

uCertify

Course Outline

SharePoint Online Modern Experience



04 Aug 2025

1. Exercises, Quizzes, Flashcards & Glossary

Number of Questions

2. Expert Instructor-Led Training

3. ADA Compliant & JAWS Compatible Platform

4. State of the Art Educator Tools

5. Award Winning Learning Platform (LMS)

6. Chapter & Lessons

Syllabus

Chapter 1: Preface

Chapter 2: Introducing Office 365 and SharePoint Online

Chapter 3: SharePoint Classic and Modern Experience

Chapter 4: Explore Modern SharePoint Online Site – Team Site

Chapter 5: SharePoint Online Modern Lists

Chapter 6: Explore SharePoint Online Modern Document Libraries

Chapter 7: SharePoint Online Modern Site Pages

Chapter 8: Explorer SharePoint Online Modern Experience Web Parts

Chapter 9: SharePoint Online Modern Site Design Examples

Chapter 10: SharePoint 2019 Modern Experience

Chapter 11: SharePoint 2019 Communication Site

Chapter 12: SharePoint Online Modern Experience - What's not possible?

Videos and How To

1. Expert Instructor-Led Training

uCertify uses the content from the finest publishers and only the IT industry's finest instructors. They have a minimum of 15 years real-world experience and are subject matter experts in their fields. Unlike a live class, you can study at your own pace. This creates a personal learning experience and gives you all the benefit of hands-on training with the flexibility of doing it around your schedule 24/7.

2. ADA Compliant & JAWS Compatible Platform

uCertify course and labs are ADA (Americans with Disability Act) compliant. It is now more accessible to students with features such as:

- Change the font, size, and color of the content of the course
- Text-to-speech, reads the text into spoken words
- Interactive videos, how-tos videos come with transcripts and voice-over
- Interactive transcripts, each word is clickable. Students can clip a specific part of the video by clicking on a word or a portion of the text.

JAWS (Job Access with Speech) is a computer screen reader program for Microsoft Windows that reads the screen either with a text-to-speech output or by a Refreshable Braille display. Student can easily navigate uCertify course using JAWS shortcut keys.

3. State of the Art Educator Tools

uCertify knows the importance of instructors and provide tools to help them do their job effectively. Instructors are able to clone and customize course. Do ability grouping. Create sections. Design grade scale and grade formula. Create and schedule assessments. Educators can also move a student from self-paced to mentor-guided to instructor-led mode in three clicks.

4. Award Winning Learning Platform (LMS)

uCertify has developed an award winning, highly interactive yet simple to use platform. The SIIA CODiE Awards is the only peer-reviewed program to showcase business and education technology's finest products and services. Since 1986, thousands of products, services and solutions have been recognized for achieving excellence. uCertify has won CODiE awards consecutively for last 7 years:

- **2014**
 1. Best Postsecondary Learning Solution

- **2015**

1. Best Education Solution
2. Best Virtual Learning Solution
3. Best Student Assessment Solution
4. Best Postsecondary Learning Solution
5. Best Career and Workforce Readiness Solution
6. Best Instructional Solution in Other Curriculum Areas
7. Best Corporate Learning/Workforce Development Solution

- **2016**

1. Best Virtual Learning Solution
2. Best Education Cloud-based Solution
3. Best College and Career Readiness Solution
4. Best Corporate / Workforce Learning Solution
5. Best Postsecondary Learning Content Solution
6. Best Postsecondary LMS or Learning Platform
7. Best Learning Relationship Management Solution

- **2017**

1. Best Overall Education Solution
2. Best Student Assessment Solution
3. Best Corporate/Workforce Learning Solution
4. Best Higher Education LMS or Learning Platform

- **2018**

1. Best Higher Education LMS or Learning Platform
2. Best Instructional Solution in Other Curriculum Areas
3. Best Learning Relationship Management Solution

- **2019**

1. Best Virtual Learning Solution
2. Best Content Authoring Development or Curation Solution
3. Best Higher Education Learning Management Solution (LMS)

- 2020
 1. Best College and Career Readiness Solution
 2. Best Cross-Curricular Solution
 3. Best Virtual Learning Solution

5. Chapter & Lessons

uCertify brings these textbooks to life. It is full of interactive activities that keeps the learner engaged. uCertify brings all available learning resources for a topic in one place so that the learner can efficiently learn without going to multiple places. Challenge questions are also embedded in the chapters so learners can attempt those while they are learning about that particular topic. This helps them grasp the concepts better because they can go over it again right away which improves learning.

Learners can do Flashcards, Exercises, Quizzes and Labs related to each chapter. At the end of every lesson, uCertify courses guide the learners on the path they should follow.

