

Sharepoint Document Management Template

A guide to SharePoint 2013 provides information on its features and capabilities for administrators, covering such topics as social computing, metadata management, backup administration, and business intelligence.

"SharePoint 2016 may seem complicated, but this book makes it easy to get up to speed! It includes everything you need to know to understand, manage, and customize your site. You'll learn to work with apps, collaborate internally and externally, go mobile, develop workflows, and so much more!"--Page 4 of cover.

A guide for computer professionals offers a background of the Microsoft Application Platform and SharePoint's relationship to ASP.Net, describes tools needed to build a development environment, and provides tips for enhancing collaboration between programs.

Learn from Pro SharePoint Migration on how to migrate your existing farm - infrastructure, upgrade approaches, code, branding, and impact of new features of SharePoint 2010 - in a strategic way that results in smooth transition. Noted author Sahil Malik, with Srini Sistla, work together to provide detailed strategies and tools to assess, plan and execute a SharePoint 2010 migration that is efficient and cost-effective—and that doesn't use expensive third-party software. The "clean slate" approach embraced by this book, coupled with flexible tools designed by Microsoft and the author, will provide you with the statistics, charts, and diagrams necessary to perform a meaningful assessment of your current SharePoint 2007 environment. You'll then be able to plan the lowest-cost, least-hassle way to migrate your current environment, and its applications and data, to SharePoint 2010, and how to map your existing use of SharePoint 2007 to the new features and enhancements in SharePoint 2010. Pro SharePoint Migration will help you: Gain a better understanding of high level comparison and changes you need to learn between the two versions To migrate or not? Learn about new functionality that might replace your existing custom built code or non-code based solutions. Build a strong toolset to create, update, administer, and migrate 90% of the most commonly used SharePoint objects Grasp the intricacies of the SharePoint 2010 application programming interface (API) Become a better SharePoint 2010 administrator in your newly-migrated environment

Buy the print SharePoint 2013 Unleashed and get the eBook version for free! See inside the book for access code and details. [SharePoint 2013 Unleashed](#) is the most complete, practical resource for [all administrators, managers, architects, users, and developers](#) to make the most of Microsoft's powerful new SharePoint 2013 platform. [Drawing on their experience implementing SharePoint solutions in hundreds of organizations](#), Michael Noel and Colin Spence focus on what administrators and knowledge workers really need to know to effectively design, implement, configure, and use SharePoint 2013. They fully address key SharePoint 2013 innovations such as PowerShell scripting to automate administration and farm provisioning; better virtualization support; improved security and authentication; new business intelligence tools, social networking improvements; enhanced lists; libraries; metadata; and more. [Step by step, through easy-to-understand examples](#), they help you streamline administration, optimize performance, control cost, and implement high-value solutions for collaboration, document and web content management, and business intelligence. [Detailed information on how to...](#) [Optimize your SharePoint 2013 design/deployment plan, right-size your server farm\(s\), and improve scalability](#) [Reduce costs by virtualizing your SharePoint environment and automating farm deployment](#) [Optimize search with metadata, content types, and taxonomies](#) [Streamline management with PowerShell and the SharePoint Central Administration tool](#) [Efficiently monitor, back up, and restore SharePoint environments](#) [Understand new Shredded Storage capabilities and new Service Applications built into the infrastructure layer of SharePoint](#) [Deploy SharePoint's improved social networking features, including microblogging](#) [Deploy SharePoint as an extranet using various external authentication providers](#) [Use powerful out-of-the-box workflows—and create your own with SharePoint Designer 2013 and Visual Studio 2013](#) [Build Business Intelligence solutions with PerformancePoint and Business Connectivity Services](#)

