

Course Conclusion



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SharePoint Online Administrator Responsibilities



Responsible for all of the aspects of the SharePoint Online service

- Maintenance and configuration
- User Adoption and change management
- Governance
- Security & external sharing

SharePoint Online is the file storage solution for other Office 365 services

- Teams
- Yammer

Usually also responsible of OneDrive for Business

What Tools Do You Use as a SharePoint Online Administrator?

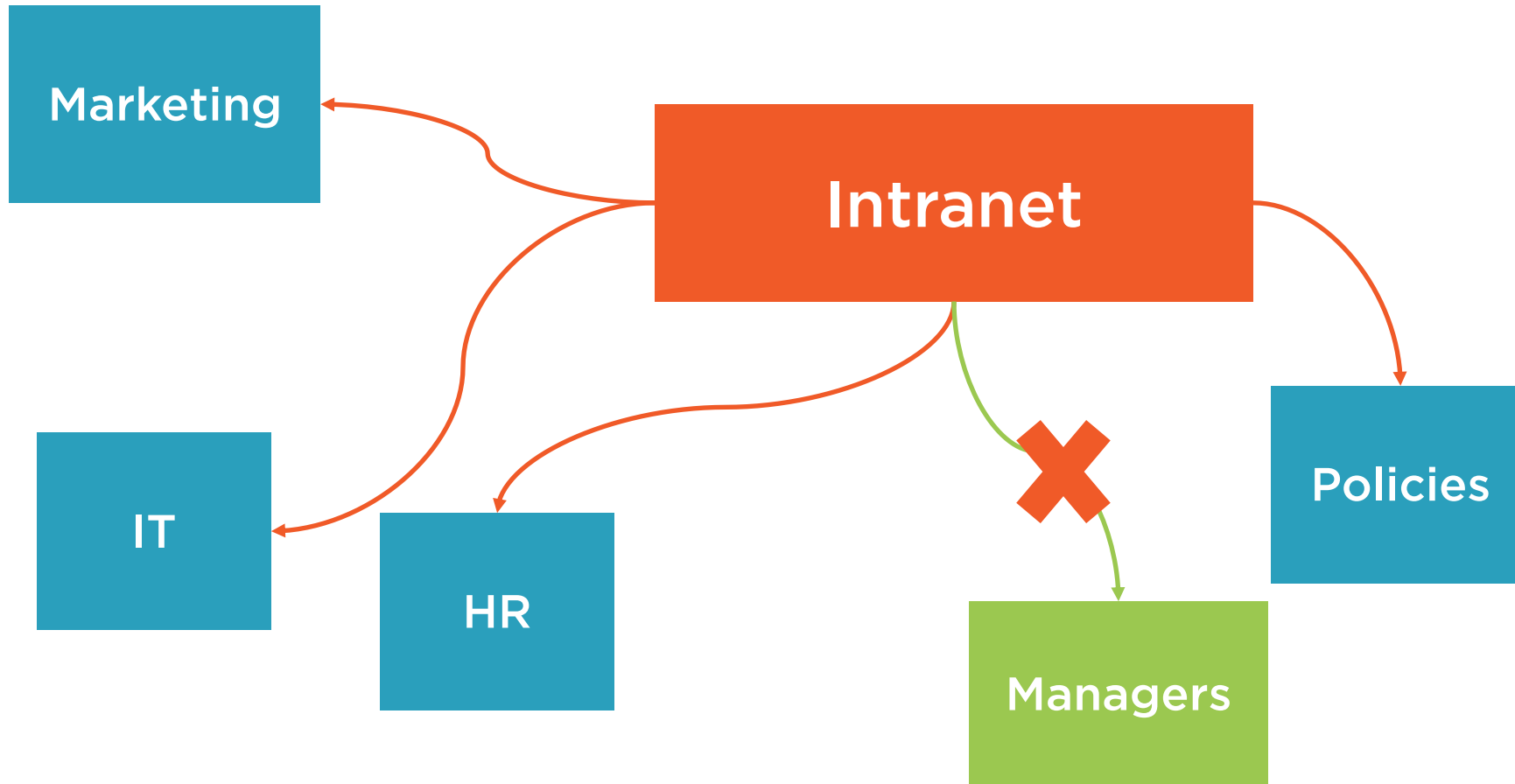
**The SharePoint Online Admin
Center**

PowerShell



Modern SharePoint Intranet

Everything is a Site Collection!



