

Lotus Notes

D8760 Building the IBM Lotus Domino 8 Infrastructure

Length: 2 days

Target Student: The target audience for this course is system administrators new to Lotus Domino, who have a general understanding of the Lotus Domino and Lotus Notes administration environment, and who will be responsible for initial installation and setup of a basic Lotus Domino and Lotus Notes 8 infrastructure, and setup of Domino Mail servers in the corporate intranet and extranet (i.e. Internet) environments.

Prerequisites: The prerequisites for this course include completion of the IBM® Lotus® Domino® 8 System Administration Operating Fundamentals course or equivalent knowledge, skills, and experience.

Delivery Method: Instructor led, group-paced, classroom-delivery learning model with structured hands-on activities.

Performance-Based Objectives

Upon successful completion of this course, students will be able to:

- Set up the first server and the administrator.
- Add Lotus Domino servers.
- Add Lotus Notes clients.
- Administer users by creating groups and implementing policies.
- Set up server administration.
- Synchronize Lotus Domino system databases.
- Configure basic intranet mail routing.
- Configure mail routing to the Internet.
- Establish mail controls.
- Implement mail rules and storage limits.
- Monitor mail.
- Resolve common mail routing problems.

Course Content

Lesson 1: Setting Up the First Server and Administrator

Topic 1A: Analyzing a Deployment Plan

Topic 1B: Installing the Lotus Domino Server Software

Topic 1C: Installing the Lotus Domino Administrator Client Software

Topic 1D: Setting Up and Launching the First Server

Topic 1E: Setting Up the First Workstation

Topic 1F: Tracking Certified Lotus Notes Users and IDs

Topic 1G: Assigning Roles to Administrators and Servers

Lesson 2: Adding Lotus Domino Servers

Topic 2A: Registering Servers

Topic 2B: Setting Up and Starting an Additional Lotus Domino Server

Lesson 3: Adding Lotus Notes Clients

Topic 3A: Creating an Organizational Unit Certifier

Topic 3B: Registering New Administrators

Topic 3C: Registering Users from a File

Topic 3D: Replicating Server Document Changes

Topic 3E: Setting Up an Administrator Workstation

Topic 3F: Verifying the Domino Installation

Topic 3G: Creating Replicas on Multiple Servers

Lesson 4: Administering Users

Topic 4A: Creating and Nesting Groups

Topic 4B: Creating an Organizational Policy

Topic 4C: Creating and Assigning an Explicit Policy

Lesson 5: Setting Up Server Administration

Topic 5A: Customizing the Lotus Domino Administrator Work Environment

Topic 5B: Setting Access to Create Databases on the Server

Topic 5C: Setting Administration Levels

Topic 5D: Setting Logging Levels

Lesson 6: Synchronizing Lotus Domino System Databases

Topic 6A: Creating Server Groups for Replication

Topic 6B: Creating a Connection Document

Lesson 7: Configuring Basic Intranet Mail Routing

Topic 7A: Setting Up Notes Named Networks

Topic 7B: Implementing a Hub-and-Spoke Mail Routing Topology

Topic 7C: Selecting a Mail Storage Format for Incoming Mail

Lesson 8: Configuring Mail Routing to the Internet

Topic 8A: Enabling the SMTP Listener Task

Topic 8B: Configuring Basic SMTP Settings

Topic 8C: Restricting Internet Mail Delivery

Topic 8D: Enabling Whitelist and Blacklist Filters

Topic 8E: Configuring Extended SMTP (E/SMTP) Options

Topic 8F: Configuring Internet Addressing

Topic 8G: Testing SMTP

Lesson 9: Establishing Mail Controls

Topic 9A: Configuring Router Restrictions

Topic 9B: Implementing Message Disclaimers

Topic 9C: Implementing Mail Delivery Controls

Topic 9D: Implementing Mail Transfer Controls

Topic 9E: Configuring Multiple Server Mailboxes

Lesson 10: Implementing Mail Rules and Storage Limits

Topic 10A: Creating and Activating a Server Mail Rule

Topic 10B: Enabling Mail Journaling

Topic 10C: Implementing Blacklist Tag and Whitelist Tag Mail Rule Conditions

Topic 10D: Establishing Mail Quotas

Topic 10E: Controlling Inbox Size with Inbox Maintenance

Topic 10F: Archiving Mail

Lesson 11: Monitoring Mail

Topic 11A: Verifying Routing and Checking Mail Delivery

Topic 11B: Enabling Mail Statistics

Topic 11C: Enabling Message Tracking

Topic 11D: Enabling Message Recall

Lesson 12: Resolving Common Mail Routing Problems

Topic 12A: Sending a Mail Trace

Topic 12B: Restarting the Router

Topic 12C: Forcing Mail Routing

Topic 12D: Resolving Undelivered and Dead Mail

Appendix A: Solutions to Practice Activities

Supplemental Topic About This Document

Appendix B: The Worldwide Corporation Infrastructure Plan**Appendix C: Additional Setup Information****Appendix D: Bibliography****Appendix E: Certification and Exam Competencies****Appendix F: Instructor Preparation**