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# SharePoint Operations Course Outline

## Overview

The skills and knowledge acquired in this SharePoint Operations course will equip students with advanced and in depth SharePoint Operations knowledge and techniques.

## Target Audience

SharePoint Administration course is designed for users who are experienced with SharePoint 2007, but are new or unfamiliar with the day-to-day SharePoint operations tasks and techniques required to maintain a healthy farm.

## Course Format

Black Ninja courses are small by design. This allows for the instructor and students to interact more closely, and gives students opportunity to clarify concepts or raise questions as the training goes on.

## Modules

### **1 - Introduction to SharePoint 2007 Environment**

- Installing and Configuring SharePoint 2007
- SharePoint Architecture, Farm Topologies, Service Accounts
- Tools for SharePoint Administration (stsadm, PowerShell)

### **2 - Understanding Farms, Web Apps, Site Collections and Sites**

- Farm vs Web Application vs Site Collection vs Site
- Creating and configuring Web Applications
- Site Templates Included with WSS and MOSS
- Team Sites, Wikis, Blogs
- Collaboration and Publishing Portals
- Farm Administrator vs SSP Administrator vs Site Collection/Site Administrator

### **3 - General Operations Tasks**

- Site Directory
- Alternate Access Mappings
- Email Settings
- Features and Solutions
- Blocking File Types
- Logging, and Logging Settings
- Managing Timer Jobs
- Managing Shared Services Providers (SSPs)

### **4 - Installing and Configuring Additional Components**

- Site Template Files
- SharePoint Features
- Adding/deploying Solutions
- Adding/deploying 3rd Party Web Parts
- SafeControls and Code Access Security

### **5 - SharePoint 2007 Security**

- Authentication methods (NTLM, Kerberos)

- SSL
- Web Application Policies
- Disaster Recovery Techniques (farm, database, site collection, single site)

#### **6 - SharePoint Backup and Restore**

- Disaster Recovery Considerations
- Disaster Recovery Techniques (farm, database, site collection, single site)
- Backup Techniques
- Restore Techniques

#### **7 - SharePoint 2007 Search**

- Search Overview
- Content Sources, Crawl Schedules, Scopes, Usage Reports
- IFilters
- Performing Searches
- Tuning Searches

#### **8 - Profiles and My Sites**

- Profile Overview
- Profile Settings
- Importing data from the Profile Store
- Building Audiences, Targeting Content with Audiences
- My Sites
- Searching Profiles

#### **9 - Performance Optimization Techniques**

- Capacity Planning
- Hard Limits
- Tuning Techniques
  - ASP.NET Caching, BLOBCache
  - Database File Design, Memory Settings
  - Startup/Warmup Scripts
  - Indexed Views

## **Working Environment**

Black Ninja will provide the environment. Students will be using SQL Server in a Virtual Machine, where they will have rights to create their databases and run their scripts.

## **Materials**

Materials will be provided in this class. Book used is Inside SharePoint 2007 Administration by Caravajal, Young and Klindt.

Additional materials and resources will be provided as needed.

\* Subject to change