The SharePoint 2010 Wrox 10-Pack Digital Library contains these ten books, priced at a considerable savings off of the combined list prices to give you a complete SharePoint 2010 e-book library: Professional SharePoint 2010 Administration ISBN: 9780470533338 Professional SharePoint 2010 Development, 2nd edition ISBN: 9781118131688 Real World SharePoint 2010: Indispensable Experiences from 22 MVPs ISBN: 9780470597132 Professional Business Connectivity Services in SharePoint 2010 ISBN: 9781118043790 Professional SharePoint 2010 Cloud-Based Solutions ISBN: 9781118076576 SharePoint 2010 Enterprise Architect's Guidebook ISBN 9780470643198 SharePoint Server 2010 Enterprise Content Management ISBN: 9780470584651 SharePoint 2010 Field Guide ISBN: 9781118105054 SharePoint 2010 Six-in-One ISBN: 9780470877272 Professional SharePoint 2010 Branding and User Interface Design ISBN: 9780470584644

The Only Book That's Completely Focused on Maximizing the Business Value of SharePoint 2010 Solutions Essential SharePoint® 2010 approaches Microsoft SharePoint Server 2010 from a strict business value perspective, explaining exactly how to plan and implement SharePoint solutions to achieve superior business results. The authors are leading enterprise SharePoint consultants and draw on their unsurpassed experience to focus on the SharePoint features that offer the most real-world value. You'll find practical advice about how to succeed with knowledge management, business intelligence, and process improvement, and how to derive value from new innovations such as social tagging and mashups. The book includes comprehensive, "in the trenches" guidance on planning, architecture, governance, training, and other key issues most SharePoint books ignore. The authors identify success factors, intangibles, and "gotchas," helping you systematically reduce project risk and time-to-value ratio. Learn how to [Customize your best portal or collaboration strategy](#) [Sustain a portal for continual, measurable value](#) [Leverage the new community and social features in SharePoint 2010](#) [Succeed with enterprise content management](#) [Streamline business processes with Workflow and](#)

Forms Choose the right roles for Web collaboration, search, and Microsoft Office Plan for secure external collaboration Migrate smoothly from SharePoint 2007 Train and communicate for a successful launch Whether you're a business leader, IT manager, architect, analyst, developer, or consultant, this book will help you tightly align SharePoint projects with business strategy to deliver outstanding results.

This practical guide covers the many uses of SharePoint 2003 as well as the differences between SharePoint Portal Server (SPS) and Windows(r) SharePoint Services (WSS). In addition, the book will help you decide if you need only WSS or if you should also implement SPS. While the main focus is on planning, installation, configuration, and administration, you'll also learn how to customize SharePoint by creating templates, building your own Site Definition, and using FrontPage(r) to enhance the look and feel of SharePoint sites. In addition, you will learn the business-critical methods of backing up and restoring your system. Microsoft MVP and author Goran Husman shares numerous tips for smart add-ons and utilities that will enhance the functionality of SharePoint by providing better navigation, the ability to integrate with other systems, and effective workflow solutions. His practical and easy-to-follow instructions will help you get your SharePoint environment up and running in no time. He even shows you how to make your eventual upgrade to SharePoint 2007 seamless. What you will learn from this book How to install Windows SharePoint Services (WSS) and SharePoint Portal Server (SPS) Tips on what to focus on when customizing SharePoint How to productively use SharePoint with Microsoft Office and Microsoft Outlook(r) Various ways to handle backup and restore procedures The many free utilities and commercial third-party products that are available How to create and work with intranet pages Who this book is for This book is for beginning SharePoint administrators as well as administrators who have been working with SharePoint for some time but may want to know more about how it works. A basic understanding of the Microsoft Windows operating system (including the Active Directory) as well as web applications in general is assumed. Wrox Beginning guides are crafted to make learning programming languages and technologies easier than you think, providing a structured, tutorial format that will guide you through all the techniques involved.

Thorough coverage of the improvements and changes to SharePoint 2010 SharePoint 2010 boasts a variety of incredible new features that will challenge even the most experienced administrator who is upgrading from SharePoint 2007. Written by a team of SharePoint experts, this book places a takes aim at showing you how to make these new features work right for you. Offering an in-depth look at SharePoint 2010, the authors focus on how SharePoint functionality has changed from its earliest version to its newest, and they provide you with detailed coverage of all the new features and capabilities. Presents in-depth coverage of the new features and functions of SharePoint 2010 Demonstrates installation, configuration, and upgrading existing SharePoint 2007 servers Discusses architecture and capacity planning, securing and managing site content, and integrating Office clients Details the protocol for handling monitoring, creating backups, and executing disaster recovery Addresses shared service applications, navigation and governance, and business intelligence and reporting services Professional SharePoint 2010 presents a solid understanding of the functionality that SharePoint 2010 provides, which will allow you to see what it can do for you.

