Mimecast Education Courses and Certification Tracks

Course	Duration	Certification track	Mimecast-U Course Link
Administration Console Basics	1 Hour (Optional 30 minute Q&A)	Email Security, Cloud Gateway Fundamentals	For Customers For Partners
Connectivity	1 Hour (Optional 30 minute Q&A)	Email Security, Cloud Gateway Fundamentals	For Customers For Partners
User Management	1 Hour (Optional 30 minute Q&A)	Email Security, Cloud Gateway Fundamentals	For Customers For Partners
Basic Policy Configuration	1 Hour (Optional 30 minute Q&A)	Email Security, Cloud Gateway Fundamentals	For Customers For Partners
Gateway Security Policies Fundamentals	1 Hour (Optional 30 minute Q&A)	Email Security, Cloud Gateway Fundamentals	For Customers For Partners
Gateway Security Policies Advanced	1 Hour (Optional 30 minute Q&A)	Email Security, Cloud Gateway Fundamentals	For Customers For Partners
Data Leak Prevention Policies	1 Hour (Optional 30 minute Q&A)	Email Security, Cloud Gateway Fundamentals	For Customers For Partners
Attachment Policies	1 Hour (Optional 30 minute Q&A)	Email Security, Cloud Gateway Fundamentals	For Customers For Partners
Notifications	1 Hour (Optional 30 minute Q&A)	Email Security, Cloud Gateway Fundamentals	For Customers For Partners
Targeted Threat Protection Attachment Protection	1 Hour (Optional 30 minute Q&A)	Email Security, Cloud Gateway Advanced	For Customers For Partners

Course	Duration	Certification track	Mimecast-U Course Link
Targeted Threat Protection Impersonation Protection	1 Hour (Optional 30 minute Q&A)	Email Security, Cloud Gateway Advanced	For Customers For Partners
Targeted Threat Protection URL Protection	1 Hour (Optional 30 minute Q&A)	Email Security, Cloud Gateway Advanced	For Customers For Partners
Internal Email Protect and Threat Remediation	1 Hour (Optional 30 minute Q&A)	Email Security, Cloud Gateway Advanced	For Customers For Partners
Message Center Troubleshooting	1 Hour (Optional 30 minute Q&A)	Email Security, Cloud Gateway Fundamentals	For Customers For Partners
Web Security Part 1 of 2	1 Hour (Optional 30 minute Q&A)	Web Security Certification	For Customers For Partners
Web Security Part 2 of 2	1 Hour (Optional 30 minute Q&A)	Web Security Certification	For Customers For Partners
Awareness Training Part 1 of 2	1 Hour (Optional 30 minute Q&A)	Awareness Training Certification	For Customers For Partners
Awareness Training Part 2 of 2	1 Hour (Optional 30 minute Q&A)	Awareness Training Certification	For Customers For Partners

Course	Duration	Certification track	Mimecast-U Course Link
Archive Fundamentals	1 Hour (Optional 30 minute Q&A)	Archive Certification	For Customers For Partners
Case Review Application	1 Hour (Optional 30 minute Q&A)	Archive Certification	For Customers For Partners
Supervision	1 Hour (Optional 30 minute Q&A)	Supervision Certification	For Customers For Partners
DMARC Analyzer	1 Hour (Optional 30 minute Q&A)	DMARC Certification	For Customers For Partners
Email Continuity	1 Hour (Optional 30 minute Q&A)	Email Security, Cloud Gateway Fundamentals	For Customers For Partners
Mimecast for Everyone	1 Hour (Optional 30 minute Q&A)	Email Security, Cloud Gateway Fundamentals	For Customers For Partners

