MS-300T01 Managing Office 365 Content Services

Days: 2

Course Overview

Content is the most critical digital asset for every organization. In this course students will learn how to plan, configure, and manage SharePoint Site Collection and OneDrive for Business to enable modern content services which transform the content lifecycle. Specifically, this course discusses the modern SharePoint site structure, such as SharePoint hub sites. It provides best practices for the adoption and deployment of OneDrive for Business within your organization. It also covers sharing, security, and monitoring in SharePoint Online and OneDrive for business. This course is designed for IT Professionals who deploy and manage the teamwork infrastructure in their organization. This is the first in a series of four courses for the Teamwork administrator. These courses help prepare for the exam MS-300: Deploying Microsoft 365 Teamwork.

Who Should Attend

This course is for the Microsoft 365 teamwork administrator role. The role is responsible for configuring, deploying, and managing Office 365 and Azure workloads that focus on efficient and effective collaboration and adoption. They manage apps, services, and supporting infrastructure to meet business requirements. The administrator is aware of and can differentiate between products and services but may not directly manage each product or service.

Course Objectives

After completing this course, students will be able to:

- Configure SharePoint Site Collections.
- Manage site collection storage limits. Deploy OneDrive for Business sync client.
- Use Group Policy to control OneDrive sync client settings.
- Manage external sharing for data in SharePoint Online and OneDrive for Business.

Course Outline

1 - PLAN AND CONFIGURE SHAREPOINT SITE COLLECTION

- SharePoint Online Overview
- Configure site collection
- Manage site collection

2 - CONFIGURE AND MANAGE ONEDRIVE FOR BUSINESS

- OneDrive for Business Overview
- Deploy OneDrive for Business

Microsoft Partner
Silver Learning

KnowledgeWave

www.knowledgewave.com
Phone: 800-831-8449

- Manage OneDrive for Business

3 - SHARING, SECURITY, AND MONITORING IN SHAREPOINT AND ONEDRIVE

- Manage sharing in SharePoint and OneDrive
- Manage security in SharePoint and OneDrive
- Monitor SharePoint and OneDrive

4 - COURSE CONCLUSION

- Lab : Creating and configuring site collection

Microsoft Partner
Silver Learning

Page 2