

# Enterprise Reporter for Office 365 Admin (Teams, Azure, OneDrive, Exonline) Training Course

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Led by	Course Mode	Duration	Skill Level
<b>Instructor Led Training (ILT)</b>	<b>Classroom &amp; Virtual Lab activities Including quizzes and tests</b>	<b>*2 days</b>	<b>Advanced</b>
<b>Student-Led Training (SLT)</b>	<b>Computer Based &amp; Lab activities Including quizzes and tests</b>	<b>up to 5 days</b>	<b>Advanced</b>

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## Who is this Training For?

Students for this course may be internal reporting team members, IT Administration, and/or support staff for these departments.

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## Course Description:

This course is designed to provide students with detailed knowledge of the architecture, and configuration of Enterprise Reporter for Office 365. This course includes Enterprise Reporter Administration for:

- Azure AD and Azure Resource
- Exchange Online (O365)
- OneDrive
- Microsoft Teams

If you are taking this course to help your organization successfully migrate, or if you're a consultant going for a refresher course, or becoming certified, this course will lead you down the path to success as your new knowledge will assist your company with Enterprise Reporter implementation.

## Learning Objectives

Upon completion of this training, the student will be able to:

- Know the hardware and operating system requirements for:
  - Azure AD and Azure Resource
  - Exchange Online (O365)
  - OneDrive
  - Microsoft Teams

- Install Connectors for:
  - Enterprise Reporter Azure AD and Azure Resource
  - Exchange Online (O365)
  - OneDrive Connector
  - Microsoft Teams Connector
- Complete custom configuration of Enterprise Reporter Servers for:
  - Azure AD and Azure Resource
  - Exchange Online (O365)
  - OneDrive
  - Microsoft Teams
- Create, execute, and understand the detailed ER Server reports for:
  - Azure AD and Azure Resource
  - Exchange Online (O365)
  - OneDrive
  - Microsoft Teams

## Prerequisites and Knowledge Base

- Working knowledge of Windows and Exchange Online (O365)

## Typical 2-day Course Schedule

### Day 1: ER for Exchange Online (O365) & Azure AD and Azure Resource

- *Review Hardware and Software Requirements*
- *Enterprise Reporter Connector Installation and Configuration:*
  - *Exchange Online (O365)*
  - *Azure AD and Azure Resource*
- *Learn Enterprise Reporter Best Practices for:*
  - *Exchange Online (O365)*
  - *Azure AD and Azure Resource*
- *Learn how to create, execute, and schedule custom reports*

### Day 2: ER for OneDrive & Microsoft Teams

- *Review Hardware and Software Requirements*
- *Enterprise Reporter Connector Installation and Configuration:*
  - *OneDrive*
  - *Microsoft Teams*
- *Learn Enterprise Reporter Best Practices for:*
  - *OneDrive*
  - *Microsoft Teams*
- *Learn how to create, execute, and schedule custom reports*

## **Course Structure**

This course will be delivered via WebEx. It is structured to take you through installation requirements, best practices, and then install and configure the product.

## **Participation Requirements**

- Desktop computer/laptop
  - Mac – OS 10.7 or newer
  - PC – Windows 10 or newer
- Internet Connection
  - Broadband/high speed internet (1.5 mbps minimum/3mbps preferred)
  - A Supported Web browser (Internet Explorer, Firefox, or Safari)
- Access to WebEx

## **Course Policies**

One student per SLT course.

Students are required to follow the material sequentially before taking any quizzes/labs/or tests.

## **Support**

System Administrators are online 24/7 to assist students. If a student needs support while taking the course, they will be able email a system administrator for assistance. All instructions will be sent to the student on how to begin the course, and how to receive support when needed prior to taking the course.

## **Commitment to Integrity**

This course is for a single student, and that student is expected to maintain high degrees of professionalism, a commitment to active learning, and actively participate in this course.