



Mastering Secure External Sharing in Microsoft 365: A Comprehensive Guide for Structured and Unstructured Sharing

Tuesday, September 19, 2022

10-11am PST

1-2pm EST



Webinar Etiquette

- Chat is open throughout the webinar.
- Feel free to ask questions or make comments through chat at any time.
- Please stay on mute. If you'd like to join the conversation, please ask on chat and wait for an invitation.
- Welcome, enjoy, and learn!

Daniel Amaro



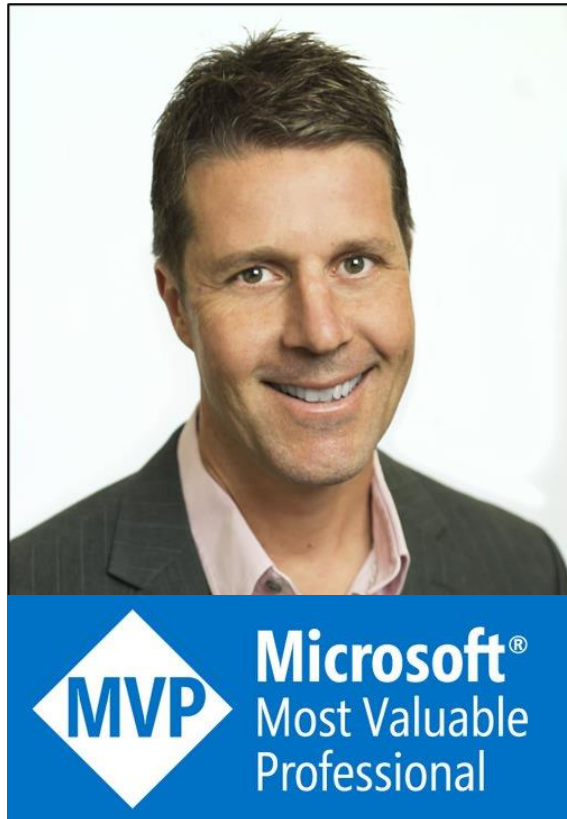
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- Headquartered in San Diego, CA
- Founded in 2010
- Microsoft Solutions Partner in Modern Work
- Widely Regarded as 'Intranet Experts'
 - Omnia Premium Partner (North America)
 - Staffbase / Valo Premium Partner (North America)
 - 200+ Intranet Deployments
- Extranet User Manager Partner
- Experts with 20 years of SharePoint Experience
- 2023 Inc. 5000 – Fastest Growing Private Companies in America



Peter Carson



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About Us

- Established in 2008 in Toronto Area, Canada
- Brand of software products owned by Envision IT Inc.
- Leader in the Microsoft 365 space and a Microsoft Partner for 10+ years

