Configuring and Managing OneDrive for Business

ONEDRIVE FOR BUSINESS ADMINISTRATION: AN INTRODUCTION TO OUR TOOLBOX

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Overview

Introduction to OneDrive for Business administration

The OneDrive for Business admin center

The SharePoint Online PowerShell module

The SharePoint / Office 365 Dev PnP PowerShell module

Introduction to OneDrive for Business Administration

OneDrive for Business Administrator Responsibilities

Responsible for all of the aspects of the OneDrive for Business service

- Maintenance and configuration
- User adoption and change management
- Governance
- Security & external sharing

Permissions when users quit the company

- Giving right access to the ex-employees files

Sometimes also responsible of OneDrive for Business client deployment

What Tools Do You Use as a OneDrive for Business Administrator?

The OneDrive for Business Admin Center

PowerShell

Requirements

SharePoint admin role in Office 365

- No dedicated OneDrive admin role

Service administrator role in Office 365

- See information on the service health and message center

SharePoint Admin Tools... for OneDrive?

OneDrive works on top of SharePoint

- Each OneDrive for Business is a SharePoint Site collection
  - /personal managed path
- Profile information is in the SharePoint user profile

Different products / use cases

- Mostly same back-end

No OneDrive for Business PowerShell module

The OneDrive for Business Admin Center

The OneDrive for Business Admin Center

Web based interface to manage OneDrive for Business

- https://admin.onedrive.com/

From the OneDrive for Business Admin Center you can:

- External sharing
- Sync security
- Storage settings
- Compliance
- And more!

