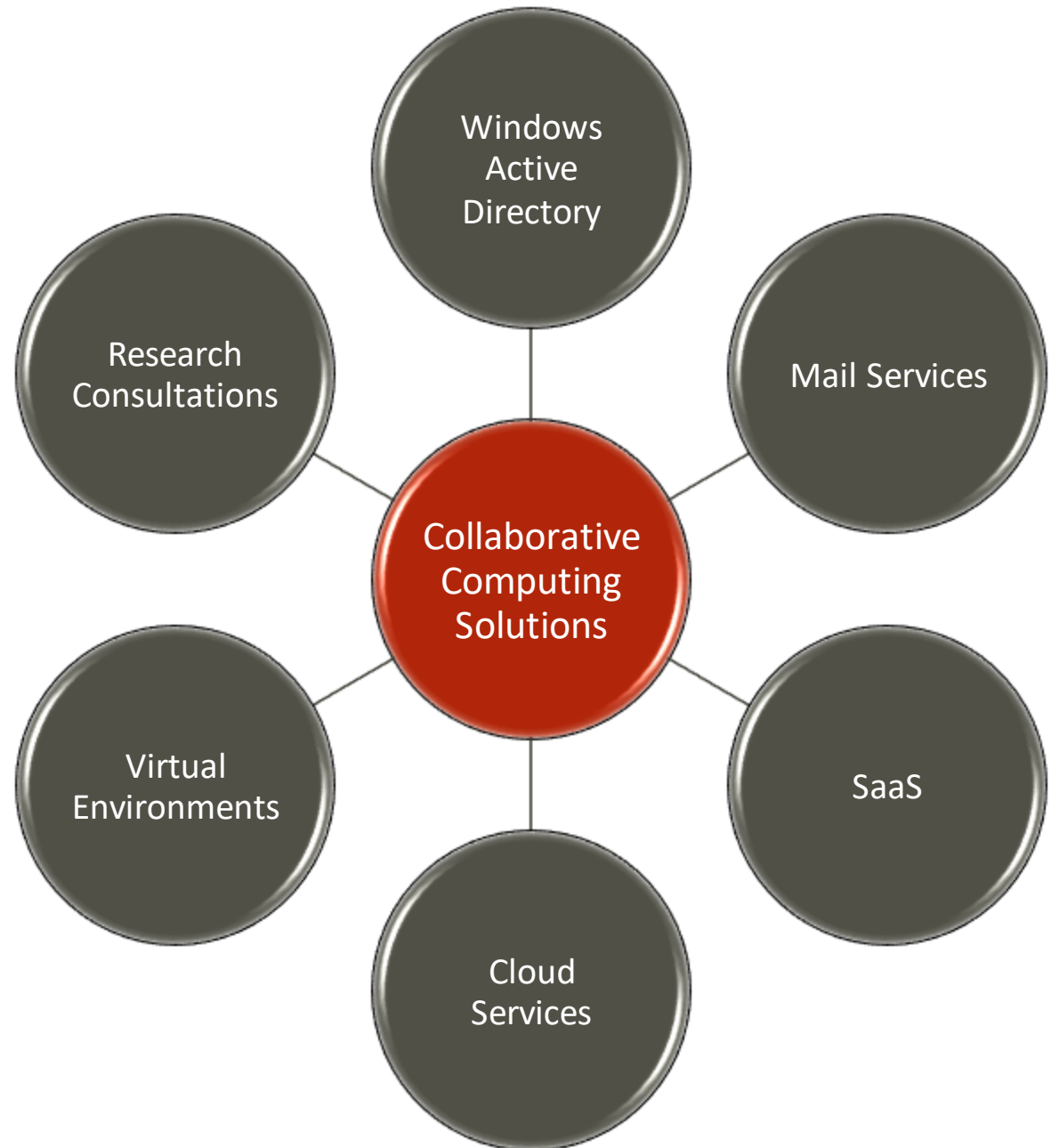
Topics

Paige Ghra

- Lucidcharts and Lucidpress
- Sponsored accounts
- Reporting Phishing/Spam
- Office 365 and ePHI
- Microsoft Bundles
  - ATP