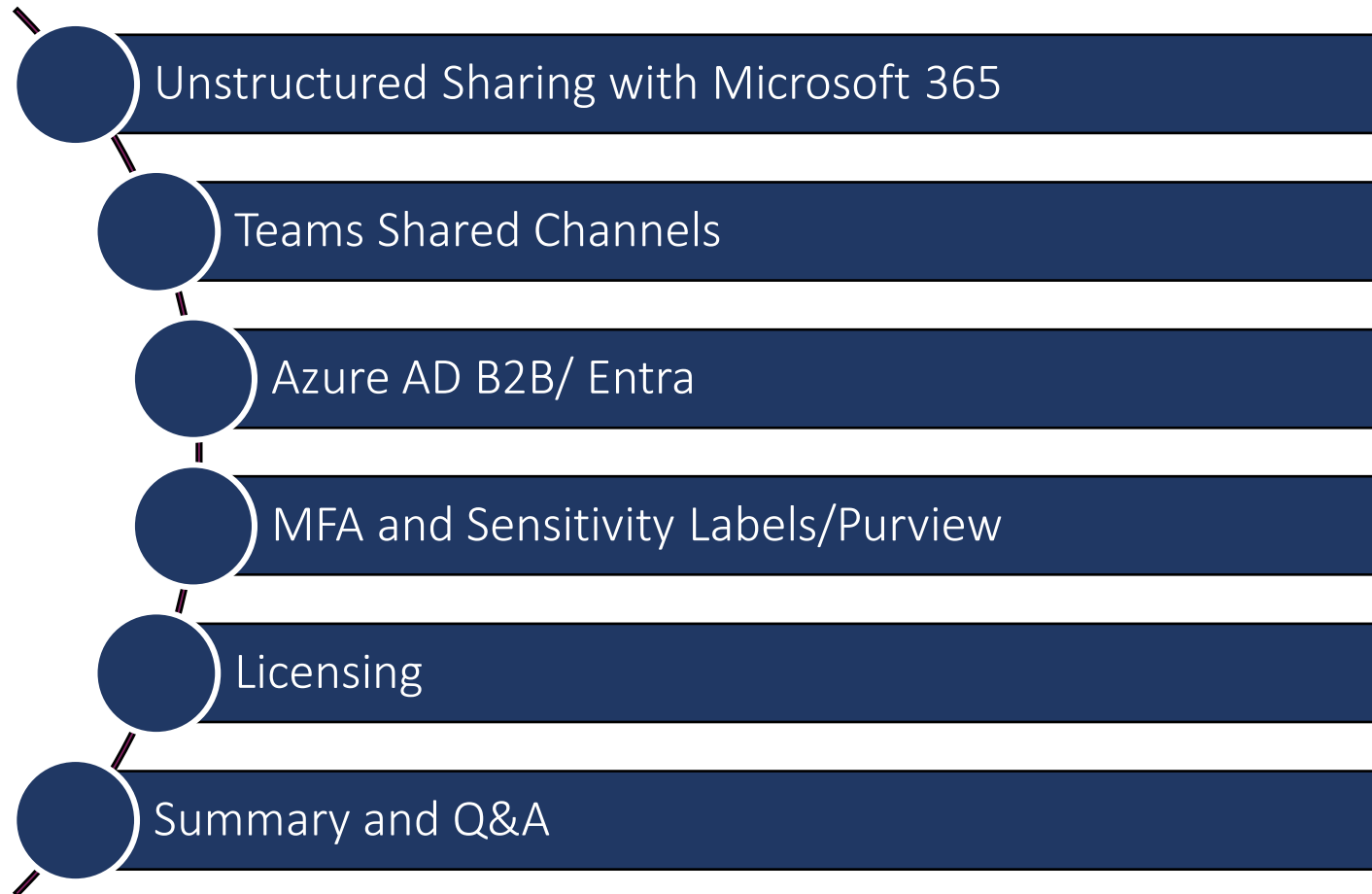


Extranet User Manager

We Make Microsoft Simple

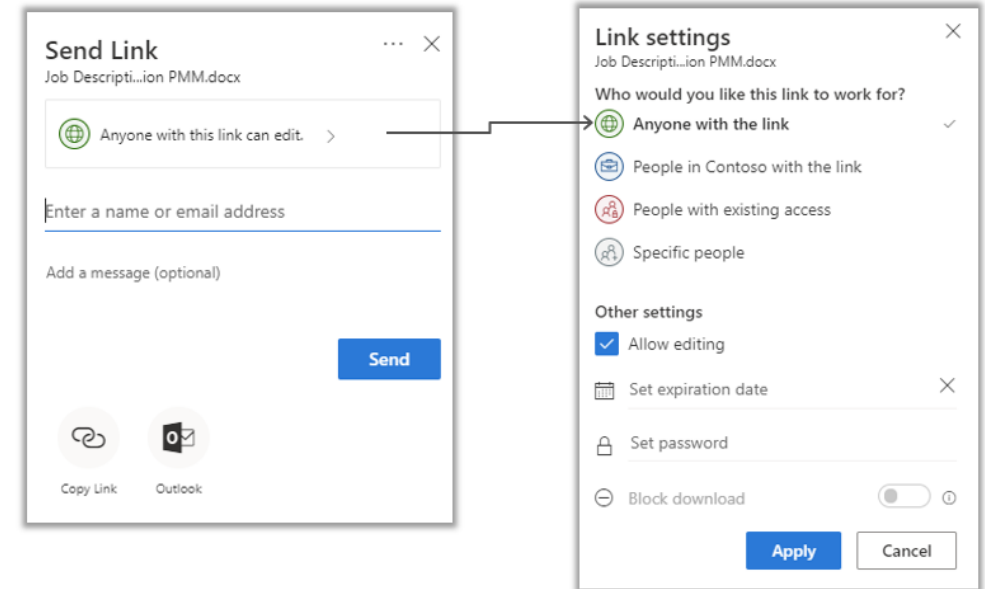
- Create solutions for seamless external collaboration
- Secure external document sharing
- Extending M365 systems externally
- Unlock savings on M365 licensing
- Make traditionally IT-dependent tasks accessible by business users

Agenda



What is Unstructured Sharing in Microsoft365?

