

Sharepoint 2010 Document Sets Tutorial

It's no secret that cloud-based computing is the next big movement in IT, and Microsoft is right there in the market with Office 365—a cloud-based productivity suite which includes a hosted, cloud-focused version of SharePoint 2010. SharePoint 2010 developers who have traditionally developed for on-premise environments will suddenly find themselves being asked to develop for the cloud. While there is a lot of overlap between cloud-based and traditional SharePoint development, there are also some important differences and considerations that must be taken into account as well. In particular, the proliferation of cloud-based solutions was a driving force behind certain new features in SharePoint 2010, like sandboxed solutions and the new client object model. As the devil is always in the details, *Pro SharePoint 2010 Development for Office 365* helps you navigate the changes and develop compelling applications and solutions for SharePoint Online in Office 365. Authors Dave Milner, Bart McDonough, and Paul Stork bring to the table decades of experience in real-world development of solutions for customers—expertise that is the practical result of what works in real-world customer environments. This proven team will cover with you the architectural landscape that SharePoint in the cloud represents, discuss the steps in setting up a development environment, and cover multiple real-world development approaches, technologies, and considerations.

Written for the IT professional and business owner, this book provides the business and technical insight necessary to migrate your business to the cloud using Microsoft Office 365. This is a practical look at cloud migration and the use of different technologies to support that migration. Numerous examples of cloud migration with technical migration details are included. Cloud technology is a tremendous opportunity for an organization to reduce IT costs, and to improve productivity with increased access, simpler administration and improved services. Those businesses that embrace the advantages of the cloud will receive huge rewards in productivity and lower total cost of ownership over those businesses that choose to ignore it. The challenge for those charged with implementing Microsoft Office 365 is to leverage these advantages with the minimal disruption of their organization. This book provides practical help in moving your business to the Cloud and covers the planning, migration and the follow on management of the Office 365 Cloud services.

Provides an examination of the next generation of Microsoft SharePoint technologies, explaining how to use the technologies to extend the information sharing and collaboration capabilities to develop enterprise information management, sharing and collaboration solutions.

Practical SharePoint 2010 Information Architecture is a guide and tool set for planning and documenting the scope, navigational taxonomy, document taxonomy, metadata, page layouts and workflows for a successful SharePoint 2010 project. If you have been tasked with delivering an intranet for collaboration, document management or as a corporate portal, your only chance for success is to get all of these elements right, and then to make sure that you and your stakeholders are all on the same page. SharePoint 2010 can be dangerous to your career: Expectations are often set very high, and not enough time is invested in understanding how those expectations can be met. Many SharePoint 2010 projects fail to meet their initial goals. *Practical SharePoint 2010 Information Architecture* arms you with proven tools that will help you to ensure that there is an agreement on the goals and scope, and how to then efficiently design your taxonomies. With author Ruven Gotz' work (with contributions from Michal Pisarek and Sarah Haase) at your side, You will learn how to educate your users on what metadata is and why it is important so you can build SharePoint 2010 solutions that exceed the expectations of your users. This book: Gives you practical approaches that have been proven in the field Explains how to use visual mind mapping tools and diagramming tools that provide clarity to all stakeholders Gives you techniques on how to teach and motivate your users for adoption and success

Office 365: Migrating and Managing Your Business in the Cloud

Tricks, Traps, and Bold Opinions

Pro SharePoint 2010 Development for Office 365

Business Performance Enhancement

SharePoint 2010 All-in-One For Dummies

Presents a guide to preparing for certification exams for four Microsoft Office programs, which includes overviews, step-by-step instructions, and practice projects for each program.