Justin Hendrix

- Office 365 Information Protection (MIP/AIP)
  - Data Retention
- Mail Routing Refactor Update
- Microsoft O365 and Google G Suite Roadmaps

CCS Service Areas

Collaborative Computing Solutions manages and provides many services to the VT community

- Windows Active Directory
- Mail Services
- SaaS
- Cloud Services
- Virtual Environments
- Research Consultations

Collaborative Computing Solutions

Lucidcharts and Lucidpress

- Available today through single sign on with Google

- Lucid Software is changing its terms to limit users to only 10 charts in Lucidcharts before needing to purchase a license

- We do not have the specifics yet for Lucidpress

- You will be able to work with ITPALS to purchase licenses for these products to continue usage beyond the free version limits

- We will keep you posted as we have more information

Sponsored Hokies Accounts

Expiration dates set on all sponsored Hokies accounts. Those dates are approaching now, and people are receiving expiration notice emails.

A person will receive notification at the 30-, 15-, and 1-day mark, because they are no longer an active student, or their sponsorship is expiring.

Only OU Admins or Department Heads can renew a sponsorship using the "Hokies ID" Service Catalog request.

Reporting Phishing/Spam Emails

- Reporting is good for system learning
- Use the built-in client self-reporting option
- KB0011881 – Self-Reporting Spam and Phishes
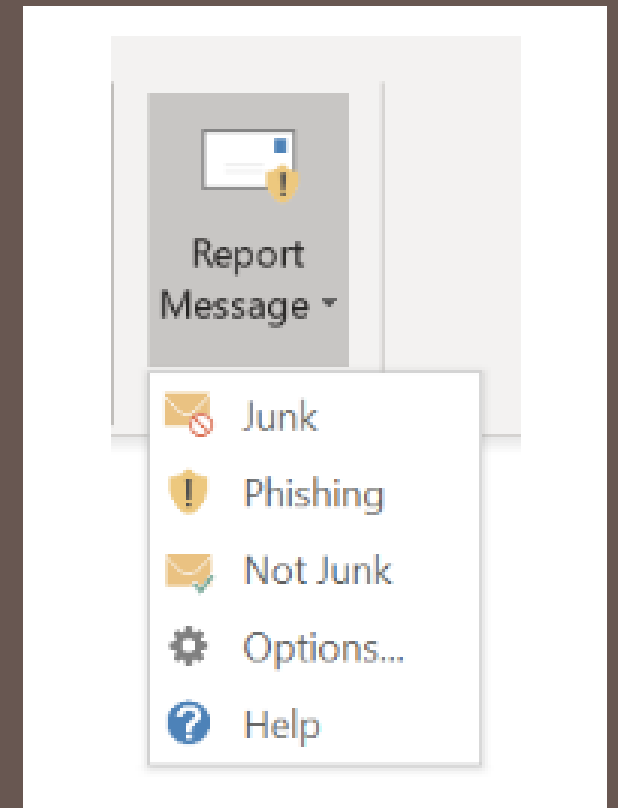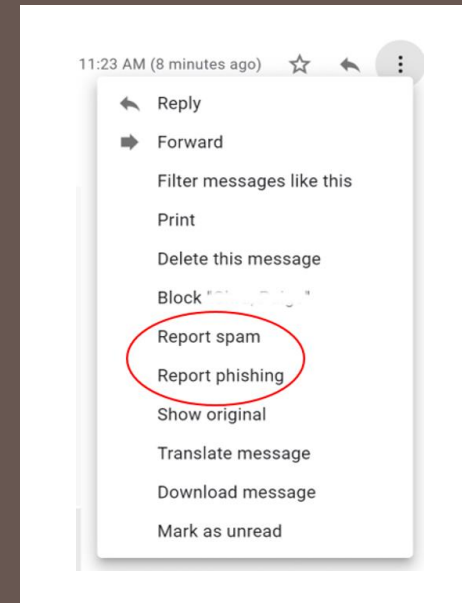
Office 365 and ePHI