- External Sharing in Microsoft 365 strongly supports ad-hoc collaboration
- Unstructured sharing involves sharing documents with a few to a few dozen external people
- Secure Link sharing to sites, libraries, and documents



Microsoft 365 Native External Sharing

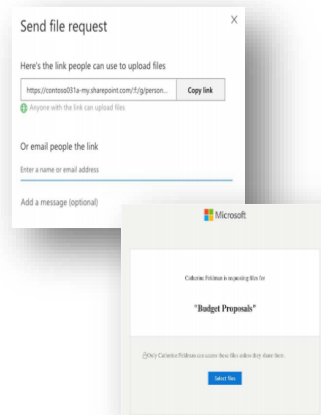
- | | | |
|--|---|---|
| 1. Who will you be sharing with? Is there a member database to interface with? | → | Any type of external user |
| 2. Self-registration option or invitation only?
Who approves new registrations? | → | Invitation only |
| 3. How will your external users authenticate? | → | Microsoft 365 / Azure AD, Microsoft Account, One Time Passcode, Gmail, Facebook |
| 4. What interactions are your external users going to have? | → | Any interactions |
| 5. What applications will be accessible? | → | Microsoft 365 only |

Microsoft 365 Tools for Unstructured Sharing



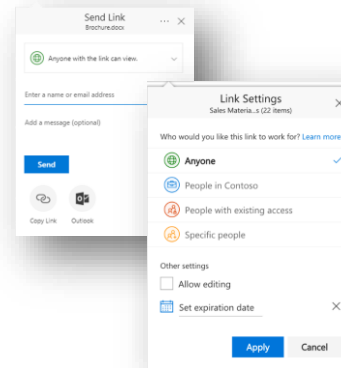
Request Files with OneDrive for Business

- Ask colleagues and external users to upload files to a folder
- Uploaders can only see their own content



Shareable Links in SharePoint Online

- Enable edit and/or read access to colleagues or external users
- Can modify granularity of access

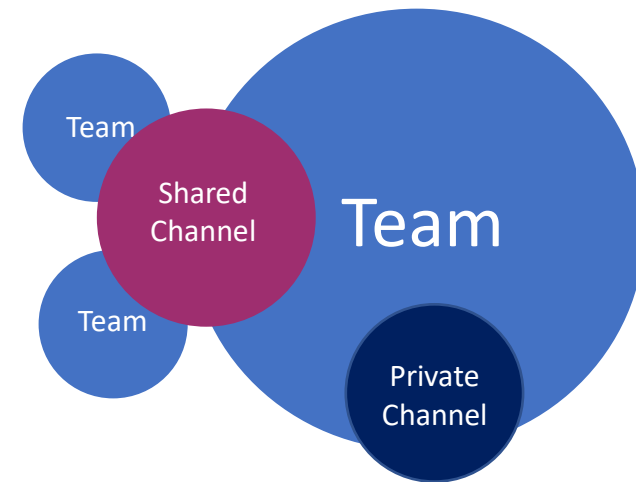
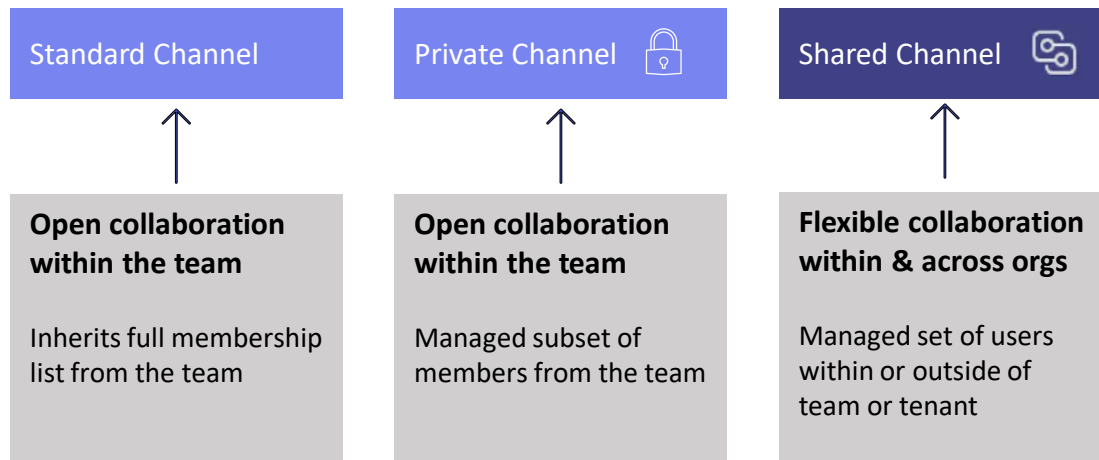