If you work with SharePoint, you may have discovered that there are countless tricks for using this platform to solve real-world problems—and you certainly wouldn't mind learning some of them. That's the purpose behind *EndUserSharePoint*, a community site that lets end users share ingenious new ways for putting SharePoint to work. This insightful and entertaining book presents a compilation of popular, well-written articles from the site, published by contributors for people who use SharePoint at their companies but don't have access to its technical server side. Each engaging story puts you into the narrative as a participant, rather than a passive observer, so you can easily visualize the situation and share the "aha!" solution with the author. Learn some tricks, gain some insight—and have fun doing it. These articles will help you: Build a documented framework for evaluating whether your company is getting the most value from SharePoint Create documentation and script management with OneNote and a SharePoint library Use the Data View Web Part to create hyperlinks from existing SharePoint data Implement data visualization in SharePoint without access to the server Creating document libraries with

mixed content sources in any SharePoint version Pull information from disparate site collections into a single navigation system Contributors include: Sadalit Van Buren Kerri Abraham Jim Bob Howard Marc D. Anderson Laura Rogers Waldek Mastykarz Alexander Bautz Dessie Lunsford Eric Alexander Peter Allen "What a fantastic resource. No other book in the SharePoint community hits this 'power user' or 'end user' audience like this book does. There are powerful examples in here that will really solve business problems and set the reader on the right track." –Joel Oleson, Global SharePoint Evangelist, and one of the first SharePoint architects

SharePoint experts focus on SharePoint 2010 as a platform for Enterprise Content Management SharePoint allows all users in an organization to manage and share their content reliably and securely. If you're interested in building Web sites using the new capabilities of enterprise content management (ECM) in SharePoint 2010, then this book is for you. You'll discover how SharePoint 2010 spans rich document management, records management, business process management and web content management in a seamless way to manage and share content. The team of SharePoint experts discusses the ECM capabilities included in SharePoint Server 2010 that will assist with your workflow and content management. They cover Web content management (WCM) features and discuss accessibility and extensibility as well as scale and compliance. Shows how to use the capabilities of enterprise content management (ECM) to build Web sites Covers SharePoint 2010 ECM features and WCM (Web Content Management) features Reviews workflow and content management, mater pages and layouts, scale and compliance, and accessibility and extensibility Features real-world examples and code samples to help with your learning process Packed with code examples and real-world scenarios, this comprehensive book provides you with the information you need to get started using ECM with SharePoint 2010 today.

Master Microsoft SharePoint 2010 In How to Do Everything: Microsoft SharePoint 2010, Stephen Cawood--a former member of the SharePoint development team--explains how to get the most out of this powerful business collaboration platform. Learn how to use document management functions, wikis, taxonomy, blogs, My Sites, web parts, and more. Take full advantage of the content management, enterprise search, collaboration, and information-sharing capabilities of SharePoint 2010 with help from this practical guide. Set up a SharePoint site Add documents, use the SharePoint content approval workflow, and work with document versioning features Collaborate with others during discussion boards, blogs, wikis, events, surveys, calendars, and workspaces Use social tagging to create a folksonomy of keywords Create a taxonomy hierarchy using Enterprise Managed Metadata Build publishing sites, My Sites, and public-facing websites Show data on pages using web parts Customize lists, forms, site themes, and navigation Use SharePoint with client applications, including Microsoft Office Backstage, Outlook, InfoPath, SharePoint Designer, and third-party applications

