

Transform Your Intranet in Less
than 4 hours!

Daniel Glenn

SPFest & TeamsFest Chicago 2021



Agenda

- The Modern Journey
- Planning your transition
- Plan your hub sites
- Modernize your sites
- Break
- Microsoft 365 Groups
- Site Swapalooza
- Navigation
- What's Teams got to do with it?
- Change Management

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The Modern Journey



Planning your transition



Plan your hub sites



Modernize your sites



Microsoft 365 Groups



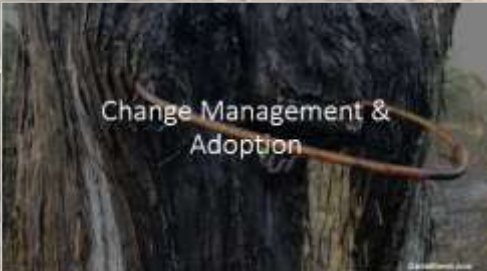
Site swapalooza



Navigation



Microsoft Teams



Change Management & Adoption



Takeaways

A blurred cityscape at sunset with a futuristic, curved road leading towards the horizon. The road is composed of multiple parallel lines that curve into the distance, creating a sense of motion and depth. The city buildings in the background are silhouetted against the warm, golden light of the setting sun. The overall mood is one of modernity and forward progress.

The Modern Journey

Where have we been



Office SharePoint Server 2007

Server-based spreadsheets plus BI portals built on SQL Server Analysis Services

Next generation e-mail, project management, blog and wiki support

Server-based forms and workflow with smart client and browser interfaces

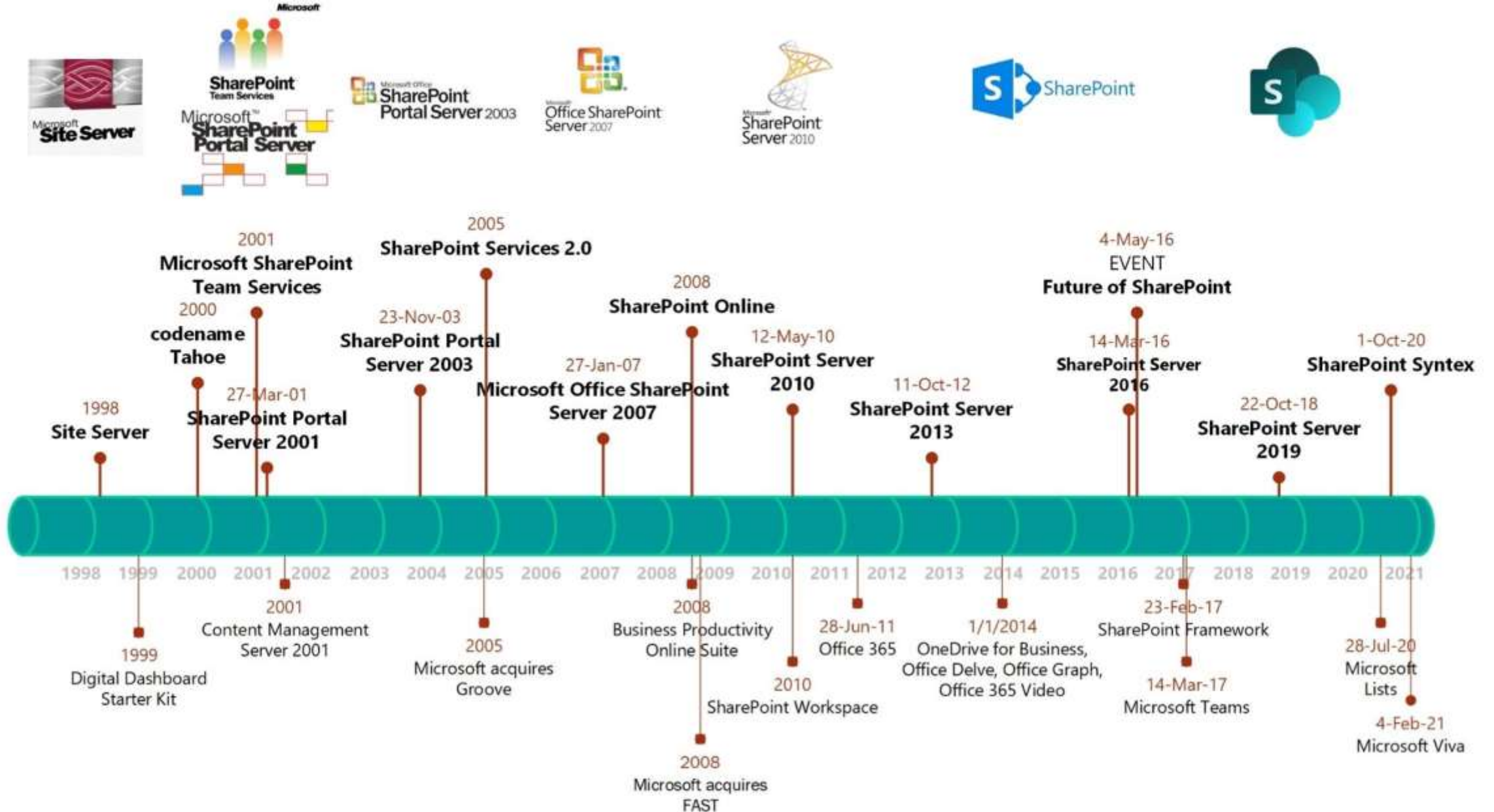
Enhanced SharePoint Portal aggregation and personalization

Integrated document, records and Web

Great relevance with rich search of people



The history of SharePoint



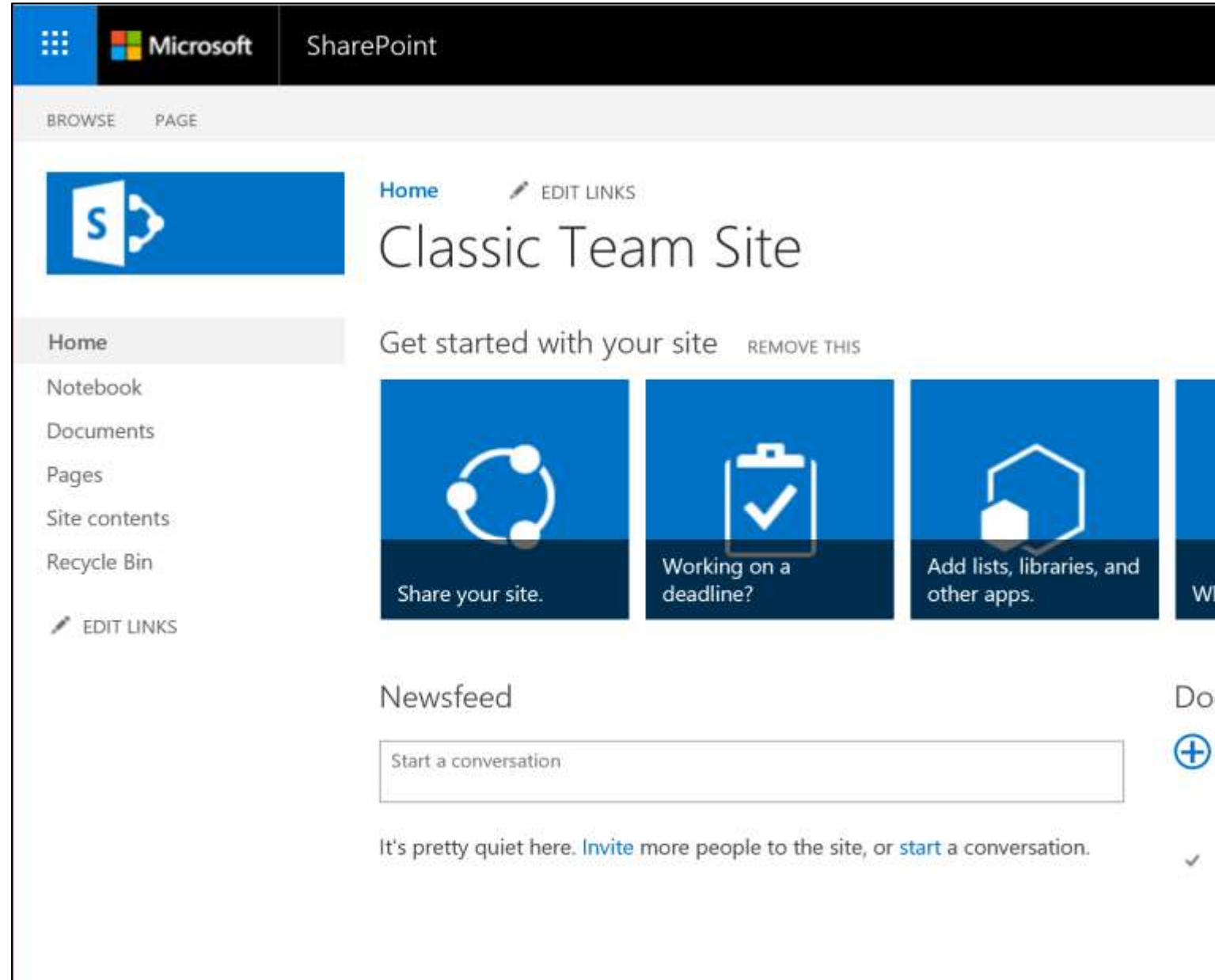
Classic SharePoint

Trusty friend

Familiar

It just works (mostly)

Same web parts for over a decade







Why modern

Intelligent Intranet



Employee engagement and communications



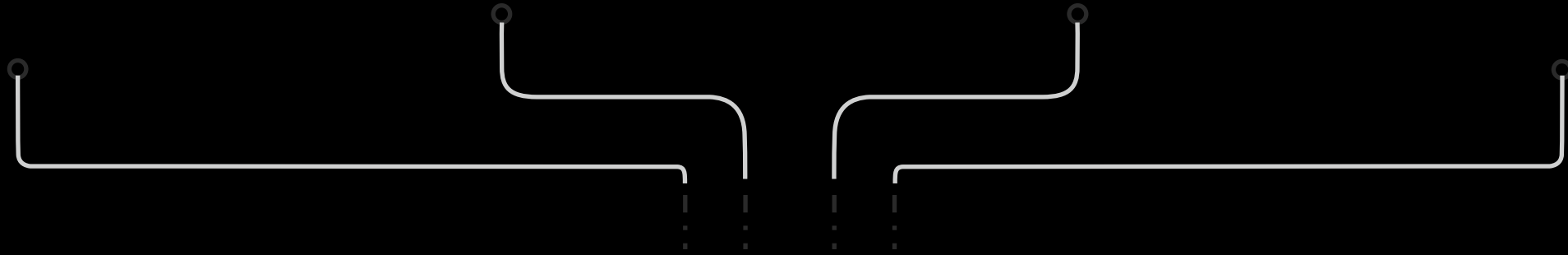
Connect people, news, knowledge, and apps



Knowledge and content management



Shared content and solutions for any group



SharePoint

Intelligent intranet

The building blocks

Organizational news

transform internal communications to keep people informed and engaged

Communication sites

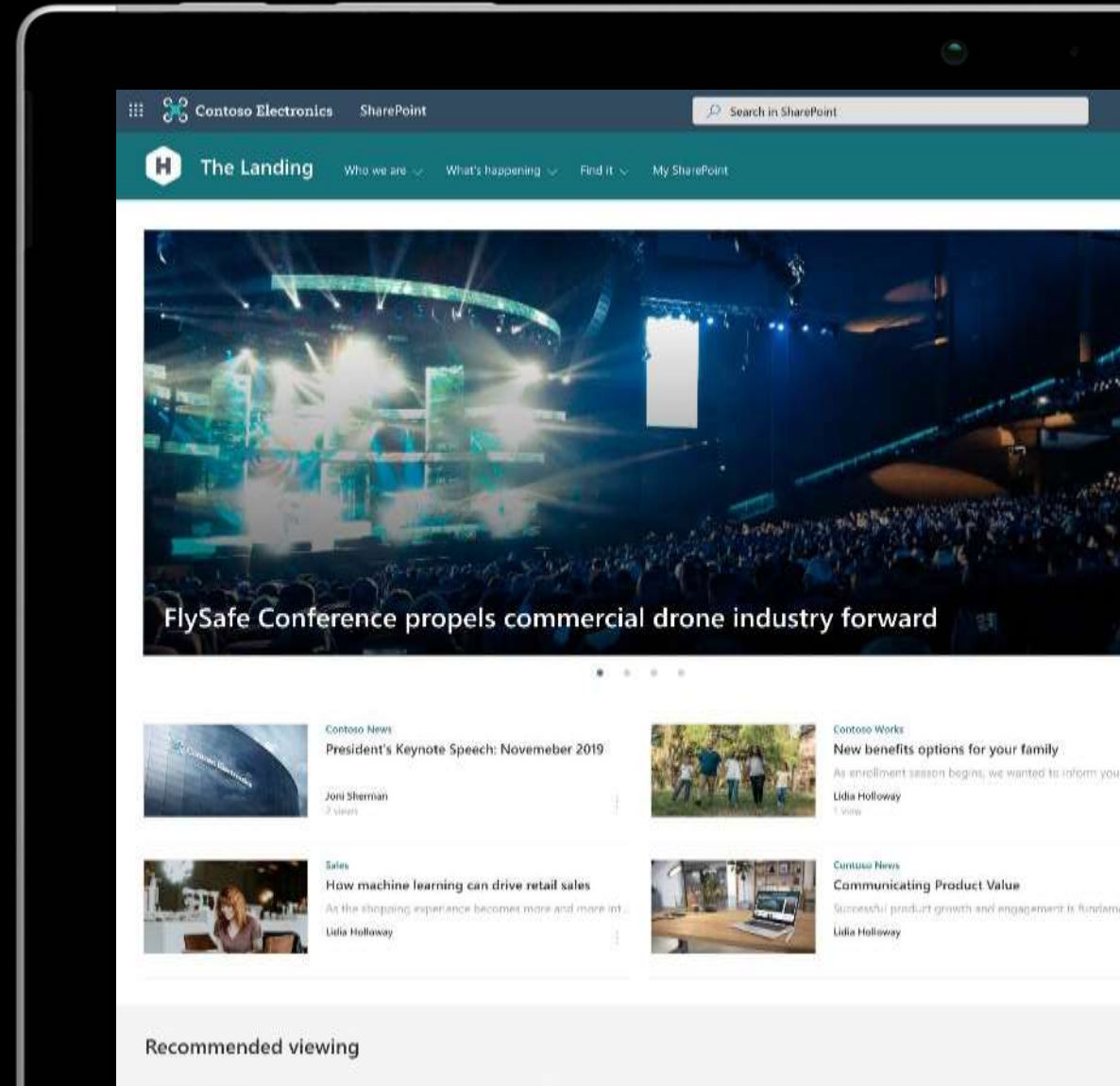
reach a broad audience across the organization with a dynamic intranet site