Close the gap between introductory and advanced resources available on SharePoint 2016 with this guide and identify the core benefits of specific techniques in a real-world context, including best practice scenarios. You will find this book to be a comprehensive collection of tutorials and solutions for all of the most widely used techniques (e.g., intranet, Internet, formal metadata management, informal metadata management, document management, social media, project management). To overcome the high volume, velocity, and variety of data, content management systems usually focus on different sub-tasks, namely document management, web content management, digital asset management, and enterprise records management. As a leading enterprise CMS and all-around solution, SharePoint Server handles all of these sub-tasks using one system; however, the opportunities and limits of SharePoint are often unknown at the management level. Many managers who decide to use SharePoint do not know how SharePoint can concretely help to improve their business and day-to-day operations. They are often overwhelmed with its functionalities. In addition, daily users are often overwhelmed with the complexity and extensive features and possibilities of the system. Both SharePoint administrators and users need a clear explanation of when SharePoint can be used, where it can help, and how to use it. Manager's Guide to SharePoint Server 2016 is that solution. The book provides coverage of: SharePoint technology, including the core technologies of SharePoint and the MySite technology, as well as SharePoint administration levels Template technology, including the most widely used collaboration, enterprise, and publishing site templates Hands-on tutorials and solutions for users and administrators, including use cases in a real-world context Best practice scenarios of SharePoint governance, template usage, and additional tools to improve SharePoint What You'll Learn Discern how and where SharePoint can help improve a company's success Understand the core elements of SharePoint for customization and how to improve the site's functionalities Know how SharePoint can be used as a collaboration and management platform Discover what to do within SharePoint and how to more effectively manage SharePoint in daily business across teams Who This Book Is For Content managers, systems managers, and software engineering professionals. SharePoint managers, end users, and site administrators will also find this book useful.

Learn how to make the most of SharePoint 2016 and its wide range of capabilities to support your information management, collaboration, and business process management needs. Whether you are using SharePoint as an intranet or business solution platform, you will learn how to use the resources (such as lists, libraries, and sites) and services (such as search, workflow, and social) that make up these environments. In the fifth edition of this bestselling book, author Tony Smith walks you through the components and capabilities that make up a SharePoint 2016 environment. He provides step-by-step instructions for using and managing these elements, as well as recommendations for how to get the best out of them. What You Will Learn Create and use common SharePoint resources like lists, libraries, sites, pages and web parts Understand when and how workflows and information management policies can be used to automate

process Learn how to take advantage of records retention, management, and disposition Make the most of SharePoint search services Take advantage of social capabilities to create social solutions Who This Book Is For Whether you have not yet used SharePoint at all, have used previous versions, have just started using the basic features, or have been using it for a long of time, this book provides the skills you need to work efficiently with the capabilities SharePoint 2016 provides.

If you're considering the vastly improved 2007 version of SharePoint, this concise, practical and friendly guide will teach you how to get the most from the latest version of Microsoft's information-sharing and collaboration platform. Essential SharePoint 2007 demonstrates how your business can use SharePoint to control documents, structure workflow, and share information over the Web using standard tools business users already know -- Microsoft Office and Internet Explorer. Written in a conversational tone by internationally recognized SharePoint consultant and trainer Jeff Webb, this book helps SharePoint administrators, site owners, and power users quickly gain the skills necessary to perform a wide variety of tasks for intranet and extranet web sites, and explains what's new in SharePoint 2007 for experienced SharePoint 2003 administrators. Essential SharePoint 2007 teaches you how to: Use SharePoint 2007 with Outlook, Word and Excel, and as a document management tool, replacing, for example, shared network drives with libraries Build and customize sites, lists, libraries and web parts for intranets and extranets Use SharePoint 2007 for team communication through blogs, wikis, surveys, and RSS and email alerts Build a SharePoint workflow application Create and program web parts in order to deliver custom services and data to a site Deploy and administer SharePoint 2007 Each chapter ends with a summary of best practices advocated by the author, and the first few chapters of the book are ideal as training materials for end users. Later chapters give developers and administrators tools not only to keep company sites running smoothly, but also to customize and extend them. The book also contains several appendices with a glossary of terms and hard-to-find information. Essential SharePoint 2007 is a one-stop task-oriented guide for learning what's necessary to make this tool a vital part of team productivity.

