

Microsoft Office SharePoint Server 2007 Design

Introduction

This two day training course is designed for web designers and portal managers, who need to create, customize and brand Microsoft Office SharePoint Server 2007 sites.

Students will learn how to create and customize SharePoint 2007 sites using both the internal tools provided as part of Microsoft Office SharePoint Server 2007 and using Microsoft SharePoint Designer 2007.

Audience

This course is intended for web designers and portal managers who will be working with Windows SharePoint Services 3.0 and Microsoft Office SharePoint Server 2007, and will be responsible for customization and branding.

At Course Completion

After completing this course, students will be able to :

- Understand the architecture of SharePoint Server 2007 technologies
- Understand the customization tools provided as part of SharePoint
- Structure content for a portal site using Areas and Listings
- Create customized SharePoint Themes
- Create and manage customized SharePoint Site Templates
- Create and manage customized lists, views and document libraries
- Utilize the personalization features of SharePoint 2007
- Understand ASP.NET master pages and how they relate to SharePoint 2007
- Understand CSS and how it relates to SharePoint 2007
- Utilize the customization features provided with SharePoint Designer 2007

Prerequisites

Students must have experience with utilizing the Windows operating system and have end user experience with SharePoint sites. It will be helpful if the students have experience with designing web pages or building web based applications.

Course Outline

Module 1 – Portal Architecture

Overview of Windows SharePoint Services 3.0
Overview of Microsoft Office SharePoint Server 2007
Planning Content Structure
Managing Content using Areas and Listings
Lab – Managing Content using Areas and Listings

Module 2 – Site Tools

Customizing Lists
Customizing Libraries
Customizing Views
Utilizing Web Parts
Lab – Creating Custom Lists and Libraries
Lab – Utilizing the DataView web part

Module 3 – Templates and Themes

Customizing Site Templates
Customizing Themes
Applying Themes
Lab – Creating a custom Site Template
Lab – Creating a custom Theme

Module 4 – Master Pages

Creating a consistent site
Cascading Style Sheets
Creating Master Pages
Creating Content Pages
Using Controls
Lab – Modifying Master Pages with SharePoint Designer
Lab – Adding Controls to a Page with SharePoint Designer

Module 5 – Forms and Data

Data Sources
Creating Data Views with SharePoint Designer
Creating Forms with SharePoint Designer
Handling Contributor Settings with SharePoint Designer
Lab – Creating a data view from multiple sources using SharePoint Designer
Lab – Creating a form with SharePoint Designer

Module 6 – Automating Business Processes

Workflow Overview

Using Workflow Designer

Modifying Workflows

Lab – Implementing Workflows with Workflow Designer

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