Managing Other SharePoint Tenant Settings

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Overview

Managing storage in SharePoint Online

Managing site creation

Access control

Other tenant settings

Managing Storage in SharePoint Online

SharePoint Online Storage

Storage amount depends on number of licensed users

- 1 TB plus 10 GB per license purchased
- 500 users
  - 1TB + (500 x 10GB) = ~6TB

Referred to as "Pooled Storage"

Storage can either be managed automatically or manually

- Limit per site

Site storage limits

Easily share storage among all sites, or control storage limits by site.

◉ **Automatic**

　　Sites will use the storage they need up to a maximum of 25 TB

◯ **Manual**

　　Set specific limits for each site

Save	Cancel

Admin Center
　Settings
　　Site storage Limits

Per Site Storage Limit

Option appears in Admin Center after switch to manual

E-mail site owners when certain threshold is reached

Change storage limit

Maximum storage for this site *

| 25600 | GB |

Notifications

On

Email owners when this much of the storage limit is used:

| 98 | % |

Site Storage Limit with PowerShell

```
Set-SPOSite
    -Identity https://globomanticsorg.sharepoint.com/sites/project
    -StorageQuota 51200
    -StorageQuotaWarningLevel 49152
```

Demo

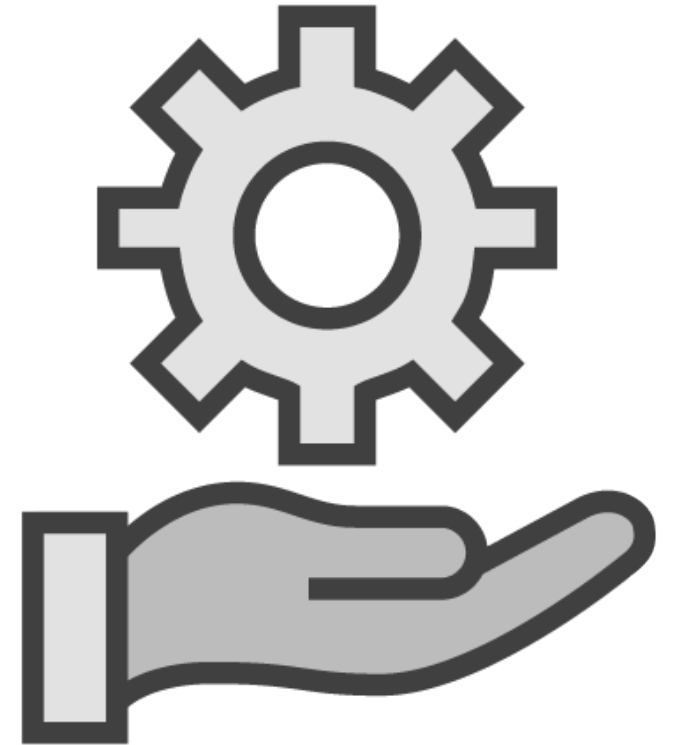**Managing storage in SharePoint Online**

Managing Site Creation

Self Site Creation

Self Site Creation is enabled by default in SharePoint Online

Users can create

– Communication Sites

– Group-connected Team Sites

Self Site Creation Options

Site creation

Create team sites under

https://globomanticsorg.sharepoint.com   /sites/   ⌄

/sites/

/teams/

Default time zone

(UTC-08:00) Pacific Time (US and Canada)   ⌄

Let users create new sites

On

Default storage limit for new sites

25600   GB

Save   Cancel

Let users create new sites
– Shows/Hides the New Site Button

Create team sites under
– Sites or teams managed paths
– Cannot add managed paths in SharePoint Online

Default storage limit for new sites

Default time zone

Display or hide classic SharePoint options in the form

Require a secondary contact

Setup a custom form

Enable/disable subsite creation

The first option lets users create an Office 365 group-connected team site or a communication site. Users who don't have permission to create Office 365 groups can still create new team sites without the Office 365 group.

The second option lets users create a classic team subsite.

For both options, you can let users create sites from a custom form by entering the form URL. If you selected the first option, users can access the form by clicking "See other options" when they're creating the site.

Subsite Creation

Control whether site owners (and others who have permission to create sites) can create subsites. This controls whether the Subsite command appears on the New menu on the Site contents page.

