
Microsoft Business Productivity Online Services (BPOS)

Cursusduur: 1 Dag **Cursuscode: M50201**

Beschrijving:

This one-day hands-on workshop provides students with the necessary knowledge to plan and implement a Microsoft Online Services company environment in a classroom environment. This course includes a fictional client with which the students will plan their Microsoft Online Services company environment. Also, students gain first-hand knowledge about implementing their client's companies Microsoft Online Services subscriptions services and base architecture.

Doelgroep:

This course is intended for IT professionals (architects, implementers, and consultants) who are responsible for designing and implementing Active Directory, Microsoft Exchange Server, SharePoint, and Live Meeting solutions for small to medium customers.

Doelstelling:

- At the conclusion of the workshop, participants will be able to:
 - Understand the signup process for Microsoft Online Services.
 - Demonstrate an understanding of the Microsoft Online Administration Center.
 - Demonstrate an understanding of the Microsoft Online Services Sign In application.
 - Demonstrate an understanding of Exchange Online, SharePoint Online, and Live Meeting Online.
 - Create and administer user accounts and domains.
 - Create and administer contacts, distribution lists, safe and blocked senders, and conference rooms.
 - Create, administer, and customize SharePoint Online site collections.
 - Implement Live Meeting company-wide defaults.
 - Understand the migration process from an existing on-premise server to Microsoft Online Services.
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Vereiste kennis en vaardigheden:

Attendees will get the most out of this workshop if they have the following prerequisites:

- Course M6425 or at least one year experience in the management of Active Directory on Windows Server
 - Course M5047 or at least one year experience in the creation of contacts and mailboxes in Exchange Server
 - Course M5061 or at least one year experience in administering Microsoft Office SharePoint Server 2007
 - One or more years experience using Live Meeting
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Cursusinhoud:

Session 1: Introduction – Subscribing and Activating Services

- Service Offerings Overview
- The Microsoft Online Portals
- The Microsoft Online Tools
- Signing up for Microsoft Online Services

Session 2: Getting Started with the Microsoft Online Administration Center

- The Administration Center
- First Sign In
- Creating and Managing users
- Configuring Services
- Adding Custom Domains
- Using Support

Lab : Administering Microsoft Business Productivity Online Suite
Explore the Administration Center
Basic User Management
Advanced User Management
Reviewing Service Settings and the Migration Page

Session 3: Accessing Business Productivity Online Services

- Microsoft Online Services Sign In application
- Microsoft Online Services Web Access
- Microsoft Online Services Mobile Access

Lab : Accessing Business Productivity Online Services

Accessing Microsoft Online Services through Microsoft Online Services Web Access

Accessing Microsoft Online Services through the Microsoft Online Services Sign In Application

Session 4: Exchange Online Administration and Capabilities

- Accessing Exchange Online
- Exchange Online Administration
- Domain Administration
- Managing Mailboxes, Contacts, Distribution lists, Safe ; Blocked senders, and Conference rooms
- Mobile Support
- Exchange Web Services

Lab : Administering Exchange Online Services
Administering Custom Domains
Creating and Editing Contacts
Creating and Editing Private and Public Distribution Lists
Creating Safe and Blocked Senders
Creating and Booking Conference Rooms

Session 5: Email Migration and Active Directory Coexistence

- Active Directory Synchronization and Coexistence
- Migrating Email content to Exchange Online
- Post Migration Tasks and Considerations

Session 6: Administering and Extending SharePoint Online

- Overview
- Offering and Integration with Microsoft Office
- User Security, Access, and Extensibility
- Service Security and Data Protection

Lab : Managing and Customizing SharePoint Online Services
Creating and Configuring Site Collections and Site Collection Administrators
Creating and Testing Workflows with Microsoft Office SharePoint Designer 2007

Session 7: Administering Office Live Meeting Standard

- Overview
- Offering and Differences with Office Live Meeting
- Administrator Experience
- User Experience

Lab : Administering Office Live Meeting Standard Services
Setting Company-wide Microsoft Office Live Meeting Online Defaults
Scheduling a Live Meeting Session

Nadere informatie:

Neem voor nadere informatie of boekingen contact op met onze Customer Service Desk 030 - 60 89 444

info@globalknowledge.nl

www.globalknowledge.nl

Iepenhoeve 5, 3438 MR Nieuwegein