MS SharePoint 2016 Step _p1

SharePoint 2010 For Dummies

SharePoint 2010 User's Guide

SharePoint Online Power User Playbook

SharePoint User's Guide

Here's the bestselling guide on SharePoint 2010, updated to cover Office 365 SharePoint Portal Server is an essential part of the enterprise infrastructure for many businesses. The Office 365 version includes significantly enhanced cloud capabilities. This second edition of the bestselling guide to SharePoint covers getting a SharePoint site up and running, branded, populated with content, and more. It explains ongoing site management and offers plenty of advice for administrators who want to leverage SharePoint and Office 365 in various ways. Many businesses today rely on SharePoint Portal Server to aggregate SharePoint sites, information, and applications into a single portal This updated edition covers the enhanced cloud capacities of Office 365 and Microsoft SharePoint Online Shows how to use SharePoint to leverage data centers and collaborate with both internal and external customers, including partners and clients Covers getting a site up and running, populating it with content, branding it, and managing the site long term Administrators and small-business website managers will find SharePoint 2010 For Dummies, 2nd Edition gives them the information they need to make the most of this technology. 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 guide 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 Foundation 2010 and SharePoint Server 2010 provide a collection of tools and services you can use to improve user and team productivity, make information sharing more effective, and facilitate business decision-making processes. In order to get the most out of SharePoint 2010, you need to understand how to best use the capabilities to support your information management, collaboration, and business process management needs. This book is designed to provide you with the information you need to effectively use these tools. Whether you are using SharePoint as an intranet or business solution platform, you will learn how to use the resources (such as lists, libraries, and sites) and services (such as publishing, workflow, and policies) that make up these environments. Information and process owners will be given the knowledge they need to build and manage solutions. Information and process consumers will be given the knowledge they need to effectively use SharePoint resources. In this book, Seth Bates and Tony Smith walk you through the components and capabilities that make up a SharePoint 2010 environment. Their expertise shines as they provide step-by-step instructions for using and managing these elements, as well as recommendations for how to best leverage them. As a reader, you'll then embrace two common SharePoint uses, document management and project information management, and walk through creating samples of these solutions, understanding the challenges these solutions are designed to address and the benefits they can provide. The authors have brought together this information based on their extensive experience working with these tools and with business users who effectively leverage these technologies within their organizations. These experiences were incorporated into the writing of this book to make it easy for you to gain the knowledge you need to make the most of the product.

Close the gap between introductory and advanced resources available on SharePoint 2016 with this guide and identify the core benefits of specific techniques in a real-world context, including best practice scenarios. You will find this book to be a comprehensive collection of tutorials and solutions for all of the most widely used techniques (e.g., intranet, Internet, formal metadata management, informal metadata management, document management, social media, project management). To overcome the high volume, velocity, and variety of data, content management systems usually focus on different sub-tasks, namely document management, web content management, digital asset management, and enterprise records management. As a leading enterprise CMS and all-around solution, SharePoint Server handles all of these sub-tasks using one system; however, the opportunities and limits of SharePoint are often unknown at the management level. Many managers who decide to use SharePoint do not know how SharePoint can concretely help to improve their business and day-to-day operations. They are often overwhelmed with its functionalities. In addition, daily users are often overwhelmed with the complexity and extensive features and possibilities of the system. Both SharePoint administrators and users need a clear explanation of when SharePoint can be used, where it can help, and how to use it. Manager's Guide to SharePoint Server 2016 is that solution. The book provides coverage of: SharePoint technology, including the core technologies of SharePoint and the MySite technology, as well as SharePoint administration levels Template technology, including the most widely used collaboration, enterprise, and publishing site templates Hands-on tutorials and solutions for users and administrators, including use cases in a real-world context Best practice scenarios of SharePoint governance, template usage, and additional tools to improve SharePoint What You'll Learn Discern how and where SharePoint can help improve a company's success Understand the core elements of SharePoint for customization and how to improve the site's functionalities Know how SharePoint can be used as a collaboration and management platform Discover what to do within SharePoint and how to more effectively manage SharePoint in daily business across teams Who This Book Is For Content managers, systems managers, and software engineering professionals. SharePoint managers, end users, and site administrators will also find this book useful.

SharePoint 2010 Wrox 10-Pack Digital Library
Configuring Microsoft SharePoint 2010
Tutorials, Solutions, and Best Practices
How to Do Everything Microsoft SharePoint 2010
SharePoint 2010 Field Guide

Learn how to make the most of SharePoint 2016 and its wide range of capabilities to support your information management, collaboration, and business process management needs. Whether you are using SharePoint as an intranet or business solution platform, you will learn how to use the resources (such as lists, libraries, and sites) and services (such as search, workflow, and social) that make up these environments. In the fifth edition of this bestselling book, author Tony Smith walks you through the components and capabilities that make up a SharePoint 2016 environment. He provides step-by-step instructions for using and managing these elements, as well as recommendations for how to get the best out of them. What You Will Learn Create and use common SharePoint resources like lists, libraries, sites, pages and web parts Understand when and how workflows and information management policies can be used to automate process Learn how to take advantage of records retention, management, and disposition Make the most of SharePoint search services Take advantage of social capabilities to create social solutions Who This Book Is For Whether you have not yet used SharePoint at all, have used previous versions, have just started using the basic features, or have been using it for a long of time, this book provides the skills you need to work efficiently with the capabilities SharePoint 2016 provides.