- ***Virginia Tech's Office 365 environment and Electronic Protected Health Information (ePHI) Shared Governance***

- Business Associates Agreement (BAA) is in place

- Understand your obligation to keep ePHI confidential and to protect the privacy of the patients that it represents

- Have approval to create, receive, maintain, or transmit the ePHI from Scholarly Integrity and Research Compliance (SIRC) and the Office of Sponsored Projects (OSP)

- Limit access to the data ONLY to those who are approved by SIRC or OSP

- Have completed a Privacy and Research Data Protections Consult and the required training

- Report any unusual, suspect, or intentionally malicious activity regarding the environment immediately upon discovery to the Information Technology Security Office (ITSO)

- Be compliant with state and federal regulation regarding the use of ePHI

- Be compliant with all relevant university policies and procedures

Office 365 and ePHI

- This applies to the current tenant. There will not be a separate instance.

- Please be aware that although Virginia Tech's O365 environment is compliant, that does not mean that 3rd party integrations, such as YouTube within Teams, are compliant. If you have any questions about a 3rd party integration, please contact Scholarly Integrity and Research Compliance (SIRC) department for more information.

Microsoft Bundles*

Office 365 A1

- Office Online
- Exchange Online
- SharePoint Online
- Skype for Business Online
- Office 365 apps: Sway, Forms, Teams etc*
- Azure Active Directory Basic for Education

Available the week of 10/21

Microsoft 365 A3

Office 365 A3 – replace Desktop EDU

- Office 365 A1 +
- Office 365 ProPlus
- Skype Meeting Broadcast
- Advanced Security Management

Windows 10 Education A3

- Windows 10 Education A3

EMS E3

- Intune/Intune for Education
- Azure Active Directory Premium Plan 1
- Azure Information Protection Premium Plan 1
- Advanced Threat Analytics

Minecraft: Education Edition

Microsoft 365 A5

Office 365 A5

- Office 365 A3 +
- Advanced Threat Protection
- Threat Intelligence
- Advanced Compliance
- MyAnalytics
- Power BI Pro
- PSTN Conferencing
- Cloud PBX

Windows 10 Education A5

- Windows 10 Education A3 +
- Windows Defender Advanced Threat Protection

EMS E5

- EMS A3 +
- Azure Active Directory Premium Plan 2
- Azure Information Protection Premium Plan 2
- Microsoft Cloud App Security

