

Microsoft Exchange Server, Implementation, Support and Administration – 4 days

Course Objectives

This 4-day course has been designed to enable the student to install, configure and support Microsoft Exchange Server. It is aimed at IT support staff, consultants and mail system administrators who are responsible for planning, implementing and maintaining Exchange Server in both a single-site and multi-site environment.

The course is also designed to help prepare candidates for Microsoft Certified Professional Exam No. 70-081.

Prerequisites

To get the most benefit from the course, it is recommended that students have a good understanding of the following topics:
Administering Windows NT Server in both a single-domain and multi-domain environment
X400 and X500 concepts (not essential)
MS-Mail (not essential)

Exercises

This course is instructor led, involving the utilisation of examples and exercises in a workshop environment.

Module 1 – Introduction to Microsoft Exchange Server

- Objectives
- Shared File Mail Systems
- Client-Server Mail Systems
- Introduction to Microsoft Exchange Server
- Microsoft Exchange Components
- Exchange and Outlook Client
- Internet Clients

Module 2 – Microsoft Exchange Hierarchy

- Microsoft Exchange Hierarchy
- Exchange Organisation
- Sites
- Site Resources
- Recipients

Module 3 – Microsoft Exchange Hierarchy

- Exchange Server Components
- Directory
- Message Transfer Agent
- Information Stores
- System Attendant (SA)
- Microsoft Mail Connector
- Directory Synchronization Service
- Third-Party Connectors
- Gateways
- Internet Mail Service
- Component Summary
- Message Flow

Module 4 – Installing Microsoft Exchange Server

- Planning
- System Requirements
- Windows NT Dependencies
- NT Domains and Exchange Sites
- Installation Information
- Installation Options
- Post-Installation Tasks
- Directory Structure
- Exchange Shares
- Upgrading Exchange Server
- Installation Problems



Module 5 – Creating and Managing Recipients

- Recipient Object Types
- Creating Mailboxes
- Creating Distribution Lists
- Creating Custom Recipients
- Common Recipient Object Property Pages
- Managing Recipients

Module 6 – Outlook Client Architecture

- Client Overview
- Client Requirements
- Installation of Special Versions
- Client Architecture
- Outlook Installation
- Shared Installation
- Profiles
- Tools

Module 7 – Outlook Client Configuration

- Modifying Profiles
- Personal Folders
- Offline Folders
- Remote Users
- Roving Users
- Configuration Options for Outlook Clients
- Configuring the Client Transport Connection
- System Policy Templates

Module 8 – Using the Exchange and Outlook Clients

- Client Features
- Creating Messages
- Managing the Mailbox
- Out of Office Assistant
- Delegate Access
- Additional Features
- Public Folder Creation

Module 9 – Communication in a Multi-Server Environment

- Intra-Site Server Communication
- Exchange Components
- Message Transfer Agent
- DNs and O/Rs
- Directory Replication
- Directory Consistency
- Network Saturation

Module 10 – Managing Server Configuration

- Management Tools
- Administrator Program
- Exchange Hierarchy
- Management Tools
- Site Configuration
- Server Services
- Server Properties
- RAW Mode Administrator Program
- Message Journaling

Module 11 – Connecting Exchange Sites

- Connecting Exchange Sites
- Address Space
- Cost and Routing
- Configuring the Site Connector
- Configuring the X.400 Connector Transport Stack
- Configuring the X.400 Connector
- Directory Replication

Module 12 – Internet Mail Services

- TCP/IP
- Architecture
- IP Addressing
- Domain Name System (DNS)
- Simple Mail Transfer Protocol (SMTP)
- Transferring Mail
- Mail Exchangers and DNS Records
- Internet Mail Service Architecture
- Internet Mail Wizard
- Internet Mail Service Connection
- Configuring the Internet Mail Service
- Message Flow

Module 13 – Internet Protocols

- POP3 Overview
- POP3 and IMAP4 Client Configuration
- Lightweight Directory Access Protocol
- Hypertext Transfer Protocol (HTTP)
- Active Server Components
- Internet News Service
- Configuring the Newsfeed
- Public Folder Properties
- Configuring Protocol Support



Module 14 – Public Folder Administration

- Public Folder Strategy
- Public Folder Security
- Public Folder Creation
- Public Folder Configuration
- Public Folder Replication and Configuration
- Public Folder Site Affinity
- Public Folder Replication Schedules
- Public Folder Security
- Public Folder Replication Process
- Moderated Public Folders
- Routing Objects
- The Exchange Event Service

Module 15 – Server Maintenance

- Exchange Databases
- Database Maintenance
- Monitors
- Troubleshooting Tools
- Service Account Password

Module 16 – Application Development

- Electronic Forms
- Forms Development
- Outlook Forms Designer
- Forms Administration
- Exchange Sample Applications

Module 17 – Migrating to Exchange Server

- Introduction to Migration
- Migration Strategy
- Importing Data
- Personal Store Migration
- Co-existence Issues
- Best Practices

Module 18 – Microsoft Mail and Schedule+ Integration

- Microsoft Mail Connector Architecture
- Configuring the Microsoft Mail Connector
- Directory Synchronisation
- DXA Configuration
- Schedule+ Free/Busy Connector

Module 19 – Lotus Mail Connectivity

- Lotus cc:Mail Connector
- cc:Mail Addressing
- Configuring the cc:Mail Connector
- Message Flow
- Directory Synchronisation
- Lotus Notes Connector Overview
- Support and Integration
- How the Connector Works
- Message Flow

Module 20 – Outlook Deployment Wizard

- Introduction
- Customising Outlook
- Installing the Wizard
- The Five Stages of Installation
- Pre-distribution Tasks
- How Active Setup works for the End User
- Additional Setup Notes
- Setup Command Line Options