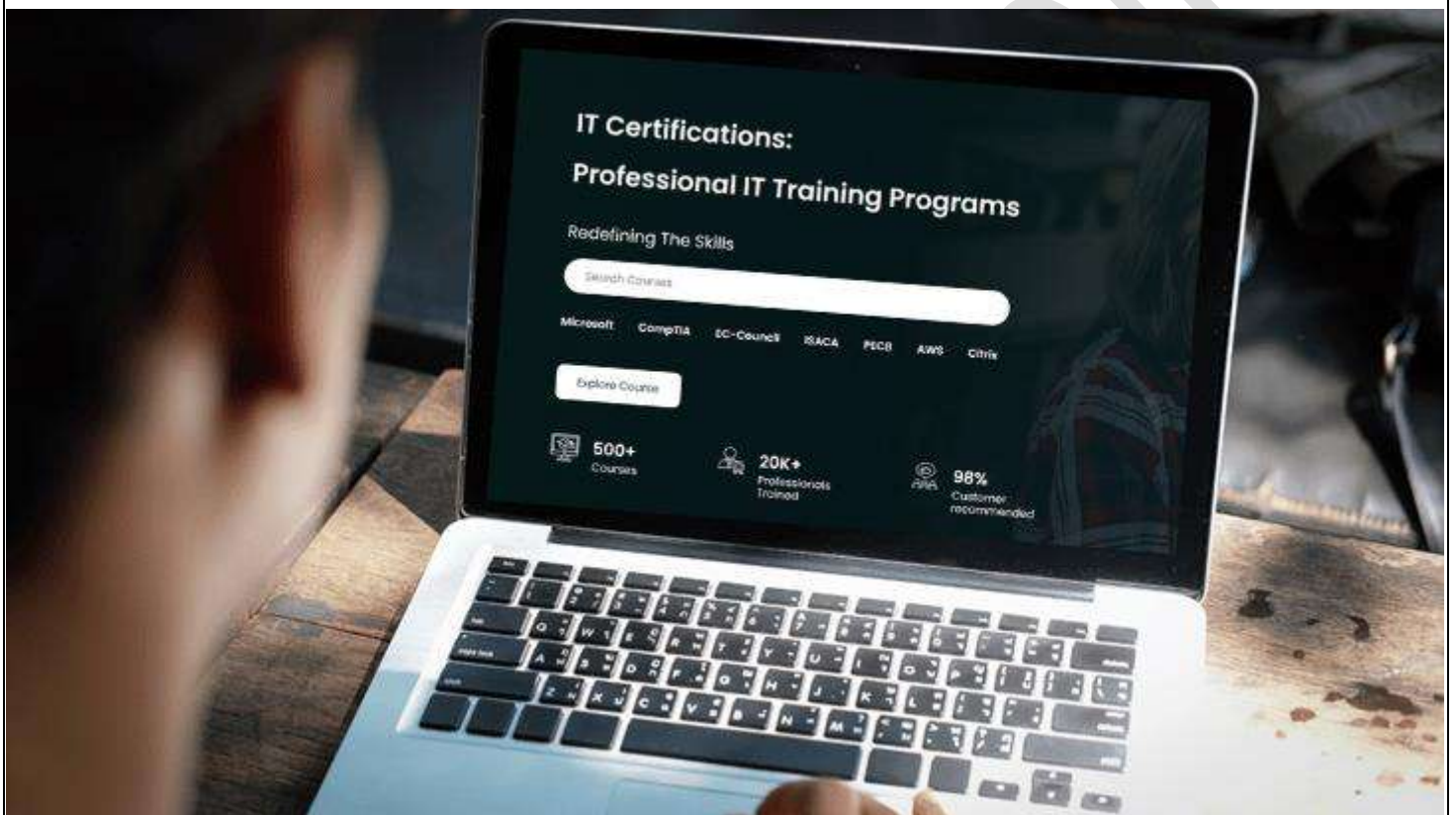




Redefining The Skills



# **55095: SHAREPOINT 2010 AND 2013 AUDITING AND SITE CONTENT ADMINISTRATION USING POWERSHELL TRAINING**

**Duration: 1 Day**

### **Course Description**

This one-day training is designed for auditors and server administrators of SharePoint 2010 and 2013 who must query virtually every aspect of SharePoint.

The class handout functions as a cheat sheet containing over 175 PowerShell scripts and general principles for writing your own scripts. These scripts cover:

- Utilizing the ISE and the SharePoint Management Shell is covered in these scripts.
- Generic pointers for tabulating, exporting, and counting results;
- Comprehending and delving deeply into the SharePoint object model
- Obtaining lists or inventories of servers, websites, services, lists, online applications, products, content categories, libraries, fields, individuals, and much more.
- Searching lists based on template type, content type, and content categories
- Documents can be found by using search criteria such as the user, file extension, content type, checked-out status, size, and age.
- Locating abandoned sites
- Finding and altering the settings for the SharePoint Designer and locating and resetting customized pages.
- Recording and controlling features
- Deleting, recycling, and removing items from lists
- Take an inventory of users and user rights to determine "who can access what"
- Building websites, databases, and lists
- Downloading and submitting files
- and a lot more...

This training is designed based on the objectives of the course variant 55095A.