Minecraft: Education Edition

* See https://products.office.com/en-us/academic/compare-office-365-education-plans for a complete list of services
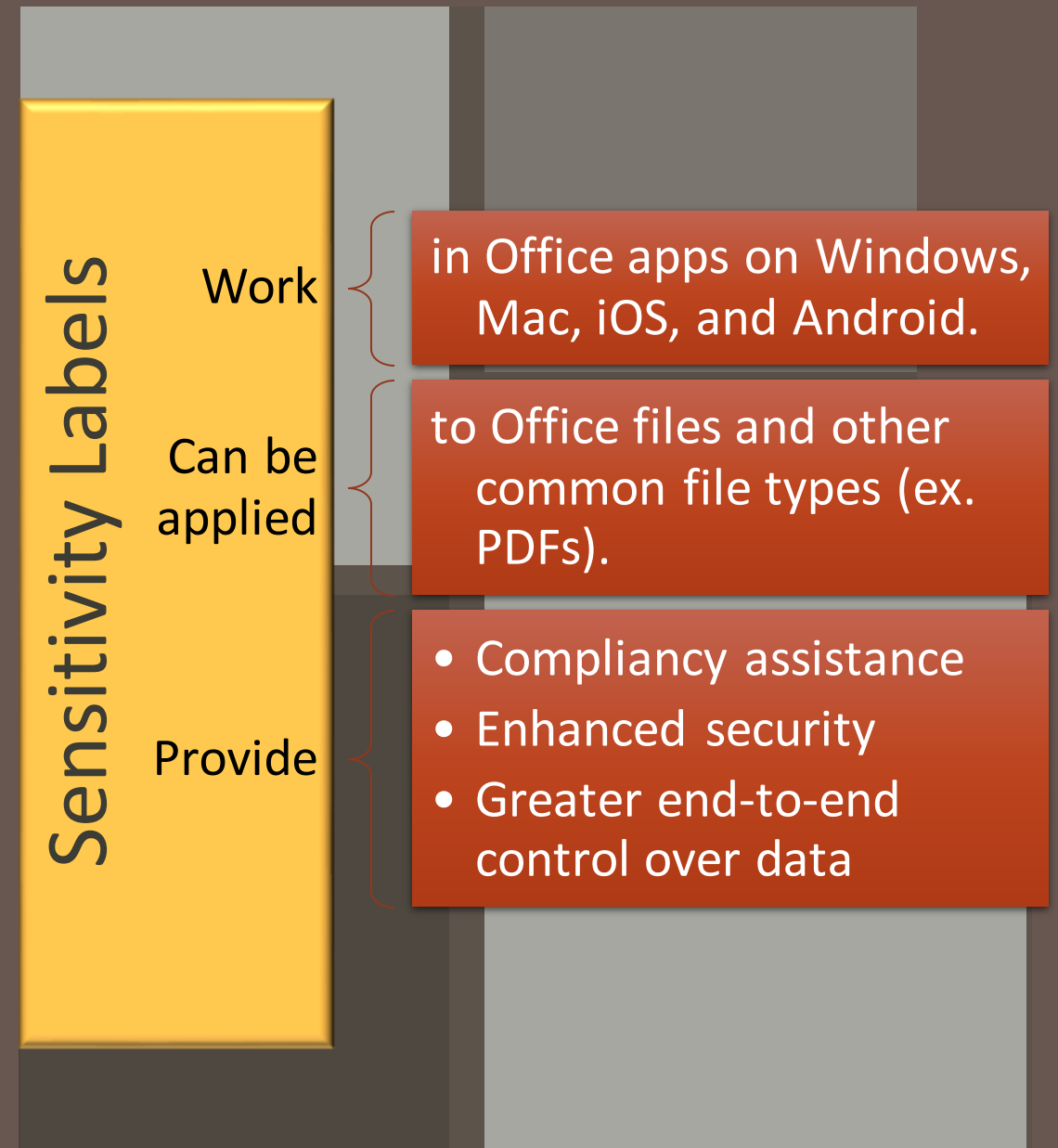
Microsoft Add-On

O365 Advanced Threat Protection (ATP) is going to be offered as an Add-On

- Benefits: Safe attachments, safe links, anti-phishing policies, anti-impersonation for VIP users (whale phishing targets)

- ITPALS and CCS are working on a Service Catalog page that will provide more details and link to the ITPALS website for purchase and pricing information

Azure Information Protection (AIP)

AIP labeling is a data-protection solution that helps an organization to classify and protect its documents and emails by applying labels.

These labels are now called "sensitivity labels" and have migrated into the Microsoft Information Protection (MIP) umbrella.

Sensitivity Labels

Work in Office apps on Windows, Mac, iOS, and Android.

Can be applied to Office files and other common file types (ex. PDFs).

Provide
- Compliancy assistance
- Enhanced security
- Greater end-to-end control over data

Available Sensitivity Labels

PII

Data containing personally identifiable infor mation

FERPA

Data containing information on student academic records

*****ePHI**

*Currently exploring the addition of ePHI label

Protection: Emails and documents marked as PII or FERPA will be encrypted and recipients of labeled emails will be prevented from forwarding.

Microsoft Information Protection (MIP)

Sensitivity labels are the evolution of AIP labeling

- Allow native integration into Office apps, expanded capabilities of MIP over time

- Maintain same protections and features as AIP labels, minus track and revoke

- Sensitivity labels are supported natively in Office 365 for **Mac** as of Q1 2019

- Native support in Office 365 for **Windows** *very* soon

- Recommendation for Windows users: Install "AIP unified labeling client." This client provides full labeling functionality as well as additional custom permissions.

