

Requesting Microsoft SharePoint

03.07.2025 19:40:40

FAQ-Artikel-Ausdruck

Kategorie:	Kommunikation & Kollaboration::SharePoint	Bewertungen:	0
Status:	öffentlich (Alle)	Ergebnis:	0.00 %
Sprache:	en	Letzte Aktualisierung:	11:46:41 - 20.05.2025

Schlüsselwörter

SharePoint

Lösung (öffentlich)

A team or project site for a structural unit of the TU Dresden (schools /central institution /central administration) can be applied by the site administrator of the structural unit [1]via a form in the Self-Service Portal.

Therefore the following information is required:

-

Applicant/site administrator and deputy (name and e-mail address)

-

Head of the structural unit (name and e-mail address)

-

Structural unit

-

Desired name of the site / URL abbreviation (maximum 10 characters, only a-z, 0-9, -)

-

Utilization concept

-

Kind of usage (team site or project site)

-

in the case of the processing of personal data, a description of procedures, unless they are standard administrative processes (business trips, applications, forms, etc.), in accordance with the circular [2]D3/3/2018

After submitting the application, it is first forwarded to the responsible management. After their approval, the application is checked by the responsible IT officer and then forwarded to the ZIH for setup.

[1] <https://selfservice.tu-dresden.de/services/sharepoint/newsite/start/>

[2] <https://www.verw.tu-dresden.de/VerwRicht/Sachwort/download.asp?file=rsd30318.pdf>