Configuring and Managing Microsoft SharePoint 2010 (10174)

- **Formato do curso**: Presencial
- **Preço**: 1650€
- **Nível**: Intermédio
- **Duração**: 30 horas

Dirigido a Administradores de SharePoint com conhecimento de Administração de Sistemas, este curso vem dotar os participantes com os conhecimentos necessários para instalar, configurar, gerir, administrar, monitorizar sites e utilizadores em SharePoint 2010, baseado em melhores práticas.

Cobre as funcionalidades do SharePoint 2010 SP1, SharePoint Online e Office 365.

Este curso é a base de preparação para o exame “70-667 – TS: Microsoft SharePoint 2010, Configuring”.

**Objetivos:**

No final da ação de formação os participantes deverão estar aptos a:

- Preparar e instalar o SharePoint 2010
- Configurar os serviços básicos, e componentes lógicos de uma implementação de SharePoint
- Administrar o SharePoint via consola (Central Administration), linha de comando e PowerShell
- Gerir conteúdos em Listas e bibliotecas
- Gerir identidades e autenticação
- Permissões de conteúdo em SharePoint
- Gerir customizações
- Gerir e configurar Aplicações e Serviços
- Configurar Social Networking
- Configurar e gerir Pesquisa em SharePoint
- Configurar farms, servidores, Service Applications e Portais
- Fazer Upgrade, configurar e realizar tarefas de manutenção na farm
- Alta Disponibilidade e Disaster Recovery
- Monitorização e otimização de performance

**Destinatários**

- Profissionais de IT que pretendam instalar, configurar e gerir ambientes de SharePoint 2010
- Administradores de soluções aplicacionais, que tenham como finalidade gerir algumas áreas em SharePoint
Pré-requisitos

- 2 anos de experiência com ambientes de SharePoint
- Experiência de Windows Server 2008 ou Superior
- Experiência em Internet Information Server
- Experiência em Active Directory e Serviços de Rede
- Experiência em tecnologias de autenticação e segurança
- Experiência em PowerShell

Programa

**Introducing Microsoft SharePoint 2010**

This module provides an overview of SharePoint 2010 and SharePoint Online. It will prepare students for the installation of the first server in a SharePoint 2010 farm and give details on SharePoint 2010 Sp1 and SharePoint Online.

- Lessons Evaluating the Features of Microsoft SharePoint 2010
- Preparing for SharePoint 2010
- Installing SharePoint 2010 Advanced Installation of SharePoint 2010
- Lab: Installing SharePoint 2010
- Creating Active Directory Accounts for SharePoint
- Installing SharePoint Server Prerequisites
- Installing SharePoint Server
- Configuring the SharePoint Installation (Optional): Installing a Language Pack

**Creating a SharePoint 2010 Intranet**

This module covers creating a SharePoint 2010 Intranet and shows students how to configure and administer the fundamental components of a SharePoint farm, including its configuration, logical structure, user-facing features, and underlying engine.

- Lessons Performing Initial Farm Configuration
- Configuring the SharePoint Logical Structure
- Exploring the SharePoint Web Application and Physical Architecture
- Lab: Creating a SharePoint 2010 Intranet
- Creating a Web Application
- Creating a Site Collection
- Creating a Site Collection in a New Content Database

**Administering and Automating SharePoint**

This module covers Administering and Automating SharePoint. It covers how to apply the full range of options for administering and automating SharePoint. It introduces students to the logs.

- Lessons Configuring Central Administration
- Administering SharePoint from the Command Line
- Automating SharePoint Operations with Windows PowerShell
- Lab: Automating SharePoint with Windows PowerShell
- Adding SharePoint Functionality to Windows
PowerShell Delegating the Ability to Use Windows PowerShell to Manage SharePoint Reporting Web and Site Collection Properties Creating Site Collections Using Windows PowerShell Creating and Updating Items

**Configuring Content Management**

This module covers Configuring Content Management. It explains to students how to manage content (lists, libraries, items and documents).

- Lessons Optimizing Content Storage and Access
- Managing Site Content Types and Site Columns
- Configuring the Managed Metadata Service
- Lab:
  - Lab A: Configuring List Throttling and Remote BLOB Storage
  - Configuring List Throttling
  - Enabling FILESTREAM and Provisioning the RBS Data Store
  - Installing RBS on All SharePoint Web and Application Servers
  - Configuring the BLOB Size Threshold for RBS
  - Lab B: Configuring Managed Metadata
  - Configuring and Implementing Managed Metadata

**Configuring Authentication**

This module describes the process of how to administer authentication to SharePoint Web applications.

- Lessons Understanding Classic SharePoint Authentication Providers
- Understanding Federated Authentication
- Lab:
  - Lab A: Configuring Custom Authentication
  - Creating and Configuring an ASP.NET Membership Database
  - Creating a Web Application that Uses Claims-Based Authentication
  - Lab B: Configuring Secure Store
  - Creating User Accounts for Access to External Data
  - Configuring Secure Store Services
  - Configuring Secure Store Unattended Accounts

**Securing Content**

This module details how to manage security of SharePoint content within a Web application.