Home sites

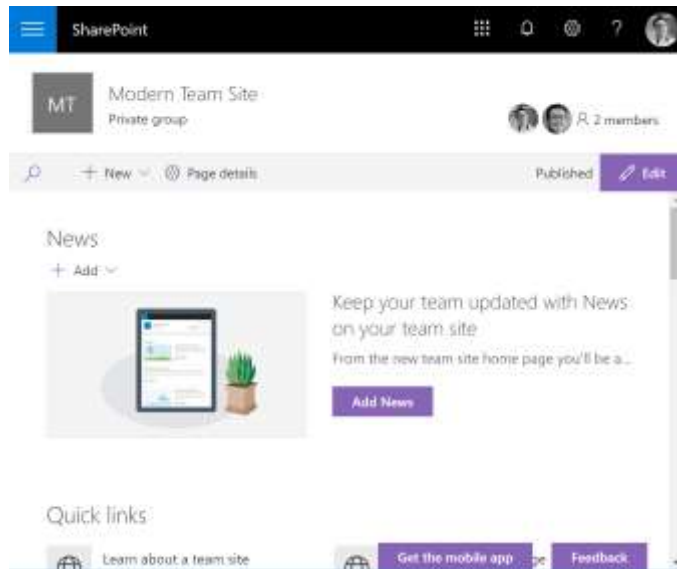
create an engaging home for your organization, division, or function

Hub sites

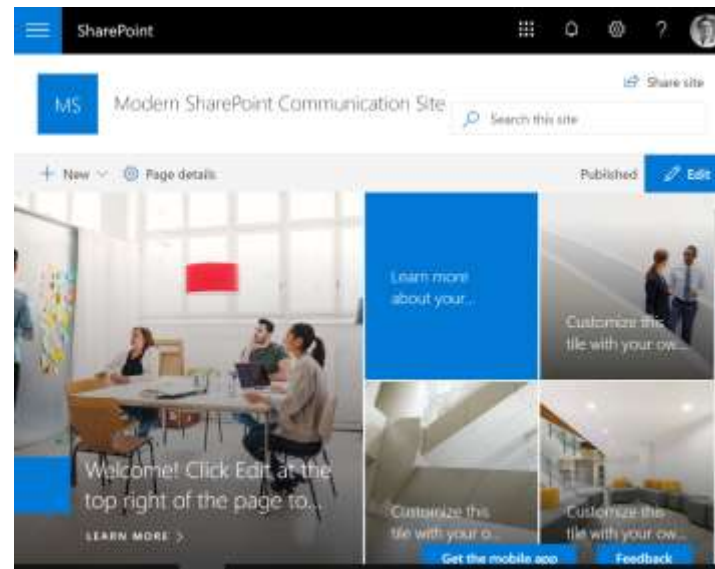
organize related sites & teams to centralize news, search and content management



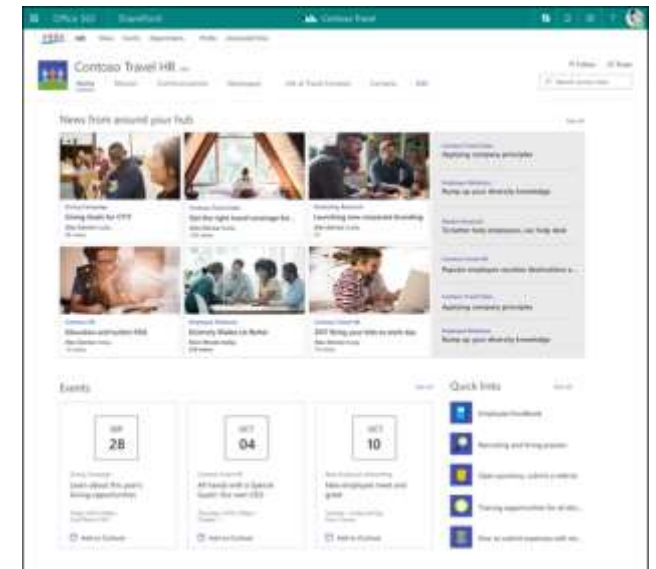
Three types of 'Sites'



Team Sites

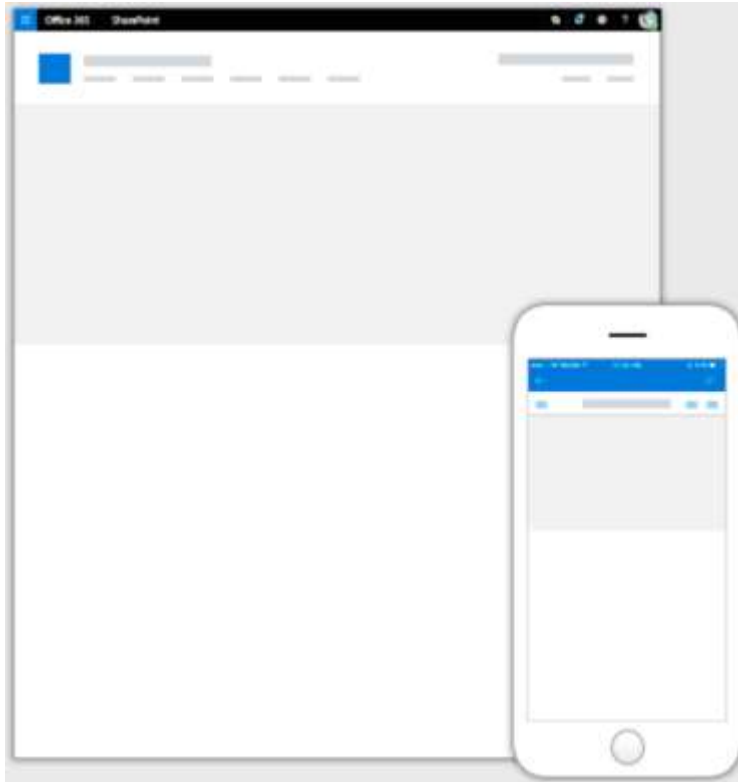


Communication Sites

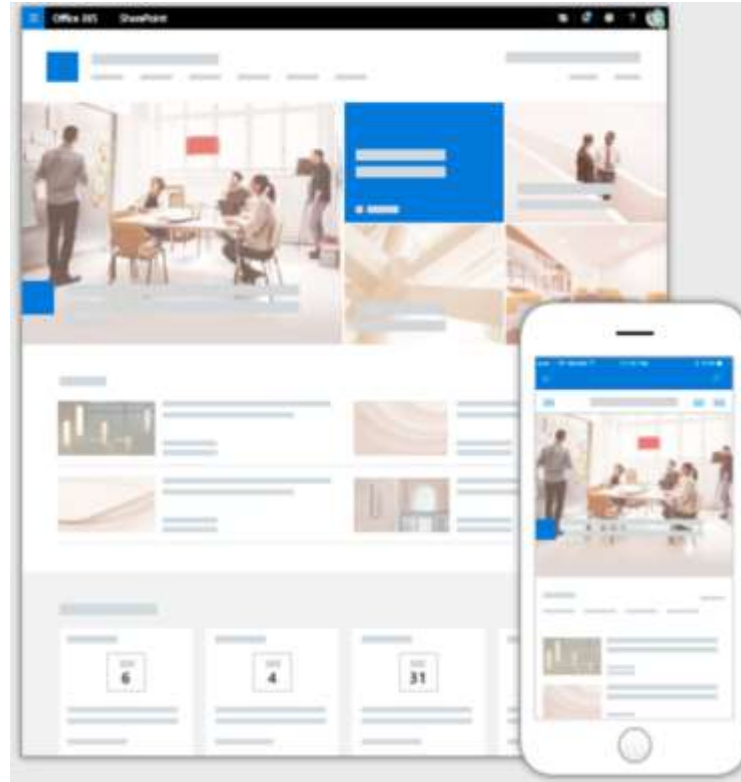


Hub Sites

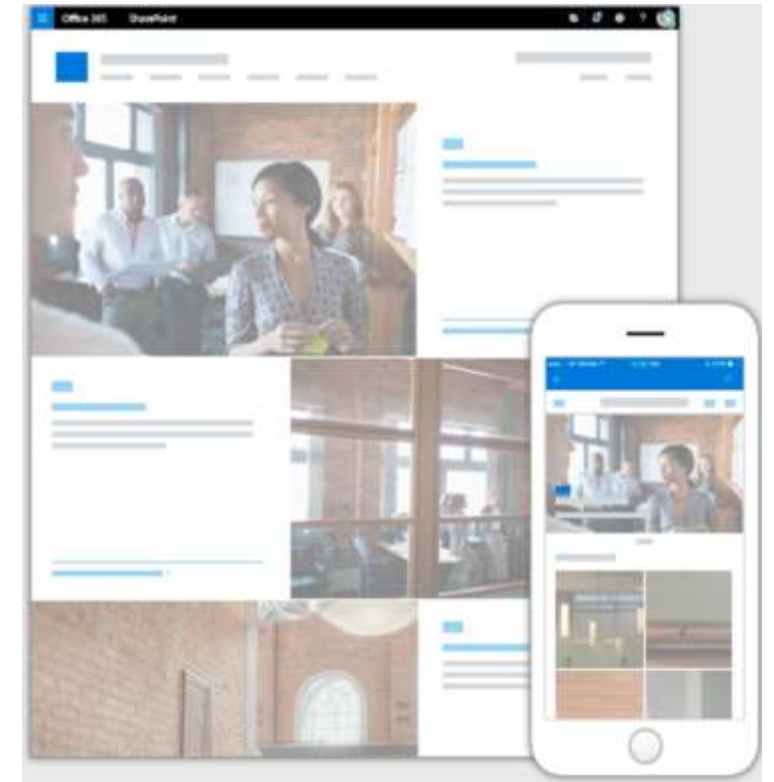
Communication Site Templates



Start with a blank site and make your design come to life quickly and easily



Use this design if you have a lot of information to share such as news, events, and other content



Use this design to showcase a product, team, or event using photos or images.

SharePoint news

Inform and engage your team and your organization

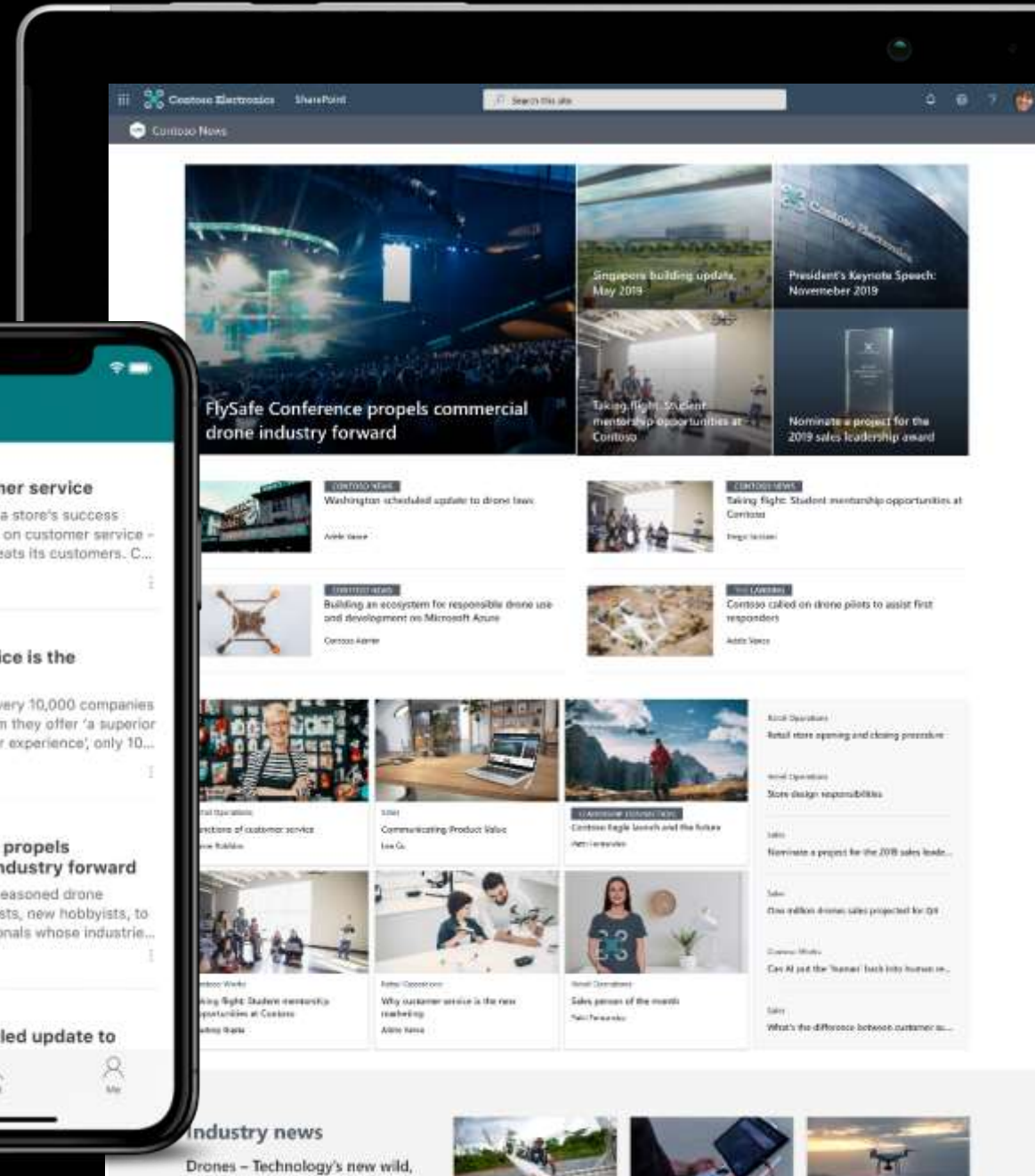
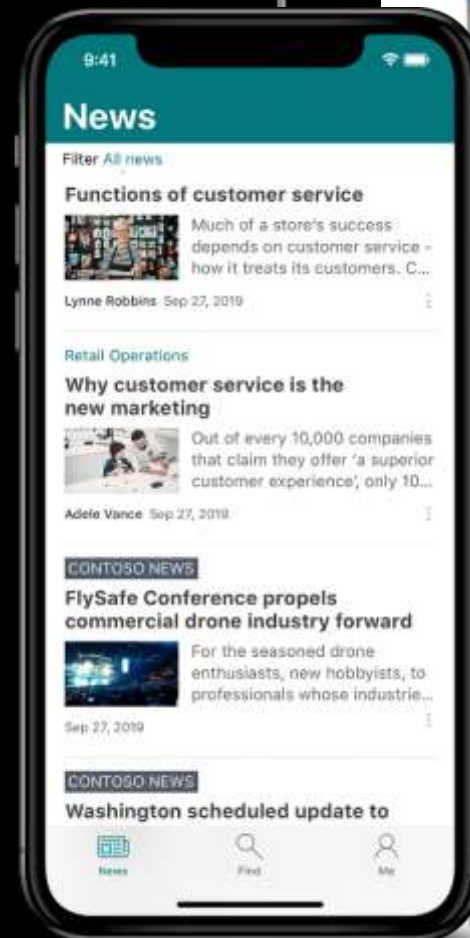
Stay in the know with important and personalized relevant news across devices

Create compelling communications with multimedia and dynamic content from Office 365 and beyond

Scale the reach of your story with automatic news distribution and promotion to your audience

Engage your audience with likes, comments, and social re-sharing

Schedule, target, publish, distribute and measure organizational news and communications



SharePoint sites

Share with your team & across the organization

Share vision

to guide and align your organization with leadership engagement

Share knowledge

in community sites that bring together content, conversation & people

Share resources and services

with microsities

Share news

updates and stories to inform your organization with SharePoint news

The screenshot shows a SharePoint site for 'Drone workshop' under the 'Contoso Electronics' site. The page features a header with a search bar and a 'Following' indicator. The main content area is titled 'DRONE PRODUCT TRAINING' and includes a section 'Get trained by the experts' with a description of consumer quadcopter training workshops and a 'RESERVE YOUR SEAT' button. Below this is a navigation bar with links for 'Speakers', 'Agenda', 'Workshops', and 'Contact'. The page is divided into three main visual sections: a woman wearing a VR headset and holding a drone, a man working on a drone at a table, and a teal sidebar with the text 'Accelerate your learning.' and 'Bring your ideas to life.'.

