WORKSHOP ON SHAREPOINT

Event No	IT001
Organizing Department	Information Technology
Associate Dept. | NSC	Information Technology
Date	29/09/2023 to 30/09/2023 (2 Days)
Time	06:30 PM to 08:39 PM
Event Type	Workshop (online)
Event Level	Dept. Level
Meeting Medium	
Meeting Link	https://meet.google.com/xox-hczv-sut
Total Participants	72
Industry Personnel	1
Faculty - Internal	1
Faculty - External	6
Students - Internal	5
Students - External	23
Other Participants	36

Related SDG

Involved Staffs

Sl	Name	Role
1	Sivakumar T	Convenor
2	Malathy S	Coordinator
3	Muthu Lakshmi S	Coordinator
4	Logesh Babu R	Coordinator

Outcome

File sharing is possible with both internal as well as external users with access privileges.Uninterrupted communication channel is possible with collaborator through sites.Sites and subsites can be used for creating teams and task allocation.The mobile app allows users to access team or communication sites from smartphones.Workflows and reminders can be created easily in order to automate projects and tasks.Project with any type of content such as images, articles, source codes, videos, and so on can be managed in single URL.Search function can be used to look for resources, tasks, or files.

Event Summary

All creative files, including app codes, graphic designs, audio and video files, website articles, invoices, and so on, can be stored safely in SharePoint. Other capabilities available through SharePoint include project management processes, knowledge base templates, website templates, and data analysis. As a result, anyone can utilize it, from small businesses to giant corporations. In various stages of software, mobile app, website, or content development projects, many independent contractors or even small groups of creative people use SharePoint. The user can manage professional and personal tasks with the help of SharePoint's numerous incredible advanced functionalities. Monitoring and reporting tools are essential for understanding and promoting SharePoint usage and maximizing organization's investment. For organizations to maximize their communication and document management processes, monitoring SharePoint usage is crucial. Administrators can discover patterns, identify potential problems, and guarantee the successful adoption of SharePoint throughout the organization by examining user activity. Monitoring usage data enables proactive resource, security, and compliance management and offers insightful information for initiatives in training and support. Tracking SharePoint usage enables businesses to get the most out of the tool, boosting productivity, enhancing collaboration, and streamlining user experience.

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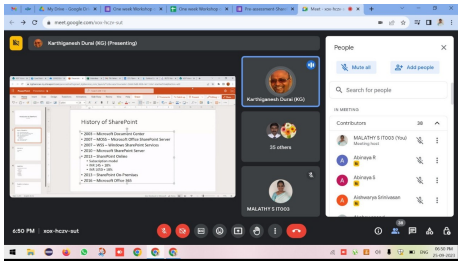

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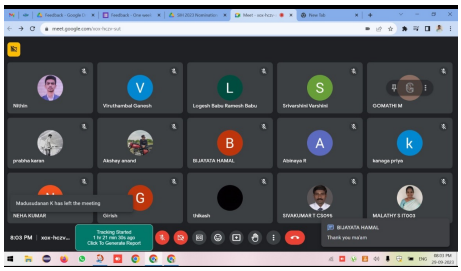

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