Conquer Microsoft SharePoint Foundation 2010—from the inside out! You're beyond the basics—so dive right in and really

support collaboration. This supremely organized reference packs hundreds of timesaving solutions, troubleshooting tips, and workarounds. It's all muscle and no fluff. Discover how the experts tackle SharePoint Foundation 2010—and challenge yourself to new levels of mastery! Build team sites with non-code solutions using SharePoint Designer 2010 Modify and share content with SharePoint lists and libraries—online and offline Implement governance policies to plan site structure and manage content Create Web Parts to customize and display SharePoint site content Interact with SharePoint content using Microsoft Office applications Generate reusable workflows and apply them to multiple SharePoint lists Use Business Connectivity Services to access your company's business intelligence Design custom SharePoint solutions using Microsoft .NET and Visual Studio

Features timesaving solutions, troubleshooting techniques, and workarounds that will enable users to maximize the effectiveness of Microsoft's business collaboration platform.

Written by a four-time SharePoint MVP, this book examines the differences between SharePoint Foundation (SPF) and SharePoint Server (SPS). Appropriate for consultants and IT professionals who need to understand how to plan, implement, and configure SharePoint, administrators and the support team that must know how to manage SharePoint, IT managers and project leaders, it assumes no previous knowledge of SharePoint. The version adds full integration support for Microsoft Office 2010 and Visio 2010, Microsoft's new FAST search, and mobile and Groove client support. Moving to Office 365

Planning and Migration Guide

Advice from the Consulting Trenches

Getting Started with SharePoint Collaboration Services

Microsoft SharePoint Foundation 2010 and Microsoft SharePoint Server 2010

Manage and administrate your SharePoint Online site with ease Key Features a- Explore next generation sites, libraries, lists for better collaboration. a- Configure SharePoint features. a- Permission management a modern approach to secure and share. a- Design modify site with next-generation webparts. a- Next generation approach to monitor and analyze reports. Description This book is a one-stop guide for everyone who wants to learn how to administer SharePoint online sites. This book starts by covering the fundamentals of SharePoint and SharePoint Content and then shares an overview of the next-generation SharePoint Site templates. You will learn how to select the right template for your business. You will get familiar with Site contents and all the upgraded features of lists and libraries. Furthermore, the book focuses on features such as Information Management Policy, Permissions, Content Approval Concept, Document ID Service, Managing metadata, and Server Publishing. You will also get familiar with section layouts and terminologies and will learn how to configure webparts in SharePoint online. You will then come across the new features in the structural navigation cache and will understand the entire working of the hub site. Towards the end, you will organize and monitor site content and usage. What will you learn a- Configure features like Information Management Policy, Document ID, Content Organizer, Managed Metadata and Server Publishing etc. a- Improved Permission Management for better/quick navigation and sharing. a- Configure and Integrate external content types with site Designing, configuring modern web parts and site. a- New approach of Monitoring and analyzing site's, reports. Who this book is for This book is a must-read for everybody who uses SharePoint Online, users responsible for managing or administrating sites, users with roles like owner, designer, approver, contributor. Table of Contents 1. Introduction and Site Information 2. Library and List of Smart Management 3. Content Approval Concept 4. Configure Document ID Service 5. Document Sets Feature 6. Content Organizer Feature 7. Manage Permission 8. Managed Metadata Concept 9. SharePoint Server Publishing Infrastructure Feature 10. Application of Business Connectivity Services 11. Site Designing and Enhancement 12. Manage Site Usage About the Author Deviprasad Panda is currently working as a Lead SharePoint administrator having almost 9-year relevant experience in sharepoint. He is having strong experience in sharepoint 2010, sharepoint 2013, sharepoint 2016, sharepoint 2019 on-premises production farm, sharepoint online, hosting sharepoint in azure. He completed certifications in "e;70-573: Microsoft SharePoint Application Development"e;, "e;70-667: Microsoft SharePoint Configuration"e;, "e;70-668: Microsoft SharePoint 2010 Administrator"e;, "e;70-331: Core Solutions of Microsoft SharePoint Server 2013"e;, "e;70-332: Advanced Solutions of Microsoft SharePoint Server 2013"e;, "e;70-339: Managing Microsoft SharePoint Server 2016"e;, "e;70-533: Implementing Microsoft Azure Infrastructure Solutions"e;. He has huge production experience in multiple reputed companies in India. He is the founder of "e;SharePointTechnicalSupport,"e; a website to support sharepoint related queries to people. He is a trainer, YouTuber having channel "e;Deviprasad Panda"e; as well. He is very passionate about the work that he steps into, and his dedication to providing quality work as committed is highly appreciated. Your LinkedIn Profile: www.linkedin.com/in/deviprasadpanda

