

Since 2007, Making IT Experts & Products

Course: Microsoft SharePoint

Duration: 30 Hrs (Changeable) | Fees: Individual / Batch

Since 2007, Nestsoft TechnoMaster has been providing training, internships, and services in IT technologies, both online and offline, with the expertise of **over 250 industry experts**. We have delivered internships, training, and seminars to more than 50,000 students, resulting in numerous success stories. **We offer 100% placement support through JobsNEAR.in**

Our Courses/Internship

- Python/Django Fullstack
- Artificial Intelligence
- Machine Learning
- Data Science
- Software Testing (All)
- Wordpress, Woocommerce
- Digital Marketing, SEO
- Php/MySQL, Laravel
- Flutter, Android, IOS
- Asp.net MVC
- Web Design, Javascript
- Angular JS, React JS
- CCNA, MCSA, CCNP
- AWS, GCP, Azure
- Odoo, SalesForce, Sap
- Microsoft Excel
- Ethical Hacking



Syllabus on the Next Page ..



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* Here's a

detailed syllabus for Microsoft SharePoint covering fundamental to advanced topics:

Microsoft SharePoint Course Syllabus

Module 1: Introduction to Microsoft SharePoint

- * Overview of SharePoint " Features and Benefits
- * SharePoint as a Collaboration Platform
- * Understanding SharePoint Architecture
- * On-Premises vs SharePoint Online
- * SharePoint Editions and Licensing
- * Navigating the SharePoint User Interface

Module 2: SharePoint Sites and Site Collections


- * Understanding Site Collections and Subsites
- * Creating and Managing Site Collections
- * Types of SharePoint Sites (Team, Communication, Hub)
- * Configuring Site Settings and Navigation
- * Customizing Site Look and Feel
- * Creating and Managing Pages with Web Parts
- * Understanding SharePoint Home Site and Hub Sites

Module 3: SharePoint Lists and Libraries

- * Creating and Managing Lists (Custom Lists, Task Lists, Calendar)
- * Document Libraries " Features and Versioning
- * Metadata and Content Types
- * Creating and Managing Views and Filters

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- * Working with Large Lists – Indexing and Performance Optimization
- * Using Lookup Columns and Relationships

Module 4: SharePoint Content Management

- * Understanding SharePoint Content Management System (CMS)
- * Document Versioning and Check-in/Check-out Features
- * Implementing Content Approval Workflows
- * Document Co-Authoring and Collaboration
- * Records Management and Compliance Policies
- * Managing Document Retention Policies
- * Using Document Sets for Organizing Content

Module 5: SharePoint Permissions and Security


- * SharePoint Security Model Overview
- * User Roles and Permission Levels
- * Creating and Managing Permission Groups
- * Site and Item-Level Security
- * External Sharing and Guest Access
- * Managing Access Requests and Invitations
- * Auditing and Monitoring Security

Module 6: SharePoint Workflows and Automation

- * Introduction to SharePoint Workflows
- * Automating Tasks with Power Automate (Microsoft Flow)
- * Creating and Customizing Workflows

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- * Approval Processes and Notification Workflows
- * Using SharePoint Designer for Workflows
- * Integrating Power Automate with SharePoint

Module 7: SharePoint Integration and Customization

- * Integrating SharePoint with Microsoft 365 (Teams, OneDrive, Outlook)
- * Using PowerApps for Custom Forms
- * Introduction to SharePoint Designer
- * Customizing SharePoint with JSON and PowerShell
- * Developing Custom Web Parts and Extensions
- * Using REST API and JavaScript for Customizations

Module 8: SharePoint Administration


- * Central Administration Overview (For On-Premises)
- * Managing SharePoint Online Admin Center
- * Creating and Managing Subsites
- * Managing Quotas and Storage Limits
- * Monitoring and Troubleshooting Issues
- * Performing Backup and Restore in SharePoint
- * Using SharePoint Health Analyzer

Module 9: SharePoint Search and Business Intelligence (BI)

- * Configuring SharePoint Search
- * Search Optimization with Managed Metadata
- * Enterprise Search and Query Rules

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- * Business Intelligence Features in SharePoint
- * Integrating Power BI with SharePoint
- * Creating Dashboards and Reports
- * Using SharePoint Excel Services

Module 10: Advanced SharePoint Topics (Optional)

- * SharePoint Hybrid Deployment and Migration
- * Introduction to SharePoint Framework (SPFx) for Developers
- * Customizing SharePoint with JavaScript and REST APIs
- * Enterprise Content Management (ECM)
- * Governance and Compliance Best Practices
- * Performance Tuning and Optimization

Hands-On Projects and Real-Time Scenarios

- * Setting up a SharePoint Team Site for an Organization
- * Implementing a Document Approval Workflow
- * Integrating SharePoint with Microsoft Teams and PowerApps
- * Creating Custom SharePoint Dashboards with Power BI
- * Developing a Custom Web Part for SharePoint Online

(Click on Course for more details)

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- Thank You -

N.B: This syllabus is not final and can be customized as per requirements / updates.

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