This is your most concise, practical reference to deploying, configuring, and running SharePoint 2013. Perfect for admins at all levels, it covers both technical topics and business solutions. SharePoint MVP Ben Curry focuses on the crucial step-by-step information for performing day-to-day tasks quickly, reliably, and well. No obscure settings, abstract theory, or hype...just help you can really trust—and really use! Install SharePoint Server 2013 Configure farms and databases Create and extend web applications Set up and scale service applications Deploy and manage sites/collections Implement BI solutions Integrate Excel Services and PowerPivot Configure enterprise content types and metadata Deploy Enterprise Search Manage documents and web content Brand your site Deliver social tools, including microblogging Back up and restore

Microsoft SharePoint Technologies: Planning, Design and Implementation provides an in-depth examination of the tasks involved in planning, designing and deploying SharePoint in your enterprise. The book examines SharePoint from the user's perspective, the administrator's perspective, and the application developer's perspective and looks at how you can maximize your investment by integrating SharePoint features with Office 2003 and other enterprise applications in your environment. The authors are experienced consultants that have helped many large corporations deploy Microsoft technologies within their enterprise. This book is filled with practical experience and knowledge gained from working with customers in the field. * Complete guide to getting the most out of your SharePoint deployments * Critical techniques for system architects to design and deploy SharePoint Technologies * Features most important issues for day to day efficient management and usage * How to customize and extend your SharePoint environment for your own needs

If you were to analyze your team's performance on a typical project, you'd be surprised how much time is wasted on non-productive tasks. This hands-on guide shows you how to work more efficiently by organizing and managing projects with SharePoint 2010. You'll learn how to build a Project Management Information System (PMIS), customized to your project, that can effectively coordinate communication and collaboration among team members. Written by a certified Project Management Professional (PMP) and Microsoft SharePoint MVP with 15 years of IT project management experience, each chapter includes step-by-step guides as well as workshops that help you practice what you learn. Build a SharePoint PMIS that requires little assistance from your IT/IS department Define access permissions for project stakeholders and team members Centralize project artifacts and keep track of document history with version control Track project schedules, control changes, and manage project risks Automate project reporting and use web parts to generate on-demand status reports Integrate project management tools such as Excel, Microsoft Project, PowerPoint, and Outlook Apply your knowledge of PMIS techniques by working with a case study throughout the book "If you are a project manager looking for a technology-based, easily implemented, and usable solution for project communications, document management, and general project organization, this book is for you!" –Susan Weese, PgMP, President and Founder, Rhyming Planet

Pro SharePoint 2010 Administration is a practical guide to SharePoint 2010 for intermediate to advanced SharePoint administrators and power users, covering the out-of-the-box feature set and capabilities of Microsoft's collaboration and business productivity platform. SharePoint 2010 is an incredibly complex product, with many moving parts, new features, best practices, and "gotchas." Author Rob Garrett distills SharePoint's portfolio of features, capabilities, and utilities into an in-depth professional guide—with no fluff and copious advice—that is designed from scratch to be the manual Microsoft never wrote. Starting with a detailed deployment and initial configuration walkthrough, the book covers all major feature areas, including document management, social computing, metadata management, and administration. You'll also learn about planning for capacity, backup administration and disaster recovery, business intelligence, monitoring, and more. Unlike other books, Pro SharePoint 2010 Administration covers all elements of the product, but has a specific emphasis on features new and enhanced in the 2010 release. Pro SharePoint 2010 Administration is the only book you'll need as you set out to deploy and administer SharePoint 2010. Professional SharePoint 2007 Records Management Development Managing Official Records with Microsoft Office SharePoint Server 2007 John Wiley & Sons