Taking the basics to the business with no-coding solutions for SharePoint 2010 using this book and eBook.

Take control of SharePoint 2010 with PowerShell! Administer SharePoint 2010 using PowerShell with help from this practical guide. PowerShell for Microsoft SharePoint 2010 Administrators explains how to configure and manage the latest version of the powerful enterprise collaboration platform. Find out how to automate the installation process, construct dynamic SharePoint environments, create and extend Web applications, and manage service applications. Backup, security, and performance enhancement techniques are also fully covered in this comprehensive resource. Understand key SharePoint 2010 concepts and components Learn the basics of PowerShell for SharePoint administration Develop custom PowerShell scripts and functions Automate SharePoint 2010 management using PowerShell Manage Web applications and content databases Administer sites and site collections Control list items and metadata Handle document management Enable Remote BLOB Storage Query SQL Server databases

This book takes a concentrated look at the very latest best practices for Office 365 migration, with a focus on the needs of senior managers, IT managers, and others involved in key decisions when moving their business to the cloud. Based on popular chapters in his first book, Office 365: Migrating and Managing Your Business in the Cloud (Apress Open, co-authored with Don Crawford), author Matt Katzer revises and expands on his original material to bring you the latest guidance on planning methods, management best practices, personnel decisions, and migration and maintenance costs, along with brand new material on some of the most important and cutting-edge considerations when moving your business to the cloud: securing company data, and driving collaboration in the workplace.

Topics covered include: The Office 365 cloud security model and best practices to apply when securing your business in the cloud Microsoft Office 365 operation and usage options for any size enterprise Proven methods for planning and minimizing disruption A step-by-step migration plan How to improve employee collaboration and productivity through use of Office 365's collaborative apps, including Excel, Outlook Web Access, OneDrive, and Skype for Business Office 365 site management advice for IT administrators and business owners Moving to Office 365 provides practical and planning guidance for business owners, and CIO/CTOs and IT managers who have responsibility for the IT needs of their business.

SharePoint Server 2010 Enterprise Content Management

MOS 2010 Study Guide for Microsoft OneNote Exam

MOS 2010 Study Guide for Microsoft Word Expert, Excel Expert, Access, and SharePoint Exams

Manager's Guide to SharePoint Server 2016

Microsoft SharePoint 2013 Inside Out

This two-in-one kit includes the official Microsoft study guide, plus practice tests on CD to help test takers assess their skills. It comes packed with the tools and features exam candidates want most.

Learn to leverage the features of the newest version of SharePoint, in this update to the bestseller *More than simply a portal*, SharePoint is Microsoft's popular content management solution for building intranets and Web sites or hosting wikis and blogs. Offering broad coverage on all aspects of development for the SharePoint platform, this comprehensive book shows you exactly what SharePoint does, how to build solutions, and what features are accessible within SharePoint. Written by one of the most recognized names in SharePoint development, *Professional SharePoint 2010 Development* offers an extensive selection of field-tested best practices that shows you how to leverage the vast power of this multi-faceted tool to build custom workflow and content management applications. Plus, you'll discover how to take advantage of the new features to roll out new SharePoint sites or upgrade existing sites. SharePoint guru Tom Rizzo offers broad coverage of the newest version of SharePoint, Microsoft's popular content management solution *Addresses how the new version adds enhanced developer support for ASP.NET, Ajax, LINQ, and Silverlight Demonstrates how to take advantage of new features, including improvements to offline and mobile client capabilities, social networking additions, and more Covers user experience development, platform services, social media features, event handling, the business data catalog, forms and workflow, business intelligence, and more* With this book, you'll get exhaustive coverage on the many possibilities that exist with SharePoint.