See full certification program here

To learn more about Mimecast Education click here

Course Name	Prerequisites	Description	Learning Objectives
1) **Administration Console Basics**	**Prerequisites:** None	**Description:** This course is designed to help you get started with Mimecast by learning how to set up and navigate the Mimecast Administration Console, which provides central administrative control for all your security policies.	**Learning Objectives:** Following the course, you should be able to: • Navigate and understand the functionality the Administration Console • Explain the relevancy of the Mimecast Services status page • Explain the Account Settings menu item and its subsections • Access and export Audit Logs as needed • Explain the differences between various Roles and Security Permissions • Schedule and read the reports Mimecast provides
2) **Connectivity**	**Prerequisites:** Administration Console Basics	**Description:** This course is designed to help you understand how to navigate Directory Synchronization options, understand outbound traffic, journaling, inbound traffic, and connectors.	**Learning Objectives:** Following the course, you should be able to: • Navigate and understand Directory Synchronization • Understand Outbound Traffic • Explain Journaling • Understand Inbound Traffic • Create and Manage Connectors
3) **User Management**	**Prerequisites:** Administration Console Basics	**Description:** This course is designed to help you understand how to control user access to Mimecast end user applications, managing users and groups within the Administration Console and using Attributes effectively.	**Learning Objectives:** Following the course, you should be able to: • Control user access to End User Applications • Manage your users and groups • Explain what Attributes and how they are used

	Prerequisites:	Description:	Learning Objectives:
4) Basic Policy Configuration	Administration Console Basics	The course is designed to help administrators to understand the basics regarding Mimecast Policy configuration.	Following the course, you should be able to: • Navigate and understand what policies are • Understand policies without definitions • Understand policies with definitions • Create basic policies
5) Gateway Security Policies Fundamentals	Administration Console Basics	This course is designed to provide you with knowledge and skills needed to effectively protect your organization's email with Mimecast. Focusing on basic email security policy configuration and discussion of best practices, this course will help you stop spam and malware before it reaches your email system.	Following the course, you should be able to: • Identify the policies that are set up by default • Understand basic spam and virus protection concepts • Explain what each of the policies do and where to find them
6) Gateway Security Policies Advanced	Gateway Security Policies Fundamentals	This course is designed to provide you with an advanced knowledge and skills needed to effectively protect your organization's email with Mimecast. Focusing on advanced email security policy configuration and discussion of best practices, this course will help you stop spam and malware before it reaches your email system.	Following the course, you should be able to: • Explain what Reputation Checks are. • Explain what Greylisting is. • Describe how Spam Scanning protects you.

	Prerequisites:	Description:	Learning Objectives:
7) Data Leak Prevention Policies	Administration Console Basics	This course is designed to equip Mimecast administrators with the skills needed to navigate and understand what secure messaging is and how it works, understanding Content Examination Policies and use Document Services.	Following the course, you should be able to: • Navigate and understand Secure Messaging • Understand Content Examination • Explain Document Services • Use Secure Delivery and Receipt • Enable and configure Secure Messaging Service • Use Secure Messaging to send sensitive information securely • Enable and manage real-time protection against outbound data leaks (DLP) with customized Content Examination policies • Configure Content Examination policy and explain when and how it's triggered • Use DLP Reporting
8) Attachment Policies	Administration Console Basics	This course will provide a solid foundation in the understanding, creation and troubleshooting of Attachment Policies such and Suspected Malware and Attachment Management.	Following the course, you should be able to: • Explain what a Suspected Malware policy is used for. • Explain what Attachment Management is. • Describe the various types of Attachment Management.
9) Notifications	Administration Console Basics	This course will provide a solid foundation in the understanding, creation and troubleshooting of Notifications that end-users will receive through the Mimecast journey.	Following the course, you should be able to: • Configure a Digest Set Definition and Policy • Use End User Notification Sets Policies • Understand URL Protection Page Sets

