

## **Course 565: (3-Days)**

### **Windows SharePoint Services 2010 Fundamentals**

#### **Course Description...**

SharePoint provides an excellent infrastructure for collaboration and a foundation for internal applications and workflow. In this intense 3-day course, Hands-On course, SharePoint 2010 will be examined, including setup, configuration, management and security.

#### **Who should attend...**

This course will benefit IT and System Administrators, Managers, Web Developers, Help Desk Staff, and Power-Users who need to know how to deploy and operate SharePoint Service into a corporate environment.

#### **Course Outline...**

##### **SharePoint Services**

- What is SharePoint Services?
- Different Versions of SharePoint 2010
- Hardware and Software requirements for SharePoint 2010
- Pre-Installation Requirements of SharePoint Services
- Installation of SharePoint Services on Windows Server 2008 R2
- Understanding the SharePoint Framework
- New features and functionality in SharePoint 2010

##### **Storing Information in SharePoint**

- Storing documents in SharePoint
- Enabling and Controlling File Versioning
- Creating Shared Calendars, Contact and More
- Adding Links to the site
- Host Team Discussions, Blogs and Wikis
- Collecting Data using Forms

##### **Controlling Access to SharePoint**

- SharePoint Administration
- Adding Local Users and Groups to SharePoint Permissions
- Adding Domain Users and Groups to SharePoint Permissions
- Understanding SharePoint Authentication
- SharePoint integration with Active Directory User Accounts



## **Creating Additional SharePoint Sites**

- Site Collections and Top Level Sites
- Using the Site Creation Wizard
- How SharePoint Integrated with Internet Information Server (IIS)
- Managing SharePoint Namespaces

## **Providing Search Functionality**

- Windows SharePoint Services Search Architecture
- Requirements for Search-enabling SharePoint
- Content Crawling
- Building Search Queries

## **Enhancing SharePoint with WebParts**

- What is a WebPart
- Install a downloaded WebPart
- Introduction to Writing WebParts

## **Building SharePoint Workflows**

- Creating Forms for Data Input
- Design a Simple Workflow
- Sending and Receiving E-mail with SharePoint

## **Backup, Restore, and Protect SharePoint Sites**

- Backup SharePoint Sites
- Restoring SharePoint Sites
- Enabling SSL Access to SharePoint
- Moving SharePoint Sites to a different Server
- Microsoft Forefront Security for SharePoint

## **Integration and Expanding SharePoint**

- Using SharePoint Designer 2010
- SharePoint Integration with Microsoft Exchange
- Using SQL Server for Database Storage
- Building a SharePoint Web Farm
- Migrating Sites and Content from SharePoint 2007 to SharePoint 2010

***Additional/Custom Topics are available - please contact your  
ROI representative to discuss course tailoring!!!***