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Microsoft 365 Copilot and Agent Administration Fundamentals

Microsoft AB-900

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QUESTION NO: 1 - (HOTSPOT)

HOTSPOT

For each of the following statements, select Yes if the statement is true. Otherwise, select No. NOTE: Each correct selection is worth one point.

Answer Area

Statements	Yes	No
Administrators can block specific websites from being used by Microsoft 365 Copilot.	<input type="radio"/>	<input type="radio"/>
Administrators can block Microsoft 365 Copilot from using web search when responding to user prompts.	<input type="radio"/>	<input type="radio"/>
Administrators can block access to the Researcher agent in Microsoft 365 Copilot, while allowing access to the Analyst agent.	<input type="radio"/>	<input type="radio"/>

ANSWER:

Answer Area

Statements	Yes	No
Administrators can block specific websites from being used by Microsoft 365 Copilot.	<input type="radio"/>	<input checked="" type="radio"/>
Administrators can block Microsoft 365 Copilot from using web search when responding to user prompts.	<input checked="" type="radio"/>	<input type="radio"/>
Administrators can block access to the Researcher agent in Microsoft 365 Copilot, while allowing access to the Analyst agent.	<input checked="" type="radio"/>	<input type="radio"/>

Explanation:

The correct selections are **No, Yes, Yes**. Microsoft 365 Copilot includes administrative controls for web grounding, but those controls are primarily about whether web search is available to Copilot, not about maintaining a normal Microsoft 365 Copilot website-specific block list for responses. For standard Microsoft 365 Copilot web grounding, admins should not treat network-level URL or domain blocking as a supported way to selectively control which public websites Copilot can use. Microsoft's documented control is to turn web search availability on or off, rather than to block individual websites for general Copilot responses.

The second statement is true because Microsoft provides an **Allow web search in Copilot** policy. This policy can be managed through Microsoft 365 admin controls such as Cloud Policy, and it lets an organization prevent Microsoft 365 Copilot and Microsoft 365 Copilot Chat from using web search when generating responses. Microsoft documents this capability in its guidance for managing web search in Copilot: [Manage web search in Microsoft 365 Copilot and Microsoft 365 Copilot Chat](#).

The third statement is also true because Researcher and Analyst are Microsoft 365 Copilot agents that administrators can manage. Agent governance in Microsoft 365 allows admins to block selected agents, so an organization can block access to the Researcher agent while leaving the Analyst agent available. This aligns with Microsoft's broader agent administration model, where admins can control agent availability and take actions such as blocking agents from being used in the tenant. Microsoft describes these administrative capabilities in its agent management documentation: [Manage Microsoft 365 Copilot agents in Integrated apps](#).

QUESTION NO: 2

Your organization has a Microsoft 365 subscription.

You create a security group named Group1 and assign a Microsoft 365 E3 license to the group. You discover that a user named User1 does NOT have access to the Microsoft 365 E3 features. You need to ensure that User1 can access all the Microsoft 365 E3 features.

Which two actions can you perform? Each correct answer presents a complete solution. NOTE: Each correct selection is worth one point.

- A. Add User1 to Group1.
- B. Assign a Conditional Access policy to Group1.
- C. Assign a Conditional Access policy to User1.
- D. Assign a license to User1.

ANSWER: A D

Explanation:

Add User1 to Group1 is correct because Microsoft Entra ID supports group-based licensing. When a license such as Microsoft 365 E3 is assigned to a security group, eligible members of that group inherit the license automatically, provided normal prerequisites are satisfied, such as having an assigned usage location and enough available licenses in the tenant. By adding User1 to Group1, User1 receives the Microsoft 365 E3 license through group membership and can access the included Microsoft 365 E3 service plans and features.

Assign a license to User1 is also correct because Microsoft 365 licenses can be assigned directly to individual users. A direct license assignment grants the user the product entitlements associated with Microsoft 365 E3 without requiring membership in the licensed group. This is a complete solution when you need to ensure a specific user has access to all Microsoft 365 E3 features, again assuming licensing prerequisites and license availability are met.

