FLORIDA
SOUTHWESTERN
STATE COLLEGE

School of Business and Technology

Department of Corporate Training

SharePoint for non-IT Executives

Provide an understanding of Microsoft SharePoint.
Business practitioners will develop an understanding of the productive use of SharePoint within the context of their business environment.

Business Benefits
Examine the benefits to be gained by implementing SharePoint:

- Document and Knowledge management
- Collaboration Based Document development
- Response and approval of documents
- Automated Workflow management
- Project-based work organization

Best Practices. Real World examples

- Project Management,
- Conference organization,
- Development, Elaboration, Response, and Approval of business rule sets,
- Contract management with external partners

4 hours of high level education
- Interactive discussion of real world examples will enable participants to understand the benefits of SharePoint in their own business environment.

Learning Outcomes:

This Introductory half day workshop will provide attendees with:

AM or PM session

- Overview of SharePoint
- Competitive advantages of Knowledge Management
- SharePoint's "built in" capabilities
- Case Study review of working examples