

## Confluence Administration Data Center

### - Live Team Training

**Duration:** 8 hrs

**Course Objective:** Your team of new Confluence administrators will need to learn how to set up Confluence for your organization *and* keep it functioning. This course will give your team a solid introduction to configuring your site, including how to invite new users, effectively administer spaces, and manage content. They'll learn to structure content so it's easy to find, use, clean up, and maintain. And they'll also learn how to control access to content, configure templates, and use blueprints.

**Pre-requisite:** Before taking this course, your team should complete [Confluence Fundamentals](#) or have equivalent experience. Each team member should be comfortable creating and editing pages, using macros, and working in space.

**Lab Details:** Koenig-DC

### Topics Covered

Course Overview

Global Settings

Global Permissions

Spaces Administration

Content Management

Ongoing Confluence Management