



Global Reach. Local Service.

SharePoint 2013 Farm Administration

Synergy Technology Training Series

3 Days –Level 300

Course Outline

The purpose of this 3-day course is to present students with a thorough understanding of SharePoint Server 2013 configuration and administration. The course covers the fundamental features found in SharePoint Foundation as well as those that are unique to SharePoint Server.

Skills Gained

After completing the course students will be able to:

- Administer SharePoint Lists and Libraries
- Create web applications and site collections
- Configure Indexing and Search
- Configure SharePoint security at all levels
- Configure Social features and Communities
- Manage workflow processing
- Optimize farm resources

Target Audience

The class is designed for experienced network engineers and administrators who need a thorough understanding of SharePoint administration and maintenance. This class will also be valuable for managers and architects who want a conceptual understanding of the capabilities of SharePoint and how it fits into the enterprise.

Prerequisites

Students attending this class should have a solid understanding of Windows Server administration and security as well as be familiar with Microsoft IIS, SMTP, and DNS services in a domain environment. Experience with viewing and collaborating in a SharePoint site is recommended but not required.



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1. Introduction to 2013 SharePoint Technologies

This chapter provides an overview of the Microsoft SharePoint 2013 environment and its underlying components. The chapter reviews the features available in the SharePoint 2013 Foundation, Standard, and Enterprise releases. It discusses where SharePoint 2013 is positioned in relation to other server and productivity software. It reviews the general architecture of SharePoint 2013 and supporting subsystems. It then provides an overview of the tools and infrastructure for system management.

2. Clients, Apps, Sites, and Site Collections

This chapter focuses on the productivity enhancing and business positioned features of SharePoint. The chapter details the elements of the SharePoint ecosystem that allow users to share and access information – including the Microsoft Office application suite, as well as lists, libraries, and web parts. The chapter explains the key rationale for, and architecture and management of the SharePoint components directly fronting business operations – sites and site collections.

3. Web Applications and the Services Infrastructure

This chapter describes the core infrastructure that provides services to SharePoint users. The chapter provides an explanation of the architectural and functional characteristics of service applications and web applications, and how they are configured to provide a scalable, manageable, and operational environment. The chapter describes how to create, modify, and delete both Web Applications and Services Applications, as well as associated components such as content databases.

4. The SharePoint Security Framework

This chapter addresses the subject of SharePoint security. SharePoint security affects all actions and activities in SharePoint, and its proper configuration is key to a well-functioning SharePoint farm. This chapter discusses the architecture and configuration for the SharePoint authentication system, and how it supports identity services. The chapter then reviews the permission and user management framework, and how it allows for both centralized control and delegation of authorization settings. These settings are reviewed as to how they impact both farm management and business facing processes.

5. Document Management and Metadata Services

This chapter explains document management in SharePoint, and the metadata infrastructure that supports the identification and classification of enterprise business information. It describes core document management features and capabilities, and how they support the document life cycle from document inception to disposition. The chapter reviews the Managed Metadata Service, its architecture, and its configurable elements, which include content types, the content type hub, and managed metadata and keywords.



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6. The SharePoint Search Service

This chapter reviews the new SharePoint search engine. It provides an architectural overview of the components that comprise the crawl, query, and analytics functions of the search process. It discusses the scaling and deployment of the search infrastructure. It discusses the crawler process, and how to configure the content acquisition function. It describes management of the query process, and how it has been augmented to provide a much better search experience. The chapter reviews search driven navigation, search analytics, and results display configuration.

7. User Profiles and Social Features

This chapter discusses how to configure and manage the User Profiles Service and associated social features. SharePoint 2013 has incorporated numerous new social elements and created a new architecture for the management of social interactions. This chapter reviews SkyDrive Pro, tagging, Community Sites, Newsfeeds, and the user profile service configuration.

8. Workflows and InfoPath Forms Services

This chapter details the configuration settings and management of two key SharePoint 2013 technologies: Workflows and InfoPath Forms Services. SharePoint 2013 supports two workflow platforms. Each is discussed in terms of architecture, configuration settings, and management. InfoPath Forms Services provides a flexible model for the deployment of business forms to users across the enterprise. This chapter reviews the various processes for forms deployment, and how they are impacted by Central Administration settings.

9. Farm Health, Optimization, and Troubleshooting

This chapter reviews the process of keeping a farm running in a healthy and performance optimized condition. It looks at the main infrastructural components that support a healthy farm, the tools used to monitor a farm for health and potential error conditions, and recommendations for upkeep and maintenance.