

# Exploring SharePoint 2010

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.

**Prerequisites:** A basic understanding of .NET and ASP.NET, and experience with SharePoint 2003 or 2007 are all helpful, but not required. No particular programming experience is required, but the course is taught from a developer's perspective.

**Runtime:** 09:46:32

**Course description:** The course for SharePoint 2010 will give you an overview SharePoint Foundation and Server 2010. You will become familiar with working with different types of content, using keywords, tags and notes. The course will then move onto a strong point of SharePoint 2010, collaboration. You will see how to use version control for documents, manage alerts and use other collaboration tools. Then the course will cover how SharePoint 2010 works with Microsoft Office 2010 and other external data. You will also learn about using SharePoint with SQL Server Reporting Services for Business Intelligence and then how to develop for SharePoint 2010 using Visual Studio 2010.

## Course outline:

### Getting Started

- Introduction
- What is SharePoint
- SharePoint as a Platform
- SharePoint as a Product
- Add-ons and Tools
- SharePoint Foundation
- Server Requirements
- Client Requirements
- What's New in 2010
- SharePoint Server 2010
- New in SPS 2010
- Standard CAL
- Enterprise CAL
- Demo: Install 2010
- Summary

### Service Applications

- Introduction
- Important Terminology
- Demo: New Site
- Team Site Templates
- Demo: Lists and Libraries
- Pages
- Demo: Page Editing
- Summary

### Working with Content

- Introduction
- List Basics
- Demo: Lists

- Documents and Metadata
- Demo: Document Library
- Lists & Libraries - What's New
- Content Types
- Demo: Content Type
- Document Templates
- Demo: Info Path
- Summary

### New Features

- Introduction
- Content Type Syndication
- Service Applications
- Metadata Application
- Demo: Content Syndication
- Terms and Term Sets
- Versus Lookup or Choice Column
- Demo: Term Store
- Document Sets
- Demo: Document Sets
- IM Policy
- Summary

### Core Collaboration

- Introduction
- Collaboration Platform
- New Collaboration Features
- Versioning
- Demo: Versioning
- Approval Processes
- Demo: Approval Processes

- Alerts
- Demo: Alerts
- Summary

### Team Collaboration

- Introduction
- Workspaces
- Group Work Site
- Demo: Workspaces
- Collaboration - Office 2010
- Demo: Collaboration - Office
- Blogs and Wikis
- Demo: Blogs + Wikis
- My Sites
- Demo: My Sites
- Summary

### Search Concepts

- Introduction
- What can you search?
- Continuum of Capability
- What's New
- Content Sources
- Demo: Content Sources
- Searching for Content
- Search Centers
- Basic Search Center
- Enterprise Search Center
- Demo: Search Centers
- Summary

### Advanced Search Concepts

- Introduction

- Restricting Results
- Keyword Queries
- Search Scopes
- Metadata Refinements
- Demo: Metadata Refinements
- Keywords and Best Bets
- Demo: Keywords
- Federated Search
- Demo: Federated Search
- Fast Search
- Fast Benefits
- FAST Search Center
- Demo: FAST Search
- Summary

### SharePoint and Office

- Introduction
- New in SharePoint/Office
- Office Web Applications
- Demo: Office Web Apps
- PowerPoint Services
- Demo: PowerPoint Services
- Access 2010
- Access Services and SSRS
- Demo: Access Intergration
- Demo: Access Services
- Summary

### More SharePoint and Office

- Introduction
- Visio Services

(Continued on page 2)

# Exploring SharePoint 2010

page 2

- Demo: Visio Services
- Word Automation Services
- Demo: Word Automation
- Demo: Document Conversion
- Excel Services
- InfoPath Forms Services
- Summary

## External Data

- Introduction
- Business Connectivity Services
- What BCS Does
- Concepts
- Tooling
- Demo: BCS Application
- Adding Behavior
- Demo: Actions
- Summary

## More External Data

- Introduction
- Filters
- Demo: Wild Card Filter
- External Data Column
- Demo: External Column
- Search and Profile Pages
- Demo: Profile Pages
- Security
- Demo: Secure Store
- Data Connectivity Model
- Demo: Data Connectivity
- Summary

## Dev + Management Tools

- Introduction
- Powershell 2.0
- Demo: Powershell 2.0
- SharePoint Designer
- Break from the Past
- Admin Functions
- Demo: Functions
- Designer Workflow
- Demo: Workflow
- Summary

## Visual Studio

- Introduction
- Visual Studio 2010
- Demo: VS 2010
- Deployment Options
- Sandbox Solution
- Why Sandbox
- What's Allowed
- What's Not Allowed
- What's Allowed: Code
- What's Not Allowed: Code
- Don't Believe the Hype

- Build Something Useful?
- Demo: Sandbox
- Working with Features
- Demo: Feature Designer
- Package Design
- Demo: Package Designer
- Demo: Project Properties
- Summary

## Business Intelligence

- Introduction
- BI Features
- Data Sources
- Data View
- Chart Web Part
- Demo: Data Source
- Demo: Data View
- Demo: Chart Web Part
- BI Center
- Demo: BI Center
- Excel Services
- Demo: Excel Services
- Summary

## More Business Intelligence

- Introduction
- PerformancePoint Services
- What is a Dashboard?
- Demo: Dashboard Designer
- SSRS Intergration
- SSRS Data Sources
- Report Builder Report Types
- Demo: SSRS
- PowerPivot
- Demo: PowerPivot
- Summary