

# SharePoint - Site Basics (Modern Experience)

**Category:** Office Applications | **Vendor:** Microsoft

**Duration:** 8.00 hours (1 days)

**6.5 CPD Hours**

**Rating:** ★ 4.6 (5,878 reviews)

## Course Information

**Delivery Format:** Instructor Led - Online

## Course Overview

In many professional environments, people work collaboratively in teams. Information technology and applications facilitate this by enabling people to easily share, access, edit, and save information. Microsoft® SharePoint® is a platform specifically designed to facilitate communication and collaboration, enabling people to use familiar applications and web-based tools to create, access, store, and track documents and data in a central location. In this course, you will use SharePoint to access, store, share, and collaborate with information and documents.

## About This Course

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# Who Should Attend

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This course is designed for Microsoft® Windows® and Microsoft Office users who are transitioning to a SharePoint environment, and who need to access information from and collaborate with team members within Microsoft SharePoint.

## Prerequisites & Entry Requirements

### General Prerequisites:

To ensure your success in this course, you should have basic end-user skills with a current version of Microsoft Windows.

# Learning Outcomes

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

Launch a SharePoint site and navigate among the pages and resources provided by the site. Use SharePoint lists to track and view information. Use document libraries to store and organize documents. Find, share, and archive content stored in SharePoint. Author documents as a member of a SharePoint team site. Use SharePoint workflow automation tools.

## Additional Course Details

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Nexus Humans SharePoint - Site Basics (Modern Experience) 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 - Site Basics (Modern Experience) 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

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## **Q: What delivery options are available for SharePoint - Site Basics (Modern Experience)?**

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 1-day SharePoint - Site Basics (Modern Experience) course provides up to 6.5 CPD hours of structured learning. CPD certificates can be provided upon request.

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## **Q: What is the duration of the SharePoint - Site Basics (Modern Experience) training?**

The training takes place over 1 day(s), with each day lasting approximately 8.00 hours including breaks for lunch and refreshments.

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## **Q: Do you provide corporate training for SharePoint - Site Basics (Modern Experience)?**

Yes, we provide corporate training, dedicated training, and closed classes for SharePoint - Site Basics (Modern Experience). 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: Why choose Nexus Human for SharePoint - Site Basics (Modern Experience)?

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

## Q: Are there any discount codes available?

Yes! Use discount code **PENPAL5** when booking your SharePoint - Site Basics (Modern Experience) training. Please note that only one discount code can be used per booking and cannot be combined with other special offers.

# Nexus Human

## Professional Training & Development

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