External Sharing Overview



SharePoint online allows you to share artifacts with users outside your organization

- Complete site
- List or library
- Specific document

Sharing is done differently depending on what you want to share

Types of Links

Multiple types of sharing depending on requirements

- Anyone
- People in my organization
- Specific people



Where Can We Control Settings

Tenant Level



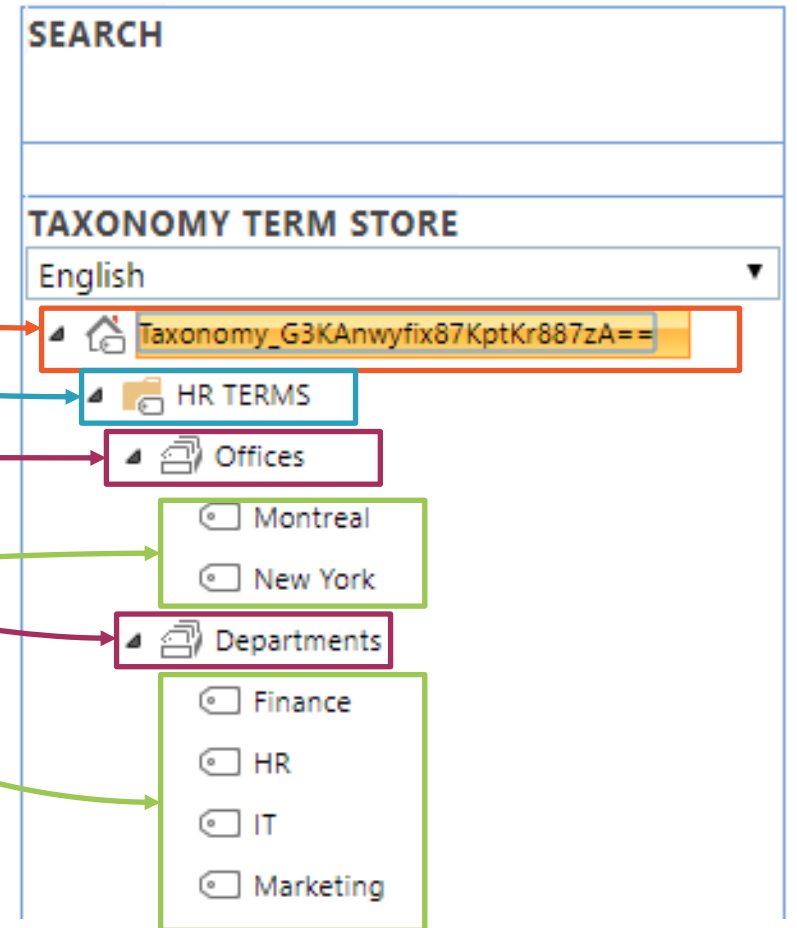
Managed Metadata Terms

Term Store

Term Group

Term Set

Term



Where Do We Search?



SharePoint is known for it's search capabilities

- And extensibility!

Two user experiences for users

- "Classic" SharePoint search
- "Modern" SharePoint search

Microsoft Search is also now available

- Search across Microsoft 365 from Windows, Bing or Office 365



What Is the User Profile?

The user profile is all the different properties around that user

Mandatory properties

- Username
- Name

Optional properties

- Department
- Manager
- Office
- Phone Number



Where Is User Profile Info Stored?

**Azure Active
Directory**

Exchange Online

SharePoint Online



Customization Options - Today



Add-ins

SharePoint Framework



Where Are Customizations Deployed

The SharePoint App Catalog

- Tenant level
- Site level

Azure

- Back end calls if necessary
 - Azure Functions
 - Azure Web Apps



SharePoint Online Storage



Storage amount depends on number of licensed users

- 1 TB plus 10 GB per license purchased
- 500 users
 - $1\text{TB} + (500 \times 10\text{GB}) = \sim 6\text{TB}$

Referred to as “Pooled Storage”

Storage can either be managed automatically or manually

- Limit per site

Access Control in SharePoint Online

Unmanaged devices

- Block or limit access from unmanaged devices

Idle session sign-out

- Auto sign-out users after a period of inactivity

Network location

- Allow access only from specific IP address ranges

Apps that don't use modern authentication



Where Do We Need to Go for Updates?

The Microsoft 365 Roadmap

**The Office 365 Message
Center**

**The Microsoft Tech
Community**

Social Media and Conferences



Learn More



Master other parts of Office 365

- OneDrive for Business
- Microsoft Teams
- Yammer, Stream, Flow, PowerApps
- Exchange Online

Other parts of Microsoft 365

- Enterprise Mobility + Security (EMS) suite



Get Microsoft 365 Certified



Microsoft 365 Certified: Teamwork Administrator Associate

- Microsoft 365 Teamwork Administrators configure, deploy, and manage Office 365 workloads that focus on efficient and effective collaboration, such as SharePoint (online, on-premises, and hybrid), OneDrive, and Teams.

Learn more on Microsoft Learning

- <https://www.microsoft.com/en-us/learning/m365-teamwork-administrator.aspx>



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Vlad is a SharePoint and Office 365 Consultant specializing in SharePoint and SharePoint Online deployments as well as hybrid scenarios. As a Pluralsight Author, Microsoft Certified Trainer, and recognized international speaker, Vlad has helped thousands of users and IT Pros across the globe to bett...

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Provision and Configure Web Applications in SharePoint 2016
by Vlad Catrinescu Intermediate 1h 48m 06 January 2017



Thank You!



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