



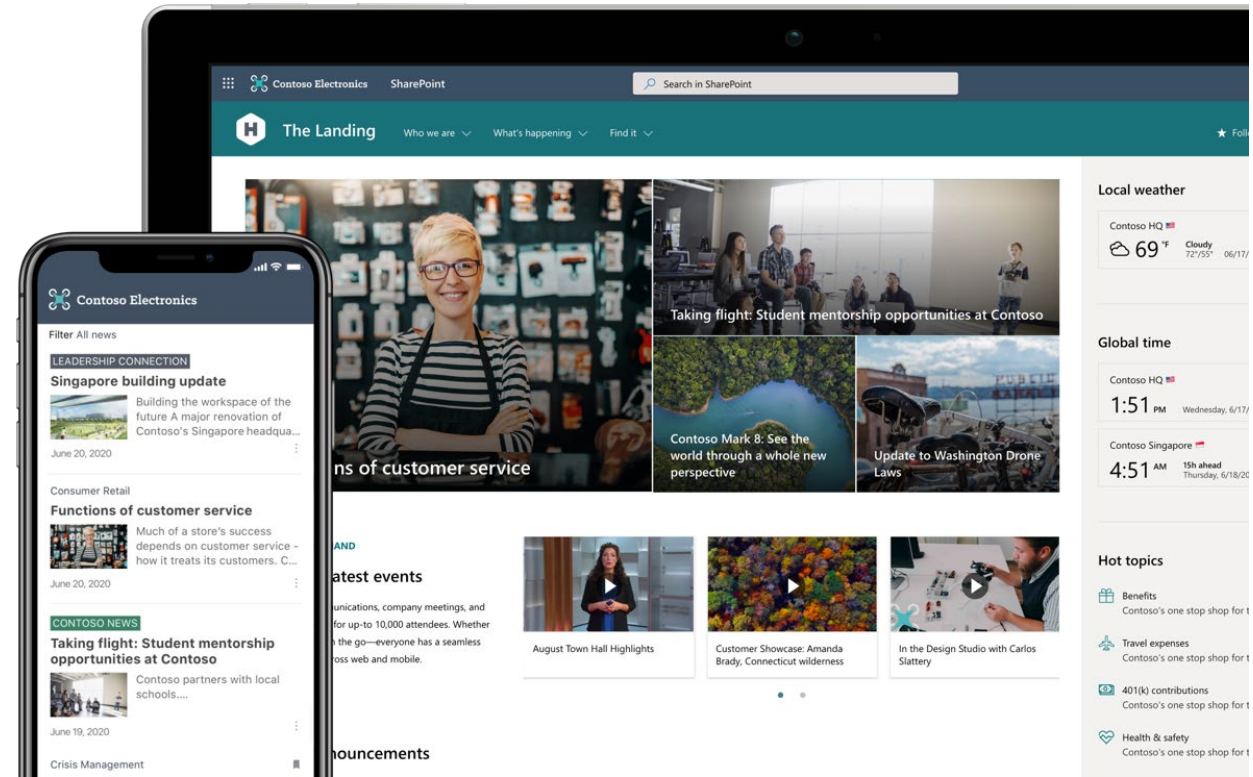
BUSINESS CLOUD INTEGRATION

SharePoint Online Workshops Offering Guide



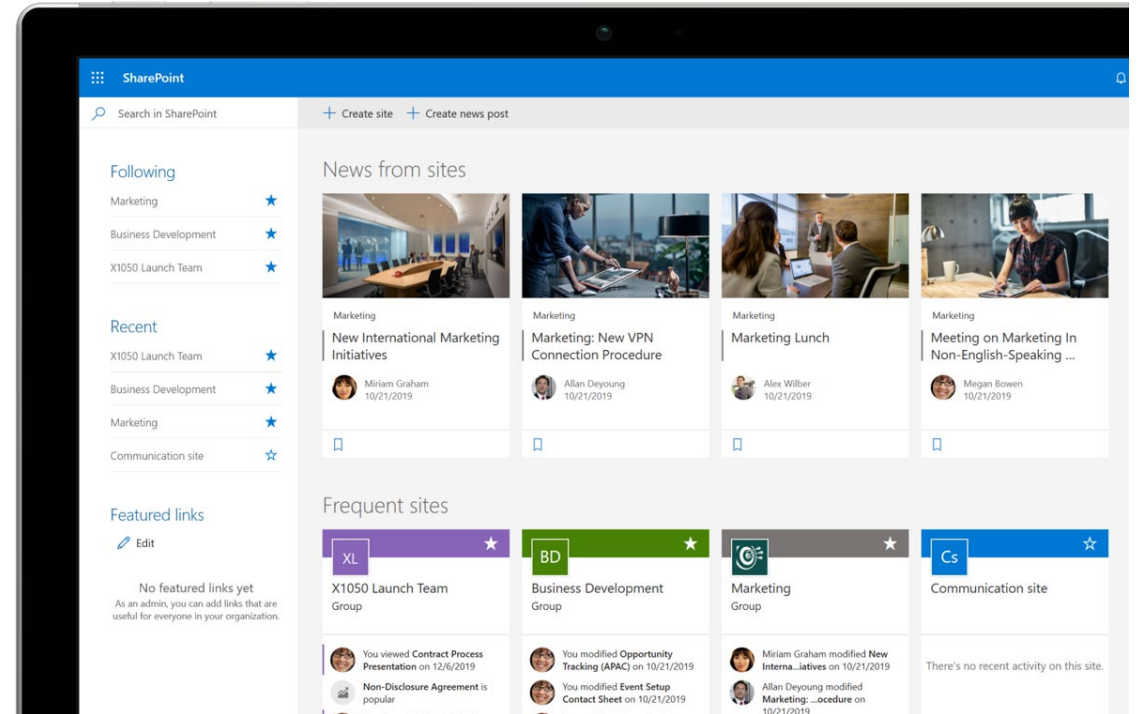
What's on the Agenda?

- Accessing SharePoint Online
- In depth coverage of what SharePoint Online is
- Sites and Pages
- Creation of new content for your Site
- Document management
- Navigation
- News and events
- Ask the Experts



How does our offering work?

- 10 1-hour Workshops
- Split how you like – Departments, Directorates, Teams etc
- 50 minutes of Training
- 10 minutes of Q&A (Ask the Experts)
- Recorded sessions, with attendance reports/Q&A reports



Ask the Experts

Dedicated Q&A time at the end of each workshop allows for your staff to ask the experts any question you may have around the training content, or SharePoint Online in general. This includes demonstrations of any content they wish to cover.

