

Sharepoint Knowledge Base Template

Göran Husman

Knowledge Management for Libraries Valerie Forrestal,2015-08-14 Libraries are creating dynamic knowledge bases to capture both tacit and explicit knowledge and subject expertise for use within and beyond their organizations. In this book, readers will learn to move policies and procedures manuals online using a wiki, get the most out of Microsoft SharePoint with custom portals and Web Parts, and build an FAQ knowledge base from reference management applications such as LibAnswers. Knowledge Management for Libraries guides readers through the process of planning, developing, and launching their own library knowledge base. This A-Z guidebook will teach you how to implement tools that will help your colleagues communicate, collaborate, share documents and files, and greatly clarify and simplify workflows through projects such as: How to Create a Document Management System with Google Drive How to Construct a Web-Based Knowledge Base Using Wiki Software How to Set Up a Private Social Network for Your Staff with Yammer How to Create an Organizational Commons with WordPress How to Build a Library Intranet Site in Microsoft SharePoint How to Create a Dynamic FAQ with Springshare's LibAnswers

Microsoft SharePoint 2007 for Office 2007 Users Martin Reid,2009-06-24 Aimed at end users who face the daunting task of mastering MOSS 2007 in the enterprise business environment, this book shows you how to make effective use of what can be a confusing array of features. You'll review how SharePoint is central to the Microsoft Office platform because organizations use it to organize workflow, integrate Office documents with line of business applications, provide search capabilities across all types of documents and data, and distribute these tools internally and externally on Web sites for end users. Plus, the book offers you well-designed examples and explanations that can be easily applied in real-world situations. Martin WP Reid (Belfast, Ireland) is an analyst for The Queens University of Belfast, Northern Ireland. He is the author and technical editor of more than a dozen technical books. He is a regular contributor to the Microsoft Office SharePoint blog Get the Point (<http://sharepoint.microsoft.com/blogs/getthepoint>)

Microsoft SharePoint 2007 Technologies Kevin Laahs, Emer McKenna, Veli-Matti Vanamo,2010-07-28 SharePoint provides a vital service to businesses--content sharing over Intranet and Internet sites. Microsoft is investing tons of research and development money into content sharing technologies: SharePoint is the next big thing for MS Office users, especially in a world where many work teams are becoming geographically dispersed. SharePoint 2007 is a big improvement over former

releases, due to enhanced security, better search capabilities, and more robust functionality. Lots of change means that users will have to come up to speed on the new enhancements. With Microsoft SharePoint 2007 Technologies, readers will gain a working knowledge of the architecture, administration, and end user features offered by SharePoint 2007. This book also provides practical techniques to help IT professionals integrate Sharepoint with other MS products such as Exchange Server. The expertise of the authors, who have helped many businesses leverage Microsoft technologies, makes this book an invaluable tool to anyone interested in deploying Sharepoint '07. More than 50,000 HP employees already use SharePoint, and that's just one company! SharePoint 2007 enables businesses to share documents, implement version controls, intensify security, and create workgroups, all in real-time All companies using MS Exchange Server will examine the latest iteration of SharePoint

Social Computing with Microsoft SharePoint 2007 Brendon Schwartz, Matt Ranlett, Stacy Draper, 2009-02-23 Social computing is a fast-moving technology, and many of the concepts grow or change every year. Use this book as part of your research for how you will implement any of the social computing applications, but also use online research for keeping updated on new changes to this exciting area of software today. Although social computing applications can be written on any framework or even on their own, we have taken a unique approach to help you understand the landscape of social computing as it relates to SharePoint 2007. Each chapter introduces you to the concept of the chapter, for example, the RSS chapter gives a brief overview of what RSS is and the history behind it. Then the chapter provides a section of how this is possible with SharePoint 2007. Finally, if there are any extensions that would make it easier to work with social computing and SharePoint, such as open source code or products you can buy, we briefly discuss these options so you are aware of them for your organization. This book was written for anyone who is approaching social computing applications for an enterprise. This would include developers, managers, directors, and even C-level executives. This book is designed to help decision makers learn about the concepts and understand how they might implement them in their own company. Although this book does reach out to developers, most of the chapters give examples with either built-in options and configuration or show how to use code already installed on SharePoint. Anyone interested in social computing and the topics covered in each chapter could read this book to get an understanding of what each concept has. The You Try It sections do require having SharePoint 2007 and some of the features installed to actually attempt them. If you are not an IT professional or developer, this is the perfect opportunity for you to start a discussion with your technology group to try out some of these wonderful tools. The book is designed to allow the reader to start from not knowing about social computing to being able to have an understanding of the concepts and how he or she would use them in his or her company. To accomplish this, you can read the book from front cover to back, or you can pick the specific chapter that your organization is interested in. Because so many people want to know exactly what the topics are and what they are about, we have organized the book into chapters that