Demo

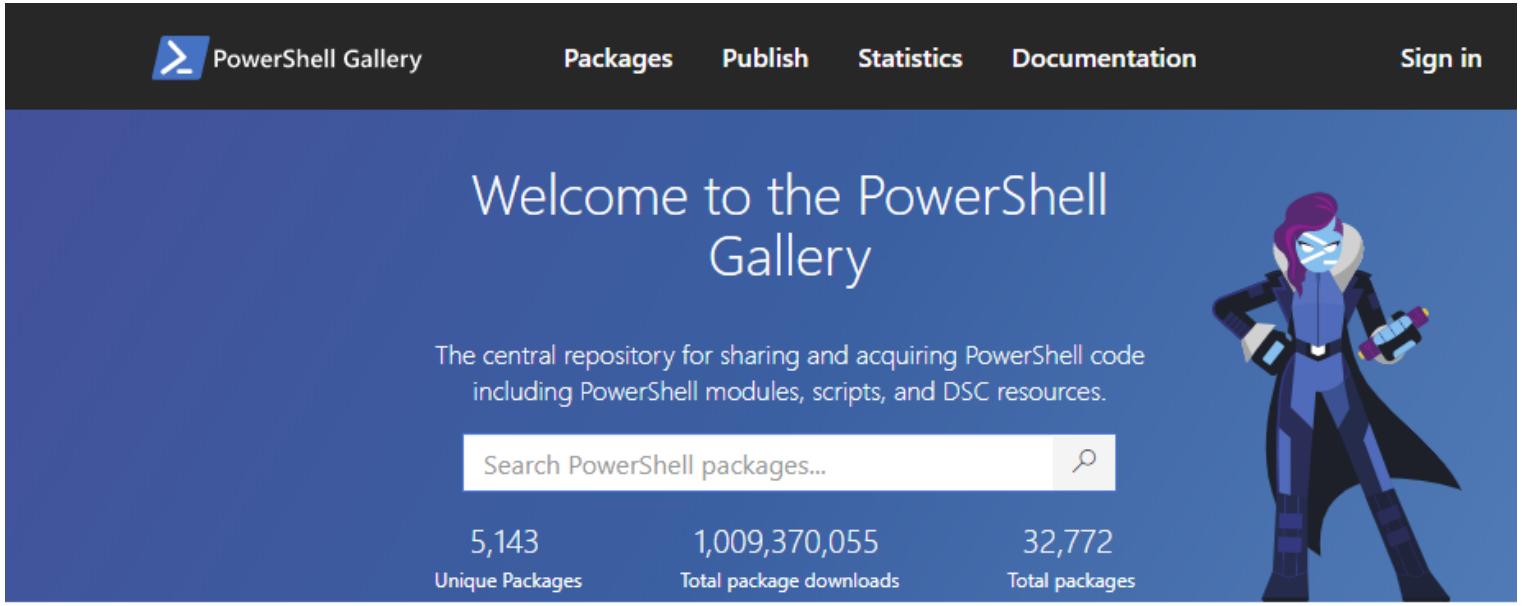
The OneDrive for Business Admin Center

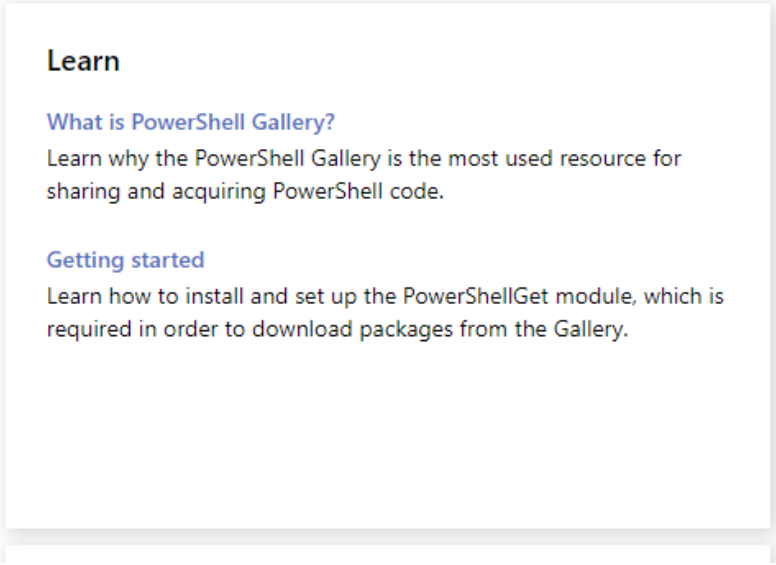
The SharePoint Online PowerShell Module

The SharePoint Online PowerShell module is hosted on the PowerShell Gallery

The PowerShell Gallery is the central repository for PowerShell content from Microsoft

To download modules, you need PowerShellGet





Minimum Requirements

PowerShellGet

PowerShellGet is included with:

- Windows 10 or newer
- Windows Server 2016 or newer
- Windows Management Framework (WMF) 5.0 or newer
- PowerShell 6

Minimum Requirements

PowerShellGet

If you have an older version of Windows / PowerShell

- Download the PackageManagement MSI
  - https://www.microsoft.com/en-us/download/details.aspx?id=51451

Installing the Module

```
Install-Module -Name
Microsoft.Online.SharePoint.PowerShell
```

128,019
Downloads

5,856
Downloads of 16.0.9021.1201
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Project Site
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Microsoft.Online.SharePoint.PowerShell 16.0.9021.1201

Microsoft SharePoint Online Services Module for Windows PowerShell

Minimum PowerShell version
2.0

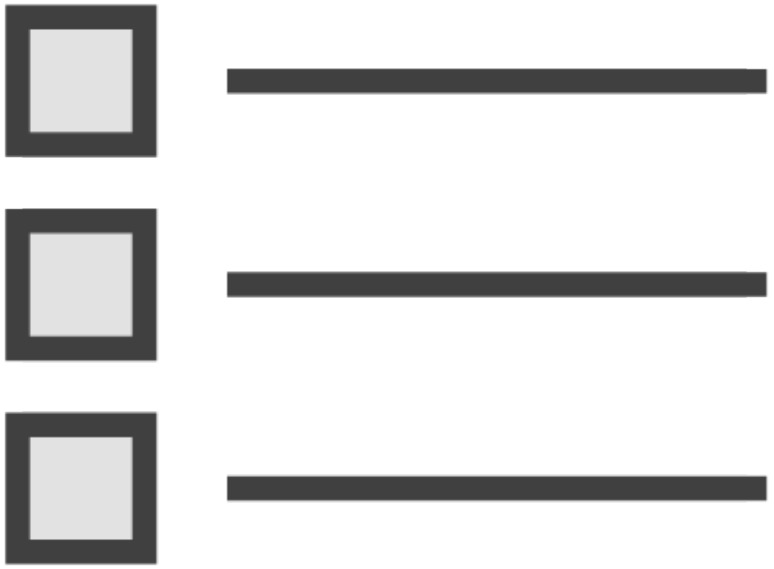
Installation Options

Install Module | Azure Automation | Manual Download

Copy and Paste the following command to install this package using PowerShellGet More Info

```
PS> Install-Module -Name Microsoft.Online.SharePoint.PowerShell
```

