

# OneDrive for Business: Administration

## WorkshopPLUS

**Duration:** 1 day | **Focus Area:** Administration | **Difficulty:** Level 300

The Office 365 OneDrive for Business WorkshopPLUS addresses the depths of Microsoft OneDrive for Business management, security, and collaboration features. Through presentations and demos, this one-day workshop will provide the OneDrive for Business users and site administrators the skills to walk away with a firm

grasp on the technical concepts required to successfully administer and use this world-class collaboration infrastructure.

### Target audience

- SharePoint administrators
- Office 365 Global administrators

### ♦ OUTCOMES ♦

## 01 SKILLS

Gain a deeper understanding of the administrative tasks and available controls for a OneDrive for Business administrator.

## 02 BEST PRACTICES

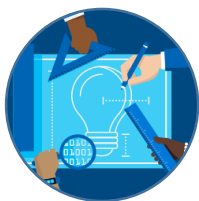
Configure sync settings, storage quotas and sharing settings for internal and external sharing for OneDrive for Business sites.

## 03 WAY FORWARD

Stay up to date with the latest files and enable your end users to securely share and sync content across devices.

### ♦ CAPABILITIES ♦

Hands-on, interactive learning with expert instructors in a classroom environment.



### OUR EXPERTISE

Learn from industry experts that help enterprise customers solve their most challenging problems.



### INTERACTIVE DEMOS

Practice the concepts you learned in the classroom from presentations and interactive demos.



### IN-DEPTH LEARNING

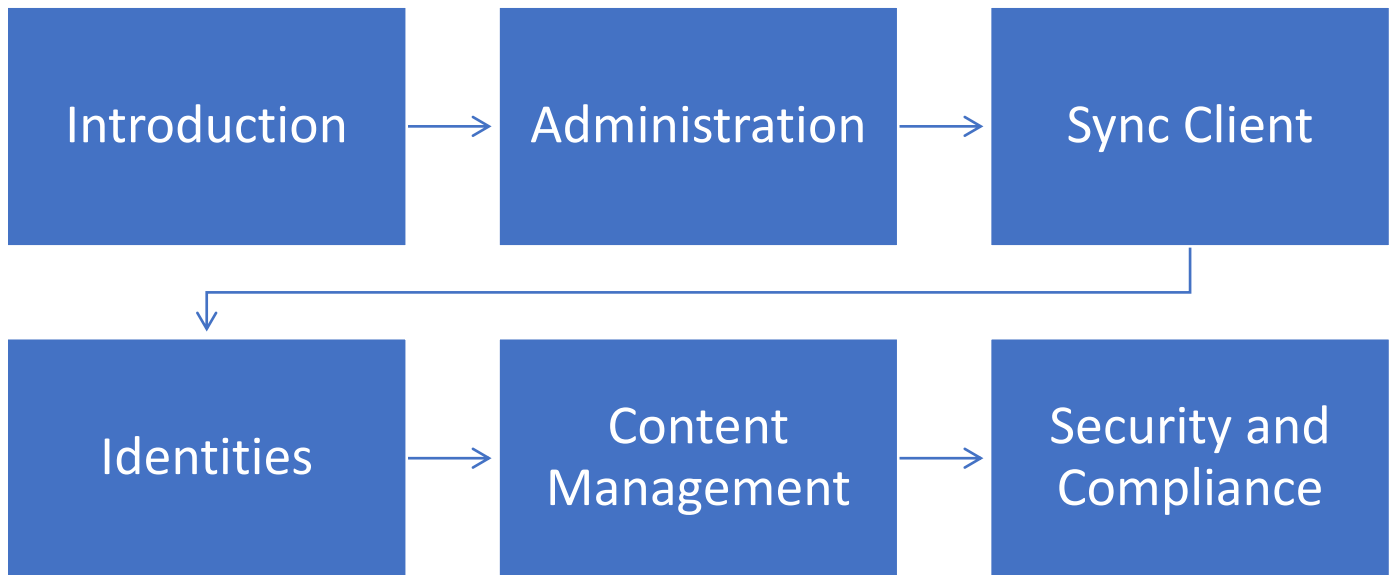
Deep technical training that equips you to overcome challenging problems in the real world.

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## AGENDA

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Duration: 1 day



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## STATS

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**1000+**  
**COURSES**  
**COMPLETED**

**95%**  
**CUSTOMER**  
**SATISFACTION**



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## ADDITIONAL

### DETAILS

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#### Objectives

After attending this Workshop, students will:

- Familiarity with the OneDrive admin center.
- An understanding of the administrative settings available in the OneDrive admin center.

#### Prerequisites

Before attending this workshop, the attendees must have:

- Familiarity with the basic concepts and know-how of SharePoint technologies.
- An understanding of how Office 365 works and differs from Microsoft Server technologies.

**NEXT STEPS:** If you are interested in a OneDrive for Business: Administration for your organization, contact your Microsoft Account Representative.