work together, but stand alone and provide complete coverage of a topic. We have also used a very simple and direct naming of each chapter so you can quickly recognize what the chapter is about and what it covers. This book covers the major concepts, applications, and implementations of social computing and shows how they are built with SharePoint 2007 today. As you noticed earlier, this is a fast-moving area of computing. Where SharePoint 2007 does not have the capability today, we made sure and explained how you could extend SharePoint 2007 with open source or products you can purchase. We did not cover every product on the market, but we gave you any idea of what you can look for when you are trying to extend SharePoint. The first two chapters provide the introduction for people new to social computing and how people will have to manage a social computing project. The following chapters break out each concept into a chapter to make it easy to get up to speed and understand what the topic is about. Chapter 1 provides the introduction to what social computing is and the concepts behind social computing applications and discusses some of the technologies your organization might use to implement these concepts. Chapter 2 describes how to build a successful project around social computing. This chapter takes you through steps that can make your team more successful, discusses the

Professional SharePoint 2013 Development eBook and SharePoint-videos.com Bundle Reza Alirezaei, Brendon Schwartz, Matt Ranlett, Scot Hillier, Brian Wilson, Jeff Fried, Paul Swider, Asif Rehmani, 2014-03-10 *Beginning SharePoint 2013 Development eBook and SharePoint-videos.com Bundle*

Professional SharePoint 2013 Development Reza Alirezaei, Brendon Schwartz, Matt Ranlett, Scot Hillier, Brian Wilson, Jeff Fried, Paul Swider, 2013-02-22 Thorough coverage of development in SharePoint 2013 A team of well-known Microsoft MVPs joins forces in this fully updated resource, providing you with in-depth coverage of development tools in the latest iteration of the immensely popular SharePoint. From building solutions to building custom workflow and content management applications, this book shares field-tested best practices on all aspect of SharePoint 2013 development. Offers a thorough look at Windows Azure and SharePoint 2013 Includes new chapters on Application Life Cycle Management, developing apps in SharePoint, and building PerformancePoint Dashboards in SharePoint *Professional SharePoint 2013 Development* is an essential SharePoint developer title.

Beginning SharePoint 2013 Building Business Solutions eBook and SharePoint-videos.com Bundle Amanda Perran, Shane Perran, Jennifer Mason, Laura Rogers, Asif Rehmani, 2014-03-10 Learn to build business solutions with SharePoint 2013 Now in its third edition, this perennial bestseller features a complete overhaul for the latest version of SharePoint. A must-have for building business solutions in SharePoint, real-world scenarios address critical information management problems and detailed descriptions explain how to efficiently and successfully handle these challenges. Plus, best practices for configuration and customization round out the coverage of getting started with SharePoint 2013 so that you can confidently make this platform work for your business.

Library Management Tips that Work Carol Smallwood,2011-06-30 There's no shortage of library management books out there—but how many of them actually tackle the little details of day-to-day management, the hard-to-categorize things that slip through the cracks of a larger handbook? *Library Management Tips that Work* does exactly that, addressing dozens of such issues facing library managers, including How to create a job manual, and keep staff accountable Keeping your library board in the loop Using numbers to make your case Dealing with unreturned library materials Methods for managing multiple libraries with one FTE librarian Retaining services despite budget cuts and staff shortages Public relations on a shoestringWritten by contributors from across the field, this eclectic guide offers best practices suitable for managers in all types of libraries.

Beginning SharePoint 2013 Amanda Perran,Shane Perran,Jennifer Mason,Laura Rogers,2013-02-08 Learn to build business solutions with SharePoint2013 Now in its third edition, this perennial bestseller features acomplete overhaul for the latest version of SharePoint. A must-havefor building business solutions in SharePoint, real-world scenariosaddress critical information management problems and detaileddescriptions explain how to efficiently and successfully handlethese challenges. Plus, best practices for configuration andcustomization round out the coverage of getting started withSharePoint 2013 so that you can confidently make this platform workfor your business today. Examines product functionality alongside realistic scenarios toprovide you with contextual relevance Addresses managing permissions, reporting in SharePoint, andworking with access services Offers updated content on working with lists, libraries,workflow, content types, and web parts Reviews social features, forms management, businessconnectivity services, and more Beginning SharePoint 2013 is an ideal introduction to thelatest iteration of this popular content management provider.

