



Your governance quick-start checklist

- ☐ **Roles:** Define and assign roles (Admin, Team Owner, Member).
- ☐ **Creation:** Restrict team creation rights to a specific security group in Entra ID.
- ☐ **Naming:** Configure a Team naming convention policy in Entra ID.
- ☐ **Guest Access:** Set a global guest access policy in the Teams Admin Center.
- ☐ **Expiration:** Configure M365 Group expiration policies in Entra ID.
- ☐ **Classification:** Create and deploy sensitivity labels for data classification (e.g. General, Confidential).