

SharePoint Training DVD Videos



SharePoint 2013 System Administration

Intended for: System Administrators / Architects

Prerequisites: System Administration Skills

Hours: 23 hours of video + 25 hours of hands on labs

OVERVIEW

The goal of SharePoint System Administration class is to learn how the various pieces of the farm work together and decision points that the system administrator will need to make. You should end with a solid grasp of the architecture, and will understand how to properly research the specifics for your environment.

Learn all the topics covered in the Fundamentals & Administration course plus:

- Learn PowerShell basics such as pipes, get-command, and selects.
- Use PowerShell ISE to create scripts to manipulate SharePoint content
- Create path based and host-header based site collections using PowerShell and user interface
- Manage content databases via user interface and PowerShell
- Understand all decision points when creating a new web application
- Manage service accounts
- Change web application settings via PowerShell
- Understand claims based authentication and other authentication options
- Move sites and site collection using PowerShell
- Move content databases across web applications
- Delegate administration of service applications
- Synchronize Activity Directory with SharePoint both importing and exporting user profile data.
- Create a new search index partition using PowerShell and understand the new Search architecture.
- Backup specific SharePoint components and the entire farm
- Learn how to use unattached restore
- Learn about 15 folder and deploy SharePoint solutions
- Get technical details about the web servers and content database structure
- Learn about farm topology

1. Definitions, History, and Expectations

- Definitions
- History
- Editions
- How to Make SharePoint Successful

2. Sites, Lists, Versioning

- Site Collection
- Site
- Navigation
- Features
 - Site template comparison
- Navigation
- List = App
 - Columns
 - Views
 - Sharing
 - Collaborative editing and SkyDrive Pro
 - Versioning
 - Alerts and popularity
- List specific features
 - Connect to Outlook
 - Calendar aggregation
 - Task indents and timeline

3. Social, User Profiles, My Site

- User Profile and Personal content
 - Basic information
 - Contact and details
 - Contact and details
- Task aggregation on my site - synchronization all tasks from all site collections to person's my site
- Newsfeed and Following
 - Commenting, hashtags, likes

- Aggregation and settings
 - Follow sites, people, hashtags
- Community site template
 - Discussions
 - Reputation and badges

4. Pages, Web Parts, Apps, and Themes

- Types of Pages
- Web Parts

5. InfoPath in SharePoint

- Form design
 - Fields / columns
 - Visual layout
 - Two column layout
 - Four column layout
 - Logic
 - Rules
 - Validation
 - Hide / show controls
 - External data
 - Get data from other SharePoint lists or databases
- InfoPath Form Web Part
- List forms vs. form library
 - Digital signatures
 - Complicated schema - not all fields stored in SharePoint list

6. Workflows with SharePoint Designer

- Introduction
- Two platforms and what's new in 2013
- Definitions
- Stages, steps, and loops
- Conditions and branches
- Actions and variables
- Workflow types and association
- Information Management Policies
- Export and import workflows

7. Security Authorization

- Permissions and Permission Levels
- Site Collection Administrator
- Authentication vs. Authorization
- What provides authentication
- Who can assign permissions
- SharePoint groups
- Web Part to show users and SharePoint groups that have access to the site

8. Site Administration Tools

- Manage Content and Structure Tool
- Features
- Recycle Bin
- List and Site Templates
- Usage Statistics

9. Project: Libraries and Lists

- Setup Research Papers library with folders and metadata
- Setup Area for Industry Clinic project management

10. Mobile Access

- Windows 8 phone
- iPad
- Android browser

SECTION 2 - Administration

1. Site Collection Management

- Definition
- Why separate site collections
- Management

2. Site Columns

- Site Columns definition
- Scopes and updates

3. Managed Metadata

- Terms sets and term groups
- Local vs. Global context
- Enterprise keywords
- Social tags
- Search refinement based on metadata

4. Content Types

- Content type use cases
- Content type hierarchies and inheritance
- Using content types to create information architecture
- Document templates
- 2010 Workflows and information management policies for content types
- Content Type Syndication Hub
 - How it works
 - Relation to managed metadata
 - View and other settings

5. Document sets

- Metadata and page layouts
- Versioning and workflows
- Document ids

6. User Profiles

- User profile properties
- Audiences
- My site settings

7. Search Administration

- Content Sources and Crawl Rules
- Properties
- Refinement in search web parts
- Query Rules
- Analytics
- Entity Extraction

8. Final Project

- Metadata and Search

9. Records Management

- In place records management
- Record center template and use of content types
- Making documents into records using workflows
- eDiscovery cases
 - eDiscovery sets
 - Sources
 - Custodians
 - Queries

10. External Data and Business Data Services

- Data Sources and Data Views
- Secure Store Service
 - Application definitions
 - Credentials
- Business Data Services
 - External content types and lists in SharePoint Designer
 - Editing forms using InfoPath Forms

SECTION 3 – System Administration

1. PowerShell

- Using PowerShell to administer SharePoint

2. Site Collection Management

- Site Collection
- Why and when to create multiple site collections
- Host header based site collections
- Site collection recycle bin
- Moving sites using export import

3. Web Applications, Content Databases, and Service Applications

- Content database management
 - Create new content database
 - Move site collections
- Web application management
 - Web application level settings
 - Security policy
 - Max upload size
 - Create new web application
 - Register a new service account
 - Create new application pool with the service account
 - Specify authentication
 - Port and host header
 - Database
 - Service applications
 - Extend a web application
 - Alternate access mappings
 - Move content databases
- Service applications management
 - Administrators
 - Associations
 - Create new

4. Authentication

- Windows: NTLM vs. Kerbero
- Claims-based authentication
- oAuthentnication
- SAML

5. IIS and SQL

- IIS application pools and application pages
- Content database structure

6. Issue Resolution

- Knowing when there is a problem
 - Health Analyzer
 - Correlations IDs
- Where to look for issue details
 - IIS Log

- Windows Event Log
- SharePoint ULS Log
- Diagnostic Logging settings

7. User Profile Service Application

- AD Synchronization
 - Permissions
 - How to look at synchronization errors in Forefront Identity Manager.

8. Search Service Application

- Search architecture
- Components
- Search Index
- Management through PowerShell

9. Backup and Restore

- Catastrophic backup
- Content database restore
- Unattached content database restore

10. Features and Site Definitions

- Hive - 15
- Site Definitions and Features
- Solutions Management

11. Farm Topology

- Three tier architecture
- Adding servers
- Request management