Beginning SharePoint Administration Göran Husman,2007-02-03 This practical guide covers the many uses of SharePoint 2003 as well as the differences between SharePoint Portal Server (SPS) and Windows(r) SharePoint Services (WSS). In addition, the book will help you decide if you need only WSS or if you should also implement SPS. While the main focus is on planning, installation, configuration, and administration, you'll also learn how to customize SharePoint by creating templates, building your own Site Definition, and using FrontPage(r) to enhance the look and feel of SharePoint sites. In addition, you will learn the business-critical methods of backing up and restoring your system. Microsoft MVP and author Goran Husman shares numerous tips for smart add-ons and utilities that will enhance the functionality of SharePoint by providing better navigation, the ability to integrate with other systems, and effective workflow solutions. His practical and easy-to-follow instructions will help you get your SharePoint environment up and running in no time. He even shows you how to make your eventual upgrade to SharePoint 2007 seamless. What you will learn from this book How to install Windows SharePoint Services (WSS) and SharePoint Portal Server (SPS) Tips on what to focus on when customizing SharePoint How to productively use SharePoint with Microsoft Office and Microsoft Outlook(r) Various ways to handle backup and restore

procedures The many free utilities and commercial third-party products that are available How to create and work with intranet pages Who this book is for This book is for beginning SharePoint administrators as well as administrators who have been working with SharePoint for some time but may want to know more about how it works. A basic understanding of the Microsoft Windows operating system (including the Active Directory) as well as web applications in general is assumed. Wrox Beginning guides are crafted to make learning programming languages and technologies easier than you think, providing a structured, tutorial format that will guide you through all the techniques involved.

SharePoint 2013 User's Guide Anthony Smith, Tony Smith, 2013-06-11 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.

Professional K2 blackpearl Holly Anderson, Jason Apergis, Sergio Del Piccolo, Chris Geier, Codi Kaji, Shaun Leisegang, Igor Macori, Gabriel Malherbe, Jason Montgomery, Colin Murphy, Chris O'Connor, Anthony Petro, Eric Schaffer, Mike Talley, 2011-02-25 K2 blackpearl and the K2 platform is a large, powerful, game-changing application platform built on Microsoft technologies. Understanding it from top to bottom would be a great task for a single person, which is why we have gathered more than a dozen authors to supply you with the information to successfully transform your company into a process-oriented, efficient business that can grow with the K2 platform. Since this is the first book on K2 blackpearl, you will find a broad range of topics in this book, from the market in which K2 blackpearl is aimed to the architecture of the platform, from how to approach process design to developing your own custom user manager. The first part of the book is meant for everyone and provides an understanding of K2 blackpearl and where it fits in the marketplace. It is included to provide a framework for thinking about various aspects of process-driven applications, including how they differ from business process management techniques; identifying processes in your company to automate, the different pieces that make up a process; measuring the success of your efforts; and finally shifting your company's culture in the direction of process efficiency. This section may be the only section you need to read if you are sponsoring a process improvement effort in your company. If you are responsible for leading the effort, make sure to read Chapters 3 and 4. The other parts are meant to provide details on how to effectively deploy and use K2 blackpearl and include a broad range of topics. Read what you are most interested in, but also make sure to read Chapter 8, which will give you a great foundation to start designing processes with K2 blackpearl. Chapter 14 is also recommended for everyone because it provides an overview of the available K2 Designers and how you can share projects among them. K2 blackpearl is the main subject of this book, although we devote an entire chapter, Chapter 23, to the add-on product K2 connect to give you an understanding of how to bring SAP data into your processes. We also talk a bit about K2 blackpoint, particularly in the SharePoint chapters. Since K2 blackpoint is built on the K2 blackpearl foundation, many of the same concepts apply to that product as well, but we do not point out the differences between K2

blackpearl and K2 blackpoint. For that information browse to www.k2.com.