Teams Shared Channels

- Invite anyone allowed in the host organization's tenant, including external

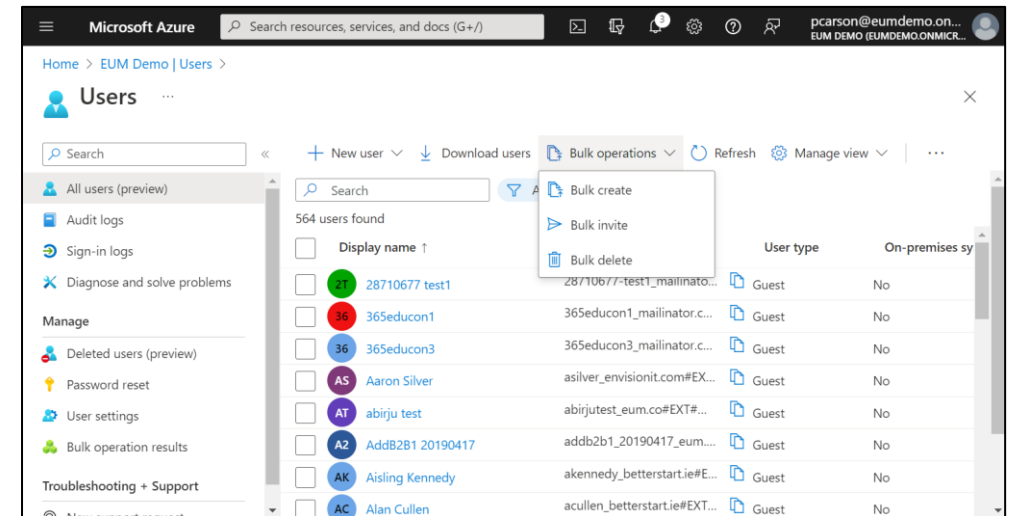
Teams Shared Channels

- Collaborate seamlessly across team and organization boundaries:
 - No tenant switching
 - Share only what needs to be shared
 - Reduce team proliferation
- External users can be added to Shared Channels without being guests in the host tenant



Invite External Users into your Microsoft 365 with Azure AD/Entra

- Restricted to IT personnel with Azure privileges
 - Highly manual: users invited one at a time, or bulk import
 - User Guest Inviters have limited capabilities
-
- Azure AD B2B allows guests to login and access apps and resources in Microsoft 365
 - Supported onboarding experiences:
 - Microsoft account via SSO
 - Non-Microsoft account via One-Time Passcode authentication
 - Social users via SSO (with federation)



Demo:
How EUM and Klarinet Collaborate with Teams Shared Channels

92%

Collaborating professionals who risk losing files by using email

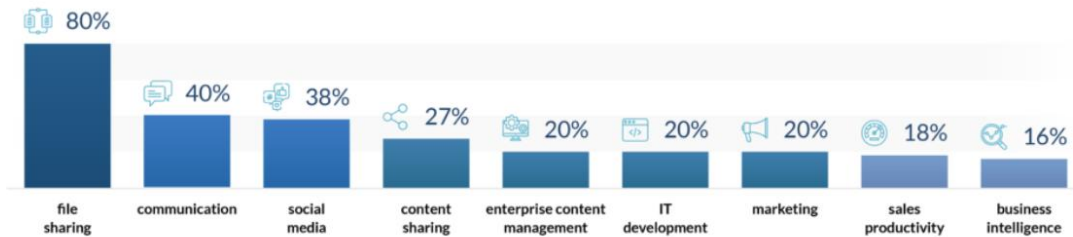
83%

Employees who recreate documents missing in the company's file network

21%

Overall staff productivity loss due to document issues

Top cloud services requested by employees



Tools preferred by teams using message-based platforms



Source: <https://financesonline.com/cloud-file-document-management-software-statistics/>

External Sharing Challenges in Legal/Professional Services



Confidentiality Breaches and Access Control

Need granular permissions structure for files subject to NDA or Intellectual Property (IP) Protection



Audit Trails

Need audit logs of who accessed/modified documents

- Complex with external users



Document Retention and Archiving

Disparate systems used for research and documentation

- Can make externally sharing, co-authoring and retrieving files inefficient



Mergers and Acquisitions

Integration of IT systems

- Data migration and handling sensitive documents

External Sharing Challenges in the Financial Sector



Regulatory Compliance and Data Sovereignty

Typically operate under stringent regulations (GDPR, CCPA, GLBA, PCI)