10) Targeted Threat Protection: Attachment Protection	**Prerequisites:** Administration Console Basics	**Description:** This course is designed to help Administrators understand the basics of the Mimecast Targeted Threat Protection Attachment Protection policy.	**Learning Objectives:** Following this course, you should be able to: - Identify the need for Attachment Protection - Understand the recommended policy that's set up by default - Optimize a new or existing Targeted Threat Protection policy to suit your organization's needs - Have experience with policy configuration for known use cases
11) Targeted Threat Protection: Impersonation Protection	**Prerequisites:** Administration Console Basics	**Description:** This course is designed to help Administrators understand the basics of the Mimecast Targeted Threat Protection Impersonation Protection policy.	**Learning Objectives:** Following this course, you should be able to: - Identify the need for Impersonation Protection - Understand the recommended policy that's set up by default - Optimize a new or existing Targeted Threat Protection policy to suite your organization's needs - Have experience with Policy configuration for known use cases
12) Targeted Threat Protection: URL Protection	**Prerequisites:** Administration Console Basics	**Description:** This course is designed to help Administrators understand the basics of the Mimecast Targeted Threat Protection URL Protection policy.	**Learning Objectives:** Following this course, you should be able to: - Identify the need for URL Protection - Understand the recommended policy that's set up by default - Optimize a new or existing Targeted Threat Protection policy to suite your organization's needs - Understand how Browser Isolation service works and how to enable Browser Isolation for email - Understand user awareness, the settings and how to configure - Have experience with policy configuration for known use cases

13) Targeted Threat Protection: Internal Email Protection and Threat Remediation	**Prerequisites:** Administration Console Basics	**Description:** This course is designed to provide you with the skills and knowledge needed to effectively implement Internal Email Protect and Threat Remediation to ensure you can customise policies based on your organization's needs and remediate against both internal and external threats.	**Learning Objectives:** Following this course, you should be able to: • Understand how Internal Email Protect works • Understand the Internal Email Protect Best Practices • Remediate against internal threats using Threat Remediation
14) Message Center Troubleshooting	**Prerequisites:** Administration Console Basics	**Description:** This course is designed to provide you with the skills and knowledge needed to effectively monitor email flows and message queues within the Mimecast Message Center.	**Learning Objectives:** Following this course, you should be able to: • Effectively monitor email flows and message queues • Search across multiple queues • Analyze information provided in logs • Effectively deal with most common queries from users • Troubleshoot message delivery • Navigate to and understand the Message Center • Understand Message Tracking and various Use Cases • Explain Held Messages • Understand Rejected and Deferred Messages and Use Cases • Understand Bounced Messages • Explain Message Delivery
15) Web Security Part 1 of 2	**Prerequisites:** Administration Console Basics	**Description:** This course will equip you with practical skills and knowledge needed to understand what Mimecast's Web Security is capable of, this includes network level protection, configuration and post-configuration. This is a Two-part course.	**Learning Objectives:** Following the course, you should be able to: • Understand what Mimecast's Web Security can do • Be able to explain both Network Level and MSA Level Protection • Understand the additional benefits of using MSA • Understand Web Security Configuration • Understand Web Security Post-Configuration

16) Web Security Part 2 of 2	**Prerequisites:** Web Security Part 1 of 2	**Description:** This course will equip you with more practical skills and knowledge needed to understand what Mimecast's Web Security is capable of, this includes network level protection, configuration and post-configuration.	**Learning Objectives:** Following the course, you should be able to: • Understand how to configure policies • Understand Web Security Post-Configuration
17) Awareness Training Part 1 of 2	**Prerequisites:** Administration Console Basics	**Description:** This course will equip you with practical skills and knowledge needed to understand, utilize and configure the Mimecast Awareness Training platform.	**Learning Objectives:** Following the course, you should be able to understand: • Learn what Awareness Training provides for a company • Configure your settings • Schedule training • Understand the end user experience • Manage Reminder and Watchlist Notifications • Leverage information from the Dashboard and Reports • Learn how to use Phishing Templates, Campaigns and Logs
18) Awareness Training Part 2 of 2	**Prerequisites:** Awareness Training Part 1 of 2	**Description:** This course will equip you with more practical skills and knowledge needed to understand, utilize and configure the Mimecast Awareness Training platform.	**Learning Objectives:** Following the course, you should be able to understand: • Learn what Awareness Training provides for a company • Configure your settings • Schedule training • Understand the end user experience • Manage Reminder and Watchlist Notifications • Leverage information from the Program Overview and Reporting & Insights pages • Learn how to use Phishing Templates, Campaigns and Logs

