

## SharePoint 2007 for developers

### **UO12W** Developing Microsoft SharePoint 2007 Solutions - Part 1: Essentials

**5 days**

This 5-day workshop is targeting developers who have none or limited SharePoint development skills. It is also an interesting course for developers who have experience with SharePoint 2003 but are not yet exposed to the new and exciting features of WSS 3.0 and the Microsoft Office SharePoint Server 2007. Topics: Introducing SharePoint 2007 Development. WSS 3.0 Architecture. Site Collections, Sites, Lists and Document. Introducing the WSS 3.0 Object Model. WSS 3.0 Features Framework. SharePoint Solutions. Application Pages and Site Pages. Branding WSS 3.0 Sites. Managing Content in WSS 3.0. More Programming with Lists and Document Libraries. Building Web Parts. Introducing the Microsoft Office SharePoint Server 2007. Configuring and Branding Portals. Authoring and Publishing Pages. Building InfoPath Solutions. Building Workflow Solutions. The Business Data Catalog. MOSS 2007 Search. Excel Services and Reporting. Information Management Policies and Records Management. See page 32.

### **USP7D** Developing Microsoft SharePoint 2007 Solutions - Part 2: Advanced

**5 days**

This 5-day workshop is NOT for students who are beginning with SharePoint 2007 solutions. The trainer assumes that everybody knows the basics, the different terms and concepts that are necessary to get you started. This workshop starts from the fundamentals as a prerequisite and goes topic per topic in the more advanced subjects that are important when working daily as a developer with SharePoint 2007. Topics: A Deeper Look into the WSS 3.0 Solutions Platform. Extending the Site Provisioning Engine. Light-Up in SharePoint. Provisioning Site Pages. Application Pages. Provisioning Content Storage Infrastructure. Working with Lists and Document Libraries. User Administration and SharePoint Security. Branding SharePoint Sites and Portals. SharePoint Publishing Pages. Building Web Parts. Custom Job Definitions. The Business Data Catalog. MOSS 2007 Search. Building Custom Workflow Activities and Templates. Creating, Deploying and Upgrading SharePoint Solutions. Programming People Management. InfoPath Forms Services. Information Management Policies. Records Management. Excel Services, Reports and Dashboards. See page 33.

### **USP7N** Developing Microsoft SharePoint 2007 Solutions - Part 3: Integrating .NET 3.5 technologies

**5 days**

.NET 3.5 and SharePoint. ASP.NET AJAX 1.0 Essentials. AJAX-Enabled Web Parts. AJAX Controls and Extenders. AJAX Scriptable Web Services. Silverlight 2 Essentials. Communication Between Silverlight and SharePoint. Silverlight Data Binding and SharePoint Lists. INQ and SharePoint. WCF Essentials. WCF Services for SharePoint. Building Custom Workflow Activities. Building Custom Workflow Templates for SharePoint.

### **UO12C** Building Office Business Applications (OBA) for the 2007 MS Office System

**5 days**

Learn how to develop Office Business Applications using the 2007 Microsoft Office System. Topics: Exposing Business Data through the Business Data Catalog; Server-Side Assembling and Generation of Office 2007 Documents; Building and Deploying VSTO Add-Ins; Creating Intelligent Office 2007 Documents; Extending Outlook 2007; The OBA Web Site and Security Infrastructure; Using WSS 3.0 as the Storage Engine for OBA Content Supporting Business Processes; Building Composite User Interfaces in WSS 3.0; Integrating OBAs with the MOSS 2007 Search Engine; Creating Dashboards and Reporting.

## SharePoint 2007 for analysts, designers, technical management

### **USP7T** Microsoft SharePoint 2007 - Technology Overview

**2 days**

This 2-day course is intended for technical staff, IT professionals, software analysts, designers and architects. The goal of the course is to give you a general overview of what the 2007 Microsoft Office System and SharePoint 2007 system is all about helping you to make better technology decisions, prepare your company for the move, upgrade or migration to SharePoint 2007. This course is all about concepts, best practices and guidance.

## SharePoint 2007 for power users

### **USP7P** Using Microsoft SharePoint 2007 Technologies

**5 days**

This 5-day course is intended for power users who want to be productive in using SharePoint sites. Topics day 1, 2 & 3 - Collaboration and Document Management with SharePoint: Overview of the 2007 MS Office System. Team Sites, Wikis, Blogs & Workspaces. Working with Lists and Document Libraries. Office and SharePoint Integration. Alerts and RSS Feeds. Working with Documents. User Administration. Working with Web Parts. Building and Publishing Electronic Forms. Site Columns and Content Types. Customizing the Look and Feel of Sites. Working with the SharePoint Designer. Topics day 4 & 5 - Working with Portals and Internet Sites: What is MOSS 2007 all about? Working with Portals. Searching Content and People. Publishing and Working with Browser-Enabled Electronic Forms. Using Workflows and building Custom Workflows with the SharePoint Designer. Working with Business Data. Excel Services, Reports and Dashboards. Information Management Policies.

## SharePoint 2007 for administrators

### **USP7A** Administering Microsoft SharePoint 2007

**5 days**

This course is intended for administrators and IT professionals who want to learn how to deploy, configure and manage SharePoint 2007 sites. Topics: How SharePoint Technologies server roles map to a server farm environment. How to configure SharePoint Technologies server farms. How to secure SharePoint Technologies deployments. How to configure information architecture and solution architecture in SharePoint Technologies deployments. How to plan for disaster recovery and how to backup and restore SharePoint Technologies solutions. How to manage, monitor, and troubleshoot SharePoint Technologies deployments. How to plan for capacity and how to right-size a SharePoint Technologies deployment. How to configure search and indexing in SharePoint Technologies deployments. How to customize and extend SharePoint Technologies deployments. How to configure the Business Data Catalog. How to configure Forms and Excel Services. See page 31.