System Center 2012 Service Manager Unleashed Kerrie Meyler, Kurt Van Hoecke, Samuel Erskine, Steve Buchanan, 2014-09-26 This comprehensive resource will help you automate and optimize all facets of service management with System Center 2012 Service Manager. Expert consultants offer deep “in the trenches” insights for improving problem resolution, change control, release management, asset lifecycle management, chargeback, and more. You’ll learn how to implement high-value best practices from ITIL and the Microsoft Operations Framework. The authors begin with an expert overview of Service Manager, its evolution, and its new capabilities. Next, they walk through overall planning, design, implementation, and upgrades. Then, to help you focus your efforts, they present stepwise coverage of all topics in each feature area, linking technical information about Service Manager with essential knowledge about the technologies it depends on. Whatever your role in deploying or running Service Manager, this guide will help you deliver more responsive support at lower cost and drive more value from all your IT investments.

- Leverage MOF and ITIL processes built into System Center 2012 Service Manager
- Plan and design your Service Manager deployment
- Install Service Manager or upgrade from earlier versions
- Efficiently administer work and configuration items
- Use connectors to integrate with Active Directory, Exchange, and System Center components
- Create service maps
- Enable end user access through Service Manager’s self-service portal
- Implement incident, problem, change, and release management
- Utilize workflows to automate key support processes
- Create service level agreements with calendars, metrics, and objectives
- Provide quick access to a standardized catalog of services
- Use notification to ensure that Service Manager items are promptly addressed
- Secure Service Manager and its data warehouse/reporting platform
- Perform maintenance, backup, and recovery
- Manage Service Manager performance
- Customize Service Manager

Professional Microsoft SharePoint 2007 Reporting with SQL Server 2008 Reporting Services Coskun Cavusoglu, Jacob J. Sanford, Reza Alirezai, 2011-02-23 Essential guide to developing and deploying high-profile reports in SharePoint Build customized reports quickly and efficiently with SQL Server 2008 Reporting Services for SharePoint sites and this unique guide. Developers, you’ll learn report development and deployment; SharePoint or SQL Server Reporting Services administrators, you’ll see how to leverage SharePoint to use SQL Server Reporting Services in SharePoint Integrated Mode. This valuable book walks users through the entire process: planning, developing, and deploying reports. You’ll discover techniques, tricks, and workarounds that allow you to produce great-looking charts and reports for your SharePoint sites. SQL Server Reporting Services (SSRS) is the customizable reporting solution for any developer using VB, C#, or ASP.NET who ties into SQL Server to build reports or generate data analysis; SharePoint is Microsoft’s portal development platform and is central to the Microsoft Office and developer platform This book from an expert author team of Microsoft SharePoint 2007 developers covers not only topics relevant to developers, it also goes into the specific nuances of

using these reports in a SharePoint environments, such as what to consider when setting up SSRS to run specifically in SharePoint integration mode with WSS 3.0 or MOSS 2007 Topics include introduction to SQL Server Reporting Services, setting up SQL Server Reporting Services for SharePoint 2007, planning your report project, an overview of Business Intelligence Design Studio (BIDS) 2008, intermediate and advanced reporting techniques, deploying to SharePoint 2007, displaying reports, and more Discover new, efficient ways to leverage your core investment in SharePoint 2007 with this one-of-a-kind guide. Note: CD-ROM/DVD and other supplementary materials are not included as part of eBook file.

MCTS Microsoft Office SharePoint Server 2007 Configuration Study Guide James Pyles,2011-01-11 Qualified SharePoint administrators are in demand, and what better way to show your expertise in this growing field than with Microsoft's new MCTS: Microsoft Office SharePoint Server 2007, Configuration certification. Inside, find everything you need to prepare for exam 70-630, including full coverage of exam topics—such as configuring content management, managing business intelligence, and more—as well as challenging review questions, real-world scenarios, practical exercises, and a CD with advanced testing software. For Instructors: Teaching supplements are available for this title.

