Nor Windows Norther 20000



Getting Started

The Windows SharePoint Services Window



- Become Teelbary allies the user to narigate in the bounce.
- Link Bur contains shortcuts for common actions and features.
- Quick Launch Bar contains shortcuts to common content areas of the ShareFoott site.
- Search allows the oper to search the site for information.
- Site Actions Button certains shortcats to create terms, customize the page, and change site settings.
- Web Parts contain content information. Web parts are the containers of information that make up the site.

Note: Shandhant Services to a highly contentuable application: your cines and features may be different.

Longing In-

- Enter the URL of your Windows Sharefront Services Site in year With Incomes
- 2. Enter good user manie in the Unor name box.
- 3. Enter your password in the Password box.
- 4. Onthings' Check the Bensenber my password bec-
- 5. Click the OK button. (Your Mome page will be also layed.)
- Note: To return to your **Home** page while weeking to the

Sharefulnit after click the Hope shortest on the Link Bar.

Using the Quick Launch Sar

By debudt, the following content areas are located on the Quick Launch har:

- Bocuments contains document libraries that contain document libra related to a specific group or subject.
- Lists contains than of enforcement. The default first are Accommonsents. Calondar, Links, and Tasks.
- Discussions contains discussion boards that allow users to part mercages and comments in a disconological format.
- Situs contains collaboration amai much as trans situs, blog sites, and velo sites.
- People and Groupe contains information about groups and assert.
- Recycle Bin contains deleted information.

Note: To quickly their site contents and details, elick the West All. Site Contest shortest at the top of the Quick Leaneth has

Deleting an Rem.

- In Place your proupe pointing over the there you want to delete.
- 2. Click the Edit arrive.
- 3. Select Defete or Defete from from the resulting menu.
- 4. Click the OK button to confirm deletion.

Restoring a Defeted Item (star

- 1. Chick the Bucycle Bin shortcut on the Quick Launch bur.
- 2. Check the box next to the item you want to restore
- 3. Click the Bestere Selection shortcut.
- Click the OK button to continue you want to notice the item. (The tiens will be realous! to its original location.)

Note: Henry in the Recycle Bits will be permanently deleted after 39 days.

Searching the Site

- I. Chok the arrow on the Search Scope box and select what you want to search for from the resolting mersu.
- Enter what you want to search for in the Enter search words hos.
- Click the Go Search P button. (Finer results will be displayed to the search results page.)
- 4. Click the item or document mame to open it.

Editing Your Coer Information

- Click the People and Groups shortcut on the Quick Launch box.
- 24. Click your over curve.
- 3. Click the Edit Hem shortcol.
- 4. Enther user information.
- 8. Click the OK botton when you are finished.

Working with List and Document Views (now

- L. Chek the Lists or Documents shortcut on the Quick Launch box
- Select the list or library that contains the information you want to vice.
- 3. Click the arrow on the View box and do one of the following:
 - To change the state, select the vices from the resulting menu.
 - To eally the current nice; select Bloodify this View from the resoluting mone. Make changes to the view and click the OK.
 - To create a find or document elem, select Create View from the resulting meria. Select a view format. Enter a marke for the view in the View Name box, select options, and click the OK botton.

Notice To gainly add a column to a bid or document store, elich the Selffings amount store, elich the Selffings amount store the selection and select Consto Columns trees the resulting means. Einler a researcher the columns to the Column manner ber, made adjections, and elich the OK batton.

Sorting List and Document Information

- L. Clock the Lists or Documents disortent on the Quick Launch for:
- Select the list or library that contains the information you want to sieve.
- Place your crosses pointer over the collares heading that you want to not be and click the Open News Process.
- Select Ascending or Descending from the resulting more.

<u>Microsoft Windows Sharepoint Services 30 Quick Source</u> <u>Guide</u>

Tony Smith, Seth Bates

Microsoft Windows Sharepoint Services 30 Quick Source Guide:

MCTS Windows SharePoint Services 3.0 Configuration Study Guide Marilyn Miller-White, Paul Stork, Kris Wagner, 2009-12-17 The first and only Study Guide for the MCTS Windows SharePoint Services 3 0 Configuration Exam 70 631 Windows SharePoint Services 3 0 is a free collaborative tool that allows you to share and organize documents contacts and calendars create polls moderate the content of lists and share libraries and more Exam 70 631 tests your knowledge of SharePoint Services 3 0 and this book sharpens your skills as you prepare to take Exam 70 631 Packed with chapter review questions real world scenarios and hands on exercises this study guide also readies you for specific aspects of Exam 70 631 including deploying Windows SharePoint Services 3 0 monitoring SharePoint Services configuring security for SharePoint Services administering SharePoint Services managing customization and configuring network infrastructure for SharePoint Services First and only study guide to cover MCTS Windows SharePoint Services 3 0 Configuration Exam 70 631 Examines deploying monitoring and administering SharePoint Services which are specific topics featured in Exam 70 631 CD features two practice exams electronic flashcards interactive chapter review questions and the book in a searchable PDF With this unique study quide you ll be armed and ready as you prepare to take Exam 70 631 Note CD ROM DVD and other supplementary materials are not included as part of eBook file Visio Services Quick Guide Sahil Malik, Srini Sistla, 2014-12-29 In this fast paced 100 page guide you ll learn to load display and interact with dynamic data powered Visio diagrams in SharePoint 2013 or Office 365 Visio Services Quick Guide gives you the tools to build anything from a simple project workflow to an organizational infrastructure diagram powered by real data from SharePoint or SQL Server Colleagues can load your diagrams entirely in the browser meaning that a single Visio client installation is enough to get started Readers with JavaScript experience will also find out how to get additional control over Visio diagrams using the JavaScript mashup API and how to build a custom data provider The final chapter covers some useful information on administering Visio Services Get started bringing your Visio diagrams to life with the Visio Services Quick Guide

