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SharePoint Management	Client	Dalechek
New Installation		
Application of Patches / Hardening of the Operating System		•
Creation of the Users / Groups required for the service(s)		•
Active Directory Schema extension for SharePoint 2010 / 2013		•
Installation of SharePoint server with the roles required		•
Connection of the SharePoint server to the current Active Directory Domain and Sites		•
Storage subsystem configuration		•
Naming policy configuration		•
SharePoint Web Application Site creation and configuration		•
Scheduled maintenance tasks configuration (storage stores and directory)		•
Internet mail connectors configuration (SMTP)		•
Security policy definition and implementation	•	•
Initial tuning of the service		•
Documentation of the service		•
Monitoring setup		•
Configuration management agent setup		•
Migration from legacy / unsupported version of SharePoint to current supported SharePoint release		•
Implementation and management of Dalechek supported SharePoint aware backup product		•
Monitoring		
Availability of SharePoint / IIS related ports (HTTP, HTTPS, SMTP)		•
SharePoint processes/services		•
Server log messages		•
Storage availability / free space available		•
Client Requests		
Creation of SharePoint Web Applications, Sites and Portals	•	•
Installation and configuration of SharePoint related features and services	•	•
Management of users/groups and associated permissions	•	•
Creation of Certificate requests and Installation of resulting SSL certificates		•

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Management of performance parameters of the server		•
Configuration and integration of SharePoint server to Active Directory domain		•
Script creation for administrative tasks		•
Installation of additional 3rd party software packages if provided with ample documentation and supported on a best effort basis		•
Tuning of the server		•
Storage management		•
File system/database / SharePoint document library or list content restore using Dalechek supported Exchange aware backup product		•
SharePoint website / webpage / webpart design and development	•	
SharePoint webpart placement and / or configuration within SharePoint site pages	•	
Custom "corporate branding", themes or CSS Style implementation	•	
Maintenance		
Patch Review	•	
File system and SharePoint Database Backups using Dalechek supported Exchange aware backup	•	