



Formation Microsoft Office 365 - Microsoft Yammer 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 : 1134

Goal : The purpose of this training is to discover Yammer, the private corporate social network (CSR) integrated with Office 365. After reviewing the user interface, you will discover how to access discussion groups. You will learn how to share the threads and give your appreciation, which will help highlight the articles and involved collaborators. You will discuss creating groups, polls and the mobile app to keep in touch. At the end of this training, you will take advantage of Yammer and maintain the richness of this communication space.

Audience : This course is for anyone curious to discover what is Microsoft Yammer.

Prerequisites : Be familiar with the basics of Office 365 or have completed the Fundamentals training for users or have equivalent knowledge.

Goals :

- Introduction
- What is Microsoft Yammer?
- Availability of Microsoft Yammer in which subscription?
- Sign in to Microsoft Yammer
- Install the Microsoft Yammer Desktop + Mobile App
- Join, create / delete, customize / edit groups
- Manage members and administrators of a group
- View / Create / Edit chats / messages (+ tag people, tag words)
- Participate in discussions
- Like / Share messages
- Call a participant from a group with Skype for Business
- Use Yammer on your Mobile phone
- List people (group directory)
- Consult the activity sheet of a person
- Send a private message
- View group performance (group usage statistics)
- Create surveys
- Complimenting people
- Conduct researches
- View all attached files in a group and load new files out of messages
- ...

Pedagogical method : Training based on improvised examples based on the particular needs of learners. The course consists of 95% practice and 5% theory.

Suggested duration for presentiel training (days) : 0.5

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

Daily price in face-to-face : 225 CHF

Daily price in remote : 108 CHF

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

Daily price in remote (with recording) : 1125 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, office 365 course, yammer, yammer training, yammer course, office graph, collaboration, information discovering, information management, corporate social network, csn, training corporate social network.

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