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exposure to MongoDB complex structures cursors in MongodB MongoDB has a rich set of database management tools Few prominent tools are focused with in depth discussion on two MongoDB GUI tools having wide acceptance in industry viz MongoDB Compass and RockMongo Difficult to comprehend topics such as GridFS for storing multimedia content in MongoDB database custom auto increment field data validation and bulk API are illustrated with suitable examples The salient feature of the book is mapping of SQL Statements to MongoDB statements which enables the reader coming from SQL background to comprehend the alterations to be made for guerying JSON based systems **SharePoint User's Guide** Infusion Development Corp. (Infusion Development Corporation), 2005-03-08 There s nothing like teamwork for making progress on a project but sharing information and building on each other's successes can be challenging when your team is scattered across the miles Microsoft's SharePoint helps teams and organizations close the distance With SharePoint groups construct web sites specifically for collaboration sites where individuals can capture and share ideas and work together on documents tasks contacts and events It s the next best thing to being in the room together Unfortunately much of the documentation for SharePoint is written to help system administrators get it up and running which often leaves end users in the dark The SharePoint User's Guide takes another approach this quick and easy quide shows you what you need to know to start using SharePoint effectively and how to get the most from it You ll learn how to create sites that your organization can use to work together or independently from an end user's point of view Now even beginners can learn how to access sites that are already set up create new sites personalize sites use the document and picture libraries for adding and editing content add discussion boards and surveys to a site enhance security You ll learn how you can receive alerts to tell you when existing documents and information have been changed or when new information or documents have been added You can even share select information with partners or customers outside your organization No one that uses SharePoint collaboration services can afford to be without this handy book The SharePoint User's Guide is designed to help you find answers quickly explaining key concepts and major points in straightforward language With SharePoint any team or organization can overcome geographic or time zone challenges and the SharePoint User's Guide will show them how

Microsoft SharePoint Portal Server Kevin Laahs, Emer McKenna, Don Vickers, 2002-01-08 Use Microsoft SharePoint Portal Server 2001 as a foundation for building knowledge sharing applications This book details how IT professionals can plan design and implement web based solutions using Microsoft's Intranet Portal Written by experts from Compaq the world's prime integrator of Exchange systems and Microsoft's Partner of the Year the book illustrates how easy it is to create sophisticated knowledge based applications using SharePoint Portal Server It provides an excellent overview of the built in features and functionality of SharePoint Portal Server and describes how a Portal coordinator can easily customize the product to fit their business needs The book blends expert instruction best practices and project blueprints and effectively guides readers through the process of creating a knowledge sharing solution using Microsoft SharePoint Portal Server 2001

Explains Microsoft s strategy for knowledge sharing and its foundation on the Microsoft SharePoint TechnologiesDetails how to build enhanced collaborative applications with SharePoint Portal Server 2001Shows SharePoint Portal Server 2001 as a tool enabling a rigorous and comprehensive knowledge management strategy Professional Microsoft Office SharePoint Designer 2007 Woodrow W. Windischman, Bryan Phillips, Asif Rehmani, 2009-07-01 With Professional Microsoft Office SharePoint Designer 2007 you can master all aspects of using Share Point Designer in an Enterprise environment to enhance Microsoft SharePoint Products and Technologies Review key integration points how to use CSS editing tools to create and modify SharePoint themes how to supplement SharePoint Designer functionality by using Microsoft Visual Studio and how to create a rich interactive experience If you need to connect SharePoint with other enterprise resources or create components to integrate into the SharePoint framework this book will show you how to accomplish these tasks **Special Edition** Using Microsoft SharePoint Portal Server Robert Ferguson, 2002 Special Edition Using Microsoft SharePoint Portal Server is a must have reference on collaboration using Microsoft's document and collaboration server. The book helps advanced users and administrators understand collaboration SPS s architecture using SPS and finally how to administer the server in their business setting Topics covered include defining collaboration what SPS can do for you planning back end Microsoft SharePoint 2007 for Office 2007 Users Martin infrastructure planning for SPS security and daily administration Reid, 2009-06-24 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