Contoso Electronics | SharePoint | Search across sites

Drone workshop | Following

DRONE PRODUCT TRAINING

Get trained by the experts

Consumer Quadcopter training workshops are instructor-led classes that combine the best in quality, expertise, and convenience to increase your drone knowledge. Learn the latest features across our product line up or expand into new content areas like 3D modeling or how we utilize recycled materials in our drone components. Schedule a private training to get a new team up to speed or find a public class for yourself.

[RESERVE YOUR SEAT](#)

Speakers | Agenda | Workshops | Contact

LEARN

Accelerate your learning.

Each workshop features a hands-on project that teaches the latest capabilities, skills, as well as best practices for implementation.

SHOW

Bring your ideas to life.

Take part in hands-on training sessions with certified instructors who provide invaluable 1:1 interaction with class members.

SharePoint home sites

Create a personalized landing experience for your organization

Connect the workplace with intelligent search and rich navigation to sites and applications

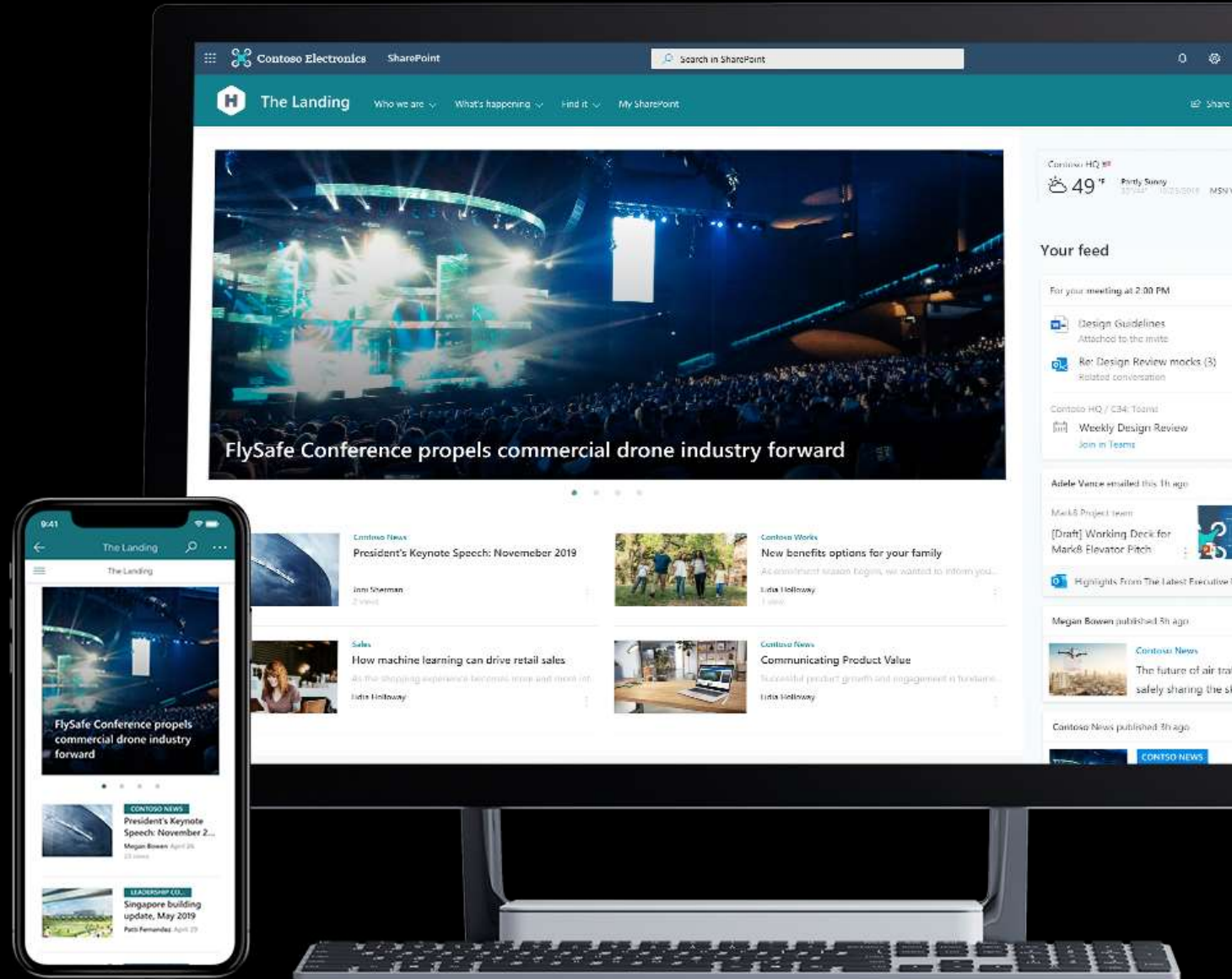
Showcase news and information to the right people with audience targeting

Discover personalized, relevant content from Office 365 and across your digital estate

Foster connections across the organization with social conversations

Share compelling communications with intelligent video

Create a beautiful, dynamic employee experience that is accessible and available across devices



Connect and engage with open conversations

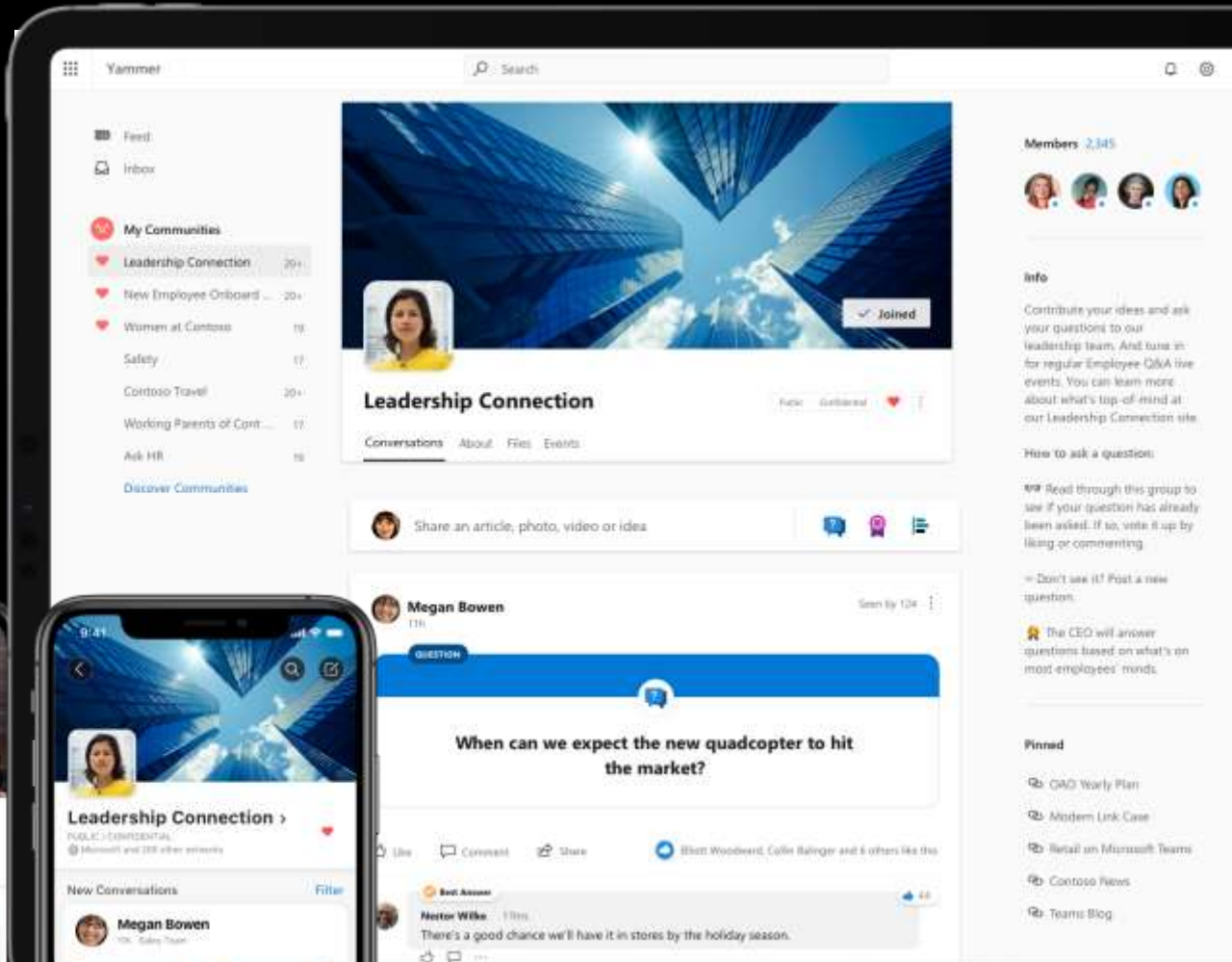
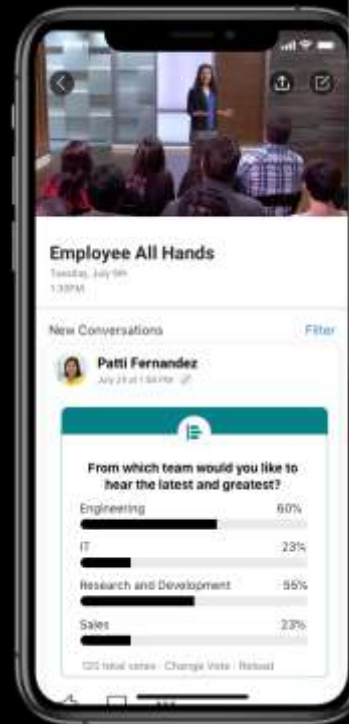
Share knowledge, interests, and ideas across the organization with **rich social features** from **any device**

Modernize employee communications to reach and engage your audience with **live events** and a **social intranet**

Build **communities** and measure engagement with **group insights**

Connect with expertise, best practices, and resources **powered by Microsoft 365**

Centrally manage enterprise-grade **security and compliance**



Webparts available

- Text
- Image
- File Viewer
- Link
- Embed
- Highlighted Content
- Bing Maps
- Document Library
- Quick Links
- Site Activity
- Yammer
- Divider
- Events
- Group Calendar
- Hero
- Image Gallery
- List
- News
- Office 365 Video
- People
- Power BI
- Quick Chart
- Stream
- ...

Branding made easy

Office 365 | SharePoint

MS Modern SharePoint Communication Site

Home Documents Pages Site contents Edit

+ New Page details

Welcome! Click Edit at the top right of the page to start customizing

Change the look

Site theme

 Abc Current selection

Company themes

 Abc Valo

 Abc Valo Theme - Ocean

 Abc Valo Theme - Rose

[Classic change the look options](#)

Customize this tile with your

Planning your transition

Plan Framework



MODERNIZATION
SCAN



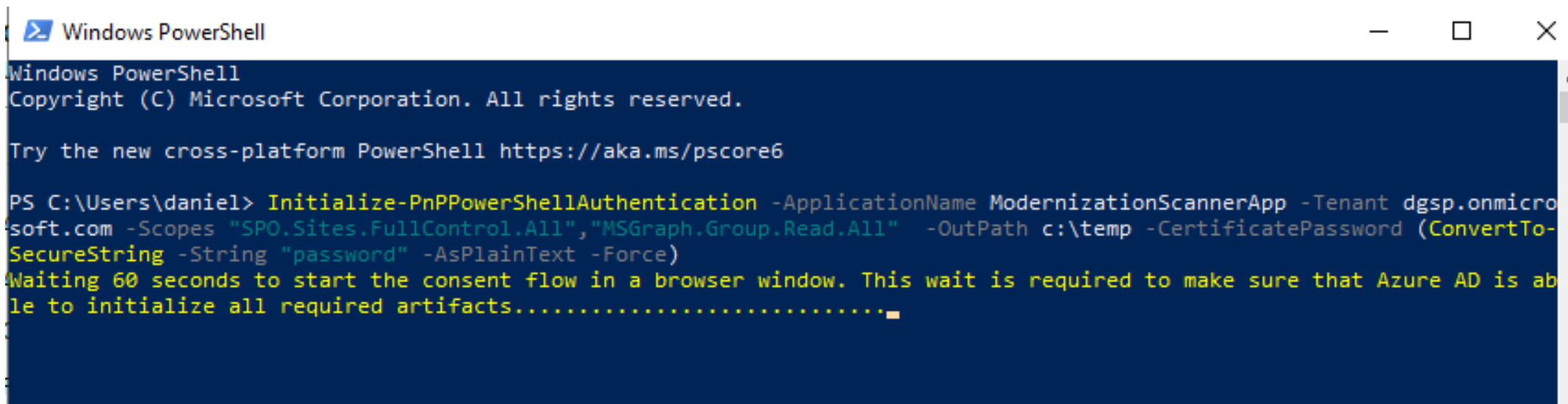
INVENTORY



CHECK YOUR
PROCESSES

PNP PowerShell – Give Azure App Permissions

- Initialize-PnPPowerShellAuthentication -ApplicationName ModernizationScannerApp -Tenant **contoso.onmicrosoft.com** -Scopes "SPO.Sites.FullControl.All","MSGraph.Group.Read.All" -OutPath c:\temp -CertificatePassword (ConvertTo-SecureString -String "password" -AsPlainText -Force)



```
Windows PowerShell
Copyright (C) Microsoft Corporation. All rights reserved.

Try the new cross-platform PowerShell https://aka.ms/pscore6

PS C:\Users\daniel> Initialize-PnPPowerShellAuthentication -ApplicationName ModernizationScannerApp -Tenant dgsp.onmicro
soft.com -Scopes "SPO.Sites.FullControl.All","MSGraph.Group.Read.All" -OutPath c:\temp -CertificatePassword (ConvertTo-
SecureString -String "password" -AsPlainText -Force)
Waiting 60 seconds to start the consent flow in a browser window. This wait is required to make sure that Azure AD is ab
le to initialize all required artifacts.....
```

Give Azure Permissions



Permissions requested Review for your organization

ModernizationScannerApp

dgsp.us

This application is not published by Microsoft.

