

Microsoft Office 365 ist eine Kombination bestehend aus Office Webanwendungen, Serviceleistungen und einem Office-Software-Abonnement. Die Webanwendungen beinhalten die Onlineversionen von Word, Outlook, OneNote, PowerPoint, Excel und OneDrive. Serverseitig kommt Exchange, Lync und SharePoint zum Einsatz.

**Ihr Nutzen**

Nach dem Seminar können Sie die Funktionen von Office365 verwalten und kennen deren Funktionen und das Produktangebot. Außerdem können Sie Clients konfigurieren und bestehende On-Premise Installationen in die Cloud migrieren.

**Preis pro Teilnehmer**

EUR 790,- exklusive der gesetzlichen MwSt.

**Seminardauer**

2 Tag(e)/Day(s)

**Seminarinhalte****1. Tag**

- \* Das Microsoft Online Services Angebot
- Service Offerings Overview
- The Microsoft Online Portals
- The Microsoft Online Tools
- Signing Up for Microsoft Online Services

- \* Überblick Administration Center

- Creating and Managing Users
- Basic User Management
- Advanced User Management
- Adding Custom Domains
- Configuring Services
- Using Support

- \* Accessing Office365 Services

- Overview of Accessing Services
- Microsoft Online Services Sign In Application
- Microsoft Online Services Web Access
- Microsoft Online Services Mobile Access
- Troubleshooting Sign In

- \* Exchange Online Administration and Capabilities

- Introducing Exchange Online
- Accessing Exchange Online
- Exchange Online Administration
- Domain Administration
- Managing Mailboxes, Contacts, Distribution lists
- Safe and Blocked Senders and Conference Rooms
- Delegated Access and Send As Capability
- SMTP and POP3 with Exchange Online
- Mobile Support
- Exchange Web Services
- \* Using Exchange PowerShell with Office365

**2. Tag**

- \* Managing and Using Microsoft SharePoint Online

- Introducing SharePoint Online
- Integration with Office 2010
- SharePoint Online Administration
- Security, Access, and Extensibility
- Service Security and Data Protection

**Voraussetzungen**

Grundkenntnisse von Exchange, Outlook und MS Office.

**Hinweise**

Version: 365

- \* Administering Microsoft Lync Online

- Introducing Lync Online
- Installing, Configuring and Enabling Lync Online
- Integration Features
- Deployment Options and Considerations

- \* E-Mail Migration and Active Directory Coexistence

- Active Directory Synchronization and Coexistence
- Migrating E-Mail Content to Exchange Online
- Post Migration Tasks and Considerations

- \* Coexistenz von On-Premise Installationen und Office365

- Directory Sync
- Migration von Exchange On-Premise nach Office365
- Mailbox Migration, Transporter Suite
- \* Optionen für Migration von Third Party On-Premise Systems

