

SharePoint 2007: Web Content Management

page 1

Meet the expert: Doug Ware is a SharePoint expert and an instructor for many of our SharePoint 2007 and SharePoint 2010 courses. A Microsoft MVP several times over, Doug is the leader of the Atlanta .NET User Group, one of the largest user groups in the Southeast U.S., and is a frequent speaker at code camps and other events. In addition to teaching and writing about SharePoint, Doug stays active as a consultant and has helped numerous organizations implement and customize SharePoint.

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Course description: In this course, you will learn about the web content management features of Microsoft SharePoint 2007. The course starts from the perspective of an end-user so that you will understand what the authors and consumers of your SharePoint sites will see, and then goes beneath the surface to teach you to customize and extend the out-of-the-box features. By the time you complete this course, you will understand how to implement sites that face the Internet with branded look and feel so that your visitors will never know they are looking at a SharePoint site; and you will understand how to configure the same site to support the creators and managers of content in your organization. You will also learn how to implement and customize things like security and navigation, how to deploy content to production environments, and how to target different audiences and different countries and languages.

Course outline:

Intro to MOSS Publishing

- Introduction
- Web Content Management
- Sites Using MOSS WCM
- MOSS Publishing Site
- Demo: Creating a Site
- Creating Pages
- The Pages Library
- Page Layouts
- Editing a Page
- The Status Bar
- The Toolbar
- Field Controls
- Adding Images
- The HTML Editor
- Pasting from Word
- Using Tables
- Inserting Images into HTML
- Using the HTML View
- Demo: Using Controls
- Summary

Versioning and Approval

- Introduction
- Versioning
- Traffic Cop and Historian
- Configuring Versioning
- Demo: Versioning
- Approval Processes
- Submitting a Page for Approval

- Demo: Approval
- Summary

Publishing Infrastructure

- Introduction
- Publishing Infrastructure
- Publishing Feature
- Site Collection Elements
- SharePoint Publishing
- Publishing Site Elements
- Demo: Activating Publishing
- Branding Publishing Sites
- Summary

Styles and Themes

- Introduction
- Styles and Themes
- CSS Links
- Publishing Layouts
- Styles in a Publishing Page
- The Style Library
- BlackBand.master
- Style Sheets
- Alternate CSS URL
- Managing Images
- SPUrlExpressionBuilder
- Demo: Style Sheets
- Summary

Master Page Basics

- Introduction
- Master Page Basics
- Content Pages
- Publishing Master Pages

- Site Master Page Settings
- Master Pgs and Pg Layouts
- Editing Master Pages
- Structure of *band.master
- Demo: Master Page
- Branding and Authoring
- HTML Editor Buttons
- Custom Editor Styles
- Demo: Editor Styles
- Summary

Publishing Site Definitions

- Introduction
- Site Definition Basics
- Web Template
- Site Definition
- Publishing Portal Definition
- Custom Site Definition
- Project Structure
- Portal Template
- Site Features
- PublishingResources Feature
- Web Features
- Publishing Feature
- NavigationProperties Feature
- Build and Deployment
- Demo: Web Template
- Summary

Adding Content to Site

- Introduction
- Adding Branding Assets

- Expanding Project Structure
- Demo: Branding Assets
- Visual Studio and SPD
- Exporting Content from SPD
- Adding Files to VS Solutions
- Feature Stapling
- Demo: Feature Stapling
- Summary

Content Types

- Introduction
- Site Columns
- Publishing Site Columns
- Content Types
- Publishing Content Types
- Creating a Site Column
- New Page Content Type
- Content Type IDs
- Article Page Content Type ID
- Deploying with Features
- Associating with Pages Library
- Demo: Column and Content
- Summary

Create Page Layouts

- Introduction
- What are Page Layouts?
- Creating a Page Layout
- Using EditModePanel
- Deploying Pg Layouts
- Demo: Page Layout
- Demo: Deploying Pg Layouts

(Continued on page 2)

SharePoint 2007: Web Content Management

page 2

- Summary

Create Pages

- Introduction
- Serving Pages
- Exporting Pages
- Pages with Features
- Pages with Code
- Demo: Creating Pages
- Summary