This app would like to:

- ✓ Read all groups
- ✓ Sign in and read user profile
- ✓ Have full control of all site collections

If you accept, this app will get access to the specified resources for all users in your organization. No one else will be prompted to review these permissions.

Accepting these permissions means that you allow this app to use your data as specified in their terms of service and privacy statement. You can change these permissions at <https://myapps.microsoft.com>. [Show details](#)

Does this app look suspicious? [Report it here](#)

Cancel

Accept

Azure APP ID & Certificate Path

- Copy the AzureAppID in the PowerShell Output
- The Certificate path is what's needed!

```
PS C:\Users\daniel> Initialize-PnPPowerShellAuthentication -ApplicationName ModernizationScannerApp -Tenant dgsp.onmicro
soft.com -Scopes "SPO.Sites.FullControl.All","MSGraph.Group.Read.All" -OutPath c:\temp -CertificatePassword (ConvertTo-
SecureString -String "password" -AsPlainText -Force)
Waiting 60 seconds to start the consent flow in a browser window. This wait is required to make sure that Azure AD is ab
le to initialize all required artifacts.....

Pfx file                Cer file                AzureAppId                Certificat
e
-----                -
c:\temp\ModernizationScannerApp.pfx c:\temp\ModernizationScannerApp.cer 6afd7b60-5431-4115-884f-8db759a7328c F9C483A...
```

C:\Users\daniel\Downloads\SharePoint.Modernization.Scanner_.exe

Launching wizard...

SharePoint Modernization Scanner (version 2.19.0.0)

Configure authentication for the scan
Use this wizard to configure the options for your scan

PnP CORE MODERNIZATION

Selected authentication option: Azure AD App Only (preferred)

Azure AD Application ID: 6afd7b60-5431-4115-884f-8db759a7328c

Azure AD Domain name: dgsp.onmicrosoft.com

Certificate (PFX) file: c:\temp\ModemizationScannerApp.cer

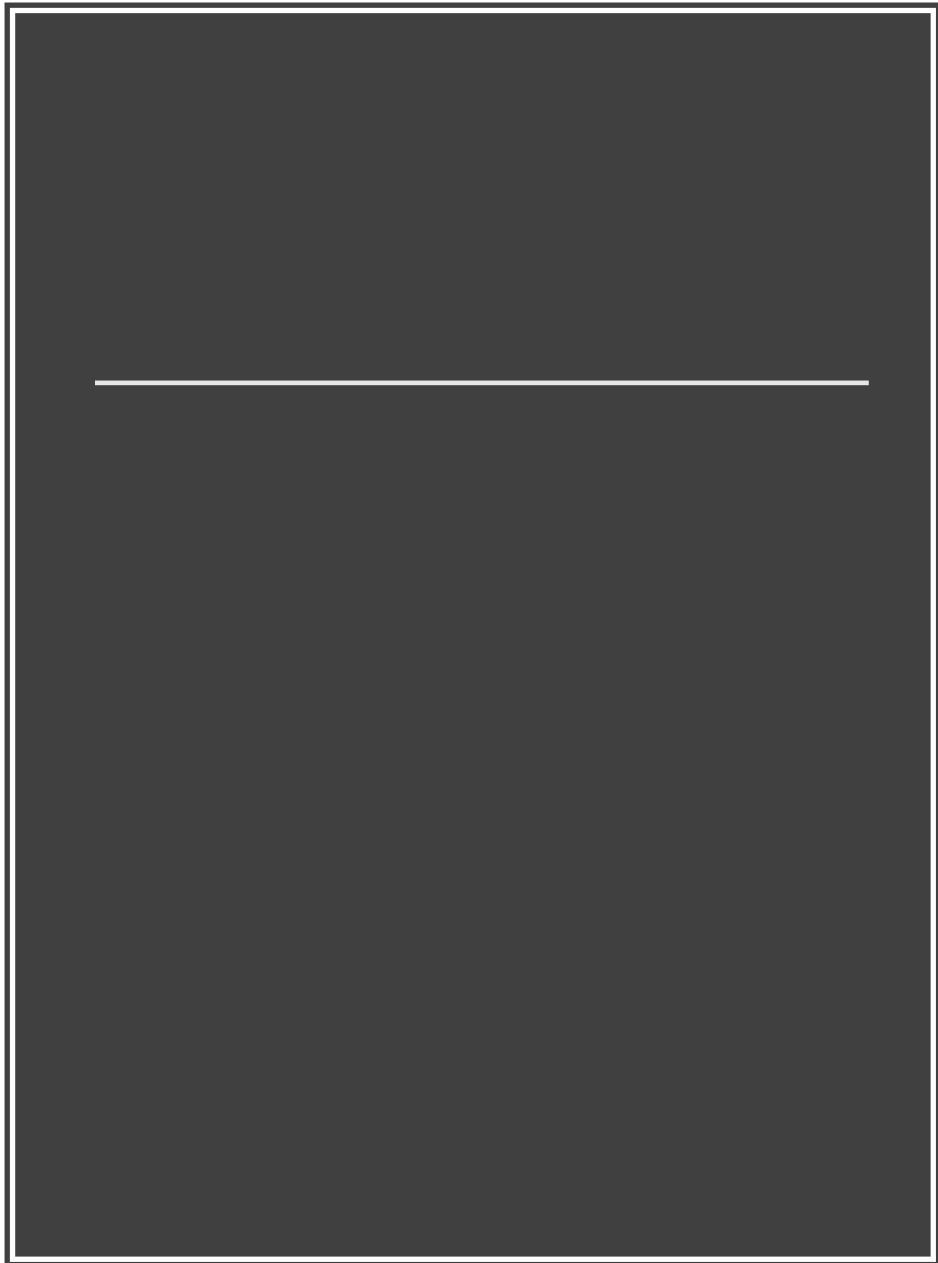
Password for the PFX file:

Authentication region: Production

Click [here](#) for more information on setting up Azure AD App Only authentication
Click [here](#) for more information on setting up Azure ACS App Only authentication

[SharePoint Modernization Scanner readme](#) [SharePoint Modernization guidance](#)

< Back Next Cancel



SharePoint Modernization Scanner (version 2.19.0.0) ✕

Configure the sites to scan

Use this wizard to configure the options for your scan



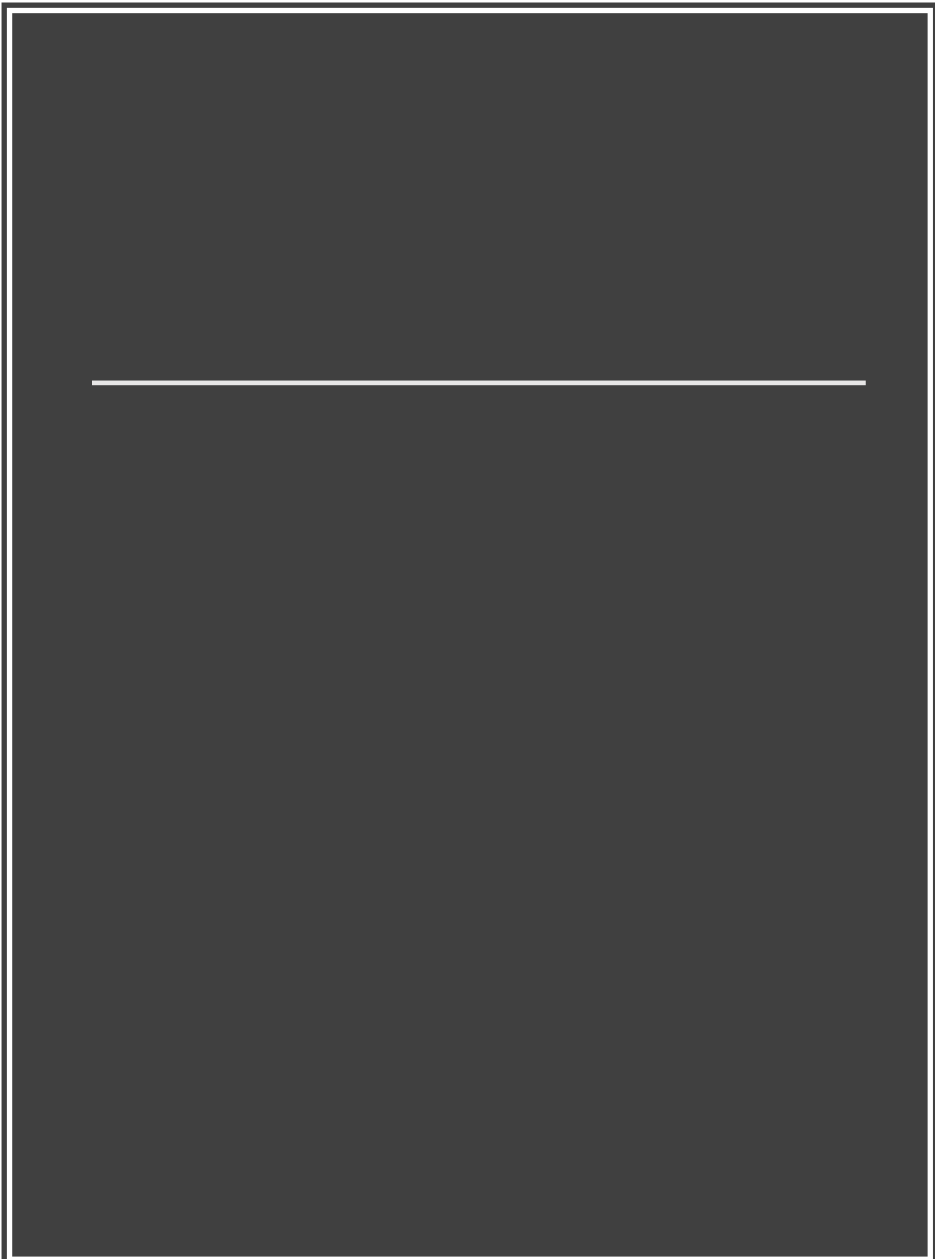
Site selection option:

Your tenant name:

< Back

Next

Cancel



SharePoint Modernization Scanner (version 2.19.0.0) ✕

Select the scan mode

Use this wizard to configure the options for your scan

Select the scan mode to use: Office 365 Group connection readiness ▾

Components included in the selected scan mode:

- Office 365 Group connection readiness
- Modern list experience readiness
- Wiki/Webpart Page transformation readiness (home pages)
- Wiki/Webpart Page transformation readiness (all pages)
- Publishing portal transformation readiness
- Publishing portal transformation readiness (detailed)
- Classic workflow usage
- Classic workflow usage (detailed)
- InfoPath usage
- Classic Blog usage
- SharePoint Designer customized forms
- All of the above (full scan)

- Office 365 Group connection readiness
- Modern list experience readiness
- Wiki/Webpart Page transformation readiness (home pages)
- Wiki/Webpart Page transformation readiness (all pages)
- Publishing portal transformation readiness
- Publishing portal transformation readiness (detailed)
- Classic workflow usage
- Classic workflow usage (detailed)
- InfoPath usage
- Classic Blog usage
- SharePoint Designer customized forms
- All of the above (full scan)

< BackNext >Cancel



Configure additional scan options

Use this wizard to configure the options for your scan



Number of parallel threads to use:

- Don't use search to get the site/page usage information and don't export that data
- Don't include user information in the exported data
- Exclude lists which are only blocked due to out of the box reasons
- Export the detailed web part property data
- Don't generate an Excel report for the found data
- Disable in product feedback to Microsoft (telemetry)

Separator for the generated files:

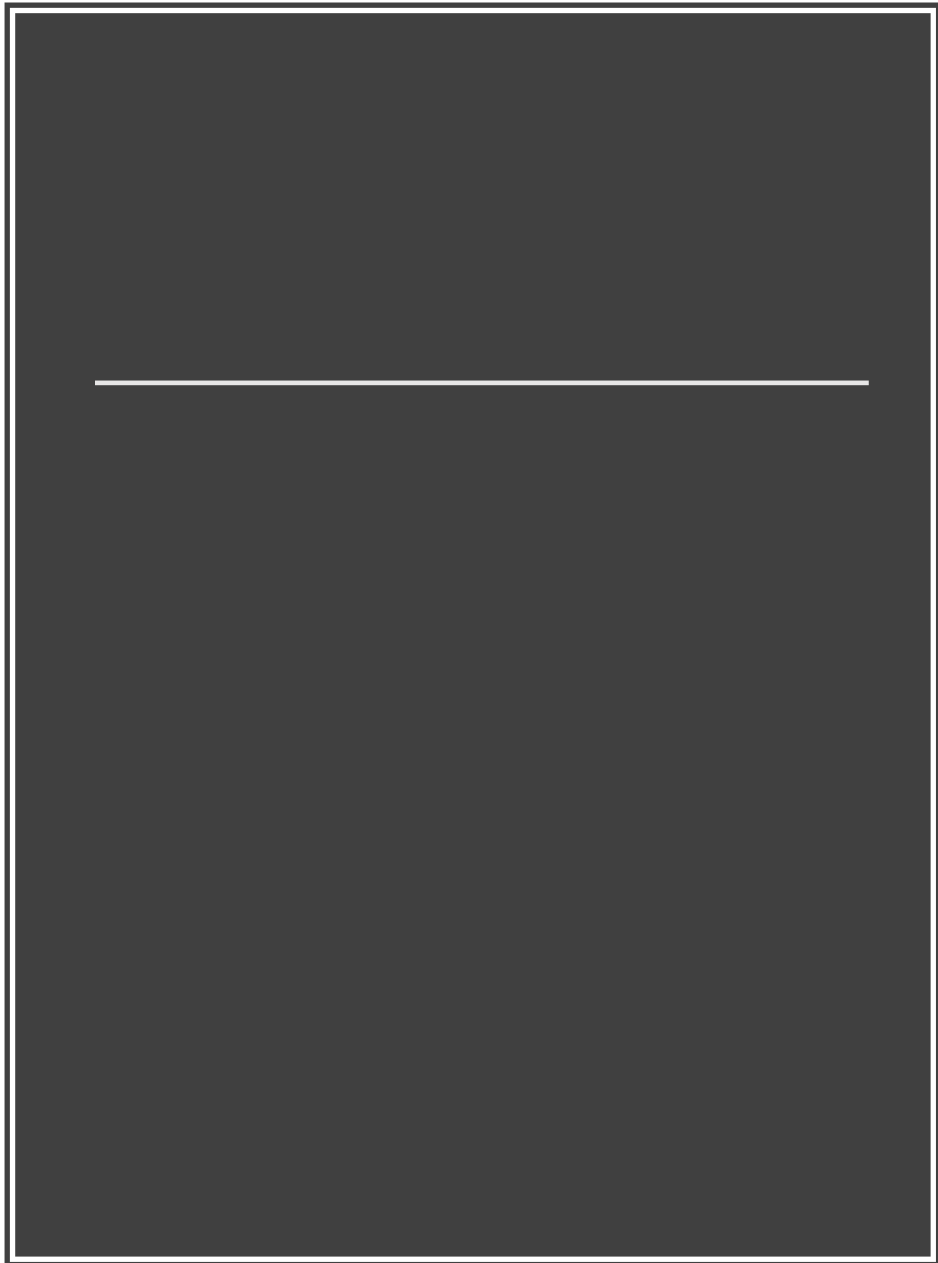
Date format in the generated files:

< Back

Start scan

Cancel

```
Start search query path:https://dgsp.sharepoint.com/sites/Intranet AND fileextension=aspx AND (contentclass=STS_ListItem
_WebPageLibrary OR contentclass=STS_Site OR contentclass=STS_Web)
Found 1 rows...
Found 1 rows...
Start search query path:https://dgsp.sharepoint.com/sites/NW AND fileextension=aspx AND (contentclass=STS_ListItem_WebPa
geLibrary OR contentclass=STS_Site OR contentclass=STS_Web)
Start search query path:https://dgsp.sharepoint.com/sites/InformationTechnologyPMO AND fileextension=aspx AND (contentcl
ass=STS_ListItem_WebPageLibrary OR contentclass=STS_Site OR contentclass=STS_Web)
Found 1 rows...
Found 84 rows...
Retrieving a batch of up to 500 search results
Start search query path:https://dgsp.sharepoint.com/sites/Partners AND fileextension=aspx AND (contentclass=STS_ListItem
_WebPageLibrary OR contentclass=STS_Site OR contentclass=STS_Web)
Start search query path:https://dgsp.sharepoint.com/sites/valo AND fileextension=aspx AND (contentclass=STS_ListItem_Web
PageLibrary OR contentclass=STS_Site OR contentclass=STS_Web)
Found 2 rows...
Retrieving a batch of up to 500 search results
Found 1 rows...
Retrieving a batch of up to 500 search results
Found 13 rows...
Retrieving a batch of up to 500 search results
Found 50 rows...
Retrieving a batch of up to 500 search results
Thread: 9. Processed 5 of 100 site collections (5%). Process running for 0 days, 0 hours, 0 minutes and 30 seconds.
Processing site https://dgsp.sharepoint.com/sites/vm-whats-new...
Start search query path=https://dgsp.sharepoint.com/sites/vm-whats-new AND contentclass=STS_Site
Found 1 rows...
Start search query path:https://dgsp.sharepoint.com/sites/vm-whats-new AND fileextension=aspx AND (contentclass=STS_List
Item_WebPageLibrary OR contentclass=STS_Site OR contentclass=STS_Web)
```

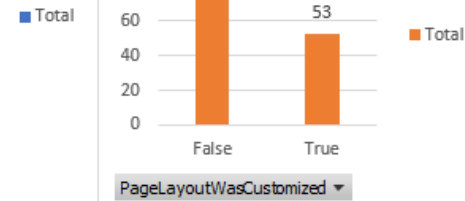
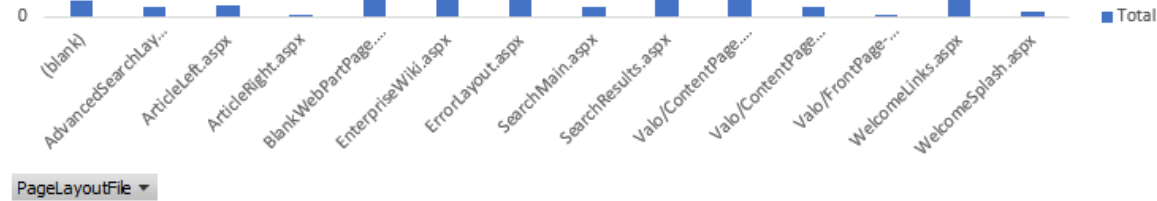


- Name ^
- Errors.csv
 - ModernizationBlogPageScanResults.csv
 - ModernizationBlogWebScanResults.csv
 - ModernizationCustomizedFormsScanResults.csv
 - ModernizationInfoPathScanResults.csv
 - ModernizationListScanResults.csv
 - ModernizationPublishingPageScanResults.csv
 - ModernizationPublishingSiteScanResults.csv
 - ModernizationPublishingWebScanResults.csv
 - ModernizationSiteScanResults.csv
 - ModernizationUserCustomActionScanResults.csv
 - ModernizationWebScanResults.csv
 - ModernizationWorkflowScanResults.csv
 - Office 365 Blog inventory.xlsx
 - Office 365 Classic workflow inventory.xlsx
 - Office 365 Group Connection Readiness.xlsx
 - Office 365 InfoPath inventory.xlsx
 - Office 365 List Readiness.xlsx
 - Office 365 Page Transformation Readiness.xlsx
 - Office 365 Publishing Portal Transformation Readiness.xlsx
 - PageScanResults.csv
 - ScannerSummary.csv
 - SitesWithCustomizations.csv
 - SitesWithUncustomizedHomePages.csv
 - UniqueWebParts.csv



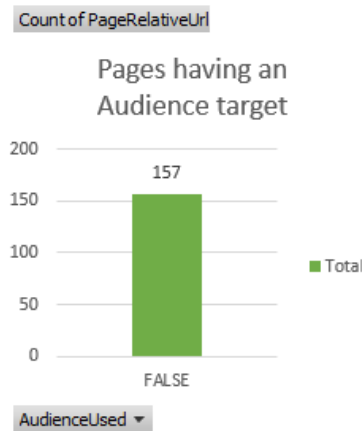
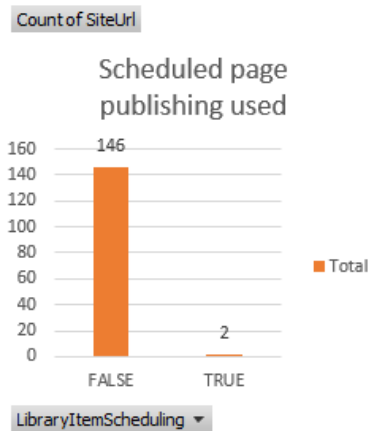
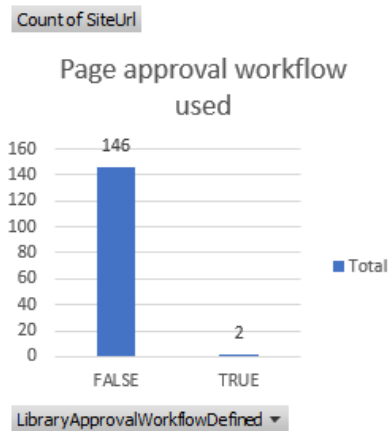
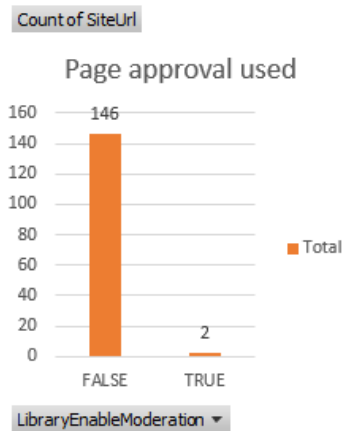
Inventory

What do you have



layouts.

To learn more click [here](#)



Page publishing

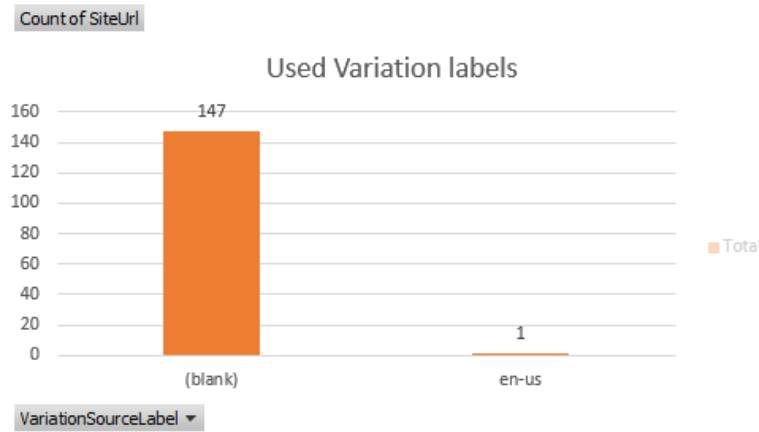
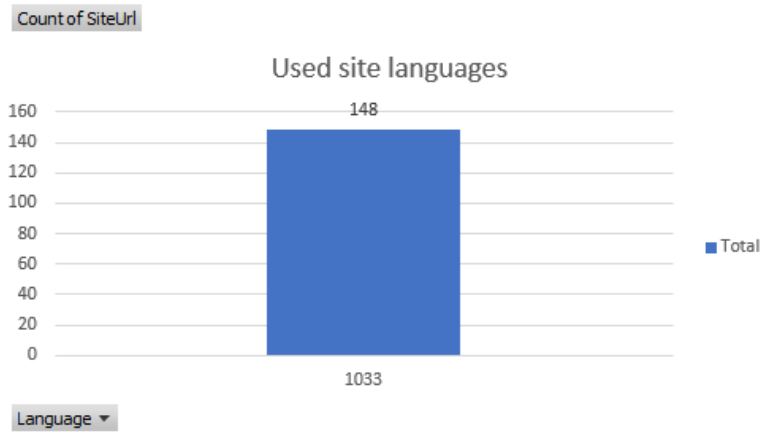
When authors want to publish a page they created then the publishing might require page approval, potentially via a workflow. Also sometime a "scheduled" publishing is used. These published pages can also use audience targeting.

If you require page publishing approval for your modern portal you can:

- Enable page approval on the SitePages library
- Configure the page approval flow in case you want to implement a more advanced approval workflow

Modern "scheduled" publishing is currently not yet available, modern audience targeting is (soon) available.

To learn more click [here](#)



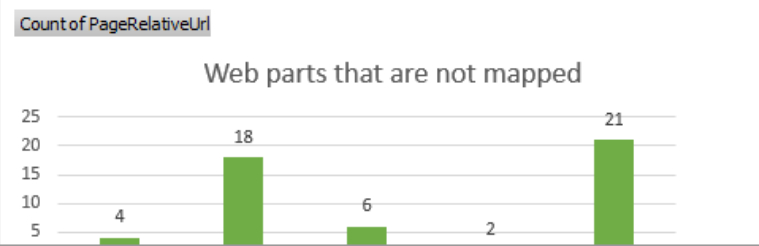
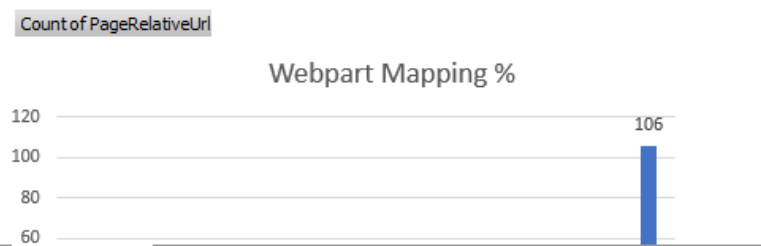
Multi-Lingual

Classic publishing portals can be configured as multi-lingual portals. Multi-lingual typically is implemented by having a web per language, optionally combined with variations to automate the copying of content from the source language to the various target languages.

When you build a modern portal you'll notice that the site's "chrome" is shown in the... of-the... and... als.

Scan Dashboards

To learn more click [here](#)



Web part mapping compatibility

When you modernize classic publishing portal pages your classic web parts will be replaced by modern page alternatives. The graphs in this section show how "modernizable" your publishing pages are. Pages that do not have a 100% mapping do have one or more web parts which cannot be replaced by a modern alternative. The right graph shows a breakdown of which web parts are not mappable to a modern equivalent.



Check processes

You need to talk to your users*

- Business-critical processes
- Workflows actually used
- Forms used
- Custom applications
- Web part scripts

* Yes, actually talk to them





Demo



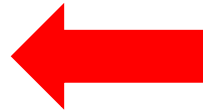
Plan your hub sites

Classic Architecture

- Intranet / Division Site

- HR subsite

- Planning Team subsite
 - Benefit Team subsite
 - Intranet Update Project subsite



- IT subsite

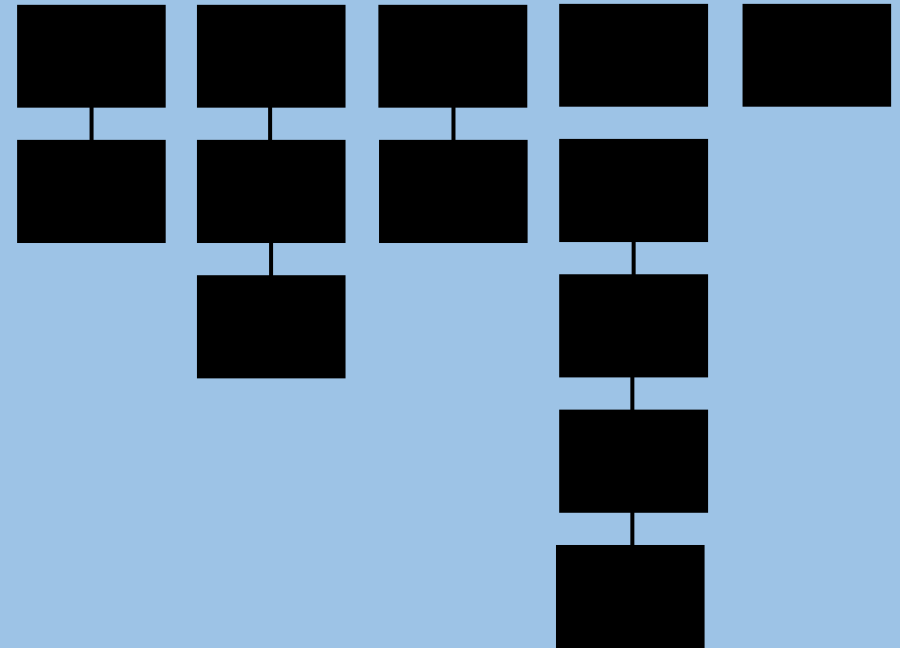
- New PCs Project subsite
 - Helpdesk subsite



- Project Sites

- Building Move
 - Merger with ABC

Intranet / Division Site



A network graph visualization on a dark red background. The graph consists of numerous nodes (small dots) connected by thin, light-colored lines. Some nodes are significantly larger and more prominent than others, representing hubs. The overall structure is complex and interconnected, with a dense cluster of nodes on the right side and more sparse connections on the left.