### **Training Exclusives**

- Live instructor-led interactive sessions with Microsoft Certified Trainers (MCT).
- Access to Microsoft Official Courseware (MOC).
- Real-time Virtual Lab Environment.
- Experience 24\*7 Learner Support.
- Self-paced learning and flexible schedules.

### **Who should attend this course?**

- This course is meant for SharePoint server admins and auditors looking to upgrade their skills.
- SharePoint developers wanting to learn something useful and make a transition into Auditing and Administration can take the course as well.

### **What you will learn**

- Report formatting using PowerShell output.
- You can query just about anything in SharePoint using PowerShell.
- Utilize resource management to lessen the impact on production servers.
- Site Collections, subsites, lists, libraries, and content can all be created and deleted.
- Recognize the basic object model and object hierarchy in SharePoint as seen through PowerShell.
- Knowledge of Windows PowerShell or completion of Course 10961, Automating Administration

## **Prerequisites**

- Very good understanding of SharePoint's functionality.
- Completed a PowerShell course recently, such as 10961 or 50414; or have a solid familiarity with PowerShell 2.

## **Curriculum**

### **Module 1: SharePoint and PowerShell**

This module provides an introduction to the topics covered in the class, introduces SharePoint PowerShell terminology and provides a review of important PowerShell features.

- History of PowerShell in SharePoint
- PowerShell vs. Search
- PowerShell, SharePoint Management Shell and cmdlets
- Security and Permissions Needed
- Getting Started with PowerShell: Counting Items, Custom Columns, Reformatting Numbers, Saving Results to a File
- Changing and Updating Content: Creating SharePoint Objects, Changing Objects

#### **Lab: SharePoint and PowerShell**

- Using PowerShell with SharePoint

After completing this module, students will be able to:

- Get started using PowerShell to inventory and update SharePoint.

### **Module 2: Working with SharePoint CMDLETs and Objects**

This module introduces the SharePoint object model and some important terminology.

- GUIDs
- Sites vs. Webs
- The SharePoint Object Hierarchy

#### **Lab: Working with SharePoint CMDLETs and Objects**

- Get a list of all Site Collections and their GUIDs
- Get a list of all Webs in all Site Collections
- Given a web's URL get its parent web and web application

After completing this module, students will be able to:

- Explore sites and webs using PowerShell.
- Retrieve important properties of common SharePoint objects

### **Module 3: Managing Memory and Limiting Performance Impact**

This module explores limiting impact on server memory usage and performance.

- Memory Management and Disposing Objects
- Limiting Impact on Production Servers

#### **Lab: Managing Memory and Limiting Performance Impact**

- Exploring PowerShell's use of system memory.
- Testing the impact of scripts on server performance

After completing this module, students will be able to:

- Recognize and manage the impact of PowerShell on a SharePoint server.

#### **Module 4: Working with Content**

This module explores SharePoint using PowerShell from the Farm down to individual list items.

- Getting Farm Information: version, services, services, features
- Getting Web Application information
- Exploring Site Collections: retrieve Site Collections, Site Collection Administrators, quotas
- Working with the Recycle Bins: finding items, getting file counts and bytes, deleted sites
- Exploring Webs: web templates, finding webs, finding webs based on template, Quick Launch and Top Link Bar navigation
- Exploring Lists and Libraries: finding all lists, lists by type, lists by Content Type, columns/fields, document count by web or library
- Exploring Content Types
- Finding documents: by a word in the title, file type, content type, size, date age, checked out status, approval status and many more...
- Deleting content
- Downloading and uploading files

#### **Lab: Working with Content**

- Explore the farm.
- Inventory site collections.
- Create a recycle bin report.
- Finding all blog sites.
- Find all picture libraries.
- Find all PDF files over 5 MB.
- Delete all videos in a site collection.

After completing this module, students will be able to:

- Explorer, inventory and maintain SharePoint content using PowerShell.

#### **Module 5: Users and Security**

This module covers the use of PowerShell to explore and document SharePoint permissions.

- Users: find a user, get a list of all users, working with Active Directory groups
- SharePoint groups: Get lists of groups, get the members of a group, find all groups a user belongs to, find the groups associated with a web
- Expanding users lists that include Active Directory groups
- Documenting Broken Inheritance / Unique Permissions: webs, lists, libraries, folders, items
- Working with Role Assignments

#### **Lab: Users and Security**

- Get a list of all users who have access to a Site Collection.
- Get a list of all groups in a Site Collection.
- Get a list of all groups a user belongs to.
- List all users who may have access to a SharePoint securable.
- Get a list of all securable with broken inheritance.

After completing this module, students will be able to:

- Explore and document users and user permissions.

- Explore and document SharePoint groups.
- Explore and document broken inheritance.

### **Module 6: Managing Sites**

This module explores Site Collection and Web management from PowerShell.

- Finding Inactive Webs
- Creating and Deleting Site Collections
- Getting Site Collection Data
- Creating and Deleting Subsites
- Working With SharePoint Designer Settings

#### **Lab: Managing Sites**

- Create a report for inactive sites.
- Create a site collection and subsites.
- Delete a site.
- Delete a site collection.
- Disable SharePoint Designer in all site collections.

After completing this module, students will be able to:

- Manage SharePoint Site Collections and webs from PowerShell.

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*For any query Contact Us – Microtek Learning*

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