Expert SharePoint 2010 Practices is a valuable compendium of best practices, tips, and secrets straight from the most knowledgeable SharePoint gurus in the industry. Learn from the experts as you dive into topics like multitenancy, solution deployment, business intelligence, and administration. Our team of carefully chosen contributors, most with Microsoft's Most Valuable Professional (MVP) designation bestowed upon them, shares with you the secrets and practices that have brought them success in a wide variety of SharePoint scenarios. Each contributor is passionate about the power of SharePoint and wants to help you leverage the capabilities of the platform in your business—but

in the proper way. Go beyond procedures and manuals, and benefit from hundreds of years of combined experience, which the authors of Expert SharePoint 2010 Practices provide in these pages. Learn from the masters and take control of SharePoint 2010 like you never have before with Expert SharePoint 2010 Practices!

Unique guide to records management methodologies for Microsoft Office SharePoint Server 2007 There may be books available on how to develop solutions for Microsoft Office SharePoint Server 2007, but this is the first book to provide step-by-step guidance for designing and building records management solutions on the SharePoint platform. You'll learn the five core services of any records management system—confidentiality, information integrity, high availability, adherence to policy, and audit ability—then explore the tools and techniques needed to implement them in SharePoint. The book helps you understand official records in the context of day-to-day collaboration and regulatory compliance; you'll also learn how to design extensible Windows Workflow Foundation (WF) components with records management as the central focus. Reviews Office SharePoint Server and how it provides a solid foundation for managing official records using specially constructed web sites and custom components Discusses the "File Plan", which describes where each record is stored, how long it is kept, and the manner and conditions under which it is destroyed Shows you how to apply the powerful features of the SharePoint platform to convert collaborative documents into managed files in a record center site Addresses best practices for creating records repositories, developing file plans to identify official records, controlling the creation and distribution of records using custom content types and information policy components, and more The companion Web site includes downloadable code modules you can use as a starting point for building real-world records management solutions on the SharePoint platform If you're a programmer, software architect, business analyst, or IT professional working in SharePoint, you'll want this unique book on your shelf.

Practical SharePoint 2013 Enterprise Content Management is the first book to guide you through planning and designing each phase of your information life cycle with SharePoint 2013. Author and SharePoint expert Steve Goodyear walks you through how to analyze and plan enterprise content management (ECM) solutions for an effective and end-to-end information design based on your organization's needs and business requirements. Inside, you will develop a full understanding of how SharePoint 2013 manages content including identifying and understanding your organization's information within SharePoint, collaborating on transitory content, and capturing and controlling your records. You'll get practical advice and best practice instruction for each phase of the information life cycle to guide you on designing your ECM strategy and implementing your own ECM solution. You learn how to: Apply a content life cycle model to analyze and understand your organization's information Design your file plan with content routing rules for your SharePoint records repository Plan and configure your eDiscovery portal and manage discovery cases Design solutions to interface and integrate with external records management systems Identify your organization's information security requirements Design content types and implement an enterprise content type hub to organize your information Practical SharePoint 2013 Enterprise Content Management is for you if you are a SharePoint architect, administrator, consultant, or project manager, and you implement SharePoint solutions that relate to one or more aspects of the information life cycle involved with ECM.

SharePoint 2007 User's Guide: Learning Microsoft's Collaboration and Productivity Platform is the follow-up edition to the successful SharePoint 2003 User's Guide (Apress, 2005). This book provides guidance about the new workflows, interface, and other technologies within SharePoint 2007. Authors Seth Bates and Tony Smith describe SharePoint in a variety of environments. They have the expertise and ability to proffer an eminently useful guide for anyone working with SharePoint technologies in any capacity.