Requirements



SharePoint Online Administrator

URL of SharePoint Online Admin Center

- https://<tenant>-admin.sharepoint.com

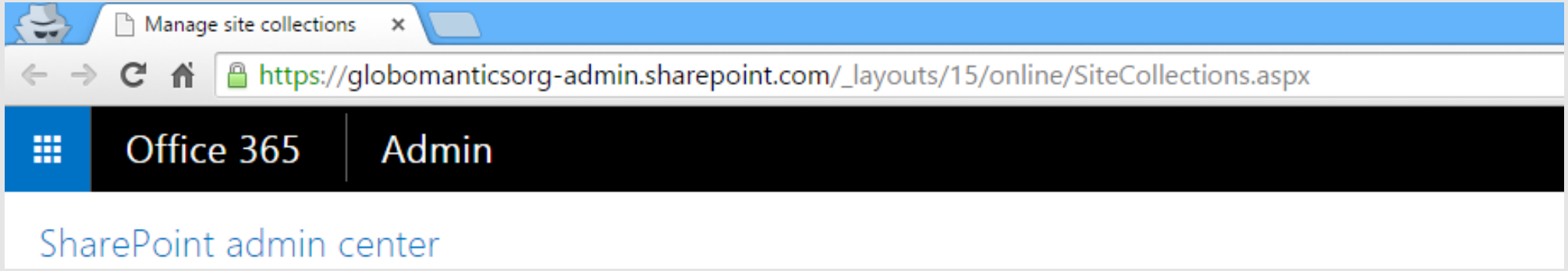
Connecting to SharePoint Online

```
#Get Connection Credential

$cred = get-credential

#Establish Connection

Connect-SPOService
   -Url https://<SP Admin Center>.sharepoint.com
   -credential $cred
```



Connecting to SharePoint Online with MFA

```
#Establish Connection

Connect-SPOService
  -Url https://<SP Admin Center>.sharepoint.com

#Follow the instructions in the Microsoft SharePoint Online Management Shell
dialog box to provide the additional authentication information.
```

Demo

Getting the SharePoint Online PowerShell module

Connecting to SharePoint Online with PowerShell

The SharePoint / Office 365 Dev PnP PowerShell Module

Open source initiative coordinated by SharePoint engineering

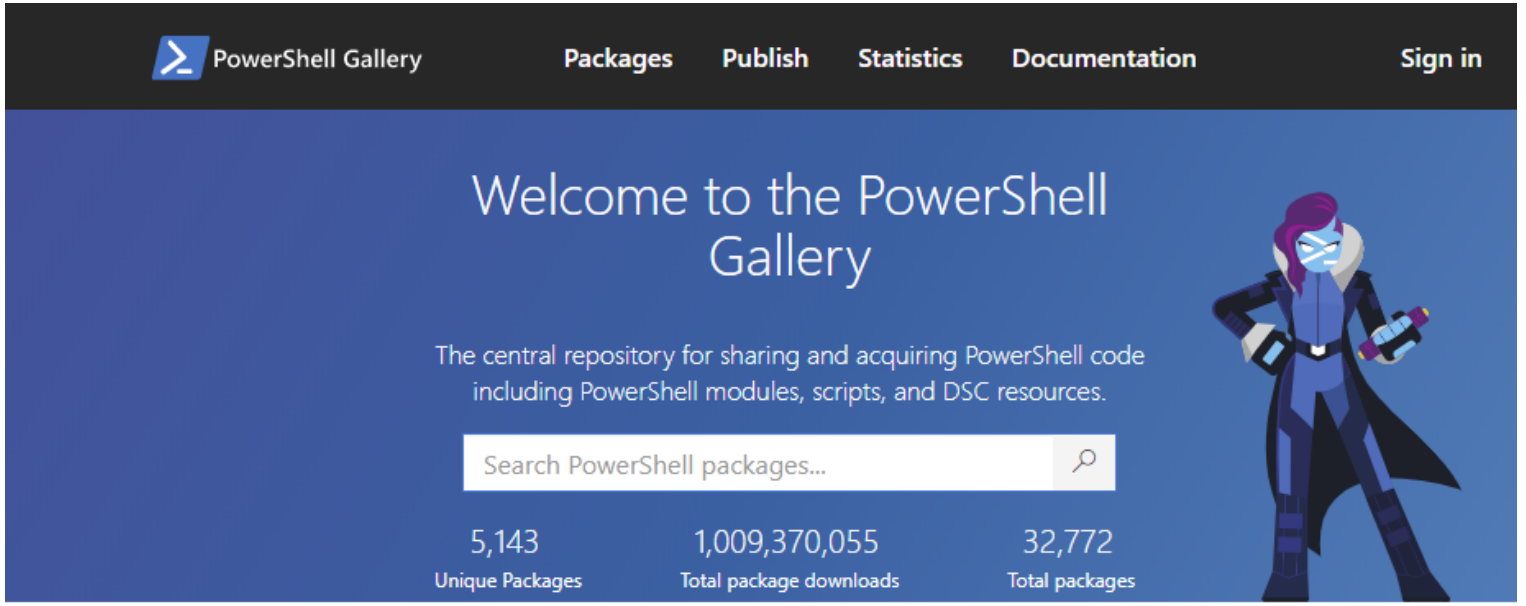
Contains multiple best-practices samples