Professional SharePoint 2007 Web Content Management Development Andrew Connell,2008-09-09 This book is for SharePoint developers working with Publishing sites—sites that leverage MOSS 2007 WCM capabilities. It does not cover administrative topics in any great detail, only where absolutely necessary. For the most part, no two chapters are dependent upon each other, so each chapter can be used as a reference independently of the others. Readers need not have any development experience with SharePoint, but they should have some experience with and a working knowledge of ASP.NET 2.0 development practices and topics. Of course, it is beneficial if the reader does have at least a working knowledge of what SharePoint is all about. This book covers MOSS 2007 WCM Publishing sites. You will find some chapters that seem to cover general WSS 3.0 topics, but everything is treated in the context of a Publishing site. While the chapters are arranged in a logical order, it is not necessary to read the book from cover to cover in a linear fashion. The following is a brief description of each chapter: Chapter 1, “Embarking on Web Content Management Projects”—This chapter explains what this book is all about, who the target audience is, and who will benefit most from the book. It also details what the reader needs in terms of a local development environment in order to implement the solutions. In addition, each of the subsequent chapters is explained very briefly to provide an overview and clarify how each chapter fits in. Chapter 2, “Windows SharePoint Services 3.0 Development Primer”—This chapter covers the fundamentals of WSS, including definitions of terms such as farm, Web application, site collection, site, list, and document library, and the general architecture of WSS. Some basic object model techniques are demonstrated in this chapter. Chapter 3, “Overview of Office SharePoint Server 2007 and Web Content Management”—This chapter briefly explains each of the various components that make up MOSS. In addition ,while the book is development-focused, the “ABCs” of content-centric Internet sites is covered. Chapter 4, “SharePoint Features and the

Solution Framework”—Both new to WSS 3.0, the SharePoint Feature and solution frameworks are covered in great detail in this chapter, as well as a process for automatically creating WSS solution packages on every project build. Chapter 5, “Minimal Publishing Site Definition”—Many users create new WCM sites by using the Publishing Portal template. Unfortunately, this adds quite a bit of unnecessary content to the site. This chapter picks apart the Publishing Portal template and Publishing Features and demonstrates how to create a minimal Publishing Portal template. Chapter 6, “Site Columns, Content Types, and Lists”—Three core components to every WSS 3.0 site—site columns, content types, and lists—are covered in this chapter. Chapter 7, “Master Pages and Page Layouts”—This chapter covers everything you need to know about creating, editing, and leveraging master pages and page layouts within Publishing sites. Chapter 8, “Navigation”—While WSS 3.0’s navigation is founded on the ASP.NET 2.0 navigation provider framework, there are a few SharePoint-specific topics, which are covered in this chapter. Chapter 9, “Accessibility”—If it’s not already, accessibility is becoming an increasingly important topic with regard to Web sites. This chapter explains the different levels of accessibility and discusses some techniques and tools developers can leverage to create sites for users with disabilities. Chapter 10, “Field Types and Field Controls”—Although it’s a WSS 3.0 concept, field types and field controls are covered in this chapter in the context of a Publishing site. This includes creating custom field types with custom values types and controls, as well as custom field controls that leverage existing field types. Chapter 11, “Web Parts”—This chapter covers creating custom Web Parts and some advanced topics related to custom Web Part development, such as Editor Parts, customizing the Verbs menu, and leveraging asynchronous programming techniques. This chapter also covers the three Publishing-specific Web Parts and some advanced customization and styling options of the Content Query Web Part. Chapter 12, “Leveraging Workflow”—The Windows Workflow Foundation, part of the .NET Framework 3.0, is fully leveraged by WSS 3.0 and MOSS 2007. This chapter explains how to create custom workflows using Visual Studio and leveraging InfoPath Web-rendered forms. Chapter 13, “Search”—Every content-centric site needs a robust search offering. This chapter explains the different components of MOSS search, as well as many customization opportunities such as modifying the search results. Chapter 14, “Authoring Experience Extensibility”—While the authoring experience in Publishing sites is quite robust, at times developers need to extend this offering for specific content owner requirements. This chapter covers this, including customizing the Page Editing Toolbar and the Rich Text Editor HTML field control. Chapter 15, “Authentication and Authorization”—This chapter covers everything you need to know about the ASP.NET 2.0 authentication provider model SharePoint fully leverages. Chapter 16, “Implementing Sites with Multiple Languages and Devices”—This chapter covers the topic of maintaining sites that need to offer their content in multiple languages, as well as developing custom Web Parts that are multilingual aware. Chapter 17, “ContentDeployment”—A common request for larger content-centric Web sites is to have an internal authoring environment for content and then push the changed content out to a destination site, either in an organization’s DMZ or at a co-location