Syllabus

Chapter 1: Preface

Chapter 2: Introducing Office 365 and SharePoint Online

- An overview of Office 365
- Sign up for an Office 365 subscription
- SharePoint Online
- How an organization can benefit by using SharePoint Online
- Summary

Chapter 3: SharePoint Classic and Modern Experience

- A Classic SharePoint Online Experience
- What are Hub Sites in SharePoint Online?
- Introduction to a Modern SharePoint Online Experience
- Supported Browsers for Modern Experience in SharePoint Online
- The Lifespan of a Classic SharePoint Online Experience
- Enable The Modern Experience At The Tenant Level In Office 365
- An Alternate Way To Switch To The Modern Ui Experience
- Summary

Chapter 4: Explore Modern SharePoint Online Site – Team Site

- What are Modern SharePoint Online Team Sites?
- Add a Modern Team Site from Outlook
- Create Modern Team Sites from SharePoint Online Modern Admin Center
- Create a SharePoint Online Modern Team Site from the SharePoint Online Admin Center
- Create a Classic Team Site in the Classic Admin Center
- Home Page Look Changes in a Classic Team Site
- What is Site Information in SharePoint Online?
- Change the Site Logo in the SharePoint Online Modern Team Site

- SharePoint Online Modern Site's Site Contents Page
- SharePoint Online Modern Team Site's Site Setting Options
- Remove the Left Navigation in Modern SharePoint
- Delete a Modern Team Site
- Summary

Chapter 5: SharePoint Online Modern Lists

- What is a Modern SharePoint Online List?
- How to Create a Modern SharePoint Online List?
- The Modern SharePoint Online List Features
- Edit the List Item in the Modern SharePoint Online List
- Export to Excel (Browser Other than Internet Explorer)
- Create Microsoft Flow
- PowerApps
- Share an Item in the Modern SharePoint Online List
- Older to Newer
- Newer to Older
- Filter by the Column
- Mandatory Field Validation Notification

- Display user details on mouse hover
- Summary

Chapter 6: Explore SharePoint Online Modern Document Libraries

- How to Create a Modern SharePoint Online Document Library?
- SharePoint Online Modern Document Library Features
- Easily quick edit bulk data
- Titles View of Documents
- Sharepoint Online Modern List and Library Column Customization / Formatting Using Json
- Summary

Chapter 7: SharePoint Online Modern Site Pages

- Creating Modern SharePoint Site Pages
- What is a SharePoint Online Modern Site Page?
- The Modern SharePoint Online Site Pages Tabs
- Set a Custom Site Page as a Home Page
- Add a Custom Site Page to the Navigation
- New Modern SharePoint Online Site Page's Section Layout
- Properties of the New Section Layout

- Add Web Parts to a SharePoint Online Modern Site Page
- Summary

Chapter 8: Explorer SharePoint Online Modern Experience Web Parts

- Text
- Image
- File viewer
- Link
- Embed
- Highlighted content
- Bing maps
- Divider
- Document library (preview)
- Events
- GitHub
- Hero
- Image gallery
- JIRA

- List (preview)
- News
- Properties
- Microsoft Forms
- Office 365 videos
- People
- Power BI
- Quick Chart
- Quick Links
- Site activity
- Sites
- Properties
- Twitter (preview)
- Weather
- Yammer
- Timer
- Markdown
- Summary

Chapter 9: SharePoint Online Modern Site Design Examples

- Portal 1 – TSInfo New — a software development portal company portal
- Portal 2 – TSInfo New Home Page
- Portal 3 – TSInfo Technologies
- Portal 4 – About TSInfoTechnologies
- Portal 5 – Training and Development Site
- Portal 6 – the Project Management page
- Portal 7 – the New Insurance page
- Portal 8 – the New TS Corporate portal
- Summary

Chapter 10: SharePoint 2019 Modern Experience

- A few new features in SharePoint Server 2019
- Web Application in SharePoint 2019
- Create a site collection in SharePoint Online
- Modern SharePoint Online team site versus SharePoint 2019 team site
- Difference between the SharePoint 2019 site and modern SharePoint Online site features
- Difference between SharePoint 2019 team site lists and SharePoint Online team site lists

- Difference between the SharePoint 2019 team site library and the SharePoint Online team site library
- Web parts available in the SharePoint 2019 team site
- Web parts not available in the SharePoint 2019 team site
- Summary

Chapter 11: SharePoint 2019 Communication Site

- SharePoint 2019 communication sites versus SharePoint Online communication sites
- Difference Between a SharePoint 2019 Communication Site and a SharePoint Online Communication Site Home Page
- Create the Header and Footer Navigation in a SharePoint Online Communication Site
- Availability and non-availability between SharePoint 2019 and modern SharePoint Online communication sites
- Difference between a SharePoint 2019 communication site and SharePoint Online communication site list
- Difference between a SharePoint 2019 communication site and SharePoint Online communication site library
- Web Parts available in a SharePoint 2019 Communication Site
- Web parts not available in SharePoint 2019 communication site
- Summary

Chapter 12: SharePoint Online Modern Experience - What's not possible?

- Customizations unsupported in modern team sites
- Customization is impossible in a modern document library
- Summary

You can't stay away! Get

 3187 Independence Drive
Livermore, CA 94551,
United States  +1-415-763-6300  support@ucertify.com  www.ucertify.com