Microsoft 365
4th Quarter | 2024

News, Features, & Updates

Microsoft Planner:
- New Microsoft Planner for the Web

Outlook Online Archive:
- iOS and Android Outlook Mobile

Microsoft Teams:
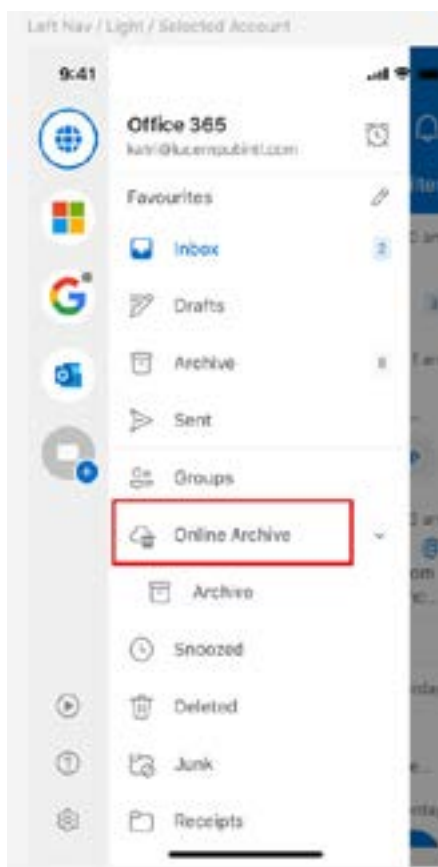- New Breakout Room Feature

Message Recap:
- Web Apps Idle Session Timeout (Alert #018)

Microsoft Planner: New Planner for the Web

New experience coming soon... The new Planner for the web will now align with Planner in Teams, allowing you to switch seamlessly between Teams and web.

The new Microsoft Planner for the web (https://planner.cloud.microsoft) is a unified work management solution that brings together Microsoft Planner, Microsoft Project for the web, and Microsoft To Do into a simple, familiar experience. This creates a straightforward and scalable solution that accommodates everything from individual task management to professional project management. Learn more about the New Planner for the Web.

Outlook Online Archive: iOS and Android Outlook Mobile

Now you can access the Online Archive folder in your MS Outlook iOS/Android.

An Outlook online archive mailbox can store older email messages where they won't occupy space in your primary mailbox. Previously you could only access your Online Archive emails in the Outlook desktop app or Outlook on the Web (OWA).

Note: This feature is exclusive to Outlook for Android/iOS and is not available in any other mobile email apps.

Teams: Coming Soon New Breakout Room Feature

Coming in January 2025, Microsoft Teams meeting organizers can make the list of breakout rooms visible to all meeting participants and allow them to choose which room to join. Enabling this setting in breakout rooms allows participants to move freely from one room to another, simplifying breakout room coordination for meeting organizers and participants.

Learn more about Breatkout Rooms: Use breakout rooms in Microsoft Teams meetings - Microsoft Support.

MESSAGE RECAP:

Web Apps Idle Session Time out: MS 365 Alert #018 - As of October 23, 2024, Idle Session Timeout for Microsoft Web Apps will be set for two (2) hours. Select the Alert #18 link to review the multiple Web Apps affected.

O365 Resources and Learning Links

LAUNCH THE DELAWARE LEARNING CENTER (DLC)

Note: While our M365 licenses are a governmental (GCC) version, the Microsoft commercial-based courses found on the DLC, produced by CyberU, provide relevant and valuable training.

Office 365 Website	O365 Applications	Message Center	Learning Pathways	Training Resources

Want to know more about M365, check out the links above!

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