Excel 2003 Programming Jeff Webb,2004 On the surface it doesn t appear as if much in Excel 2003 has changed There are a handful of new objects and the user interface is largely the same But beyond a superficial glance you ll see that there are fundamental shifts implied by the new features Lists XML web services NET and InfoPath build a framework for entirely new ways to exchange data with Excel In fact that s much of what Excel 2003 is all about solving problems that deal with teamwork collecting and sharing data programming across applications and maintaining security The latest in our Developer s Notebook series this guide introduces intermediate to advanced Excel VBA programmers to the newest programming features of Excel 2003 focusing just on what s new so you can get up to speed quickly Light on theory and long on practical application the book takes you directly to the topics you ll want to master through a series of hands on projects With dozens

of practical labs you ll be able to decide for yourself which new aspects of Excel will be useful or not in your own work And best of all you won t have to buy an expensive revision of a legacy Excel programming tutorial to learn about the new features if they re covered there at all Excel 2003 Programming A Developer's Notebook shows you how to work with lists and XML data secure Excel applications use Visual Studio Tools for Office consume Web Services and collect data with Infopath Each chapter is organized into a collection of labs each of which addresses a specific programming problem You can follow along to complete the lab on your own or jump ahead and use the samples the author has built for you The new Developer's Notebooks series from O Reilly covers important new tools for software developers Emphasizing example over explanation and practice over theory they focus on learning by doing you ll get the goods straight from the masters in an informal and code intensive style that suits developers If you ve been curious about Excel 2003 but haven t known where to Microsoft OneDrive Guide to Success Kevin Pitch, EXCLUSIVE EXTRA start this no fluff lab style guide is the solution CONTENTS INCLUDED PRINTABLE SHEET Keep the shortcuts close to your computer so you can save precious minutes VIDEO MASTERCLASS Access expert guided tutorials on Microsoft Excel and discover valuable tips and tricks MOBILE APP ON THE GO Gain instant access to a world of resources and tips right from your smartphone Feeling Overwhelmed by Cloud Storage Complexity Dreaming of Effortlessly Managing Your Files in the Cloud Do you find yourself tangled in the web of file management only inches away from unlocking the full potential of Microsoft OneDrive If you answer Yes to any of these questions then continue reading to discover the key to elevating your Microsoft OneDrive capabilities I recognize the challenges and confusion that come with mastering cloud storage solutions that don't immediately seem user friendly With over twenty years of experience in the digital workspace I ve condensed my knowledge into this guide aiming to turn your challenges into opportunities This book serves as your lighthouse in the storm of digital file management steering you from bewilderment to proficiency ensuring Microsoft OneDrive becomes an indispensable tool in your productivity toolkit Unlock the secrets of Microsoft OneDrive crafted not just to educate but to transform Witness a change not only in your technical abilities but in a renewed sense of confidence that uplifts all aspects of your professional life Enhance Your Cloud Storage it s about synergizing Cultivate a storage strategy that facilitates engagement enlightenment and empowerment UNCOVER THE FULL CAPACITY OF ONEDRIVE Explore hidden gems and powerful functionalities Delight in the thrill of mastering even the most sophisticated features CONNECT it's about personal growth Become a beacon of efficiency confidence and creativity in your workplace Are you ready to not just learn but to transform To not just manage but to master your digital storage Dive into your Microsoft OneDrive adventure where every page turns you closer to your professional rebirth Click the Buy Now button and start your journey to becoming a Microsoft OneDrive master Essential SharePoint Jeff Webb, 2005-05-17 Want to work more efficiently and effectively Want to improve productivity Microsoft is betting that you do That's why it created Windows SharePoint Services a set of collaboration tools that helps organizations increase individual and team productivity

by enabling them to create web sites for information sharing and document collaboration Through these team oriented web sites users capture and share ideas and work together on documents tasks contacts etc either among themselves or with partners and customers And if you have Windows 2003 Server then you already have SharePoint since it s built right in But before you can enjoy the benefits of SharePoint you need to know how to turn it on set it up and get your applications working with it Essential Sharepoint will help you do just that It's not only the most complete guide for setting up and using these increasingly popular sites but it also explains in detail the integration that makes SharePoint exciting Everything you need to know about SharePoint is covered including hosting choices administration customization integration with Microsoft Office developing new SharePoint functionality when to use SharePoint portal server Essential Sharepoint covers all the key topics for getting up and running with this powerful and popular set of collaboration tools And it s not just for members of the IT staff This comprehensive guide is for anyone in an organization who wants to explore Microsoft SharePoint in order to foster collaboration with other users Microsoft SharePoint Scot P. Hillier, 2007-12-27 Microsoft SharePoint Building Office 2007 Solutions in VB 2005 is the third edition of Scot Hillier's market leading SharePoint book The new version 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 With this book you ll gain intermediate level guidance to design and deploy business solutions based on Microsoft SharePoint 2007 technologies And Hillier carefully defines the business cases and scenarios for these new technologies He reviews the installation configuration and administration of business solutions based on Microsoft SharePoint technologies and provides programming instruction guidance and examples for custom web parts and solutions

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