# SharePoint Online Management and Administration

**Category:** Modern Workplace & M365 | **Vendor:** Microsoft

**Duration:** 24.00 hours (3 days) **19.5 CPD Hours** **Rating:** ⭐ 4.6 (5,878 reviews)

## Course Information

**Delivery Format:** Instructor Led - Online

## Course Overview

This course covers SharePoint on Microsoft 365 for administrators managing policies, security and compliance.

## Who Should Attend

This course is designed for Administrators who need to setup, configure and manage SharePoint Online as part of their Office 365 Administration.

## Learning Outcomes

**Upon successful completion of this course, participants will be able to:**

During your course you will learn how to setup, configure and manage SharePoint Online.

## Detailed Course Outline

- Introduction to Office 365 and SharePoint Online
- Microsoft 365 group creation, restrictions and settings
- Configuring SharePoint Policies and Guest access
- Working with Site Collections
- Working with Sites
- Custom styles and templates
- Integration with Power Platform
- File sync and offline access
- Protecting files with IRM and Sensitivity Labels
- Security and Compliance for SharePoint in Office 365
- Troubleshooting SharePoint Online

## Upcoming Schedule

**Available training dates for SharePoint Online Management and Administration:**

| Start Date | End Date | Location | Delivery | Price |
|---|---|---|---|---|
| 19 Apr 2027 | 21 Apr 2027 | Online | Virtual | €1,485.00 |
| 15 Sep 2027 | 17 Sep 2027 | Online | Virtual | €1,485.00 |

## Additional Course Details

Nexus Humans SharePoint Online Management and Administration training program is a workshop that presents an invigorating mix of sessions, lessons, and masterclasses meticulously crafted to propel your learning expedition forward.

This immersive bootcamp-style experience boasts interactive lectures, hands-on labs, and collaborative hackathons, all strategically designed to fortify fundamental concepts.

Guided by seasoned coaches, each session offers priceless insights and practical skills crucial for honing your expertise. Whether you're stepping into the realm of professional skills or a seasoned professional, this comprehensive course ensures you're equipped with the knowledge and prowess necessary for success.

While we feel this is the best course for the SharePoint Online Management and Administration course and one of our Top 10 we encourage you to read the course outline to make sure it is the right content for you.

Additionally, private sessions, closed classes or dedicated events are available both live online and at our training centres in Dublin and London, as well as at your offices anywhere in the UK, Ireland or across EMEA.

# Frequently Asked Questions

### Q: What delivery options are available for SharePoint Online Management and Administration?

We offer multiple delivery formats:

- Live Instructor-Led Classroom Online (Virtual/Live Online)
- Traditional Instructor-Led Classroom Training (ILT)
- On-site delivery at your offices anywhere in United Kingdom
- Private dedicated courses customized for your team

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### Q: How many CPD hours does this course provide?

The 3-day SharePoint Online Management and Administration course provides up to 19.5 CPD hours of structured learning. CPD certificates can be provided upon request.

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### Q: What is the duration of the SharePoint Online Management and Administration training?

The training takes place over 3 day(s), with each day lasting approximately 24.00 hours including breaks for lunch and refreshments.

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### Q: Do you provide corporate training for SharePoint Online Management and Administration?

Yes, we provide corporate training, dedicated training, and closed classes for SharePoint Online Management and Administration. Training can take place anywhere in United Kingdom including London, Manchester, Birmingham, Edinburgh, or live online allowing teams from across United Kingdom or internationally to attend.

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### Q: What related terms do people search for?

Popular related searches include: Office 365 Microosft 365 SharePoint Power Platform Security and Compliance for SharePoint in Office 365

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## Q: Why choose Nexus Human for SharePoint Online Management and Administration?

Nexus Human is recognized as one of the leading training providers. Our trainers have won multiple awards including:

- Small Firms Best Trainer Award
- National Training Partner of the Year (Ireland) - Multiple Years
- Global Top 30 Instructor Awards (2012, 2019, 2021)
- Tech Excellence Award Nominations
- Learning Performance Institute (LPI) External Training Provider Sponsor 2024

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## Q: Are there any discount codes available?

Yes! Use discount code **PENPAL5** when booking your SharePoint Online Management and Administration training. Please note that only one discount code can be used per booking and cannot be combined with other special offers.


**Nexus Human**

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