- Lessons Administering SharePoint Groups
- Implementing SharePoint Roles and Role Assignments
- Securing and Auditing SharePoint Content
- Configuring Security for SharePoint Content
- Lab: Configuring Security for SharePoint Content
- Managing SharePoint Groups
- Creating Custom Permission Levels
- Managing Permissions and Inheritance
- Creating a Web Application Policy

**Managing SharePoint Customizations**

This module enables students to manage customizations to the SharePoint environment.

- Lessons Customizing Microsoft SharePoint
- Deploying and Managing Features and Solutions
- Configuring Sandboxed Solutions
Lab :

- Lab A: Administering Features and Solutions Administering Features Administering Solutions
- Lab B: Administering Sandboxed Solutions Administering SandBoxed Solutions Modifying SandBoxed Solutions Timer Jobs Configuring Sandbox Points

**Configuring and Securing SharePoint Services and Service Applications**

This module shows students how to manage the SharePoint service as a whole, as well as individual services and service applications

- Lessons Securing the Enterprise SharePoint Service Securing and Isolating Web Applications Services and Service Applications
- Lab :
  - Lab A: Administering SharePoint Services Administering SharePoint Services Administering SharePoint Windows Services
  - Lab B: Configuring Application Security Configuring Web Application and Application Pool Security Configuring Secure Sockets Layer Security
  - Lab C: Configuring Service Applications Creating a Service Application

**User Profiles and Social Networking**

This module describes how to manage user profiles, My Sites, and social content.

- Lessons Configuring User Profiles Implementing SharePoint 2010 Social Networking Features
- Lab :
  - Lab A: Configuring User Profiles Creating a User Profile Service Application Configuring User Profiles Configuring Profile Import from External Data Sources
  - Lab B: Administering My Sites Configuring My Sites Creating Your My Site and Profile Configuring Social Networking Features

**Administering and Configuring SharePoint Search**

This module discusses how to administer and configure SharePoint Search.

- Lessons Configuring Search Refining Search
- Lab :
  - Lab A: Configuring Search Creating Content for Search Creating an Enterprise Search Center Site Creating and Configuring a Content Source Configuring File Types Configuring Search Settings Configuring Managed Properties Creating and Configuring a Search Scope
  - Lab B: Tuning SharePoint Search Creating Keywords and Best Bets Configuring a Thesaurus Configuring Noise Words

**Implementing Productivity Service Applications**
This module enables students to configure specific service applications.

- Lessons Implementing Business Connectivity Services Configuring Excel Services Understanding PerformancePoint Services Implementing InfoPath Forms Services Implementing Visio Services Features Implementing Access Services Implementing Office Web Apps

**Installing and Upgrading to SharePoint 2010**

This module teaches students how to install and upgrade to SharePoint 2010 in a variety of scenarios, and to keep SharePoint 2010 current

- Lessons Installing SharePoint Servers and Farms Upgrading to SharePoint 2010 Evaluating Installations and Upgrades Configuring SharePoint Operational Settings Updating SharePoint
- Lab :
  - Lab B: Upgrading SharePoint 2007 to SharePoint 2010 Upgrading SharePoint 2007 to SharePoint 2010 Upgrading Content Databases Implementing a Visual Upgrade

**Implementing Business Continuity**

This module enables students to configure business continuity for SharePoint.

- Lessons Protecting and Recovering Content Working with Backup and Restore for Disaster Recovery Implementing High Availability Solutions
- Lab :
  - Lab A: Implementing a Backup Strategy Backing Up SharePoint Using Central Administration Investigating SharePoint Backup Logs and Files Automating SharePoint Backup Using Windows PowerShell
  - Lab B: Implementing a Restore Strategy Restoring a Web Application Using Central Administration Investigating SharePoint Restore Logs and Files Performing a Partial Restore

**Monitoring and Optimizing SharePoint Performance**

This module shows students how to monitor SharePoint performance, health, and usage, and to identify and remediate performance and health problems.

- Lessons Monitoring Logs Configuring SharePoint Health Analyzer Configuring Usage Reports and Web Analytics Monitoring and Optimizing SharePoint Performance
- Lab :
  - Lab A: Configuring SharePoint Monitoring Configuring SharePoint Diagnostic Logging
  - Lab B: Analyzing SharePoint Health Configuring Health Analyzer Rules Reviewing and
Repairing Health Analyzer Problems

- Lab C: Reporting SharePoint Usage Configuring SharePoint Usage Data Collection
  Creating Reports from the Logging Database

**SharePoint Online and Office 365**

This module covers implementing and administering Office 365 and SharePoint Online

- Lessons Introducing Office 365 and SharePoint Online
  Setting Up Office 365
  Administering SharePoint Online