

SharePoint Power User Training

Duration of Training: 2 hours

SharePoint Power User Training €2,000

- The training will be recorded for later viewing.
- The training includes a Q&A session.
- The training agenda is suggestive and can be tailored according to the company's needs.
- It is recommended to map out the specific training needs in a 30-minute pre-meeting with the trainer before the training.
- It is advisable to conduct the training in the client's own SharePoint environment.

The training provides knowledge for experienced Microsoft SharePoint users who have extensive knowledge and skills but wish to gain a more in-depth understanding of SharePoint's capabilities to utilize more complex solutions and support the company's business needs.



SharePoint Site

- Differences between sites
- Creating and managing sites
- Creating and managing site collections
- Creating and managing subsites
- Differences between communication sites and team sites

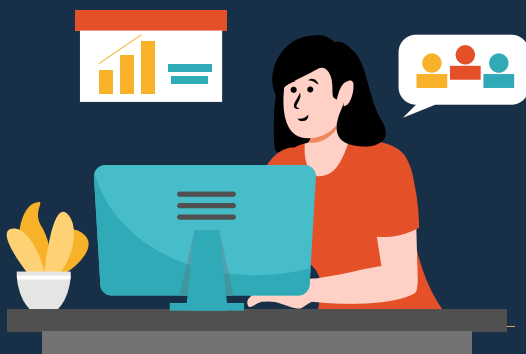
SharePoint Document Library

- What is a document library?
- How to create a document library?
- Best practices for document tree structures
- SharePoint library



SharePoint intranet

- Web part logic
- Managing pages
- Differences between sites and pages



SharePoint Admin Center

- Active pages
- User levels
- Managing permissions and users
- User access logic
- Administrator rights

Integration with Microsoft 365 Power Automate

- Workflow examples and logic
 - Manually initiated workflows
 - Automated workflows
- Check-in and Check-out functionality and version automation



Contact US

Anneli Pajus

IT Business Consultant

anneli.pajus@primend.com