SharePoint Online from Scratch gives hands-on instructions on how to practically make use of a SharePoint tenant for an organization, or parts thereof. It is almost entirely no-code. Even if *SharePoint Online from Scratch* primarily is a handbook, explanations on how SharePoint works are mixed into the instructions. SharePoint Online is an ever changing platform, so the author's aim is to give a deeper understanding of how to take advantage of SharePoint at the same time as giving practical advice.

This is your most concise, practical reference to deploying, configuring, and running SharePoint 2013. Perfect for admins at all levels, it covers both technical topics and business solutions. *SharePoint MVP Ben Curry* focuses on the crucial step-by-step information for performing day-to-day tasks quickly, reliably, and well. No obscure settings, abstract theory, or hype...just help you can really trust—and really use! *Install SharePoint Server 2013 Configure farms and databases Create and extend web applications Set up and scale service applications Deploy and manage sites/collections Implement BI solutions Integrate Excel Services and PowerPivot Configure enterprise content types and metadata Deploy Enterprise Search Manage documents and web content Brand your site Deliver social tools, including microblogging Back up and restore*

Office and SharePoint 2010 User's Guide

SharePoint 2016 User's Guide

MCTS Exam 70-667

Beginning SharePoint 2010 Administration

Learning Microsoft's Business Collaboration Platform

Simplify SharePoint with this comprehensive, understandable guide *SharePoint* is a Microsoft technology that enables project collaboration through a single portal. It can be complex, but not when approached the *Dummies* way! This guide offers eight self-contained minibooks that examine each aspect of SharePoint 2010. Whether you're an experienced administrator or developer or you're just getting your feet wet, you'll find it's easy to locate what you need and learn to install, configure, and manage a SharePoint portal. You can dig as deeply into SharePoint as you want or need to. *SharePoint 2010* is the newest version of collaboration technology that allows you to aggregate SharePoint sites, information, and applications into a single portal *Administrators, page producers, and developers* will be able to get SharePoint installed, configured, and running with the advice in this guide *Eight minibooks* address the Microsoft Office SharePoint system, SharePoint services, collaboration, SharePoint Server, enterprise content management, managing users, architecting SharePoint, and SharePoint deployment *Covers planning, installation, configuration, performance, troubleshooting, data structure, and more* If you work with SharePoint, you'll find *Microsoft SharePoint 2010 All-in-One For Dummies* provides what you need to get starting and keep going with SharePoint 2010.

Pro SharePoint 2010 Administration is a practical guide to SharePoint 2010 for intermediate to advanced SharePoint administrators and power users, covering the out-of-the-box feature set and capabilities of Microsoft's collaboration and business productivity platform. *SharePoint 2010* is an incredibly complex product, with many moving parts, new features, best practices, and "gotchas." Author Rob Garrett distills SharePoint's portfolio of features, capabilities, and utilities into an in-depth professional guide—with no fluff and copious advice—that is designed from scratch to be the manual Microsoft never wrote. Starting with a detailed deployment and initial configuration walkthrough, the book covers all major feature areas, including document management, social computing, metadata management, and administration. You'll also learn about planning for capacity, backup administration and disaster recovery, business intelligence, monitoring, and more. Unlike other books, *Pro SharePoint 2010 Administration* covers all elements of the product, but has a specific emphasis on features new and enhanced in the 2010 release. *Pro SharePoint 2010 Administration* is the only book you'll need as you set out to deploy and administer SharePoint 2010.