19) Archive Fundamentals	Prerequisites: Administration Console Basics	Description: This course is designed to help administrators understand the basics of searching the Mimecast Archive and End User Applications, exporting the results and which Archive logs are kept within the Administration Console.	Learning Objectives: Following the course, you should be able to: • Search the email archive in the Mimecast Administration Console and End User Apps • Save and export Archive Searches • Export archived message data and monitor exports • Work with Archive View and Search Logs • Explain the method for recovering a deleted message from a user's inbox
20) Case Review Application	Prerequisites: Administration Console Basics	Description: This course is designed to help you understand the Case Review Application. The course will cover the essentials of Archive searching, creating cases, and exporting from the Case Review Application.	Learning Objectives: Following this course, you should be able to understand how to: • Access the Case Review application • Search by mailbox and from/to • Create a saved search • Create a Case and Review set • Add messages to a case • Check the Status • Re-index and set a Litigation Hold by adding messages to a Review Set • Manage, Search and Remove mailbox holds • Review and tag messages • Add Custom labels • Work within the different queues • Export archived message data • Download an export file • Forward and print a message • Set a Retention Adjustments

21) Supervision	Prerequisites: Administration Console Basics	Description: This course is designed to help you understand the Mimecast Supervision tool, from using lexicons to reviewing queues.	Learning Objectives: Following this course, you should be able to understand: • How the Supervision Tool is used to monitor email for non-compliance • How Administrators can configure it in the Administration Console • What Lexicons are and how they can be used to identify your search terr • What Escalation Queues are and how they can be used to escalate • emails for review by Compliance Officers • How Review Queues are used to enable managers to review emails for non-compliance • How Rules are created to identify the group to be monitored and tie in the Lexicons and Queues • How Reports can be downloaded to show activity in an Audit
22) DMARC Analyzer	Prerequisites: Administration Console Basics	Description: This course is designed to help you understand what DMARC is, how alignment works and be able to work on the Mimecast DMARC Analyzer platform.	Learning Objectives: Following this course, you should be able to: • Understand what DMARC is and explain how it works • Understand Identifier Alignment in DMARC • Know what a DMARC record looks like and explain its components • Be able to describe and compare three different DMARC policy levels and how they affect the way email is handled • Be familiar with the types of DMARC reports • Be able to navigate the DMARC Analyzer dashboard and read report data • Understand what DMARC is and explain how it works • Understand Identifier Alignment in DMARC • Know how DMARC record looks like and explain its components • Be able to describe and compare three different DMARC policy levels • Be familiar with the types of DMARC reports • Be able to navigate the DMARC Analyzer dashboard and read report data

23) Email Continuity	Prerequisites: Administration Console Basics	Description: This course is designed to help you understand Email Continuity Events, use the Continuity Monitor and how to manage alerts.	Learning Objectives: Following the course, you should be able to: • Creating and Cloning Continuity Events • Understand what happens during and after an event • What you need to create a Continuity Monitor • How to manage a Continuity Event • Respond to a continuity monitor alert • Build an SMS response to continuity events
24) Mimecast for Everyone	Prerequisites: None	Description: This course is designed to help you learn about Mimecast for Outlook which gives you the ability to search your archive, report spam, block and permit senders, apply stationery, send secure messages, large files, and so much more.	Learning Objectives: Following the course, you should be able to: • Explain what Mimecast is · Search the Mailbox Archive • Understand Mimecast for Outlook Security Features • Use Managed Senders • Understand Personal Blocked and Permitted • Understand Large File Send