



BUILDING TRAINING SOLUTIONS
FOR THE IT WORLD

Microsoft SharePoint Server 2010 Administration

Days: 5
Format: Instructor-Led
Class Code: SP2010
Certification Exams: None
Certification Track: None

Recommended Course Sequence

Knowledge of prerequisites
noted below.

*Course content is subject to change
without notice.*

Course Description:

This five day training course is designed for experienced system administrators and system engineers, who need to plan, deploy and administer servers that are running on Microsoft SharePoint Server 2010.

Students will learn how to plan, install, configure and manage organizational portals based on SharePoint Server 2010 technologies.

Target Student:

This course is intended for system administrators and system engineers who will be working with Microsoft SharePoint Server 2010.

Prerequisites:

Students must have experience with administering a Windows Server 2003 and/or 2008 based network. Experience with Internet Information Services, Active Directory and SQL Server is highly desirable.

Delivery Method:

Instructor led, group-paced, classroom-delivery learning model with structured hands-on activities.

At Course Completion:

After completing this course, students will be able to:

- Understand the Upgrade and migration to SharePoint Server 2010
- Understand the difference between SharePoint foundation 2010 and Microsoft SharePoint Server 2010
- Plan a SharePoint Server 2010 deployment
- Install Windows Microsoft SharePoint Server 2010 on a single server topology
- Install Microsoft SharePoint Server 2010 on a server farm topology
- Secure a SharePoint Server 2010 portal
- Understand and Manage Service Applications and Services
- Create and Manage Sites
- Administer SharePoint Server 2010 using PowerShell
- Securing SharePoint Server 2010
- Configure and understand Search within SharePoint Server 2010
- Plan a disaster recovery strategy
- Understand and implement Business Intelligence
- Implement document and content management
- Understand Business Connectivity Services
- Understand Document conversions
- Perform monitoring and optimization

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Course Outline

Module 1: Upgrade and migration

Lesson 1: Plan and prepare
<ul style="list-style-type: none">■ What's new in upgrade■ Upgrade approach and process■ How search features are affected by upgrade■ How other services are affected by upgrade■ Upgrading InfoPath form templates■ Migrating an existing server farm to a 64-bit environment■ Trial upgrade to find potential issues■ Full backup in SQL Server for upgrade■ Pre-upgrade checker
Lesson 2: Perform an in place upgrade (detached database)
<ul style="list-style-type: none">■ In-place upgrade■ In-place upgrade with detached databases■ Install available language template packs■ Post-upgrade steps for an in-place upgrade
Lesson 3: Perform an upgrade (attached database)
<ul style="list-style-type: none">■ Prepare the new environment for a attached database upgrade■ Attach databases and upgrade to SharePoint Server 2010■ Post-upgrade steps for a database attach upgrade
Lesson 4: Perform post-upgrade
<ul style="list-style-type: none">■ Verify upgrade and review upgraded sites
Labs :

Module 2: Clean Installation and Deployment

Lesson 1: Prepare
<ul style="list-style-type: none">■ Determine hardware and software requirements■ Deployment overview■ Simple install for testing■ Administrative and service accounts required for initial deployment
Lesson 2: Installation
<ul style="list-style-type: none">■ Single server with a built-in database■ Single server with SQL server■ Single server in an isolated Hyper-V environment■ Multiple servers for a three-tier farm■ Deploy Office Web Apps
Labs :

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Module 3: Configuration and Administration

Deploy language packs

Lesson 1 : Configure farm settings
<ul style="list-style-type: none">■ Configure outgoing e-mail■ Configure incoming e-mail■ Configure a mobile account■ Install and configure Remote BLOB (Binary Large Object) Storage
Labs :

Module 4: Manage service applications and services

Lessons :
<ul style="list-style-type: none">■ What about SSP?■ Add or remove a service application connection to a Web application■ Configure services■ Access Services■ Business Data Connectivity■ Document Conversion■ Excel Services■ Managed Metadata Service■ Performance Point■ Search■ Secure Store■ State Service■ Visio Graphics Service■ User Profile Service■ Configure the security token service■ Configure the Secure Store Service
Labs :

Module 5: Prepare to host sites

Lessons :
<ul style="list-style-type: none">■ Create a Web application■ Create a site collection■ Creating sub-sites
Labs :

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Module 6: Administrating SharePoint Server 2010 with PowerShell

Lessons :
<ul style="list-style-type: none">■ SharePoint 2010 Products administration by using Windows PowerShell■ Windows PowerShell for SharePoint Server 2010 reference■ Create a Web application (using PowerShell)■ Create a site collection (using PowerShell)■ Creating sub-sites (using PowerShell)
Labs :

Module 7: Security

Lesson 1: Configure authentication
<ul style="list-style-type: none">■ Configure claims authentication■ Configure Kerberos authentication■ Configure Kerberos authentication for the claims to Windows token service■ Plan security for sites and content■ Plan authentication methods■ Configure Kerberos authentication for the claims to Windows token service■ User permissions and permission levels
Lesson 2: Site Collection level Security
Lesson 3: Site level Security
Lesson 4: List level Security
Lesson 5: Enabling Anonymous access
Labs :

Module 8: Search and Index Functionality

Lessons :
<ul style="list-style-type: none">■ Planning and Architecture for FAST Search Server■ Search Technologies for SharePoint 2010 Products■ Search Architectures for Microsoft SharePoint Server 2010■ Design Search Architectures for Microsoft SharePoint Server 2010■ Deployment and configuration of FAST Search Server■ Post-installation steps for search
Labs :

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Module 9: Disaster Recovery

Lessons :
<ul style="list-style-type: none">■ Backup and Restore a farm■ Backup and Restore a farm configuration■ Backup and Restore a service application■ Export and Import a list or document library■ Backup and Restore customizations■ Backup and Restore a Web application■ Backup and Restore databases to snapshots■ Backup and Restore the Secure Store service■ Backup and Restore a content database■ Backup and Restore Search■ Backup and Restore a site collection
Labs :

Module 10: Business Intelligence

Lessons :
<ul style="list-style-type: none">■ Excel Services overview■ What's new for Excel Services■ What's new for Performance Point Services■ Creating custom solutions with Excel Services■ Key Performance Indicators■ SharePoint Filters■ Creating a dashboard
Labs :

Module 11: Content Management

Lessons :
<ul style="list-style-type: none">■ Managed metadata■ Document management■ Records management■ Digital asset management
Labs :

Module 12: Business Connectivity Services

Lessons :
<ul style="list-style-type: none">■ Business Connectivity Services■ Business Connectivity Services security■ Business Data Connectivity service administration■ Manage the Business Data Connectivity service
Labs :

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Module 13: Document conversions

Lessons :
<ul style="list-style-type: none">■ Configure Document Conversions Load Balancer and Launcher Services■ Enable document converters for a Web application
Labs :

Module 14: Performance monitoring and optimization

Lessons :
<ul style="list-style-type: none">■ Configuring monitoring■ Diagnostic logging■ Health and usage data collection■ Monitoring the farm■ View and use reports
Labs :