## Administering Microsoft SharePoint 2007

### 5 DAYS

#### Learning Goals

This five-day instructor-led course provides students with the knowledge and skills to plan, deploy, and configure server farm solutions with Microsoft Office SharePoint Server 2007 and Windows SharePoint Services 3.0. The course focuses on key deployment and configuration tasks.

#### Target Audience

This course is intended for experienced architects and administrators who have a minimum of two years experience with SharePoint Technologies.

#### Course Outline

##### SharePoint Technologies Server Farm Architecture

This module explains the server role architecture of Microsoft Office SharePoint Server 2007 and Windows SharePoint Services 3.0. Topics: WSS 3.0 and MOSS 2007 Server Farms. MOSS 2007 Server Farm Topology. Deploying WSS 3.0 and MOSS 2007 Farms. Lab: Planning a MOSS 2007 Server Farm Deployment. Lab: Installing a MOSS 2007 Application Server by Using a Script.

##### Configuring SharePoint Technologies Farms

This module describes how to configure SharePoint Technologies server farms. Topics: Creating Shared Services Providers. Configuring Server Farms. Configuring Administration Settings. Lab: Create a Shared Services Provider. Lab: Configure a Profile Import and Test My Sites.

##### Securing Microsoft SharePoint Technologies Systems

This module describes how to secure SharePoint Technologies server farm deployments. Topics: MOSS Security Accounts. Securing Content. Securing Communications within a Server Farm. Using Server Hardening. Lab: Configuring Security Accounts. Lab: Creating a Forms-Based Authentication Web Application. Lab: Securing Server Farm Communications.

##### Microsoft SharePoint Technologies Solution Architecture

This module describes the key solution architecture and information architecture issues in SharePoint Technologies deployments. Topics: Information Architecture. Solution Architecture. Lab: Using Content Types to Manage Taxonomies. Lab: Installing and Activating Features.

##### Backup, Restore, and Disaster Recovery for Microsoft SharePoint Technologies

This module describes how to recover from, and minimize the impact of, disastrous data loss and mis-configuration. Topics: Backup and Restore. Using Microsoft SQL Server Backup and Restore. Using Microsoft SQL Server Failover Solutions. Using Data Protection Manager. Lab: Mirroring Databases. Lab: Configuring and Administrating Database Failover. Lab: Configuring Content Database Failover.

##### Microsoft SharePoint Technologies Operations

This module discusses farm management, migration, and how to use SCOM 2007 with MOSS and WSS. Topics: Managing a Server Farm. Using Microsoft Systems Center Operations Manager with SharePoint Technologies. Troubleshooting Migrations and Upgrades. Lab: Installing the Operations Manager 2007 Agent on a Server. Lab: Installing the Windows SharePoint Services 3.0 Management Pack. Lab: Configuring a performance monitor on Operations Manager 2007.

##### Capacity Planning and Sizing for Microsoft SharePoint Technologies

This module describes how to plan capacity for and right-size a SharePoint Technologies deployment. Topics: Capacity Planning. Right-Sizing Microsoft SharePoint Technologies Architectures. Lab: Estimating User Requirements. Lab: Sizing a Deployment.

##### Search and Indexing

This module describes the architecture and configuration of the search and indexing features in Office SharePoint Server 2007. Topics: Search Architecture. Crawl and Query Processes. Search Server Layouts. Lab: Configuring Content Sources. Lab: Configuring Crawl Rules. Lab: Customizing the Advanced Search User Interface.

##### Customizing and Extending Microsoft SharePoint Technologies

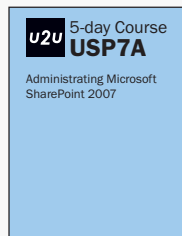
This module describes the opportunities to customize and extend a SharePoint Technologies solution. Topics: Customizing Microsoft Office SharePoint Server 2007. Extending Microsoft Office SharePoint Server 2007. Lab: Modifying Master Pages and Layouts. Lab: Installing an iFilter and Associate a File Type.

##### Configuring the Business Data Catalog

This module describes how to configure the Business Data Catalog to access line-of-business application data from Office SharePoint Server 2007. Topics: Planning the Business Data Catalog. Configuring the Business Data Catalog. Lab: Creating an ADF File. Lab: Loading the BDC Application Definition. Lab: Creating Managed Properties.

##### Configuring Forms and Excel Services

This module describes how to configure InfoPath Forms and Excel Services in an Office SharePoint Server 2007 deployment. Topics: Microsoft InfoPath Forms in SharePoint Technologies. Excel Services in MOSS 2007. Lab: Creating an InfoPath Form Template. Lab: Creating and Deploying a Workflow.



# Developing SharePoint 2007 Solutions - Part 1: Essentials

## 5 DAYS

### Learning Goals

This 5-day workshop is targeting developers who have none or limited SharePoint development skills. It is also an interesting course for developers who have experience with SharePoint 2003 but are not yet exposed to the new features of WSS 3.0 and the Microsoft Office SharePoint Server 2007. If you already have experience with SharePoint 2007 development, note that there is a second 5-day workshop that is more geared towards the advanced topics for developing solutions with WSS 3.0 and MOSS 2007.

### Prerequisites

.NET development skills are required to follow this course since most of the topics have to do with writing code. XML should not be unfamiliar to you since SharePoint works heavily with XML files. You should know your way around within SharePoint 2007 from an end-user perspective. No SharePoint 2007 development skills are required for this course.

### Course Outline

#### Introducing SharePoint 2007 Development

Windows SharePoint Services 3.0 versus Microsoft Office SharePoint Server 2007. What is SharePoint development all about? What are the skills needed? Your development environment? A look at the WSS 3.0 architecture. