



Portiva Update Office 365

About this Office 365 Portiva Update – [August 2018](#)

We like to inform our customers on a strategic level and of course preferably in person. However, we also would like to keep you up to date monthly, with all the news coming from Microsoft about Office 365. With this update, we hope to achieve that you have a better and clear understanding on how those new updates could impact your business, and what you can do with/about them.

We marked each message sent by Microsoft with a flag to mark their importance, interpreted by Portiva professionals that use their experience to weigh these new or updated experiences for our customers.



New features that are relevant and interesting for your organization



Changes/updates that have direct impact on user / admin experience, important to know!



Noticeable but less important updates

With post-it notes we provide you with specific advice on how to handle that specific change or new feature.



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Office 365 General updates

New feature: The Microsoft 365 Public Roadmap.

In mid-September, the Office 365 Roadmap will become the Microsoft 365 Roadmap and will move to a new web location. In addition to retaining all the current information and functionality of the existing Office 365 Roadmap, the new site will include Microsoft 365 product features from Windows 10, Enterprise Mobility + Security, and Azure.

We will have redirects in place so that the deep links in any existing Message Center posts will continue to function, and any bookmarks you have set to the Roadmap will continue to work.

This is line with the structure change of Office 365 becoming part of Microsoft 365. Get informed or advised by Portiva in any way.

Updated feature: Users now have the ability to delete their FindTime data.

We have added a "delete all" button on the FindTime dashboard that deletes a user's account and all of their FindTime data. Users will now have the ability to delete all their data, including personal and poll data, from FindTime. This feature is already available for users with the FindTime add-in installed.

Providing deletion options for end users regarding personal data is a must have. Inform your end users if needed.

New feature: Guided workflow for deleting users.

As an IT admin, there are certain tasks and process that happen almost daily. We're using customer feedback to identify those common tasks and make them easier and faster to perform with repeatable results. Deleting a user when they leave an organization is one of those common tasks. From the IT side, it can take multiple steps to offboard a user. From the business side, it can be easy to lose valuable data stored in the user's documents and email.

We're combining the steps it takes to delete a user, retain their documents, and retain their email into a single workflow with in-context guidance. This guided workflow is now available to all Microsoft 365 organizations.

Important change for the IT admins and IT manager. Make sure your competence center understands and to use these capabilities.



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New feature: Chat and call insights from Skype for Business Online in MyAnalytics.

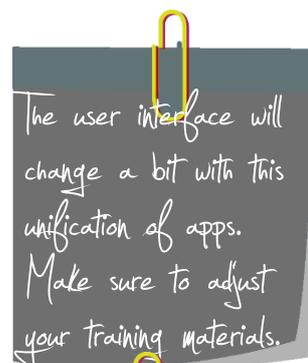
MyAnalytics uses data from Office 365 to help people in your organization understand how they spend their time and discover opportunities to work smarter. All data surfaced in MyAnalytics is private and visible only to the end user.

To give users a more complete picture of how they spend their time, MyAnalytics will now incorporate chat and call insights from Skype for Business Online in addition to email and calendar data from Exchange Online. These insights will begin rolling out to users in your organization with MyAnalytics enabled starting on August 30, 2018.



New feature: Azure Active Directory applications are moving to Office.com.

Today the Office 365 app launcher shows you 3rd party apps in the form of Azure Active Directory single sign-on applications. We are now bringing these same apps to Office.com. As a result of this change, we are removing the Office my apps page in an effort to align app locations across similar Office 365 services.



New feature: You can now prevent forwarding of meeting invites in Outlook.

We are rolling out a new feature update for meetings in Office 365. With this feature, meeting organizers can control whether or not attendees are allowed to invite others to a meeting. This feature makes it possible for organizers to prevent forwarding of a meeting.





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Microsoft Teams updates

New feature: Add a SharePoint Online page, news or list as a tab in Microsoft Teams.

Today, team members can work with SharePoint Online files and document libraries directly inside the Microsoft Teams user experience.

After this change takes place, when you 'add a tab' in Teams using the 'SharePoint' tab app, we are making it easier to choose between available lists, pages and news items -- to quickly bring them into Microsoft Teams.





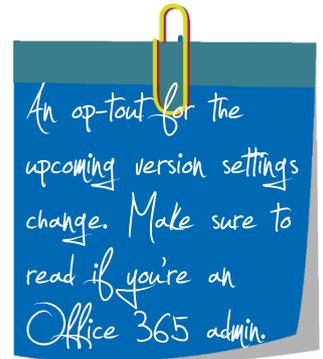
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SharePoint Online updates

Updated feature: Revised versioning settings in OneDrive for Business and in team sites in SharePoint Online.



As we previously announced in MC138148, we will be providing an option to opt out of the upcoming document library versioning setting update. The library versioning update will prevent your users from disabling versioning, thus ensuring the availability of recoverable content. You can start opting out today using the SharePoint Online Management Shell cmdlet provided later in this post.



Updated feature: New header emphasis options are now available in SharePoint.



To provide more site branding flexibility, we are enabling you to modify the color shade of your site headers. This header emphasis will be based on the currently applied site theme color and can either be a lighter, softer color or a darker, stronger one. The site owner always has the option to set the color to gray or revert to the original. Please note that this option currently only applies to SharePoint Online themes and not custom ones.

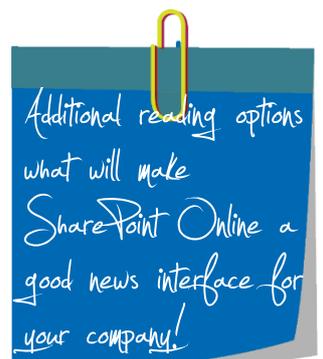


New feature: Save for Later in SharePoint Online.



This feature will allow you and your users to save news posts and pages right from the SharePoint Online web interface, just as is possible on the SharePoint Online mobile app today.

We'll be gradually rolling this out to Targeted Release (entire org) organizations in mid-August, and we anticipate rollout completion to take place over the next few months.





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Updated feature: Shared with Me in OneDrive for Business mobile apps.

In September, we'll begin rolling out an improved Shared with Me experience for OneDrive for Business mobile apps that incorporates the new functionality and metadata we introduced over the course of last year. After this change takes place, users will be able to see and sort the items in their library by who shared with them as well as when items were shared with them.

We'll be gradually rolling this out to customers in September, and we anticipate worldwide roll out completion by the end of September.

More features coming to your mobile apps. Make sure to adjust training materials or to inform endusers.

Updated feature: Apply existing site designs to associated hub sites in SharePoint.

Once a site gets associated to a hub site, it not only inherits the theme of the hub site, it can now be further configured using a site design – providing a powerful management option to further configure any associated sites to enforce permissions and configure additional site components using site scripts. You can learn more about site designs and site scripts here: <https://aka.ms/spsitedesigns>.

This is an optional hub site setting. The site design and associated site script will need to have already been published in your organization. If you don't wish to reuse this site design in self-service site creation be sure to scope it to restrict visibility.

Extending integration options for hubsites making them more useful. Inform your developers about these options so they can prepare and prototype.

New feature: SharePoint Online view formatting.

With this change, you'll be able to improve the display of views in SharePoint Online lists with formatting. The view formatting text describes the elements that are displayed and their display style. The data in the list doesn't change.

Anyone who can create and manage views in a list can access view formatting from the View options menu.

We'll be gradually rolling this out to Targeted Release organizations in late August, and the rollout will be completed worldwide by the end of September.

Finally it will be possible to adjust the views in SharePoint. Formatting options are on their way!



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Updated features: SharePoint Online News and modern pages.

After these updates roll out, you will experience the following changes:

- SharePoint Online News updates: Besides the new carousel layout in the News web part, we're enabling you to reuse existing content in the SharePoint Online News distribution system. With News link you can share a link to items like existing news within your company, news from your public website, LinkedIn articles, and so on. The News link will automatically show an image, title, and description for the link when available. Each of these values can be edited by the author.
- Modern page editing updates: Users who go to edit a modern page will be able to see if someone else is already editing that page. They'll be able to see who that person is and how to contact them. Additionally, to prevent unintentional page lockouts, a user's editing session will time out after 5 minutes if no changes have been made to the page content.

These updates will gradually roll out to Targeted Release organizations in early September, and the roll out will be completed worldwide by the end of November.