Microsoft SharePoint: Building Office 2007 Solutions in VB 2005 is the third edition of Scot Hillier's market-leading SharePoint book. It includes extensive updates from the previous editions, with a complete focus on SharePoint 2007 and its integration with the 2007 Microsoft Office System. This edition also features new approaches for using SharePoint to improve business efficiency, plus new workflow solutions for SharePoint and BizTalk, as well as a brand new chapter on building a SharePoint solution from start to finish.

Microsoft Office SharePoint Server 2007 has improved and changed dramatically over previous versions of the product. The capabilities of the platform have expanded greatly with the inclusion of an automated workflow engine, web content management capabilities, and a vast number of document management enhancements. However, the value of this tool to an enterprise will depend primarily on the ability of individuals in the organization to understand the features and capabilities of the platform and effectively map those to specific business requirements. This book is designed to mentor and coach business and technical leaders in an organization on the use of SharePoint to address critical information management problems. It gives detailed descriptions and illustrations of the product's functionality and also includes realistic usage scenarios to provide contextual relevance and a personalized learning experience to the reader. The mission of this book is to provide extensive knowledge to information workers and site managers that will empower them to become SharePoint Application champions in the organization. This book should be the premiere handbook of any active or aspiring SharePoint expert. To complete the exercises in this book, you should have a basic comfort level using Microsoft Office application to create content and a general understanding of how to interact with a web site through the browser. This book is intended as a starting point for any SharePoint 2007 user whether that user has never used SharePoint before or has some familiarity with a previous version and just wants to understand the differences with the new release.

Provides information on using Microsoft SharePoint to create Office-compatible Web sites, intranets and portals, and manage business records.

If you're looking for a way to help your teams access what they need to know, work together, and get the job done, SharePoint can do just that. SharePoint 2007 Collaboration For Dummies shows you the easiest way to set up and customize SharePoint, manage your data, interact using SharePoint blogs and wikis, integrate Office programs, and make your office more productive. You'll learn what SharePoint can do and how to make it work for your business, understand the technical terms, and enable your people to collaborate on documents and spreadsheets. You'll even discover how to get SharePoint help online. Work with SharePoint's information-sharing and team productivity tools See how data is stored in lists and libraries and arrange access for your teams Use SharePoint's meeting workspaces and add the capability for virtual meetings online Create blogs where team members can share ideas and wiki libraries to keep information up to date Keep everything on track with task lists and workflows to assign and monitor projects and progress Integrate Word and Excel, or connect SharePoint to Outlook 2007 so you can access information from your inbox Use Office SharePoint Designer 2007 to create custom workflows for your SharePoint task lists With tips for designing the perfect SharePoint site and ideas about enhancing your team meetings with meeting workspaces, SharePoint 2007 Collaboration For Dummies helps you put this great collaboration tool to work right away. Note: CD-ROM/DVD and other supplementary materials are not included as part of eBook file.

You've run into this issue numerous times. You are developing an ASP.NET application, and you need to incorporate functionality that comes pre-packaged in SharePoint. Wikis, blogs, document management, user authentication, access management—common needs across a variety of solutions. Without guidance and examples, interacting with underlying SharePoint components can be challenging, and working with the different SharePoint APIs is complicated. This book will introduce you to a variety of techniques to master the art of developing ASP.NET applications that are built upon a SharePoint foundation. With these techniques you can start using SharePoint as a development platform to enhance and complement your ASP.NET development. You'll explore: Integration with SharePoint components The SharePoint/.NET/IIS implementation Configuration management Code Access Security Feature packaging Proper use of SharePoint APIs Advanced deployment techniques Pro ASP.NET Sharepoint 2010 walks you through all of the steps needed to successfully build and deploy

ASP.NET solutions within the SharePoint platform. You'll then be able to greatly enhance your applications and build unique solutions that are a mixture of SharePoint and ASP.NET.