Microsoft SharePoint 2013 provides a collection of tools and services you can use to improve user and team productivity, make information sharing more effective, and facilitate business decision-making processes. In order to get the most out of *SharePoint 2013*, you need to understand how to best use the capabilities to support your information management, collaboration, and business process management needs.

The *SharePoint 2013 User's Guide* is designed to provide you with the information you need to effectively use these tools. Whether you are using SharePoint as an intranet or business solution platform, you will learn how to use the resources (such as lists, libraries, and sites) and services (such as search, workflow, and social) that make up these environments. In the fourth edition of this bestselling book, author Tony Smith walks you through the components and capabilities that make up a *SharePoint 2013* environment. He provides step-by-step instructions for using and managing these elements, as well as recommendations for how to best leverage them. The author has brought together this information based on his extensive experience working with these tools and with business users who effectively leverage these technologies within their organizations. These real-world experiences were incorporated into the writing of this book to make it easy for you to gain the knowledge you need to make the most of the product. Pick up a copy of the *SharePoint 2013 User's Guide* today.

Demonstrate your expertise with *Microsoft OneNote 2010* by earning a MOS certification. This official Study Guide is designed to help you practice and prepare for MOS Exam 77-853: *OneNote 2010*, and features: Full objective-by-objective coverage Procedures and hands-on practice tasks Ready-made, downloadable practice files Exam-discount offer from Certiport Use the in-depth exam prep, practice, and review to help advance your proficiency with *OneNote 2010*—and earn the credential that proves it!

Microsoft SharePoint Foundation 2010 Inside Out

Exam 70-667

Learning Microsoft's Business Collaboration Platform

Microsoft Sharepoint 2010 End User Guide

Practical SharePoint 2010 Information Architecture

Portable and precise, this pocket-sized guide delivers ready answers for the day-to-day administration of SharePoint 2010. Featuring easy-to-scan tables, step-by-step instructions, and handy lists, this book offers the streamlined, straightforward information you need to solve problems and get the job done—whether at your desk or in the field! Topics include deployment, site configuration, enterprise content management, search and indexing, workflows, shared service providers, information management policies, scalability, availability, security, logging and processing analysis, and backup and recovery.

Covers SharePoint 2013, Office 365's SharePoint Online, and Other Office 365 Components In SharePoint 2013 Field Guide, top consultant Errin O'Connor and the team from EPC Group bring together best practices and proven strategies drawn from hundreds of successful SharePoint and Office 365 engagements. Reflecting this unsurpassed experience, they guide you through deployments of every type, including the latest considerations around private, public, and hybrid cloud implementations, from ECM to business intelligence (BI), as well as custom development and identity management. O'Connor reveals how world-class consultants approach, plan, implement, and deploy SharePoint 2013 and Office 365's SharePoint Online to maximize both short- and long-term value. He covers every phase and element of the process, including initial "whiteboarding"; consideration around the existing infrastructure; IT roadmaps and the information architecture (IA); and planning for security and compliance in the new IT landscape of the hybrid cloud. SharePoint 2013 Field Guide will be invaluable for implementation team members ranging from solution architects to support professionals, CIOs to end-users. It's like having a team of senior-level SharePoint and Office 365 hybrid architecture consultants by your side, helping you optimize your success from start to finish! Detailed Information on How to... Develop a 24-36 month roadmap reflecting initial requirements, longterm strategies, and key unknowns for organizations from 100 users to 100,000 users Establish governance that reduces risk and increases value, covering the system as well as information architecture components, security, compliance, OneDrive, SharePoint 2013, Office 365, SharePoint Online, Microsoft Azure, Amazon Web Services, and identity management Address unique considerations of large, global, and/or multilingual enterprises Plan for the hybrid cloud (private, public, hybrid, SaaS, PaaS, IaaS) Integrate SharePoint with external data sources: from Oracle and SQL Server to HR, ERP, or document management for business intelligence initiatives Optimize performance across multiple data centers or locations including US and EU compliance and regulatory considerations (PHI, PII, HIPAA, Safe Harbor, etc.) Plan for disaster recovery, business continuity, data replication, and archiving Enforce security via identity management and authentication Safely support mobile devices and apps, including BYOD Implement true records management (ECM/RM) to support legal/compliance requirements Efficiently build custom applications, workflows, apps and web parts Leverage Microsoft Azure or Amazon Web Services (AWS)

