

BCC AFFIRMATIC

External User Management for Microsoft 365



Why You Should Leverage Microsoft 365 Guest Access

Cost efficiency: Using Microsoft 365 Guest access allows to save on providing corporate devices and M365 license cost for external contractors and customers.

Fast enablement: Fast enablement procedures to collaborate with external contractors and customers in in Microsoft 365.

Challenge of Microsoft 365 Guest User Management

Microsoft 365 guest makes external collaboration easy, but at scale it creates governance risks: unknown owners, potential oversharing of content, missing expiries, limited audit evidence and and complex IT operations without self-service and additional Microsoft licensing requirements.

Limitations of native Microsoft365 guest management

- **Microsoft standard guest invitation emails:** Generic, unbranded emails often look like phishing and delay onboarding
- **Limited Guest access reviews:** only available, with costly Microsoft Entra ID P2 or Microsoft Entra ID Governance and limited feature set.
- **Approvals and configuration:** Approvals require additional licensing and complicated configuration and maintenance
- **Legal consent before access:** Terms & Conditions or NDAs cannot be enforced before granting access
- **Lack of transparency:** Difficult to track who owns which guest and what they can access , audits are painful
- **No self-service capabilities:** Without Entra ID Governance, organisations must rely on IT tickets or custom solutions

BCC Affirmatic: Secure, Simple and Cost Efficient

BCC Affirmatic adds the missing governance layer to Microsoft 365:

- Standardised request templates and approvals
- Branded, trusted invitations and onboarding portals
- Lifecycle automation with expiry and reviews
- Legal-first onboarding with Terms & NDAs
- Comprehensive audit trails for effortless audit and compliance

Experience BCC Affirmatic live: start your free trial today!

Contact our sales team at +49 6196 640400 or sales@bcc.de

Visit our homepage at www.bcchub.com/en/solutions/guest-management



Nerd Corner: Why IT, Security and Audit will love Affirmatic 😊

- **Requests and templates:** Affirmatic provides governed request forms that enforce a minimum of two owners, time-bound access (for example 90 days), required metadata and naming conventions and it allows per-template defaults for approvals, expiry, language and onboarding mode (native Microsoft invite, branded email, Guest User Management portal with Terms only, or portal with Terms plus NDA e-sign).
- **Self-service and cost impact:** Governed self-service lets business teams request and manage guest access without tickets, which lowers helpdesk load, reduces the need to issue corporate devices or mailboxes to externals, and shortens time to access.
- **Approvals workflows:** Approvals map to organisational units so requests reach the right reviewers. Approver security groups align to each unit for special approvals and backup approvers to ensure continuity and speed.
- **Legal agreements and electronic signatures:** Affirmatic provides Terms and Conditions or NDAs that require an acceptance and/or signature before access, and store the signed artefacts with the guest record. If a guest declines terms or requests corrections, their feedback is captured in the portal and the record is stored with the request.
- **Branding and multiple languages :** The Affirmatic Guest User Portal and emails carry your company branding, use a friendly sender and subject, and are available in English, German (DE), Italian (IT) and Spanish (ES), with more languages coming. The branded email plus portal option improves trust and completion rates.
- **Lifecycle, events and rules:** You can schedule access reviews, check for inactivity and owner gaps, send notifications via Teams or email, apply post-expiry actions such as archive or delete, and change owners or expiry with audit logging.
- **Directory and dashboards:** Owners and Administrators get live views and filters for due reviews, expired and inactive guests, and guests without sign-in in the last 30 days. They can also create, update, import and sync or delete where permitted.
- **Domain controls (allow/block per profile):** Affirmatic applies domain allowlists and blocklists at the profile level, so each Microsoft 365 tenant or organization can define its own trusted and restricted domains. This prevents risky domains from being invited, and gives requesters immediate feedback in the flow.
- **Audit and reporting:** Affirmatic maintains audit trail with exportable evidence packs. Updates and guests created outside Affirmatic appear after the daily import sync

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