



DATA SHEET

SharePoint 2010: Administration

Deploy, configure,
secure, and operate
SharePoint 2010

The **SharePoint 2010: Administration** 4-day Workshop*PLUS* course provides in-depth coverage of Microsoft® SharePoint Foundation 2010 deployment, configuration, security, operations, backup, and restore. Students are also introduced to some key enterprise features of SharePoint Server 2010, including Search. SharePoint administrators will gain a firm grasp of the technical concepts required to successfully operate this collaboration infrastructure.

This workshop contains Level 300 content. Please review the target-audience information (next page) and contact your Microsoft Services representative to ensure that this workshop is appropriate to the students' experience and technical expertise.

Workshop*PLUS* Benefits

Incoming Assessment to baseline knowledge. It is important for students to get feedback on how much they have learned during the Workshop*PLUS* course. To accomplish that end, the Incoming Assessment measures what students know at the beginning of the course. This 25-question assessment was developed by a team of subject matter experts at Microsoft.

Outgoing Assessment to measure knowledge transfer. Students like to know how much they learned as a result of the training. At the end of the Workshop*PLUS* course, students compare their Incoming and Outgoing results. In addition, the instructor reviews the questions and discusses the answers in detail to ensure that students understand the key concepts. (Note: Individual results of the Incoming and Outgoing Assessment are not provided to management.)

Action Planning Exercises to take workshop learnings and apply them to the workplace. Applying new knowledge to the real world is key to getting the most value out of your training budget. The purpose of the Action Planning Exercises is to identify key problems or proactive opportunities in your workplace — and then to use the skills learned in this course to develop real-world action plans.

Technical Highlights

The **SharePoint 2010: Administration** workshop provides participants with the skills and techniques that help them perform the following tasks:

- SharePoint 2010 deployment
- SharePoint general administration and service applications management
- Farm, Web application, site, and content security configuration
- Patch management
- Disaster preparation and recovery

Target Audience

To ensure the high-quality knowledge transfer students expect from this 4-day workshop, class size is limited to a maximum of 16 students who meet the following criteria:

- Minimum of 6 months previous experience administering SharePoint 2010 or MOSS 2007 (This is not a beginner's workshop.)
- Microsoft Certified System Engineers or those with similar experience

Syllabus

This workshop runs a FULL 4 days. Students should anticipate consistent start and end times for each day. Early departure on any day is not recommended.

Incoming Assessment. Students take a 25-question quiz that measures their baseline knowledge.

Module 1: Deployment Planning and Installation. Understand the key decisions to be made when planning and deploying a SharePoint Foundation (SPF) farm deployment to support a corporation, department, or team.

Module 2: General Administration and Service Applications

Explore the new central administration features in SharePoint 2010. Understand the general Shared Services Architecture and how Shared Services are created and managed.

Module 3: Upgrade. Learn the various options for upgrading an existing SharePoint environment to SharePoint Foundation 2010.

Module 4: Business Continuity Management. Understand the changes to backup and restore strategies introduced in SharePoint 2010.

Module 5: Security. Explore the security options with Central Administration, how to apply security to a SharePoint site, and how claims-based authentication works with SharePoint.

Module 6: Search. Learn the SharePoint 2010 search architecture and the server roles associated with the search service. Understand how to set up search within a farm environment and how to configure various search components.

Module 7: Patch Management. Explore the various types of patches that are available, patch release cycles, and patch installation techniques.

Module 8: Performance and Health. Understand the new features in SharePoint 2010 to improve scalability and performance of large lists. Explore the developer dashboard and HTTP request monitoring. Explore the health framework and how it can be leveraged to monitor and manage the overall health of a SharePoint 2010 server farm.

Outgoing Assessment. Students complete the quiz again and compare Incoming and Outgoing results to measure knowledge transfer and to discuss the questions.

This workshop is just one of many available from Microsoft Services.

For more information, contact your Technical Account Manager or your Services representative.