Demonstrate your expertise with Microsoft Office! Designed to help you practice and prepare for four Microsoft Office Specialist (MOS) exams, this all-in-one study guide features: Full, objective-by-objective exam coverage Easy-to-follow procedures and illustrations to review essential skills Hands-on practice tasks to apply what you've learned Includes downloadable practice files Use the in-depth exam prep, practice, and review to help advance your proficiency with Microsoft Office—and earn the credential that proves it! Web sites, collaboration, document management, paperless offices—we want it all in business today, but how do we achieve all of these goals? More importantly, if you work for one of the millions of small-to-medium-sized businesses, how do you find the time to build the expertise necessary to reach these goals? Even the most powerful tool will not allow you to succeed unless you can get the majority of your staff to use it efficiently and effectively. You need a guide that demonstrates a platform that small-to-medium-sized businesses can use to reach these goals. Office and SharePoint 2010 User's Guide demystifies the path that every Microsoft Office user can follow to benefit from the synergism of tools they are already familiar with. Together with SharePoint 2010, users can achieve goals like web sites with a consistent single view, improved collaboration within their organization, and better document management, and may even get one step closer to the paperless office we've been promised for years. This book has topics for Office users of all skill levels, from those just starting to use Office tools to experienced power users. It examines each major Office tool and shows how it contributes to the support and use of SharePoint in today's increasingly electronic-based office environment.

Microsoft Office Specialist 2010 for Microsoft Word Expert, Excel Expert, Access, and Sharepoint Exams

PowerShell for Microsoft SharePoint 2010 Administrators

Office 365 Sharepoint from Basics to Advanced

Pro SharePoint 2010 Search

SharePoint 2013 Field Guide

The SharePoint 2010 Wrox 10-Pack Digital Library contains these ten books, priced at a considerable savings off of the combined list prices to give you a complete SharePoint 2010 e-book library: Professional SharePoint 2010 Administration ISBN: 9780470533338 Professional SharePoint 2010 Development, 2nd edition ISBN: 9781118131688 Real World SharePoint 2010: Indispensable Experiences from 22 MVPs ISBN: 9780470597132 Professional Business Connectivity Services in SharePoint 2010 ISBN: 9781118043790 Professional SharePoint 2010 Cloud-Based Solutions ISBN: 9781118076576 SharePoint 2010 Enterprise Architect's Guidebook ISBN 9780470643198 SharePoint Server 2010 Enterprise Content Management ISBN: 9780470584651 SharePoint 2010 Field Guide ISBN: 9781118105054 SharePoint 2010 Six-in-One ISBN: 9780470877272 Professional SharePoint 2010 Branding and User Interface Design ISBN: 9780470584644

This is the eBook of the printed book and may not include any media, website access codes, or print supplements that may come packaged with the bound book. This is learning made easy! Get productive fast with SharePoint 2016, and jump in wherever you need answers: brisk lessons and colorful screen shots show you exactly what to do, step by step - and practice files

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Pro SharePoint 2010 Search gives you expert advice on planning, deploying and customizing searches in SharePoint 2010. Drawing on the authors' extensive experience of working with real-world SharePoint deployments, this book teaches everything you'll need to know to create well-designed SharePoint solutions that always keep the end-user's experience in mind.

Increase your search efficiency with SharePoint 2010's search functionality: extend the search user interface using third-party tools, and utilize analytics to improve relevancy. This practical hands-on book is a must-have resource for anyone looking to unlock the full potential of their SharePoint server's search capabilities. Pro SharePoint 2010 Search empowers you to customize a SharePoint 2010 search deployment and maximize the platform's potential for your organization.

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Sharepoint Online from Scratch

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Integrating SharePoint with Excel, Outlook, Access and Word

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