What are hubs?

SharePoint hub sites

Organize your intranet

Associate related sites

- Create a hub with any site
- Associate any site to a hub
- Change associations at any time

Provide a hub for users

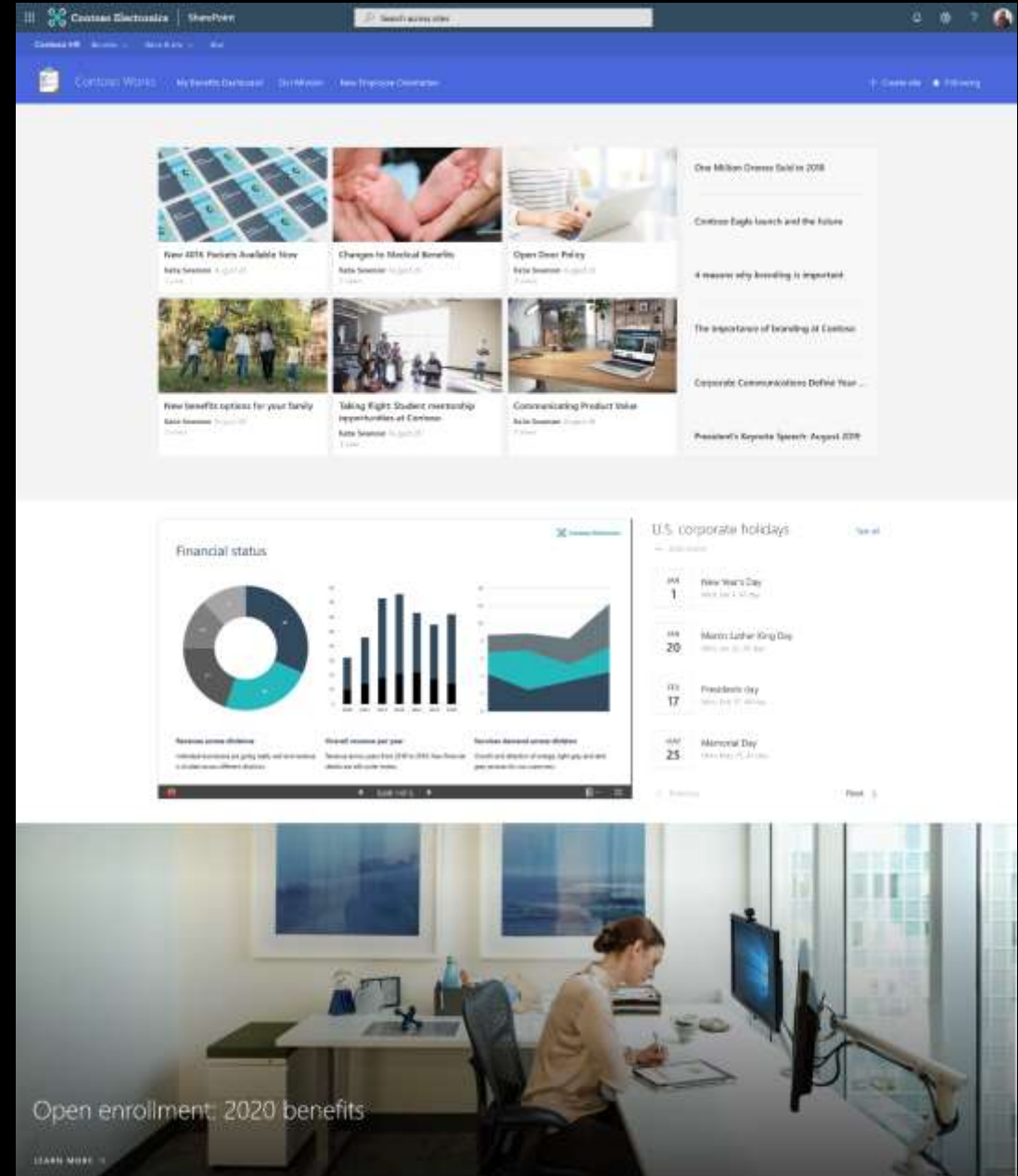
- Hub navigation is shared to associated sites
- Hub rolls up news, activities and events
- Search from hub across all associated sites

Create consistency across sites

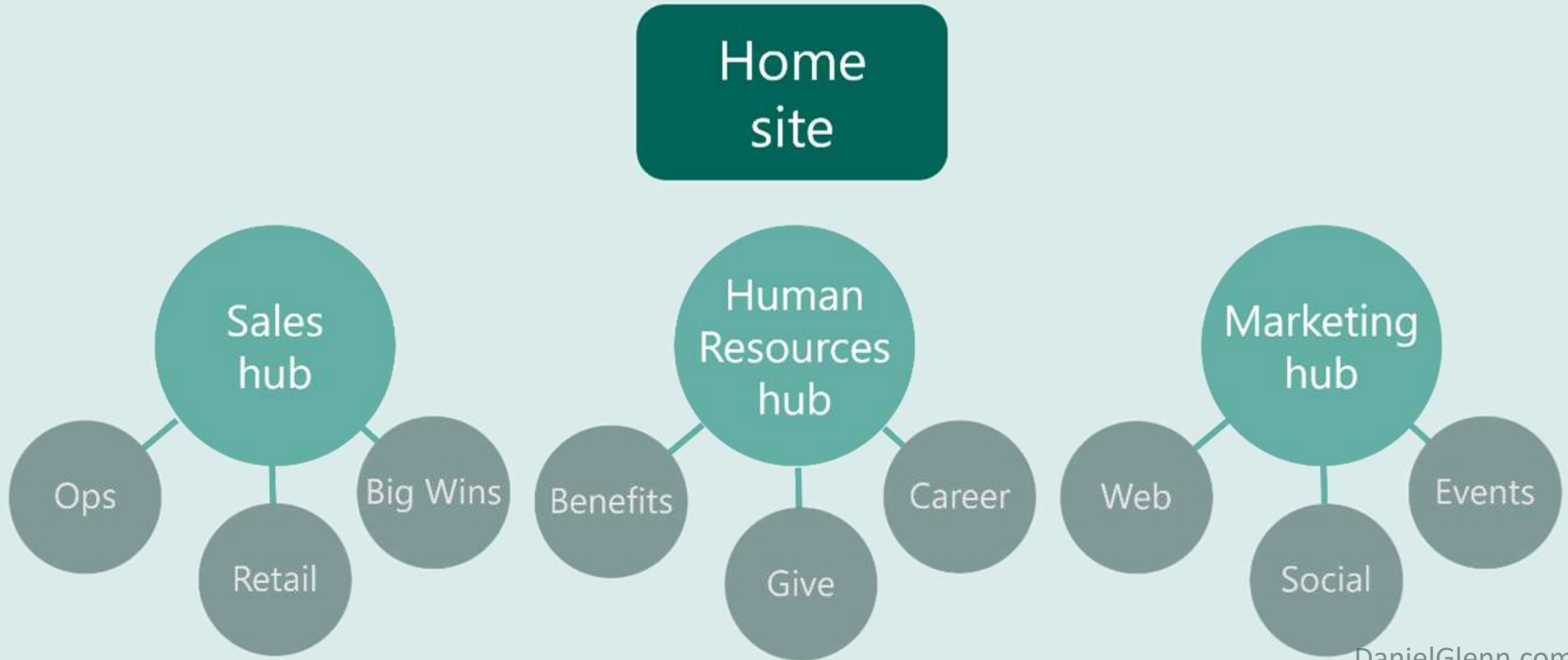
- Associated sites inherit the theme of the hub
- Hub drives consistency across associated sites with site designs

Govern site creation

- Attach a workflow to site join
- Create a site from hub



Sample Hub Site Configuration





Demo

The image features a complex network graph composed of numerous small, glowing blue nodes connected by thin, light blue lines. The nodes are arranged in a roughly hemispherical or dome-like shape, with a higher density of connections at the top. The background is a deep, dark blue, almost black, which makes the glowing nodes and lines stand out prominently. The overall aesthetic is futuristic and technological.

Hub Mapping

Goals for Hubs



Serve your business needs



Make logical sense of site organization



Give sites a familiar identity with branding



Give sites an easier navigation with hub navigation

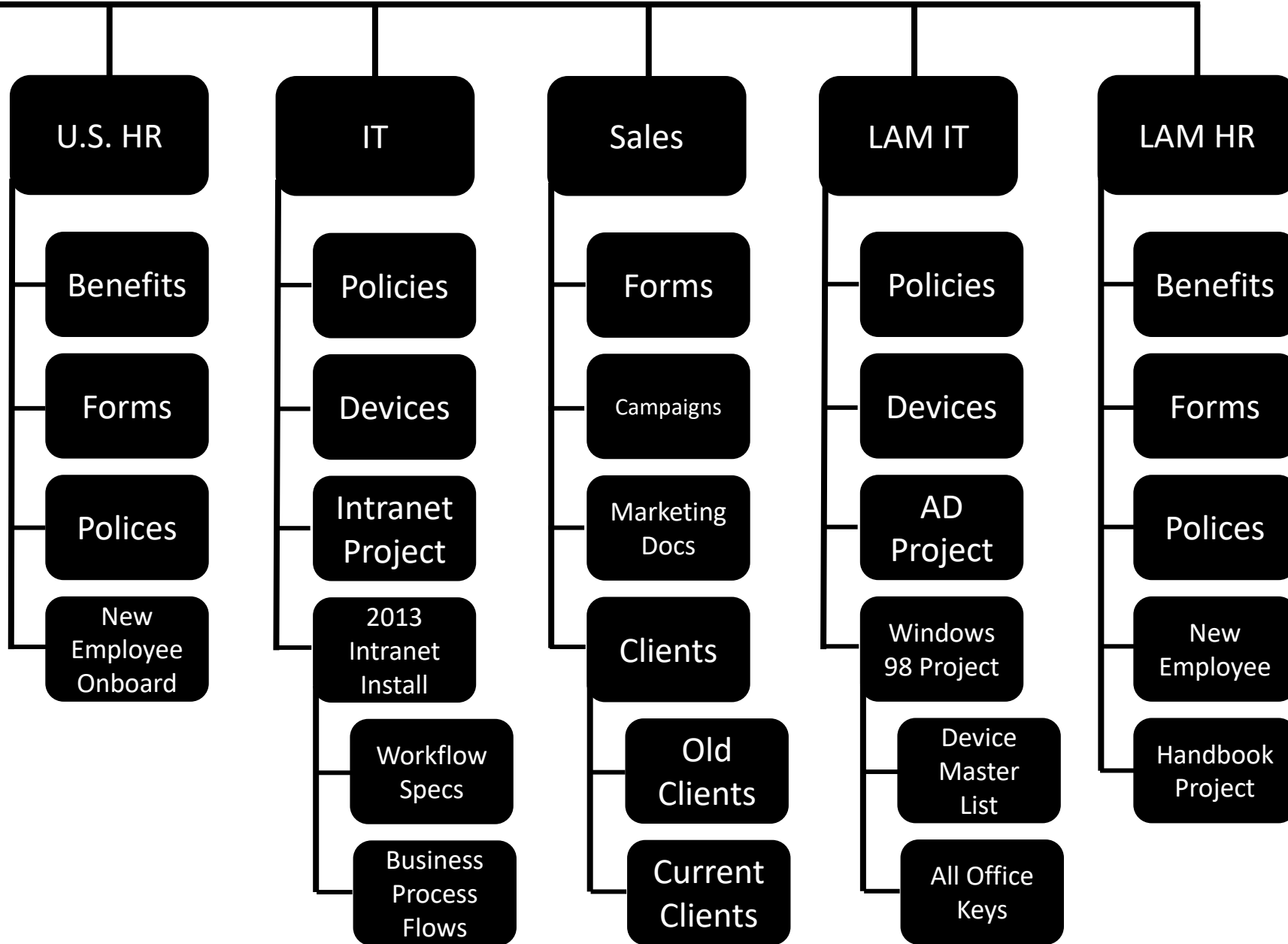
You do it!

Take the following classic
architecture to modern

No sub-hubs please!



The Station





Modernize your sites

Modernize or Migrate?



Migrate

- Build sites and pages that you need
- Then move over content – lists & libraries



Modernize

- Wiki pages
- Web part pages
- Blog pages
- Publishing pages
- SharePoint 2010, 2013, 2016, 2019, Online

```
ConvertTo-PnPPage -Identity $page.FieldValues["ID"] `
    -Overwrite `
    -TakeSourcePageName:$TakeSourcePageName `
    -LogType File `
    -LogFolder $LogOutputFolder `
    -LogSkipFlush `
    -KeepPageCreationModificationInformation `
    -CopyPageMetadata
}
}

# Write the logs to the folder
Write-Host "Writing the conversion log file..." -ForegroundColor Green
Save-PnPPageConversionLog

Write-Host "Wiki and web part page modernization complete! :)" -ForegroundColor
```

A close-up, low-angle shot of several interlocking metal gears. The gears are made of a dark, possibly steel or cast iron, material. The teeth of the gears are sharp and well-defined. The lighting is dramatic, with strong highlights on the edges of the teeth and deep shadows in the recesses between them. The background is dark and out of focus, showing more gears and mechanical parts. The text "Web Parts" is overlaid in the center of the image in a white, sans-serif font.