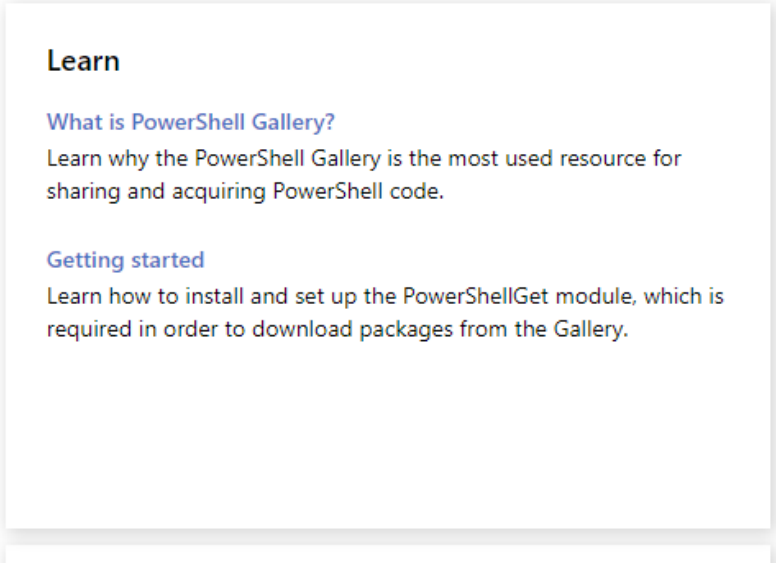
One of them is the SharePoint / Office 365 Dev PnP PowerShell Cmdlets

- Contains over 400 PowerShell cmdlets
- Can do a lot more than the SharePoint Online PowerShell module

The SharePoint / Office 365 Dev PnP PowerShell module is hosted on the PowerShell Gallery

Same prerequisites as the SharePoint Online PowerShell module seen earlier in this module





Installing the Module

Install-Module -Name SharePointPnPPowerShellOnline

1,314,288
Downloads

30,531
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SharePoint Patterns and Practices PowerShell Cmdlets for SharePoint Online

Installation Options

Install Module | Azure Automation | Manual Download

Copy and Paste the following command to install this package using PowerShellGet
More Info

```
PS> Install-Module -Name SharePointPnPPowerShellOnline
```

Author(s)
SharePoint Patterns and Practices

Connecting to SharePoint Online using the PnP Module

SharePoint Online Admin

Site Collection Admin to only manage a select site collection

URL of a site collection in your tenant / SPO Admin Center

Connecting to SharePoint Online using the PnP Module

```
$cred = Get-Credential

Connect-PnPOnline
    -Url https://yoursite.sharepoint.com
    -Credentials $cred
```

Connecting to SharePoint Online using the PnP Module with MFA

```
Connect-PnPOnline
    -Url https://yoursite.sharepoint.com
    -UseWebLogin
```

Demo

Getting the SharePoint Online PnP PowerShell module

Connect to SharePoint Online using the PnP PowerShell module

Conclusion

The OneDrive for Business admin center

- Web based management portal
- https://admin.onedrive.com/
- Not all features are available in the UI

The SharePoint Online PowerShell module

- Created / supported by Microsoft
- Tenant / Site Collection level cmdlets
- Need to be a SharePoint Online Admin

The SharePoint / Office 365 Dev PnP PowerShell module

- Created / supported by the community
  - Heavily backed by Microsoft
  - Support trough GitHub issues
- Over 400 cmdlets