Site Structure

- Introduction
- Site Hierarchy
- Farm's Physical Architecture
- Farm's API Architecture
- Web Application
- Site Collection
- Sites
- The Simplest Example
- Logical Site Hierarchy
- Single Site Collection
- Partitioning
- Creating Web Applications
- Demo: Creating a Web App
- Creating Site Collections
- Demo: Create a Site Collection
- Creating Sites
- Demo: Creating Sites
- Web Apps with Object Model
- Collections with Object Model
- Sites with Object Model
- Demo: SharePoint's OM
- Summary

Site Hosting

- Introduction
- Vanity URLs and Host Headers
- Host file and DNS
- Demo: Host file
- Web Applications
- Host Header Site Collections
- Demo: Site Collections
- Site Maps
- Pages
- Sites vs. Pages
- Hosting Recommendations
- Scalability, Sizing, Hosting
- Summary

Users and Roles

- Introduction
- SharePoint Permissions
- Role / Permission Levels
- SharePoint Groups
- Demo: Groups and Users
- Demo: Groups and Users VS

- Author's Roles
- Editors and Approvers
- Demo: Editors and Approvers
- Summary

Creating Users and Roles

- Introduction
- Authentication Providers
- Demo: Creating SQL Database
- Demo: Add Users and Roles
- Demo: Creating Sites
- Demo: Extend Web App
- Demo: Modifying Web.config
- Demo: Auth Providers
- Demo: Site Collection admins
- Summary

Versioning and Audiences

- Introduction
- Checkout Versioning Approval
- Document and Item Versioning
- Checking Items In and Out
- Content Approval Overview
- Programming Check-in
- Demo: Check-in / Approval
- Audience Targeting
- Static Audiences
- Rules-Based Audiences
- Demo: Audiences
- Program Audience Targeting
- Demo: Audience Targeting
- Summary

Content Deployment

- Introduction
- Content Deployment
- Enabling Content Deployment
- Paths and Jobs
- Demo: Content Deployment
- Recurring Jobs
- Quick Deployment
- Demo: Quick Deployment
- Patch Status
- Content Deployment API
- Demo: Content Dep API
- Open Source Deployment Tool
- Content Deployment Strategies
- Summary

Variations for Multilingual

- Introduction
- Multilingual Content
- Multilingual Scenarios
- Language Packs
- How Variations Work
- Demo: Build a Variation Site
- Summary

Site Navigation

- Introduction

- Navigation in SharePoint
- Top Navigation
- Quick Launch Navigation
- Navigation: No Publishing
- Navigation: With Publishing
- On Page Navigation
- Demo: Navigation
- Customizing Quick Launch
- Demo: Custom Quick Launch
- Coding Navigation
- Customizing Tab Behavior
- Demo: Custom Tab Behavior
- Custom Navigation Provider
- Demo: Navigation Provider
- Delegate Controls
- Demo: Delegate Controls
- Summary

Sharepoint Search

- Introduction
- MOSS Search Administration
- Search Services
- Shared Service Provider
- Search Configuration
- Demo: Configuring Searches
- Search Customization
- Demo: DropDownMode
- Search Site Templates
- Demo: Adding Search Center
- Results Pages
- Demo: Results Pages
- Custom Search w/SPD
- Demo: Custom Search w/SPD
- Custom Results Pages
- Demo: Custom Results Pages
- MOSS Search Query Syntax
- Keyword Syntax
- URL Syntax
- SQL Syntax
- Freetext & Contains Predicate
- Demo: Search Namespaces
- 3rd Party Search Tools
- MOSS Faceted Search
- Summary

Content Query Web Part

- Introduction
- Content Query
- Demo: Content Query
- Customizing Results
- Demo: Custom Results
- Open Source CQWP
- Summary

Querying SharePoint

- Introduction

- Overview
- SPQuery
- CrossListQueryInfo
- SPSiteDateQuery
- Demo: Querying Classes
- U2U CAML Query Builder
- Demo: U2U CAML
- Crossing the Site Collection
- 3rd Party Solutions
- Fixed Query Search
- Demo: Fixed Query
- Summary

Usage Analysis Reporting

- Introduction
- Analysis Reporting Overview
- STSADM & Analysis Settings
- Reading Reports
- Demo: Usage Analysis
- Demo: SPD Reports
- Auditing and the Object Model
- Customize Usage Reports
- Demo: Item Level Auditing
- Summary