

SharePoint Manager Plus training

OEM: ManageEngine • Code: ME-SPMGRPLUS

COURSE DESCRIPTION

This training is designed to equip users with the knowledge to work with SharePoint Manager Plus. In this training, you will learn about the best practices that help you get started with SharePoint Manager Plus.

AUDIENCE PROFILE

- IT professionals and technical staff seeking hands-on training in this course's subject area.

PREREQUISITES

- No prior knowledge or experience is required.

COURSE OBJECTIVES

By the end of this course, participants will be able to:

- Understand and apply the concepts covered under "Course agenda"
- Understand and apply the concepts covered under "SharePoint Manager Plus' capabilities"
- Understand and apply the concepts covered under "Administration"
- Understand and apply the concepts covered under "Maintenance"

COURSE OUTLINE

Module 1: Course agenda

Introduction

- Product overview
- Key features of the product

Setting up SharePoint Manager Plus

- Minimum hardware requirements
- Supported operating systems
- Supported web browsers

- Ports required to run SharePoint Manager Plus
- Installation procedure
- Starting SharePoint Manager Plus as a service/application
- Connecting to the SharePoint Manager Plus server

Getting started

- Adding a SharePoint farm server
- Adding a Microsoft 365 tenant

Module 2: SharePoint Manager Plus' capabilities

- Explorer

SharePoint reporting

- Available reports (SharePoint On-premises and Online)
- Report actions
- Creating custom reports
- Customizing existing reports
- Scheduling reports

SharePoint auditing

- Audit reports (SharePoint On-premises and Online)
- Exporting audit reports
- Customizing existing reports

SharePoint management

- Granular permissions management
- Permissions management
- Groups management
- Site collection administration

SharePoint monitoring

- Service health monitoring
- Endpoints connection monitoring
- Site statistics

Migration

- Site migration
- File Share import
- Copy Site contents

Alerts

- Creation of alert profiles
- Modifying and viewing alert profiles
- Configuring email notifications

Backup

- Adding a backup repository
- Creating a backup schedule
- Performing restorations

Help desk delegation

- Creating help desk roles
- Creating help desk technicians
- Auditing technicians' actions

Module 3: Administration

- Sync configuration
- Audit settings
- Archive audit data
- IIS management
- SIEM integration
- Retention settings
- Archive file search
- Mail and SMS server configuration
- Security hardening

Module 4: Maintenance

- Personalization
- Migrating to MS SQL database
- Installing updates
- License renewal
- Basic troubleshooting
- Contacting the support team