facility. This chapter describes the content deployment capability in MOSS designed to handle such business requirements. Chapter 18, “Offline Authoring with Document Converters”—While MOSS 2007 Publishing sites offer a very robust Web-based content authoring experience, SharePoint provides a way to author content offline using tools such as Microsoft Word or InfoPath. This chapter explains what you need to know about configuring the document converter infrastructure and creating custom document converters. Chapter 19, “Performance Tips, Tricks, and Traps”—Internet-facing content-centric sites built on the SharePoint platform need to be designed and developed with performance in mind. This chapter provides numerous guidelines and tips that developers can leverage to create the most performant sites. Chapter 20, “Incorporating ASP.NET 2.0 Applications”—SharePoint (both WSS 3.0 and MOSS 2007) is not an end-to-end solution but an application platform. While it provides a significant amount of functionality out of the box, developers can leverage this platform in building custom applications. This chapter discusses some techniques that can be used for such tasks. One approach book takes is not to dwell on the more common minutia of creating projects in Visual Studio, or the huge topics of core Windows SharePoint Services (WSS) 3.0 development or SharePoint administration. These topics warrant their own books, and throughout this book you will find recommended resources for these topics. This book does cover some subjects that have their roots in WSS, but they are presented within the context of a Publishing site. Finally, this book approaches every topic of implementation from the perspective of SharePoint customization and SharePoint development. While one implementation may seem to be better than the other, it takes no position on either, as the goal is to simply educate readers about the advantages and disadvantages of each. These concepts are defined in Chapter 2, “Windows SharePoint Services 3.0 Development Primer.” This book is also available as part of the 4-book SharePoint 2007 Wrox Box (ISBN: 0470431946) with these 4 books: Professional SharePoint 2007 Development (ISBN: 0470117567) Real World SharePoint 2007 (ISBN: 0470168358) Professional Microsoft SharePoint 2007 Design (ISBN: 047028580X) Professional SharePoint 2007 Web Content Management Development (ISBN: 0470224754)

Mastering Windows SharePoint Services 3.0 C. A. Callahan, 2011-02-09 Windows SharePoint Services (WSS) 3.0 is the latest version of the collaboration tool found in Windows Server 2003 R2 and also the underlying technology of Microsoft Office SharePoint Server (MOSS) 2007. In this comprehensive book you’ll go under the hood of WSS 3.0 and discover how to make it easy to share documents, track tasks, create common workspaces where teams can work collectively, set up discussion groups, and more. Includes essential techniques for site creation, administration, customization, security, and disaster recovery, and practical steps for migrating from 2.0 to 3.0.

Microsoft SharePoint 2007 For Dummies Vanessa L. Williams, 2011-02-08 Microsoft SharePoint now has a 10 percent share of the portal market, and the new release, which features enhanced integration with Office 2007, is sure to give SharePoint a boost Offers clear instructions and soup-to-nuts coverage of this complex product, focusing instead on practical

solutions to real-world SharePoint challenges Features tips, tricks, and techniques for administrators who need to install and configure a SharePoint portal as well as ordinary users who need to populate and maintain the portal and use it for collaborative projects Topics covered include setting up a SharePoint portal, matching SharePoint to business needs, managing portal content, branding, collaborating on SharePoint sites, using a portal to improve employee relations and marketing, putting expense reports and other interactive forms on a portal, and monitoring and backing up SharePoint

Beginning SharePoint 2007 Administration Göran Husman,2007-06-15 While the main focus of this book is on SharePoint administration, you will also learn how to customize SharePoint by creating templates and using SharePoint Designer to enhance the look and feel of SharePoint sites. Microsoft MVP and author Göran Husman explores the differences between Microsoft Office SharePoint Server (MOSS) and Windows SharePoint Services (WSS), helps you decide if you need only WSS or if you should also implement MOSS, and much more.

Beginning SharePoint 2007 Amanda Murphy,Shane Perran,2011-08-08 Microsoft Office SharePoint Server 2007 has improved and changed dramatically over previous versions of the product. The capabilities of the platform have expanded greatly with the inclusion of an automated workflow engine, web content management capabilities, and a vast number of document management enhancements. However, the value of this tool to an enterprise will depend primarily on the ability of individuals in the organization to understand the features and capabilities of the platform and effectively map those to specific business requirements. This book is designed to mentor and coach business and technical leaders in an organization on the use of SharePoint to address critical information management problems. It gives detailed descriptions and illustrations of the product's functionality and also includes realistic usage scenarios to provide contextual relevance and a personalized learning experience to the reader. The mission of this book is to provide extensive knowledge to information workers and site managers that will empower them to become SharePoint Application champions in the organization. This book should be the premiere handbook of any active or aspiring SharePoint expert. To complete the exercises in this book, you should have a basic comfort level using Microsoft Office application to create content and a general understanding of how to interact with a web site through the browser. This book is intended as a starting point for any SharePoint 2007 user whether that user has never used SharePoint before or has some familiarity with a previous version and just wants to understand the differences with the new release.

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