Aimed at end users who face the daunting task of mastering MOSS 2007 in the enterprise business environment, this book shows you how to make effective use of what can be a confusing array of features. You'll review how SharePoint is central to the Microsoft Office platform because organizations use it to organize workflow, integrate Office documents with line of business applications, provide search capabilities across all types of documents and data, and distribute these tools internally and externally on Web sites for end users. Plus, the book offers you well-designed examples and explanations that can be easily applied in real-world situations. Martin WP Reid (Belfast, Ireland) is an analyst for The Queens University of Belfast, Northern Ireland. He is the author and technical editor of more than a dozen technical books. He is a regular contributor to the Microsoft Office SharePoint blog Get the Point (<http://sharepoint.microsoft.com/blogs/getthepoint>)

For any organization that wants to use Windows SharePoint Services to share and collaborate on Microsoft Office documents, this book shows administrators of all levels how to get up and running with this powerful and popular set of collaboration tools. Microsoft Windows SharePoint Services technology in Office 2007 is an integrated set of services designed to connect people, information, processes, and systems both within and beyond the organizational firewall. SharePoint 2007: The Definitive Guide provides a detailed discussion of all Sharepoint features, applications and extensions. You learn how to build Sharepoint sites and site collections, along with ways to administrate, secure, and extend Sharepoint. This book teaches you how to: Get up to speed on SharePoint, including ways to create lists, libraries, discussions and surveys Integrate email, use web parts, track changes with RSS, and use database reporting services Customize your personal site, create sites and areas, and organize site collections Integrate with Office applications, including Excel, Word, Outlook, Picture Manager, and InfoPath Install, deploy, maintain and secure SharePoint Brand a portal, using your corporate style sheet, designing templates, and building site definitions Extend SitePoint, such as creating client side and server side web parts, using the SharePoint class library and SharePoint web services Each chapter starts with a "guide" that lets you know what it covers before you dive in. The book also features a detailed reference section that includes information on compatibility, command line utilities, services, and CSS styles. Why wait? Get a hold of SharePoint 2007: The Definitive Guide today!

Microsoft SharePoint Foundation 2010 and SharePoint Server 2010 provide a collection of tools and services you can use to improve user and team productivity, make information sharing more effective, and facilitate business decision-making processes. In order to get the most out of SharePoint 2010, you need to understand how to best use the capabilities to support your information management, collaboration, and business process management needs. This book is designed to provide you with the information you need to effectively use these tools. Whether you are using SharePoint as an intranet or business solution platform, you will learn how to use the resources (such as lists, libraries, and sites) and services (such as publishing, workflow, and policies) that make up these environments. Information and process owners will be given the knowledge they need to build and manage solutions. Information and process consumers will be given the knowledge they need to effectively use SharePoint resources. In this book, Seth Bates and Tony Smith walk you through the components and capabilities that make up a SharePoint 2010 environment. Their expertise shines as they provide step-by-step instructions for using and managing these elements, as well as recommendations for how to best leverage them. As a reader, you'll then embrace two common SharePoint uses, document management and project information management, and walk through creating samples of these solutions, understanding the challenges these solutions are designed to address and the benefits they can provide. The authors have brought together this information based on their extensive experience working with these tools and with business users who effectively leverage these technologies within their organizations. These experiences were incorporated into the writing of this book to make it easy for you to gain the knowledge you need to make the most of the product.

Provides an examination of the next generation of Microsoft SharePoint technologies, explaining how to use the technologies to extend the information sharing and collaboration capabilities to develop enterprise information management, sharing and collaboration solutions.

In just 24 sessions of one hour or less, you'll learn how to build robust, dynamic, scalable, and manageable business solutions with SharePoint 2010! Using this book's straightforward, step-by-step approach, you'll learn how to implement everything from workflows to content management, search to enterprise-class business intelligence. One step at a time, you'll master new features ranging from Business Connectivity Services to Silverlight rich user interfaces. Each lesson builds on what you've already learned, helping you get the job done fast--and do it right! Step-by-step instructions carefully walk you through the most common SharePoint 2010 development tasks. Q&As at the end of each chapter help you test your knowledge. By the Way, Did You Know?, and Watch Out! boxes offer advice and solutions. Learn how to... Make the most of SharePoint 2010's lists, libraries, and site templates Customize the user interface through web parts, custom actions, and other advanced interface features Develop server-side applications and client-side applications for SharePoint 2010 Manage data using lists, libraries, site columns, content types, custom fields, event receivers, and queries Integrate external data with Business Connectivity Services (BCS) Use "out of the box" workflows and create custom workflows Manage SharePoint with SharePoint 2010 Central Administration Protect applications with claims-based authorization and other security features Integrate advanced search into your applications Build powerful BI solutions for data analysis, presentation, and decision-making