- Migrated AIP labels to MIP sensitivity labels. Fully backwards compatible with AIP labels.

Microsoft Information Protection

Am I using AIP labels or sensitivity labels?
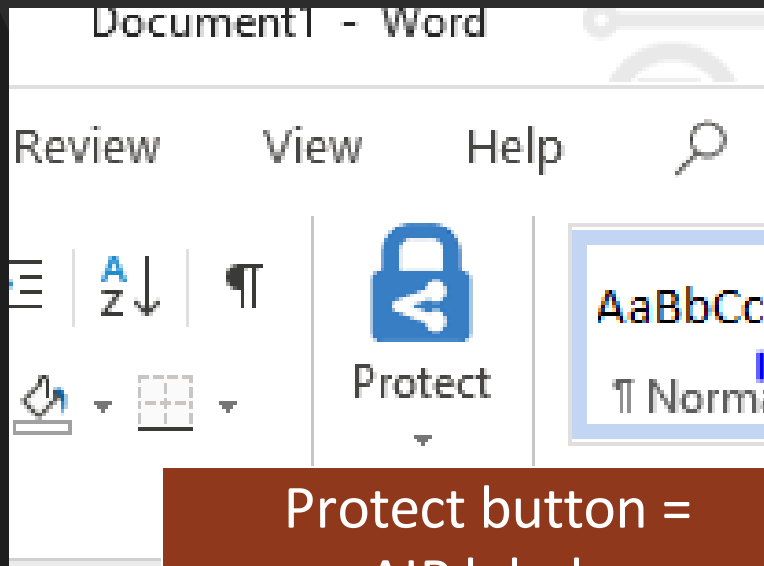
Protect button = AIP labels
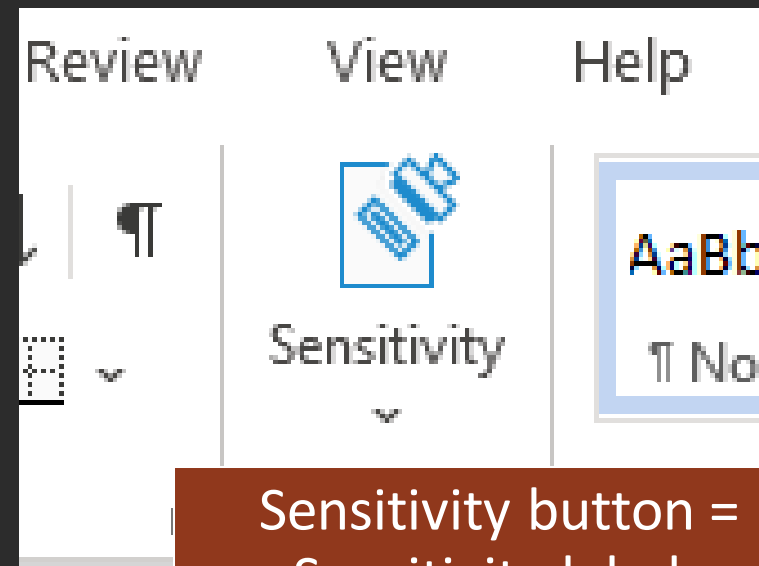
Sensitivity button = Sensitivity labels

Uninstall your AIP "classic" client and install **AIP universal labeling client** to see "Sensitivity"

MIP Labeling Roadmap

- Labels coming to Android & iOS mobile apps - Q4, 2019

- Labels coming to Office Online – Q1, 2020

- AIP scanner that supports sensitivity labels is in public preview as of last week. We will evaluate the AIP scanner upon GA release.

- Please let us know your department's data classifications needs!

MIP Retention Labels

Retention labels allow you to classify data and enforce retention rules based on that classification. Retention labels can help safeguard against accidental deletion and meet compliancy standards.

- Available in SharePoint, Outlook, and OneDrive

- Retention labels can be applied manually or automatically.

- A SharePoint library, folder, or document set can have a default retention label, so that all documents that arrive in that location inherit the default retention label.