Web Parts

Site Templates

- News Sites at creation
- Existing sites looking for help in look and functionality



Department

Engage viewers with department news, events, and resources.



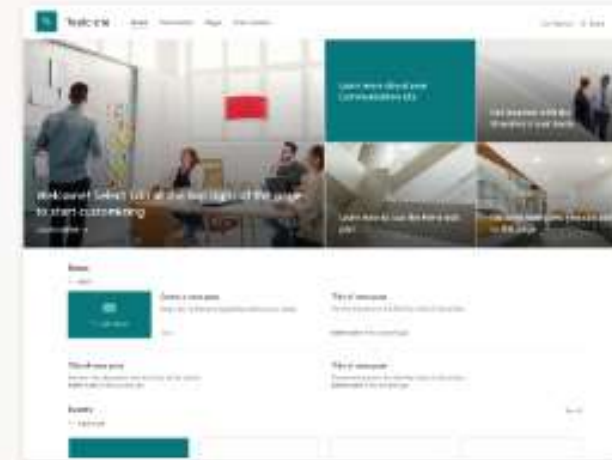
Leadership connection

Build organizational culture by connecting leadership and teams.



Showcase

Spotlight a product, event, or team using visual content.



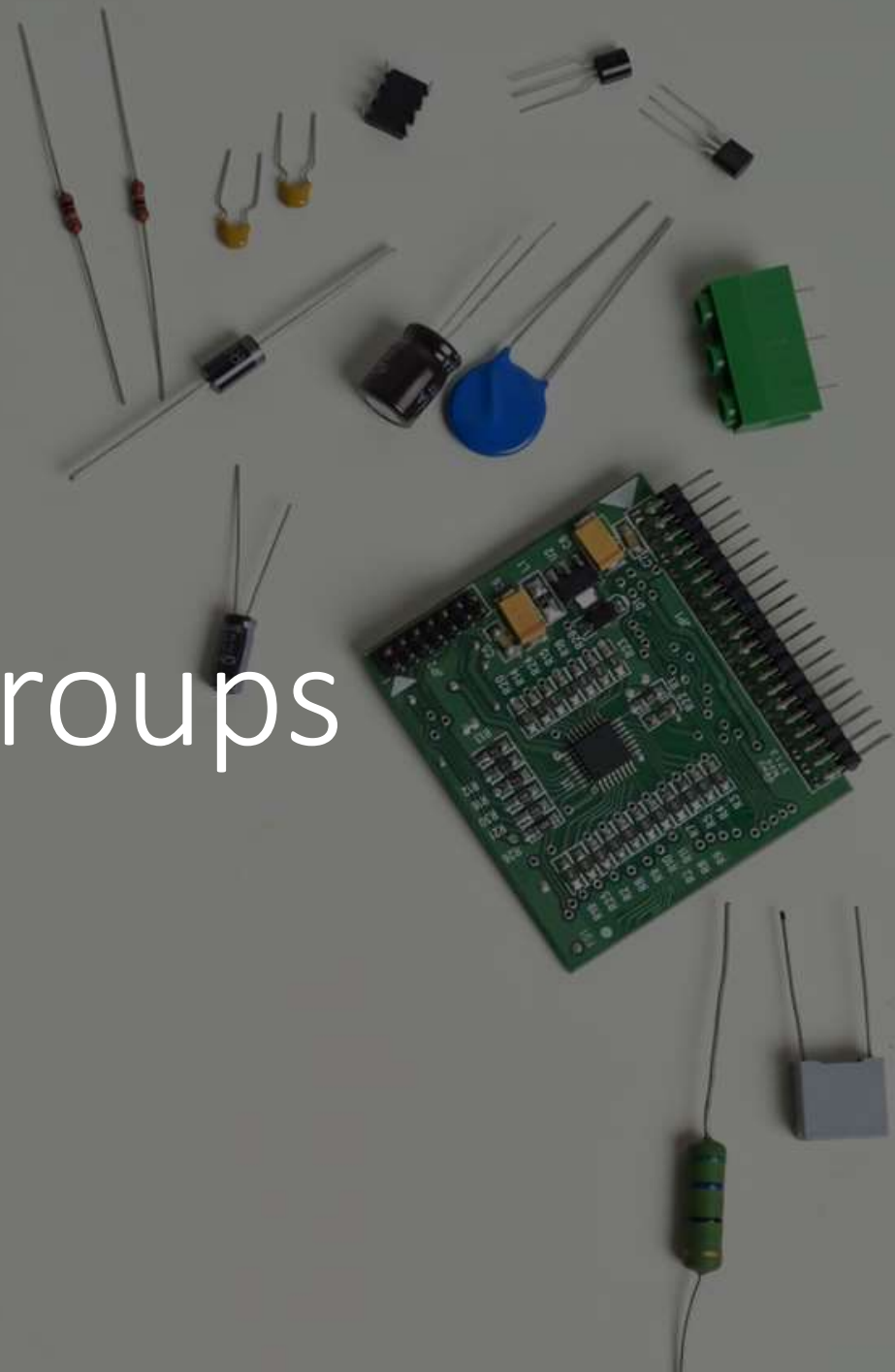
Topic

Engage viewers with informative content like news and events.

SOUND HORN
FOR
DELIVERIES

Demo

Microsoft 365 Groups



A large group of skydivers is captured in mid-air, falling in a circular formation against a clear blue sky. The skydivers are wearing various colorful suits, including red, yellow, green, and black. They are arranged in a large circle, with some in the center and others on the perimeter. The skydivers are in various poses, some with arms outstretched, some with legs spread, and some with hands on their hips. The overall scene is dynamic and visually striking.

What are Groups?

Microsoft 365 Groups

- Group of Microsoft 365 resources with a shared membership
- Resources can include:
 - Shared Outlook inbox
 - Shared calendar
 - SharePoint site
 - Planner Plan
 - Power BI Workspace
 - Yammer Feed
 - A Microsoft Teams team
 - and more!



Why Did We Need Microsoft 365 Groups?

- SharePoint = Collaboration
- Used SharePoint for
 - Files
 - Lists
 - Discussions
 - Communities
 - Tasks
 - Videos
 - Business Intelligence
 - etc

Not that long ago in the
Microsoft ecosystem ...

Why Did We Need Microsoft 365 Groups?

Today in
Microsoft 365...

- Specialized tools / services for different types of collaboration
 - Files > SharePoint
 - Tasks > Planner
 - Videos > Stream
 - Discussion Board > Yammer
 - Instant Messaging > Teams
 - Business Intelligence > Power BI
 - Surveys > Microsoft Forms
- Too many individual tools make it hard for users to have a good digital workplace experience

Where Are Microsoft 365 Groups Created From?

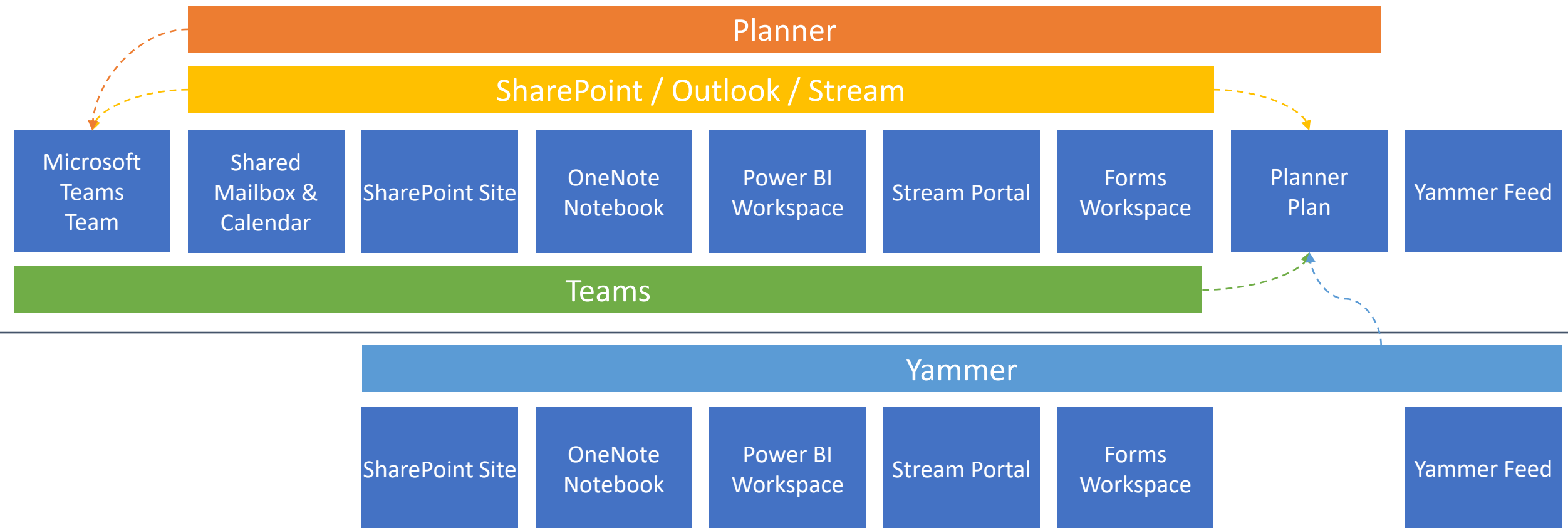
Microsoft 365 Groups can be created from:

- SharePoint (New Team Site)
- Planner (New Plan)
- Yammer (New Community)
- Outlook (New Group)
- Teams (New Team)
- Stream (New Group)

Different resources are provisioned based on from where the group is created



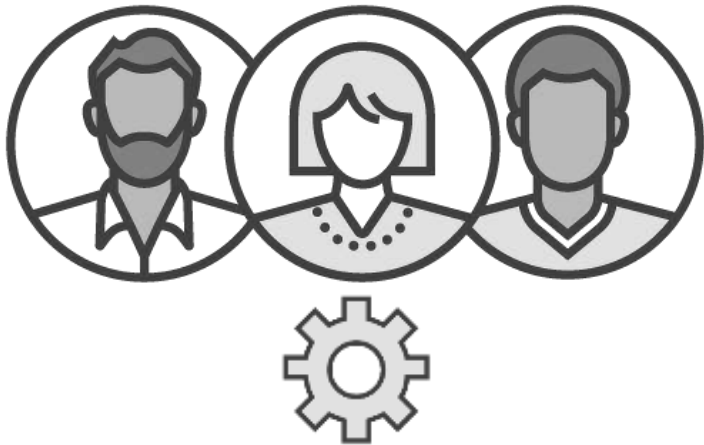
Microsoft 365 Groups: Services Created Summary




Legend

----- = Can be added after

Microsoft 365 Group Membership and Settings



- Group Membership and Settings are stored in Azure Active Directory
- There are three membership roles in Microsoft 365 Groups
 - Group Owners
 - Group Members
 - Group Guests
- Settings can include
 - External Sharing
 - Expiration
 - Naming Convention
 - And more



Connect a Classic Site to a
Microsoft 365 Group

Ways to Connect

PowerShell

```
1 if
2 SYNOPSIS
3 "Office 365 Group Connects" a Classic SharePoint Online team site by attaching it to an Office Group and provisioning the default
4 resources. Also enables the user to add a classification label and alias for the group and enables Modern User Experience for the site.
5
6 Doesn't use parameters, rather asks for the values it needs. Optionally, supports hardcoding the use of Credential Manager (won't ask for
7 credentials) and SharePoint admin site url.
8
9 EXAMPLE
10 .\Office365GroupConnectSite.ps1
11
12 #region Logging and generic functions
13 function logWrite
14 {
15     param([string] $log, [string] $ForegroundColor)
16
17     $global:scripting.writeLine($log)
18     if([string]::IsNullOrEmpty($ForegroundColor))
19     {
20         Write-Host $log
21     }
22     else
23     {
24         Write-Host $log -ForegroundColor $ForegroundColor
25     }
26 }
27 function LogError
28 {
```

Via the User Interface

Associate this team site to a new Microsoft 365 Group

Associating this team site with a new Microsoft 365 Group connects the following applications to the site:

- A shared mailbox and calendar for group conversations in Outlook
- Task management tools using Planner
- The ability to add a team with Microsoft Teams for real-time, persistent chat

Here's what we'll do:

- ✓ Your existing site content, hierarchy and permissions remain the same
- ✓ A new, modern home page will be added to your site
- ✓ We'll help you select group members based on your existing site membership

[Let's get started](#)



What Happens When You Connect

- A new Microsoft 365 group is created, and that group is connected to your site collection
- A new modern home page is created on your site and set as the site's home page
- M365 Group Owners -> site collection administrators
- M365 Group Owners -> added to site's Owners group
- M365 Group Members -> added to site's Members group

Demo



Groups and the Intranet?

```
object to mirror  
mirror_mod.mirror_object  
operation == "MIRROR_X":  
mirror_mod.use_x = True  
mirror_mod.use_y = False  
mirror_mod.use_z = False  
operation == "MIRROR_Y":  
mirror_mod.use_x = False  
mirror_mod.use_y = True  
mirror_mod.use_z = False  
operation == "MIRROR_Z":  
mirror_mod.use_x = False  
mirror_mod.use_y = False  
mirror_mod.use_z = True
```

```
selection at the end -add  
mirror_ob.select= 1  
mirror_ob.select=1  
context.scene.objects.active  
"Selected" + str(mirror_ob)  
mirror_ob.select = 1  
bpy.context.selected_objects  
data.objects[one.name].select  
print("please select exactly
```

-- OPERATOR CLASSES -----

```
types.Operator):  
X mirror to the selected  
object.mirror_mirror_x"  
mirror X"
```

is not



Collaboration Sites

For your Team (private) sites to gain functionality and get out of the 'classic' ages

Are your Team sites part of your intranet?

A dark, top-down view of a desk with various items: a smartphone, a pencil, a pair of glasses, a laptop keyboard, and a cup of coffee. The text "Management and Governance" is centered in white.

Management and Governance

Groups Need Governance

You need a governance strategy for Microsoft 365 Groups!

“Governance is simply the answers to the questions of:

- When should we...?
- Who should perform the action?
- How should the task be done?
- Where should this be documented? “

- Daniel Glenn

Questions?



A wide-angle photograph of a row of Moai statues on a grassy field. The statues are arranged in a line, with some having large, dark, rectangular objects (pukao) on their heads. The background features a steep, grassy cliff and a blue sky with light clouds. The ocean is visible in the distance. Two small figures of people are standing in the foreground on the right, providing a sense of scale. The text "Site swapalooza" is overlaid in white, sans-serif font across the middle of the image.

Site swapalooza



What is site swap?

