

# SharePoint 2013 for Administrators

Hands-on course of 3 days - 21h

Ref.: HPA - Price 2024: €2 070 (excl. taxes)

## THE PROGRAMME

last updated: 01/2018

### 1) Overview of SharePoint 2013

- Introduction of products and services.
- Main new features. General architecture.

### 2) Installing the environment

- Software and hardware prerequisites.
- Solution topologies. System settings.
- Overview of administration tools.

*Hands-on work* : Installing a SharePoint environment. Configuration of services. Discovering the central administration. Using PowerShell.

### 3) Web and service application management.

- Web applications and service applications.
- Configuration of application settings.
- Content databases.
- Sites and collections of sites.

*Hands-on work* : Creating a Web application, a managed path, a collection (Web interface and PowerShell). Adding and configuring content bases.

### 4) Administering sites

- Security principles. Security in SharePoint.
- Quotas and blocks.
- Managing lists and libraries.
- Solutions and features.

*Hands-on work* : Adding a security strategy. Configuring a security provider. Setting quotas and blocking sites. Deploying a solution.

### 5) Setting up application services

- Managed metadata service.
- Business Connectivity Services. Excel Services.
- User profile and personal site service.

*Hands-on work* : Configuring the managed metadata service, Business Connectivity Services, Excel Services, and the user profile service.

### 6) Enterprise searching

- Searching in SharePoint.
- Search configuration.
- Advanced settings: Content sources, result origins, etc.

*Hands-on work* : Indexing configuration. Adding content sources. Original edits of results. Creating a search center.

### 7) Maintenance and diagnostics

- Performance monitoring

#### TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

#### ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more. Participants also complete a placement test before and after the course to measure the skills they've developed.

#### TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

#### TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

#### ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at [psh-accueil@ORSYS.fr](mailto:psh-accueil@ORSYS.fr) to review your request and its feasibility.

- Diagnostic logs. The Developer Dashboard.
- Backup-and-restore strategies.
- Disaster Recovery procedures.
- SharePoint update strategy.
- Installing language packs.

*Hands-on work : Viewing logs. Using the Developer Dashboard. Backing up a collection of sites with PowerShell. Installing a language pack.*

## DATES

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Contact us