- A document can have one retention label AND one sensitivity label. For example, you may have a PII sensitivity label with a 5-year retention label.

- Let us know your records management needs!

Mail Routing Refactor

The Mail Routing Refactor project aims to improve our email environment

- Eliminate existing complexities
- Reduce overhead of on-premises mail routing infrastructure
- Allow us to best leverage the cloud capabilities of our existing vendors
- Improve spam and phishing mitigation and controls
- Increase reliability and load handling
- Simplify mail routing for end users, improve support

Mail Routing Refactor

- Targeting change-over date of Summer 2020
- Currently reviewing compliancy, licensing, application development, and other factors
- Transparent to most users
- Will be working with departments to communicate any changes

Microsoft Roadmap Items of Interest

Microsoft Teams - Pinned channels Stay organized and easily keep track of your work with pinned channels. Pinning a channel moves it to the top of your teams list for easy access. To pin a channel, simply select "..." next to the channel name and select "pin".	In development	September 2019
Microsoft Teams - Secure private channels Limit which team members can see the conversation and content within a particular channel. You can right-size channel participation and exposure without having to create discrete teams to limit visibility.	In development	October 2019
Outlook on the web - Filters in room booking Now when creating a meeting you can browse for more rooms and Outlook will now show you the features for each room (which can be set up by the organization's admin) and you can filter rooms based on them. Features could include: location (floor/building), AV capabilities, or, capacity	Rolling out	Q3 2019
Outlook on the web - see your tasks and calendar in your inbox Outlook is bringing the ability to see your tasks and calendar in your inbox, now you can see what your day looks like and check what outstanding tasks you have without leaving your email.	Rolling out	Q3 2019

Microsoft Roadmap Items of Interest

Outlook for Android & iOS: Dark Mode You can turn on Dark Mode by choosing your theme for Dark, Light or on Battery Saver in Settings under Preferences. Virtually every screen is designed and engineered to help you be even more productive where you couldn't before. The true black color palette takes full advantage of your OLED screens to help reduce eye strain and optimize battery life.	Launched	September 2019
Outlook for Windows: Support for Black Office Theme with reading pane toggle Office Black theme will turn all Outlook screens into dark mode and adds a sun/moon toggle between black and white based on your preference for reading message content. (this is the full implementation of a dark them in Outlook, where some screens were previously white in dark mode, they will now be optionally "dark-moded")	Rolling out	September 2019

G Suite Roadmap Items of Interest

Improved as-you-type spelling and grammar correction in Gmail (you can disable granularly if desired- grammar, autocorrect, or spellchecking)	Launched	August 2019
New fonts intended to help improve reading speed now available in Google Docs, Sheets, and Slides The Google Fonts team has teamed up with Thomas Jockin to create a series of fonts that are aimed at improving reading speed. To learn more about the research behind this initiative, see here for more details. 8 new "Lexend" fonts available in Google Docs, Sheets, or Slides	Launched	August 2019
Complete basic PDF forms directly in Google Drive on mobile You can now fill out structured PDF forms within the Google Drive app on Android and iOS devices. You'll be able to complete text fields, select options from a dropdown menu, and select checkboxes or radio buttons. After filling out the form, you can save your edits as a new revision of the document or save a copy.	Launched	August 2019
Improving real-time collaboration in Google Docs for assistive technology users It's now easier for users of assistive technologies, like screen readers and Braille displays, to keep track of real-time updates made by collaborators in a document. With live edits, you can view a periodically updated summary of collaborator changes in a convenient sidebar. In Google Docs we believe that collaboration works best when it works for everyone.	Launched	September 2019

G Suite Roadmap Items of Interest

See when someone is out of office in Gmail and Hangouts Chat In Gmail and Hangouts Chat, the compose windows will display a banner about the recipient being out of office and when they'll be back.	Rolling out	September 2019
Dark theme is coming to Gmail for Android and iOS Rollout began September 24 and may take longer than 15 days	Rolling out	September 2019
Better line spacing support in Google Docs and Slides Set custom line spacing to be less than one in Google Docs and Google Slides	In development	October 7 2019