Replace Your Tenant Root

Create the Intranet site of your dreams

Swap it out with your root site

Old root site gets new URL



Replace Your Tenant Root

[https://tenant.SharePoint.com/
sites/Great-Site](https://tenant.SharePoint.com/sites/Great-Site)

<https://tenant.sharepoint.com>

[https://tenant.sharepoint.com/
sites/archive-
20210721T134552231Z](https://tenant.sharepoint.com/sites/archive-20210721T134552231Z)



Site Swap Process

Ways to Swap

PowerShell

```
Invoke-SPOSiteSwap  
  -SourceUrl <string>  
  -TargetUrl <string>  
  -ArchiveUrl <string>  
  [-DisableRedirection]  
  [-Force]  
  [-NoWait]  
  [<CommonParameters>]
```

User Interface

Replace root site

Specify a different site to use as the root (top-level) site for your organization. The site you select must be a team site or communication site. It can't be a hub site or connected to a Microsoft 365 Group. [Learn more about modernizing your root site](#)

URL of the site you want to use *

Example: <https://contoso.sharepoint.com/sites/home> or </sites/home>

Note

The current root site will be moved to <https://dgsp.sharepoint.com/sites/archive-2021-07-20T232021Z>

Demo





Navigation



Modern Navigation

- Hub Site navigation
- Site navigation
- On-page navigation
- Home site
- SharePoint App Bar

SharePoint home sites

Create a personalized landing experience for your organization

Connect the workplace with intelligent search and rich navigation to sites and applications

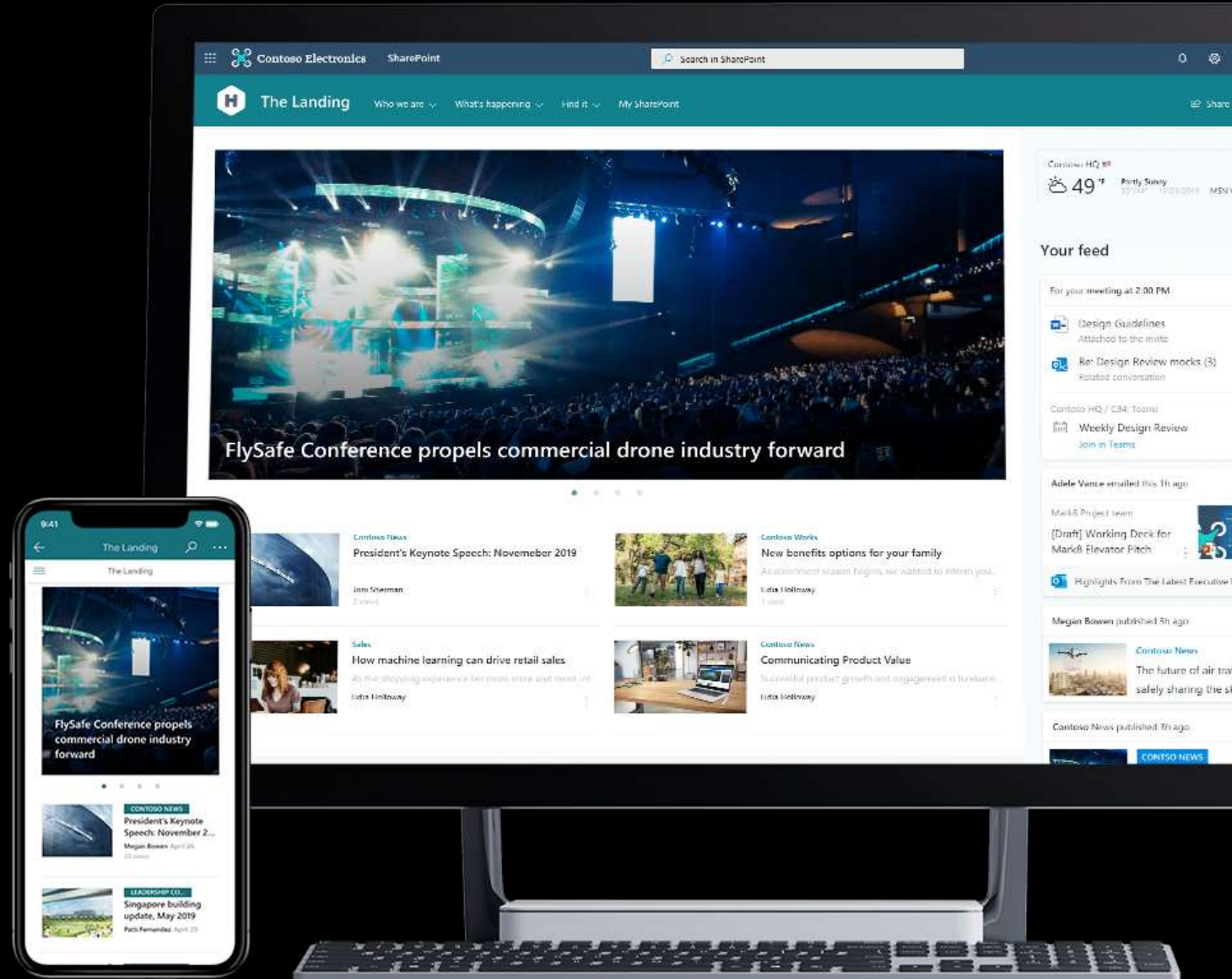
Showcase news and information to the right people with audience targeting

Discover personalized, relevant content from Office 365 and across your digital estate

Foster connections across the organization with social conversations

Share compelling communications with intelligent video

Create a beautiful, dynamic employee experience that is accessible and available across devices



SharePoint 'Home Site'

Official Source of News

Mobile app home button

Viva Connections

SharePoint App Bar source

SharePoint App Bar

- What is it
- How to you modify it



A silver key with a circular head and a notched bit is positioned diagonally on a light-colored wooden surface. A bright green, irregularly shaped tag is attached to the key's head with a silver ring. The tag has a circular hole cut out of its lower portion. The background is a textured wooden surface with visible grain and knots.

Demo



Microsoft Teams

Intranet in Microsoft Teams

- Add as a Tab
- Create an App
- Viva Connections





Viva Connections

Microsoft Viva

Product Experiences Overview



Connections
Culture and
communications



Insights
Productivity and
wellbeing



Topics
People and
expertise



Learning
Skilling and
growth



Viva Connections

Communications and culture

Keep everyone connected

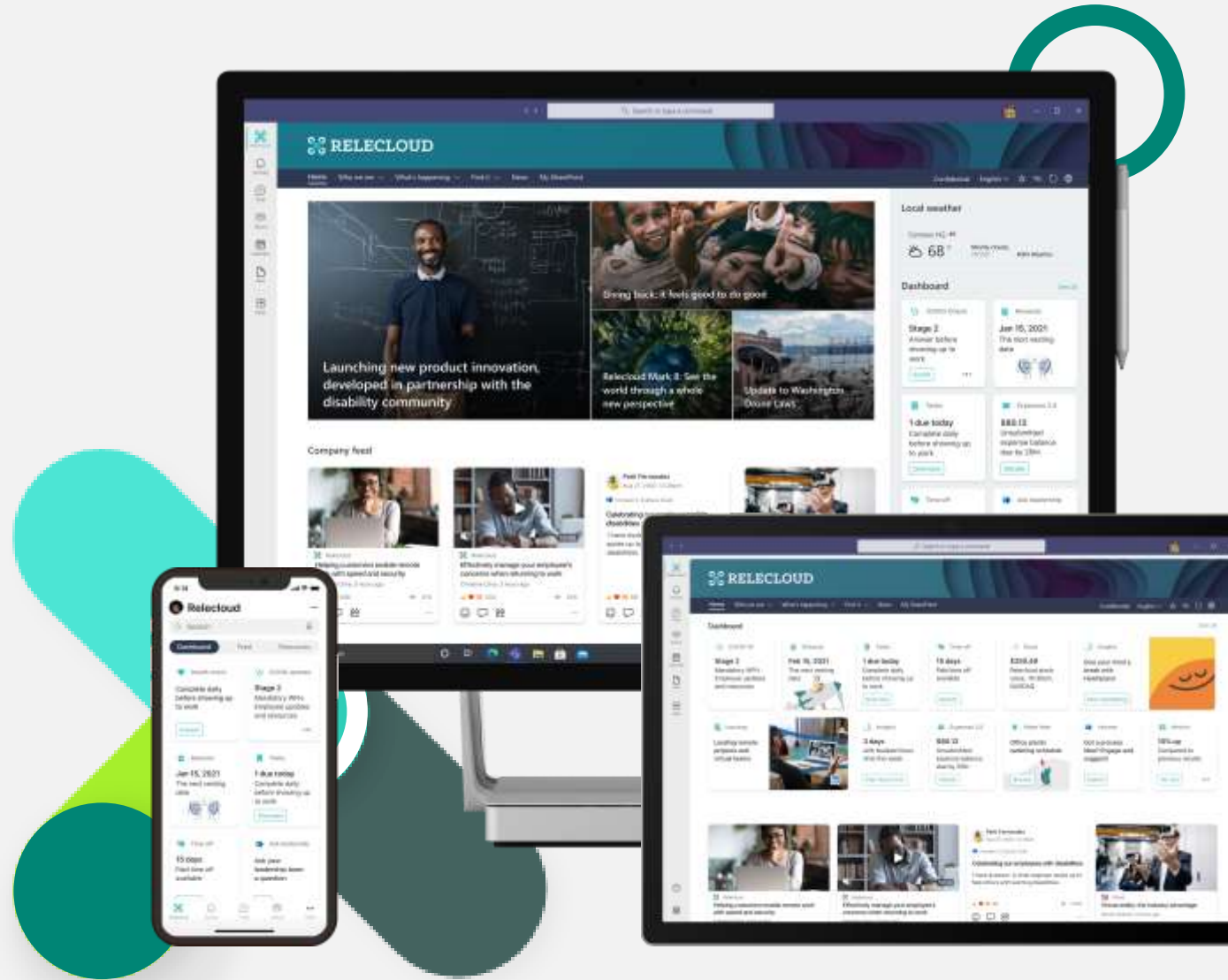
Encourage meaningful connections across the organization by enabling employees to easily discover relevant communications and communities.

Make it easy for people to contribute

Foster a culture of inclusion by empowering every employee to contribute ideas and share feedback.

Unite and inspire your organization

Align the entire organization around your vision, mission, and strategic priorities



Microsoft Teams Demo





Change Management & Adoption

Change Management

- Setup a communications process
- Who needs to be part
- Who gets the communications



A small, vibrant green plant with several leaves is growing out of a crack in a grey, textured concrete surface. The background is a blurred, light-colored wall with some faint, reddish-brown stains. The overall scene is a metaphor for growth and resilience.

Adoption


How will you drive adoption?

- You need adoption champions
- Adoption is more than training – it is applying the technology to meet the users' needs

Want more info? Go to Sarah Haase's workshop:

WRK601 – SharePoint/Office 365 User Adoption Master Class



A photograph of three coffee cups. Two are in the foreground, sitting on a light-colored, textured paper tray. They are white paper cups with black plastic lids. The cup on the right has the word "Takeaways" written in white, sans-serif font across its lid. In the background, a third coffee cup is visible, containing a latte with a white foam design on top. The background is dark and out of focus.

Takeaways

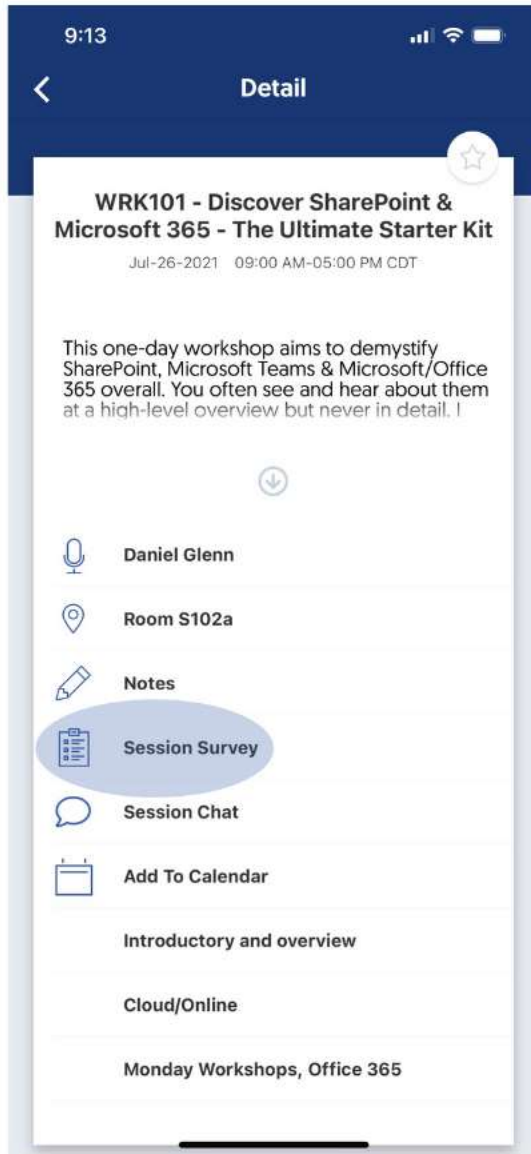
Takeaways

- Are you using classic functionality that won't modernize?
- Will you build new or modernize existing?
- Plan your hubs!
- Establish Microsoft 365 Groups governance
- Will you use your intranet in Teams?



My SPFest & TeamsFest Chicago 2021

- WRK101 - Discover SharePoint & Microsoft 365 - The Ultimate Starter Kit - **Monday workshop**
- WRK503 - Transform Your Intranet in Less than 4 hours! - **Tuesday workshop**
- CM103 - Practical steps for migrating shares to Microsoft 365 - **2:00pm Wednesday**
- OFF105 - Use Your On-premises Data with Power Apps, Power BI, and Power Automate (Flow) - **4:40pm Wednesday**
- BI203 - Power BI sharing - your options for keeping everyone informed - **1:20pm Thursday**
- INT303 - Modern is Now! Transform Your Intranet - **1:00pm Friday**



HOW WAS THE SESSION?

Fill out the session surveys in the SPFest Chicago app for your chance to win an Amazon gift card.*

Search for **SPFest Events** in the App Store or Google Play Store.

Click on the session you'd like to review in the agenda, and then click on 'Session Survey'.

*Prizes will be given out Friday at lunch. Must be present to win!

Daniel Glenn



[D-G.ME/HELLO](https://d-g.me/hello)

Consultant
Podcaster
Microsoft MVP



[@DanielGlenn](https://twitter.com/DanielGlenn)



[DanielGlenn.com](https://danielglenn.com)



[/DanielGlenn](https://www.youtube.com/DanielGlenn)



[/DanielGlenn](https://www.linkedin.com/DanielGlenn)