- Varies geographically



Data Loss Prevention (DLP)

Ensuring sensitive data doesn't get leaked when collaborating externally is challenging

- DLP tools are complex to configure and monitor



Identity Verification



Real-Time Collaboration

Financial markets move quickly; real-time collaboration often necessary

- Can become inefficient with external parties

External Sharing Challenges in Healthcare



Data Privacy and Protection

Personal health information (PHI) and patient confidentiality

- Differing data privacy regulations across the globe
- Shared data must comply with international, national and local regulatory standards



Data integrity and accuracy/version control

Changes made by external collaborators may not be tracked

- Potential for inconsistencies



System incompatibilities

Disparate systems used for research and documentation

- Can make externally sharing, co-authoring and retrieving files inefficient

Structured Sharing with Microsoft 365



- Typically hundreds to hundreds of thousands of external users
- Represent many different groups of external users
 - Projects
 - Committees
 - Customers/Partners/Vendors
- May have many different business owners
 - Owners can be internal or external

Microsoft 365 Structured Sharing Options

Roll Your Own

Build in the tool of your choice
Integrate through the Graph API

Azure AD

- Self-registration and workflows define onboarding process
- Some branding and customization
- Dynamic groups

Extranet User Manager

- Fully brandable and customizable
- EUM Admin portal for creating and managing users and groups
- Licensed by the pool size of external users

Secure Rooms for Secure, Simple External Sharing

Addresses productivity drain and security leakages that can occur when organizations and clients share documents using email

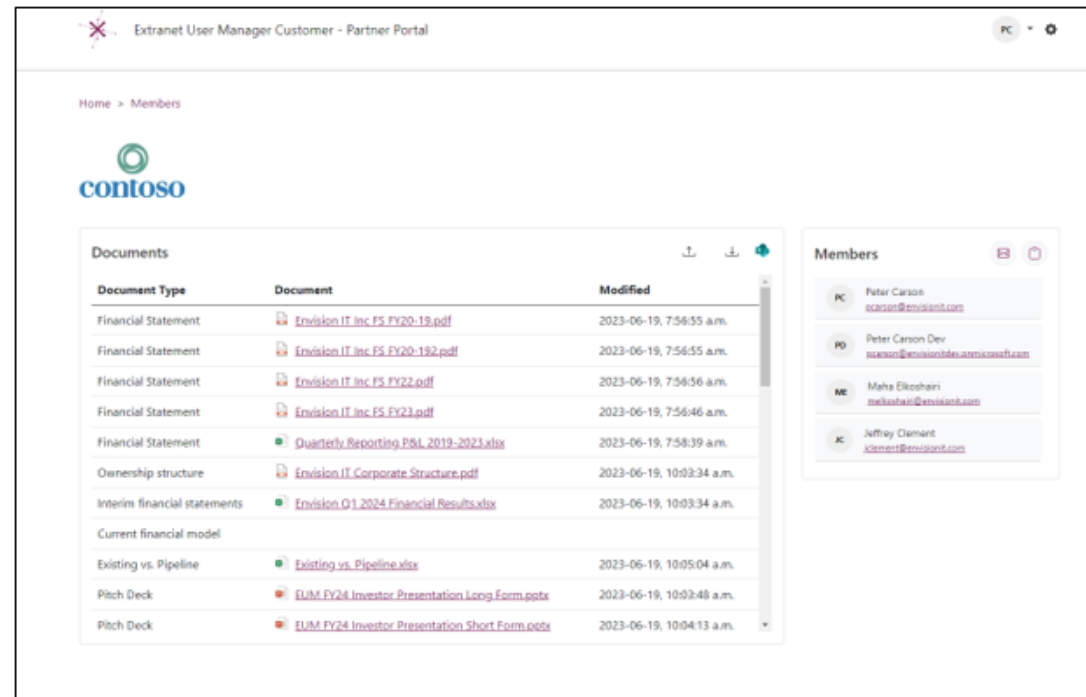
Averages SharePoint Document sets

- Cloud accessibility
- Built-in backup and recovery

Customizable to support specific processes

Reserves:

- Robust Microsoft security features
- Familiar applications for business users



Demo

Sensitivity Labeling for Protected Information in Microsoft 365

can be manually or automatically applied

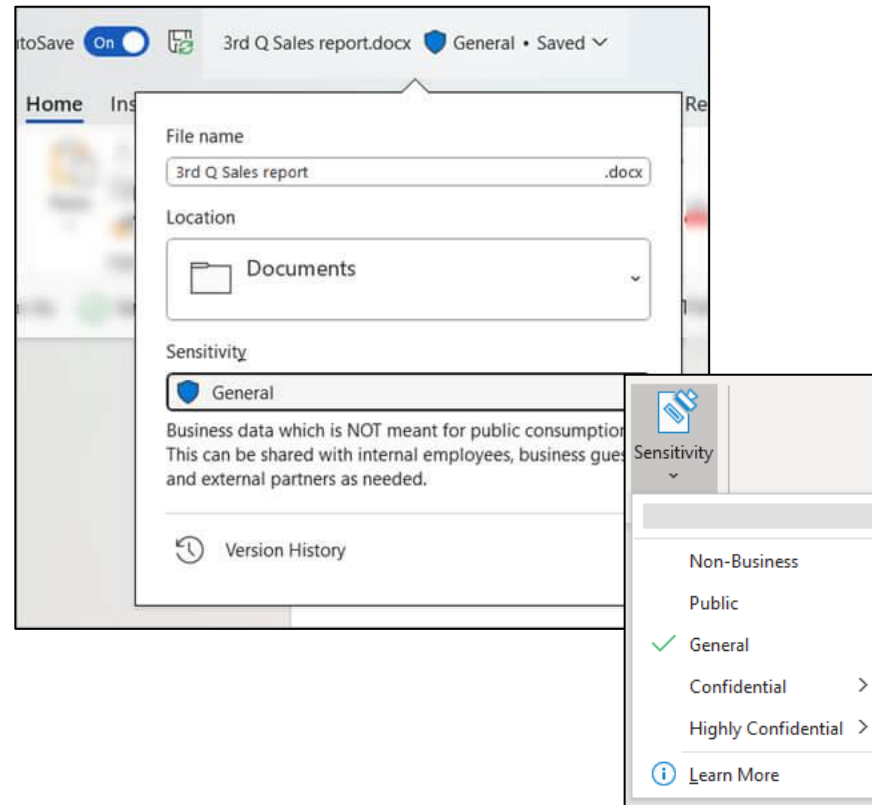
can be leveraged in conditional access policies

can also enforce rights management and encryption

travels with the content regardless of location

can be applied to sharing rules

requires Office 365 E5 Compliance



Azure AD P1 vs. P2

Azure AD Premium P1

Multi-factor authentication with Conditional Access
Hybrid Identities
Password protection (custom banned passwords)
Advanced Security and Usage Reports
Conditional Access based on group, location, and device status
Azure Information Protection integration
And [Much More](#)

Azure AD Premium P2

- Everything offered in P1
- Identity Protection
- Privileged Identity Management
- Access reviews
- Entitlement Management (Preview)

Updates to Azure AD B2B Licensing

External identities now count as unique Monthly Active Users (MAU)

Billing model affects Azure AD B2B and B2C

- Replaces 1:5 billing ratio

First 50,000 MAUs are free for both Premium P1 and Premium P2 features

Azure AD Free will remain free unless you need premium Azure AD features for guests

	PREMIUM P1	PREMIUM P2
First 50,000 MAU	\$0/Monthly Active Users	\$0/Monthly Active Users
More than 50,000 MAU	\$0.00416/Monthly Active Users	\$0.020736/Monthly Active Users

Features in public preview are subject to future pricing changes.

<https://docs.microsoft.com/en-us/azure/active-directory/external-identities/external-identities-pricing>

<https://azure.microsoft.com/en-us/pricing/details/active-directory/external-identities/>

ore to Explore



Want to dive deep into the security side of external sharing?

Check out EUM's webinar on [Azure AD and Microsoft 365 Security Fundamentals](#).



[How We Use Teams Shared Channels](#)

This article is a detailed exploration of how your org can leverage Teams Shared Channels for enhanced collaboration.

Want to learn more? Schedule an EUM Test Ride!

Book a demo and learn how EUM
makes Microsoft simple by
streamlining your:

External Onboarding

External Sharing

External Collaboration

<https://www.extranetusermanager.com/testride>

Extranet User Manager Pricing:

<https://www.extranetusermanager.com/pricing>

Extranet User Manager





Thank you!
Any Questions?

Keep the conversation going! Connect with us on LinkedIn:

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www.linkedin.com/in/daniel-amaro/