

# Implementing and Administering Windows SharePoint Services 3.0 in Windows Server 2008 (MS6438)

**Duration: 2 Days**

## Description

This two-day instructor-led course provides the knowledge and skills that IT Professionals need to configure Microsoft Windows SharePoint Services in Windows Server 2008.

## Audience

This course is intended Windows SharePoint Server 3.0 administrators, who are responsible for planning, deploying and managing Windows SharePoint Services 3.0 servers and sites in a Windows Server 2008 environment.

## Prerequisites

Students are expected to have experience administering Windows Server 2003 or Windows Server 2008, and experience working with IIS 6.0 or IIS 7.0. Students are not expected to have experience with Windows SharePoint Services. Working knowledge of Active Directory, TCP/IP, and Domain Name System (DNS) is desirable.

## Topics

### INTRODUCTION TO WINDOWS SHAREPOINT SERVICES 3.0

- Windows SharePoint Services Environment
- Overview of Windows SharePoint Services Components
- Overview of Site Components
- Windows SharePoint Services Administration

#### *Lab: Exploring Windows SharePoint Services Administration*

- Examining the Central Administration Web Site
- Examining the Web Site Administration Pages

### PLANNING AND INSTALLING MICROSOFT WINDOWS SHAREPOINT SERVICES 3.0

- Planning Windows SharePoint Services 3.0 Installation

- Planning Windows SharePoint Services Topology
- Performing New Windows SharePoint Services 3.0 Installation
- Upgrading Windows SharePoint Services 2.0 to Windows SharePoint Services 3.0

#### *Lab: Planning and Installing Windows SharePoint Services 3.0*

- Planning Web Applications and Site Hierarchy
- Ensuring Prerequisite Software is Installed
- Creating Service Accounts Required for Windows SharePoint Services
- Installing Windows SharePoint Services 3.0
- Performing Initial Configuration Steps

## Implementing and Administering Windows SharePoint Services 3.0 in Windows Server 2008 (MS6438)

### **ADMINISTERING AND MANAGING WINDOWS SHAREPOINT SERVICES SERVERS**

- Configuring Server Security
- Managing Web Applications
- Managing Sites
- Maintaining the Server
- Monitoring Performance
- Configuring the Windows SharePoint Services Server

*Lab: Administering and Managing Windows  
SharePoint Services Servers*

- Configuring the Windows SharePoint Services Server
- Creating a Web Application and a Blocked File Type
- Creating a Site Collection
- Configuring and Creating a Content Database
- Testing the Internal and External Access

### **WINDOWS SHAREPOINT SERVICES 3.0 SITE ADMINISTRATION**

- Administering Windows SharePoint Services Site
- Controlling Access to Windows SharePoint Services
- Customizing Sites

*Lab: Windows SharePoint Services 3.0 Site  
Administration*

- Creating Sites and Configuring Permissions
- Setting Item Level Permissions
- Creating Permission Levels
- Site Customization, Template Creation, and Deployment

### **WORKING WITH WINDOWS SHAREPOINT SERVICES 3.0**

- Working with Windows SharePoint Services Sites
- Creating and Managing Lists and Surveys
- Managing Libraries
- Working with Microsoft Office 2007
- Creating a Team Site and a Personal View

*Lab: Working with Windows SharePoint Services  
3.0*

- Creating a Team Site and a Personal View
- Working with Lists and Columns
- Creating and Managing a Document Library
- Working with Office