



SharePoint, a strategic tool used widely in the MOD

SharePoint is a strategic tool that is used widely in the MOD and at the outset of the implementation the DCME's management wanted to ensure their teams' administration skills were up to date and ready for the deployment of the new SharePoint system.

Request

Global Knowledge was approached by DCME and asked to validate and develop a training program that would be suitable for SharePoint Administrators and SharePoint Developers. The events would need to provide a sound understanding of the product and also allow the delegates the opportunity to gain hands on experience with the SharePoint system.

Solution

A close working relationship was developed between Global Knowledge and the DCME team and a draft course outline was developed. This was then submitted and a solution of creating three 2 day events was agreed, the events would cover Sharepoint Administration (excluding Microsoft Office), Advanced SharePoint Administration (Including Microsoft Office) and SharePoint Development.

Global Knowledge's courseware developer liaised extensively with the DCME team to ensure that the appropriate subjects, courseware and lab exercises were included in all events to enhance the teams knowledge and experience.

The delivery of the events was scheduled to take place in Global Knowledge sites so as to enable focussed learning of the administration and development team.

The delegates learning was facilitated through a combination of instructor presentations and hands-on lab exercises. A sample company was used in the labs to teach students how to apply SharePoint Products and Technologies from concept to implementation in a typical environment.

This course was intended for:

- » DCME Microsoft SharePoint Administrators
- » Webmasters
- » Portal Development Teams
- » Power Users

The following summarises the services Global Knowledge provided to support the DCME Team:

- » Provision of qualified personnel based on training skill requirements
- » Design of the DCME Training Courses and delivery vehicles
- » Identify appropriate courseware to meet the DCME needs
- » Implement measures to evaluate training effectiveness
- » Assign a Project Manager

Technology Areas

The entire program was based on the SharePoint 2003 system and the course objectives were:

Administration Phase 1

- » Understand the concepts and terminologies that are unique to SharePoint Portal Server 2003 and Windows SharePoint Services.
- » Implement a portal using SharePoint Products and Technologies.
- » Identify and analyse the major requirements that will drive the design of the portal.
- » Develop an overall design for the portal including portal hierarchy, areas and topics, user site groups and permissions and document management policies.





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- » Identify and understand how to best make use of the major features of SharePoint Portal Server 2003 and
- » Windows SharePoint Services.

Administration Phase 2

- » Identify and understand how to best make use of the major features of SharePoint Portal Server 2003.
- » Windows SharePoint Services in conjunction with Office 2003 products.

Developer

- » Implement a portal using SharePoint Products and Technologies.
- » Identify and analyse the major requirements that will drive the design of the portal.
- » Develop an overall design for the portal including portal hierarchy, areas and topics, user site groups and permissions and document management policies.

Benefit and Result

In order to meet their very specific requirements of the DCME team, they chose to work with a professional training company who they felt confident in to provide the quality and expertise that was required.

In addition to the above requirements, DCME selected Global Knowledge as their partner based on our ability to deliver on several essential criteria:

- » Quality and continuity of the development and delivery
- » Cost effectiveness
- » Ability to offer a “seamless” integration of the Administration and Developer areas of the requirement
- » Flexibility of the training resources

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