Microsoft SharePoint now has a 10 percent share of the portal market, and the new release, which features enhanced integration with Office 2007, is sure to give SharePoint a boost Offers clear instructions and soup-to-nuts coverage of this complex product, focusing instead on practical solutions to real-world SharePoint challenges Features tips, tricks, and techniques for administrators who need to install and configure a SharePoint portal as well as ordinary users who need to populate and maintain the portal and use it for collaborative projects Topics covered include setting up a SharePoint portal, matching SharePoint to business needs, managing portal content, branding, collaborating on SharePoint sites, using a portal to improve employee relations and marketing, putting expense reports and other interactive forms on a portal, and monitoring and backing up SharePoint

Now that Microsoft has made SharePoint Designer a free download, thousands of organizations are adopting it to design state-of-the-art SharePoint sites and solutions. In SharePoint® Designer 2010 Unleashed, Microsoft MVP Kathy Hughes brings together all the information you need to make the most of this powerful tool. Using realistic examples, you are guided through all of Designer 2010's capabilities, presenting best practices drawn from her extensive experience. First, Hughes quickly reviews the SharePoint 2010 concepts and tools that SharePoint Designer 2010 users must know to be effective. Next, she introduces SharePoint Designer 2010's revamped interface, shows how to use its core features, and calls attention to its most powerful new improvements. You'll walk step-by-step through styling and designing sites that offer advanced functionality and consistent branding. Next, you'll master SharePoint Designer 2010's toolsets for data integration and workflow development. This book will

be invaluable to every user or potential user of SharePoint Designer, including: Web designers, information workers, software developers, system administrators, and IT managers. Kathy Hughes is a Microsoft MVP for SharePoint Server with a Masters Degree in interaction design from the University of Technology in Sydney, Australia. Hughes trains and consults on SharePoint, focusing on design, usability, and customization. She contributed to multiple SharePoint Server 2007 books, and authored a comprehensive five-day SharePoint Server 2007 Designer course used by Mindsharp and its partners worldwide. She speaks regularly at Microsoft events including TechEd Australia and Office DevCon Australia. Get started fast with SharePoint Designer 2010 and SharePoint 2010 Customize SharePoint sites and content with CSS, Web Parts, master pages, and themes Work with site templates Create and adapt content types, columns, lists, and libraries Quickly build new content pages and page layouts Incorporate media, including Silverlight and images Configure RSS, REST, SQL Server, and other data sources Integrate external content types and lists via Business Connectivity Services (BCS) Authenticate data sources and troubleshoot data integration problems Extend the ribbon with custom actions and leverage the dialog framework to enhance the user interface Use SharePoint Designer 2010's built-in ASP.NET controls Extend site functionality with the XSLT List View and Data View Web Parts Modify out-of-the-box list forms, or build new ones with InfoPath 2010 Adapt Designer 2010's workflows or build entirely new ones Category: Microsoft® SharePoint® Covers: Microsoft® SharePoint® 2010 User Level: Intermediate–Advanced ON THE WEB: Download all examples and source code presented in this book from informit.com/title/9780672331053

Qualified SharePoint administrators are in demand, and what better way to show your expertise in this growing field than with Microsoft's new MCTS: Microsoft Office SharePoint Server 2007, Configuration certification. Inside, find everything you need to prepare for exam 70-630, including full coverage of exam topics—such as configuring content management, managing business intelligence, and more—as well as challenging review questions, real-world scenarios, practical exercises, and a CD with advanced testing software. For Instructors: Teaching supplements are available for this title.

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