



Microsoft SharePoint 2007: Portals

Two days

Description: This course presents the portal features found in Microsoft Office SharePoint Server's Standard and Enterprise versions, MOSS. After completing this course, you'll have a good understanding of the standard MOSS collaboration portal features including collaboration portals, user profiles, search, and information management policies, as well as the enterprise features including business data catalog, InfoPath forms services and Excel Services.

Prerequisites: This course stands on its own, but focuses solely on MOSS. It is not required, but to get the most out of this class, students should already have an understanding of developing with Windows SharePoint Services using Visual Studio and the core Microsoft SharePoint Server 2007 Web Content Management features.

Outline

COLLABORATION PORTALS

- Creating and Configuring Collaboration Portals
- Site Hierarchy and Site Directories
- Features in the Collaboration Portal
- Shared Services Providers

PERSONALIZATION AND MY SITES

- Configuring My Sites
- User Profiles
- Audience Targeting

BUSINESS DATA CATALOG

- Configuring the BDC
- Connecting to External Databases
- Connecting to Web Services
- Using the BDC Web Parts

OFFICE FORMS SERVICES

- Introduction to InfoPath
- Using Form Libraries
- Office 2007 Document Information Panels

EXCEL SERVICES

- Configuring Excel Services
- Using the Calculation Engine
- Using the Excel Web Parts
- Key Performance Indicators
- Report Center

CUSTOMIZING SEARCH CENTER

- Search Center Lite
- Search Center with Tabs
- Search Web Parts
- Search Scopes
- Usage Reporting and Keyword Optimization
- Customizing Output with XSL

PROGRAMMING WITH THE SEARCH API

- Connecting and Context
- Administrative Object Model
- Query Object Model



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DOCUMENT MANAGEMENT

- Send to Locations
- Information Management Policies
- Records Repository