V1.22

**Welcome to Found Friday!**

*Each bi-monthly newsletter aims to keep you informed on updates, changes and trends in Office 365 and SharePoint. Want more information on how Corporate Communication Solutions can assist in your 365 and SharePoint processes? Please reach out to us at info@ccsinc-online.com*

**Miss a newsletter? View past Found Friday editions on our website!**

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**UPCOMING TRAINING DECEMBER 1-4, 2020 REGISTER NOW!**



**COLLAB365 brings you the latest information on Microsoft Products and Services**

The Collab365 Global Conference 4 is December 1-4, 2020, and all sessions are online. The conference will cover a variety of topics on services such as SharePoint, Power Apps, Teams, OneNote, Office 365 and more. Best of all, the live conference is free to attend.

Can't attend the conference? Right now, you can get an ALL-ACCESS PASS that gives you lifetime access to all sessions and E-Books from GlobalCon4 AND GlobalCon2 for $95. Don't miss out on this great training opportunity! Price increases on November 9. Click here for a free live conference ticket or here for the All-Access Pass.

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## Microsoft Search: What you need to know

Microsoft has been working directly and indirectly to create a unified internal search capability for years. By the end of 2020, Microsoft Search is on tap to deliver on some of its core promises. Read more

## Using the Power Platform to track customer interactions

Dynamics 365 enables teams to capture and manage all sales and customer service-related interactions for their prospects and customers.

Using the extensibility capabilities of the Common Data Service in Power Platform, we made a Power Apps app to record customer interactions. This enables our product management organization to manage and search engagements to further improve our product portfolio. Read more

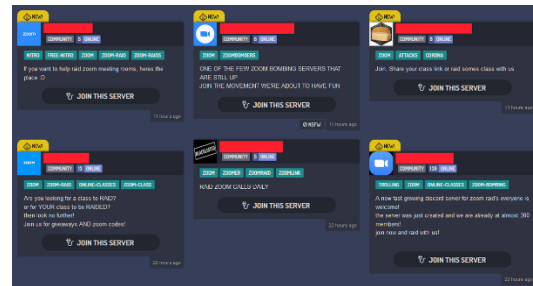## Protecting your data - creating a secure and compliant Microsoft Teams environment

Organizations are continuing to work in a remote or hybrid-remote environment which accentuates the need to protect people, devices, apps, and the data that spans across the entire landscape. An increase in online collaboration has caused an influx of data that is critical for organizations to ensure remains secure, wherever employees are collaborating from. Read more

## New Zoom feature can alert room owners of possible Zoombombing disruptions

Video conferencing software maker Zoom has launched a new feature that can alert conference organizers when their online meetings are at risk of getting disrupted via Zoombombing attacks. Read more

### How to use Microsoft Lists

*CCS has been using the updated Microsoft Lists since its release for many of our internal processes.*

In this step-by-step tutorial video, learn how to use Microsoft Lists. Lists are simple, smart, and flexible, so you can stay on top of what matters most to your team.

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### How to apply modern retention labels to libraries and folders in SharePoint Online

We have a way to apply retention labels to libraries and folders, thus automatically tagging and setting retention for the files inside. Read more

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### FREE E-BOOK

This is a short eBook with 19 pages that "will show you how to take the next steps on your digital journey." It covers topics from Intelligence Driven Organization to the Digital Feedback Loop and the the core solution.

I WANT TO SIT OUTSIDE AND WORK BECAUSE IT'S SO NICE OUT BUT THEN I'D ONLY HAVE ONE MONITOR INSTEAD OF 3

*Hang tight…the weekend is almost here!*

**Rob Niles**

Founder and Collaboration Ninja

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