When users select the Create site command, create:
- ⦿ A new team site or communication site

- ◯ A classic team subsite

Create groups under:
https://globomanticsorg.sharepoint.com /sites/ ▼

Secondary contact: Not required ▼

☐ Use the form at this URL:

◯ Hide the Subsite command
⦿ Show the Subsite command only for classic sites
◯ Show the Subsite command for all sites

Might take a few hours until changes are visible in the User Interface

Demo

Managing site creation

Access Control

Access Control in SharePoint Online

Unmanaged devices

– Block or limit access from unmanaged devices

Idle session sign-out

– Auto sign-out users after a period of inactivity

Network location

– Allow access only from specific IP address ranges

Apps that don't use modern authentication

Unmanaged Devices

Restrict access from devices that aren't compliant or joined to a domain

- Allow full access
- Allow limited, web-only access
  - No ability to download, print, or sync files
- Block access

Can also be done at site level instead of tenant level

Idle Session Sign-Out

Automatically sign out users from Office 365 after a certain duration of time

- Limited to activity in SharePoint & OneDrive for Business
- Signs you out of Office 365 completely

Both sign-out and warning times

- Warn users before signing them out

Network Location

Restrict connectivity from an IP Address range

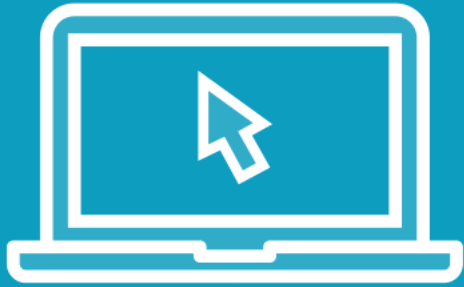**Only allow users to sign in while in the office or on VPN**

Apps That Don't Use Modern Authentication

Block apps that don't use modern authentication (ADAL)

- Basic authentication
- Forms-based authentication

Demo

Access Control

Other Tenant Settings

What Else Is Left to Configure?

Show or hide app tiles
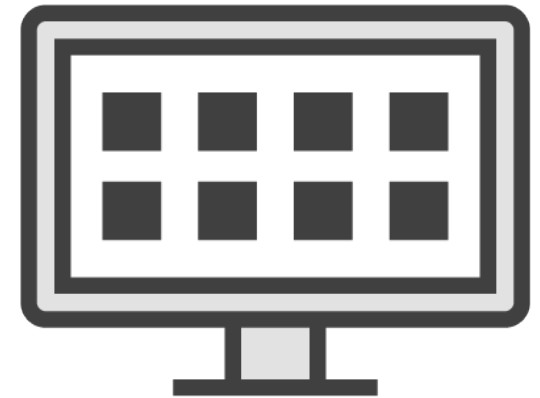
Enable or disable Delve

Information Rights Management (IRM)

Connections from sites to Office 365 groups
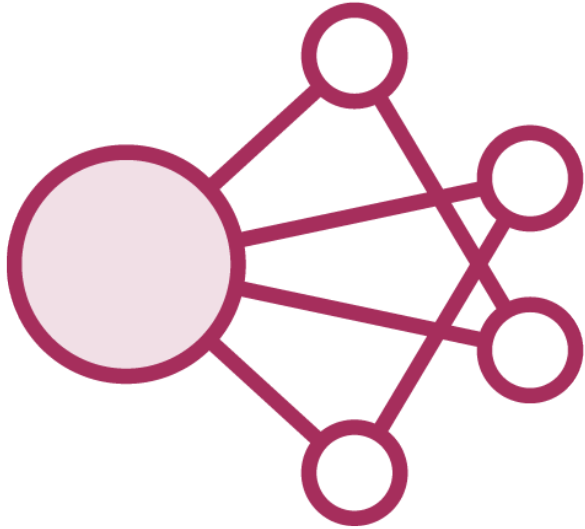
Comments on site pages

Show or Hide App Tiles

Hide the OneDrive and SharePoint app tiles

Hiding these services doesn't remove them for users

Enable or Disable Delve

Delve shows users most relevant content based on "AI"

Tailed to each user

Respects SharePoint permissions

Users *might* see documents they didn't know existed

Information Rights Management (IRM)

Enable IRM for SharePoint at tenant level

– Settings must be done on each list / library

Protects files after they are downloaded

– Read Only

– Disable copying

– Prevent printing

– etc

Connections from Sites to Office 365 Groups

Allow / Prevent Site admins from connecting team sites to new Office 365 Groups

Comments on Site Pages

Enable / Disable comments on site pages

Can also be done at the Site level
- Set-SPOSite
  - CommentsOnSitePagesDisabled

Demo

Configuring Other Tenant Settings

– Show or hide app tiles

– Enable or disable Delve

– Information Rights Management (IRM)

– Connections from sites to Office 365 groups

– Comments on site pages

Conclusion

Managing storage in SharePoint Online

    Manual or automatic

Managing site creation

    Enable or disable self-service creation

    Modern only / modern + classic

    Enable or disable subsite creation

Access control

    Unmanaged devices

    Network location

    Idle timeout

Other tenant settings