



Formation Microsoft Office 365 - Managing users, security groups and audience in Geneva, Zurich, Huston, San-Antonio, Dallas, Los Angeles, San Diego, New York, Washington, Chicago, San Francisco and anywhere in Switzerland, USA, Great Britain and Germany.

ID : 1105

Goal : Learn the concepts of security management of SharePoint and its elements.
The workshop will help to get a better understanding of what kind of strategy should be put in place within a organization for efficient management of users and access to information.

Audience : Team leaders and heads of departments.

Prerequisites : A relatively good experience in managing a portal website, site creation, listing and handling Web Parts.

Goals :

- Introduction
- User management strategy and limits (group modeling, drip access, best practices)
- Pay add-ins essential for good user security management
- User creation
- Creation of security groups
- Creation of Audiences
- Creation and compilation of Audiences from the Central Administration (if accessible)
- Set the Personal Profile Wizard for editing
- Creating an Office 365 web site with unique security permissions
- Requests control for access to internal sites or components (apps/items)
- Using Audiences for Links
- Using Audiences for Web Parts
- Presentation of the different ways to access to the users security management
- Create, rename, delete security groups and put users in them
- Insert the User Web Part for membership requests
- Overview of some additional options for security groups
- Understand the usefulness and limitations of the Authorization Check button
- Mix security groups and security at the individual level
- Prevent web site design with SharePoint Designer and InfoPath Designer (if available)
- Enable / Disable security inheritance between sites and lists / libraries
- ...

Pedagogical method : This training is based on corporate scenario with all typicals examples applying for SharePoint websites managers.

Suggested duration for presentiel training (days) : 0.5

Suggested duration for on-line training (days) : 0.6

Daily price in face-to-face : 375 CHF

Daily price in remote : 180 CHF

Daily price in remote for students : [contact us](#) (only if student card!)

Daily price in remote (with recording) : 1875 CHF

Prices are per day per trainee without course material, without certificate, without evaluation, without exam, without training room or computer (these are each optional and must be requested in addition in the contact form for the establishment of the quote).

Tags : office 365 training course, office 365 training, sharepoint, wss, security management, access rights, sharepoint groups, groups wss, inheritance rights, access documents.

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