Microsoft documents both approaches: group-based licensing in Microsoft Entra ID and direct license assignment in the Microsoft 365 admin center. See [Group-based licensing in Microsoft Entra ID](#) and [Assign licenses to users](#).

QUESTION NO: 3

Data Access Governance (DAG) reports in SharePoint highlight:

- A. Idle mailboxes
- B. Oversharing risks and access exposures
- C. CPU usage
- D. Themes and templates

ANSWER: B

Explanation:

Oversharing risks and access exposures is correct because Data Access Governance reports in the SharePoint admin center are designed to help administrators identify and manage data that may be too broadly accessible. These reports focus on governance signals such as sites with potentially excessive sharing, sensitivity-label-related exposure, sharing links, external sharing activity, and permissions that could create risk across SharePoint and OneDrive content. This is especially important for Microsoft 365 Copilot readiness, because Copilot respects existing Microsoft 365 permissions; if content is overshared, users may receive responses grounded in information they technically have access to but should not need for their role. DAG reports help admins discover these exposure patterns, prioritize remediation, and apply governance controls such as restricting sharing, reviewing site access, and using sensitivity labels or access reviews. Microsoft describes Data Access Governance as a SharePoint Advanced Management capability that provides reports and policies to help discover and control oversharing in SharePoint and OneDrive. For more detail, see Microsoft's documentation on [Data Access Governance reports](#) and [SharePoint Advanced Management](#).

QUESTION NO: 4

You plan to create an agent in the Microsoft 365 Copilot app to solve a business issue. What are two reasons to create the agent? Each correct answer presents a complete solution. NOTE: Each correct selection is worth one point.

- A. You need to group related chats into a Copilot notebook.

- B. You need to use a custom AI model.
- C. You need to use a custom set of instructions that differ from those of the chat experience.
- D. You need to reason over a specific website.

ANSWER: C D

Explanation:

Creating an agent in the Microsoft 365 Copilot app is appropriate when you need a focused Copilot experience for a specific business scenario. "You need to use a custom set of instructions that differ from those of the chat experience" is correct because agents can be configured with tailored instructions that define their purpose, tone, response style, and task behavior. This lets the agent consistently handle a specialized workflow, such as answering HR policy questions, assisting with procurement steps, or guiding users through support triage.

"You need to reason over a specific website" is also correct because Microsoft 365 Copilot agents can be grounded in selected knowledge sources. With Agent Builder, you can add relevant knowledge such as SharePoint content or websites so the agent can use that targeted information when responding. This is useful when the business issue depends on authoritative content from a particular site or curated knowledge base. Microsoft describes agents as scoped, purpose-built Copilot experiences that combine instructions, knowledge, and actions to support defined tasks. For more details, see [Microsoft 365 Copilot agents overview](#) and [Create agents with Agent Builder](#).

QUESTION NO: 5

Your organization has a Microsoft 365 subscription.

You need to evaluate your organization's Identity Secure Score.

Which two factors affect the score? Each correct answer presents a complete solution. NOTE: Each correct selection is worth one point.

- A. the number of global administrators
- B. the SharePoint site permissions
- C. the location of the users
- D. passwords that are never expired

ANSWER: A D

Explanation:

Microsoft Entra Identity Secure Score measures how closely an organization's identity configuration follows Microsoft's recommended security practices. The number of global administrators affects the score because privileged role coverage is part of identity security posture. Microsoft recommendations include maintaining appropriate administrative redundancy while avoiding excessive highly privileged accounts, since global administrators have broad control over the tenant. Having too few or too many global administrators can therefore influence Identity Secure Score recommendations and scoring.

Passwords that are never expired also affect the score because Microsoft's modern password guidance recommends eliminating periodic password expiration policies unless there is evidence of compromise. Identity Secure Score evaluates whether the tenant aligns with Microsoft identity recommendations, and password policy configuration is one of the identity controls that can contribute to the organization's score. Microsoft explains that arbitrary password expiration can lead users to choose weaker, predictable passwords, while stronger controls such as multifactor authentication and risk-based sign-in protection provide better security. See [Microsoft Learn: What is Identity Secure Score?](#) and [Microsoft Learn: Password policy recommendations](#).

QUESTION NO: 6

Your organization has a Microsoft 365 subscription. All users have Microsoft 365 Copilot licenses.

You need to identify where sensitive content is being used during Copilot interactions, analyze the content usage patterns, and provide recommendations on applying the appropriate protections. What should you use?

- A. Microsoft Viva Insights
- B. the Microsoft Purview DSPM for AI solution
- C. Microsoft Security Copilot
- D. the Microsoft Purview Insider Risk Management solution

ANSWER: B

Explanation:

The correct answer is **the Microsoft Purview DSPM for AI solution**. Microsoft Purview Data Security Posture Management for AI is designed to give organizations visibility into data security risks that arise from the use of generative AI, including Microsoft 365 Copilot. It helps identify sensitive information that is being referenced or exposed in AI interactions, such as prompts and responses, and provides analytics that show how users are interacting with sensitive content through AI experiences. This aligns directly with the requirement to understand where sensitive content is used during Copilot interactions and to analyze content usage patterns.

Microsoft Purview DSPM for AI also provides recommendations that help administrators apply appropriate protections, such as improving sensitivity labeling coverage, using data loss prevention controls, and reducing oversharing risks. In the context of Microsoft 365 Copilot administration, it is the Purview capability focused specifically on assessing and improving the organization's AI-related data security posture. For more information, see [Microsoft Purview DSPM for AI](#) and [Secure and govern AI with Microsoft Purview](#).

QUESTION NO: 7 - (SIMULATION)

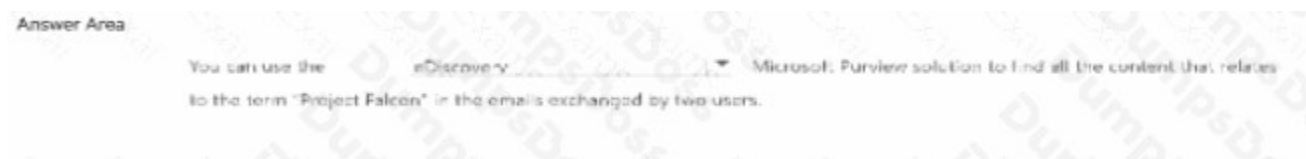
SIMULATION

Select the answer that correctly completes the sentence.



ANSWER: See the explanation for the answer

Explanation:



You can use the eDiscovery Microsoft Purview solution to find all the content that relates to the term "Project Falcon" in the emails exchanged by two users.

The correct answer is eDiscovery . Microsoft documents that Microsoft Purview eDiscovery is used to search for content in Microsoft 365 data sources that is relevant to an investigation, legal matter, or internal review. Microsoft specifically states that eDiscovery search can find email messages, documents, instant messages, and other content across Microsoft 365

locations, including Exchange Online mailboxes . This makes it the correct solution for locating content related to a keyword or phrase such as “Project Falcon” in emails exchanged between specific users.

This is different from other Purview solutions such as Communication Compliance, which is designed to monitor risky or inappropriate communications, or Data Lifecycle Management, which is for retention and deletion. The requirement here is targeted search and retrieval of content connected to a specific term in user email communications, which is exactly what eDiscovery is designed to do. Microsoft also notes that eDiscovery supports keyword queries and search conditions , which further aligns with this scenario.

QUESTION NO: 8 - (HOTSPOT)

HOTSPOT

Select the answer that correctly completes the sentence.

Answer Area

Restricted SharePoint Search enables you to restrict access to Microsoft SharePoint sites without preventing users from opening files they have permission.



ANSWER:

Answer Area

Restricted SharePoint Search enables you to restrict access to Microsoft SharePoint sites without preventing users from opening files they have permission.



Explanation:

Restricted SharePoint Search is designed specifically to control what Microsoft 365 Copilot can use from SharePoint when it generates responses. In the sentence shown, the blank should be completed with “Microsoft 365 Copilot” because this feature restricts Copilot’s access to SharePoint sites for search and grounding purposes. It does not remove users’ existing SharePoint permissions or stop users from opening files they are already allowed to access. Instead, it narrows the SharePoint content that Copilot can retrieve while an organization reviews site permissions and decides which sites should be included in the allowed scope.

This matters because Microsoft 365 Copilot respects the permissions model in Microsoft 365, but Copilot can surface information from content a user is permitted to access. If a tenant has broad or outdated SharePoint permissions, Restricted SharePoint Search provides a temporary way to reduce the content available to Copilot by allowing only selected SharePoint sites to be searched by Copilot. Microsoft describes this as a way for organizations to give themselves time to review and audit SharePoint permissions while still letting users access their files normally. You can read Microsoft’s guidance on [Restricted SharePoint Search](#) and how Copilot uses organizational data in [Microsoft 365 Copilot data, privacy, and security](#). Therefore, the correct hotspot selection is the dropdown value “Microsoft 365 Copilot.”

QUESTION NO: 9

Your organization has a Microsoft 365 subscription. You need to assign a license to a user.

What should you use?

- A. the Microsoft Purview portal
- B. the Microsoft 365 admin center
- C. the Microsoft Teams admin center

ANSWER: B

Explanation:

The correct answer is the Microsoft 365 admin center. In Microsoft 365, user license assignment is an administrative task performed from the main tenant administration portal. An administrator can open the Microsoft 365 admin center, go to *Users > Active users*, select the target user, and manage the user's assigned products from the *Licenses and apps* area. This is the standard graphical interface Microsoft documents for assigning or removing Microsoft 365 product licenses for individual users, and it also lets admins choose which licensed apps and service plans are enabled for that user.

The Microsoft 365 admin center is designed for core subscription, billing, user, group, and license administration across the tenant, so it is the appropriate tool when the requirement is simply to assign a Microsoft 365 license to a user. Microsoft's guidance specifically describes assigning licenses to users through this admin center and also explains that the portal is the central place for common Microsoft 365 admin tasks. For more details, see [Assign licenses to users in Microsoft 365](#) and the [Microsoft 365 admin center overview](#).

QUESTION NO: 10

Your organization has a Microsoft 365 subscription.

You need to evaluate your organization's Identity Secure Score.

Which two factors affect the score? Each correct answer presents a complete the solution. NOTE: Each correct selection is worth one point.

- A. the SharePoint site permissions
- B. the number of global administrators
- C. passwords that are never expired
- D. the location of the users

ANSWER: B C

Explanation:

Identity Secure Score in Microsoft Entra measures how closely an organization follows Microsoft's identity security recommendations. The number of global administrators is correct because Identity Secure Score includes recommendations that evaluate privileged role assignment, such as maintaining an appropriate number of highly privileged Global Administrator accounts. Reducing excessive privileged access and ensuring administrative resilience are core identity security practices that directly affect the score. Passwords that are never expired is also correct because Identity Secure Score includes password policy-related recommendations. Microsoft guidance favors modern authentication protections such as MFA, Conditional Access, and risk-based controls rather than relying on periodic password expiration, and the tenant's password policy posture can contribute to the identity security assessment. These controls are identity-focused and align with the purpose of Identity Secure Score: helping administrators identify configuration changes that reduce identity-related risk in Microsoft Entra ID. For more details, see [Microsoft Entra Identity Secure Score](#) and Microsoft's guidance on [password policy recommendations](#).

QUESTION NO: 11

Your organization has a Microsoft 365 subscription.

Which two tasks can you perform by using the Exchange admin center? Each correct answer presents part of the solution.

NOTE: Each correct selection is worth one point.

- A. Create a mail flow rule.
- B. Add a custom domain.
- C. Assign a Microsoft Exchange license.
- D. Create a shared mailbox.

ANSWER: A D

Explanation:

Create a mail flow rule and Create a shared mailbox are correct because both are standard administrative tasks available in the Exchange admin center for Exchange Online. The Exchange admin center provides mail flow management capabilities, including the creation and configuration of mail flow rules, also known as transport rules. These rules let administrators inspect messages in transit and apply actions such as adding disclaimers, redirecting messages, blocking messages, applying moderation, or setting conditions and exceptions based on senders, recipients, keywords, attachments, and other message properties. Microsoft documents this functionality as part of Exchange Online mail flow rule management in the EAC: [Mail flow rules in Exchange Online](#).

Create a shared mailbox is also an Exchange admin center task because shared mailboxes are Exchange recipient objects. In the EAC, administrators can create shared mailboxes, configure mailbox properties, and manage access permissions such as Full Access and Send As so multiple users can work from a common mailbox address. Microsoft's guidance for shared mailbox administration describes using the Exchange admin center to create and manage shared mailboxes: [Create a shared mailbox](#).

QUESTION NO: 12

Your organization has a Microsoft 365 subscription. All users are assigned Microsoft 365 Copilot licenses.

Some users report receiving Copilot responses that contain information from a Microsoft SharePoint site named Finance. The users report that the information is commercially sensitive.

You need to prevent Copilot from providing responses that contain information from the Finance site.

What should you do?

- A. From Microsoft Purview, create an Information Barrier (IB) policy.
- B. From Microsoft Defender, create a data connector.
- C. From Microsoft Entra, create a Conditional Access policy.
- D. From the Finance site, configure permissions.

ANSWER: D

Explanation:

From the Finance site, configure permissions is correct because Microsoft 365 Copilot is grounded in organizational data through Microsoft Graph and honors the existing permissions model across Microsoft 365 services, including SharePoint. Copilot does not give users access to content they cannot already access. If users are receiving responses that include information from the Finance SharePoint site, the correct control point is the site's access configuration: review site membership, Microsoft 365 group membership, direct permissions, inherited permissions, sharing links, and file or folder-level access. After permissions are tightened so only authorized users can access the Finance content, Copilot will no longer be able to use that site's content when responding to unauthorized users.

This aligns with Microsoft guidance that Copilot inherits Microsoft 365 security, compliance, and privacy controls, and that responses are scoped to content available to the signed-in user. Microsoft also recommends applying proper SharePoint access governance and permissions hygiene before and during Copilot adoption. For more details, see [Data, Privacy, and Security for Microsoft 365 Copilot](#) and [SharePoint and OneDrive data considerations for Microsoft 365 Copilot](#).

QUESTION NO: 13

A forward curve represents:

- A. Historical rates only
- B. Future implied rates
- C. Bond coupon schedules
- D. Repo term structure only

ANSWER: B

Explanation:

Future implied rates is correct. In finance, a forward curve is a term structure showing the market-implied forward prices or rates for future dates, derived from currently observable market data such as spot rates, futures prices, swaps, or other instruments. Rather than describing what rates were in the past, the curve reflects what the market is pricing today for delivery, borrowing, lending, or settlement at different points in the future. For example, an interest rate forward curve can indicate implied future short-term rates, while a commodity forward curve can show expected future delivery prices across maturities. This makes the forward curve useful for valuation, hedging, risk management, and scenario analysis because it provides a consistent set of future-implied values across time. For a general explanation of forward curves and their use in markets, see [Investopedia: Forward Curve](#) and [CME Group: Understanding the Forward Curve](#).

QUESTION NO: 14

Distribution lists in Exchange Online are best used when:

- A. Users require shared calendars
- B. A group needs a collaborative workspace
- C. An email needs to be sent to multiple recipients at once
- D. Shared document libraries are needed

ANSWER: C

Explanation:

An email needs to be sent to multiple recipients at once is correct because a distribution list, also called a distribution group in Exchange Online, is designed primarily as an email distribution mechanism. It provides a single email address that expands delivery to all members of the group, making it useful for announcements, notifications, and other one-to-many communications. In Microsoft 365, distribution groups are managed as recipient objects in Exchange Online and are specifically intended to simplify sending messages to a defined set of users without requiring the sender to address each recipient individually. This aligns directly with Microsoft's documentation for managing distribution groups in Exchange Online, which describes them as mail-enabled groups used to send email to multiple recipients. For scenarios where the requirement is simply efficient email delivery to a group of people, a distribution list is the appropriate choice. See Microsoft's guidance on [managing distribution groups in Exchange Online](#) and the overview of [recipients in Exchange Online](#).