

How to (re)act to a Microsoft Audit? Best practices and tips

Target audience	License, Software Asset Management and Contract Managers. Legal councils, purchasing managers, IT managers from Microsoft customer organizations (Employees of Microsoft partners please register for the Partner edition of this webinar).
What you will achieve	Every medium sized and large Enterprise (commercial and public sector) will be invited to a Microsoft Audit. Mostly every three to five years. And because the right to verify compliance is in your Agreement, there is no other way than to cooperate. But what can you expect? How does a compliance verification work? What do you need to prepare and communicate and what is the impact on your organization (resources). After you have followed the intensive 2-hour training you will be able to respond to the Audit, defending your interests, but also cooperate with Microsoft. You will be able to proactively prepare and prevent common incompliance issues.
Course format	<p>This training will be delivered in a 3-hour online webinar.</p> <p>The training session and course material will be delivered in English.</p>
Prerequisite knowledge	No prerequisite knowledge needed.
Agenda	<p>Introduction</p> <ul style="list-style-type: none">• Legal base of software licensing• Your Agreement setup with verifying compliance section <p>Verifying compliance options</p> <ul style="list-style-type: none">• Compliance verification• Audit• Business Software Alliance (BSA) <p>Administration</p> <ul style="list-style-type: none">• License administration• Assigning licenses and reassignment rules• Policies and contracts <p>Verifying compliance process</p> <ul style="list-style-type: none">• How does it work?• Rights and obligations of the auditor, you and Microsoft <p>Communications</p> <ul style="list-style-type: none">• Project management• File keeping• Closure meeting

The Estimated License Position

- Setup
- Discussing the ELP

Common compliance issues

Your trainer

This training will be delivered by [Peter van Uden](#), an experienced and by Microsoft endorsed Microsoft licensing trainer and a SAM Compliance Verification specialist

Your investment

Your investment is € 295 per attendee¹. This fee includes:

- Access to training recordings
- Electronic handouts in PDF
- Post-event support

Course dates and registration

This training is scheduled Friday September 30th, 2022 from 9:00 – 12:00 (CEST).

The number of attendees for these events is limited. Registering does not guarantee a place, registrations are processed on a first come, first served basis.

Register through www.didactive.com/en.

In-company training session

This course is globally available as an in-company training session for groups of at least 15 attendees.

More information

You can find more information about this and other Microsoft licensing-related training sessions on our Website: www.didactive.com/en.

Cancellation, absence

If you cannot attend the training session, you may send a colleague instead.

Regular registrations

If you decide to cancel your registration, we will refund the registration fee as follows.

- If you cancel more than six weeks in advance, we will refund the entire registration fee.
- If you cancel more than three weeks and up to six weeks in advance, we will refund 75% of your registration fee.
- If you cancel more than one week and up to three weeks in advance, we will refund 50% of the registration fee.
- If you cancel up to one week in advance, we will refund 25% of your registration fee.
- If you cancel on or after the first training day or don't show up, we will not refund your registration fee.

¹ Dutch customers and all customers who don't provide a VAT number will be charged 21% VAT.

Particulars

- The training agenda is subject to change without prior notice when updated Microsoft licensing terms require such a change
- Didactive reserves the right to cancel the training when there are insufficient registrants. In such a case we will make a complete refund

Latest update: June 13, 2022