55281: SharePoint® Online Branding

Duration: 1 Day
Method: Instructor-Led Training (ILT) | Live Online Training

Course Description

This course delivers a walkthrough of the various options for branding SharePoint Online Sites. SharePoint Online has some non-code options to add logo's, corporate colour schemes and conditional formatting on Apps. There are also options to add in coded customisations. This course will give participants guidance on how to use the non-code options available with practical labs to practice these methods. The course will also give participants guidance on the code options and advise where to look for the resources to do this.

NOTE: *The course will not cover how to write the code for the non-standard customisations.*

Target Audience

This course is intended for:

- Those who are using SharePoint Online and want to personalize sites.

Prerequisites

To attend this course, candidates must have:

- Completed the *55238: SharePoint Online for Administrators* course or have equivalent knowledge and/or experience.

Course Objectives

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

- Understand the variations in SharePoint Online user interfaces such as classic and modern.
- Implement out of the box customisations for themes, logos, headers, footers, menu layouts and more.
- Be able to format columns and views in lists and libraries.
- Operate Power Apps for customising forms in SharePoint Online.
- Use a variety of tools for conditioning SharePoint's themes and pages.
- Leverage features such as site designs and hub sites to deploy customisations.

Course Topics

Module 1: Branding in SharePoint Online
- History of Branding in SharePoint
- What is SharePoint?
- How was SharePoint Branded in the Past?
- Publishing Sites and Master Pages
- SharePoint Designer
- Live SharePoint Publishing Sites
- SharePoint's Journey to the Cloud
- A Change in Best Practices
- Modern vs Classic
- What Tools May You Need?
- Understanding Your Company Branding

Module 2: Managing Modern Themes
- Upgrading from Classic to Modern
- Changing Themes in Team and Communication Sites
- Adding Site Logos
- Headers
- Mega Menus and Cascading Menus
- Background Images
- Footers
- Deploying Themes with Hub Sites
- Setting Up Hub Sites
- Connecting to Hub Sites
- Set Up an Organisational Custom Theme

Module 3: Creating Custom Themes
- Using SharePoint Designer with Modern Pages
- SharePoint Designer 2013 Prerequisites
- Navigating SharePoint Designer
- Connecting to Sites and Pages
- Updating Modern Pages
- Using the Theme Designer
- An Overview of the Theme Designer
- Exporting Your New Theme
- Deploying Themes Using PowerShell
- Connect to SharePoint and Sign In
- Deploying and Removing a Custom Theme
- Applying Themes with Site Designs

Module 4: Customising Lists and Libraries
- Introducing JSON to Lists and Libraries
- Using Design Mode
- How to Apply Formatting to Columns
- Format Choices
- Conditional Formatting
- Format Views
- Using Branding with Formatting
- Using Advanced Mode
- Sample JSON Code Segments
- Schemas and Branding
- Create Clickable Actions
- How to Add Icons
- Customising People and Hover Cards
- Further Samples
- Using Power Apps in Lists and Libraries
- Create a New Form
- Brandable Elements
- Removing a Custom Form

LABS INCLUDED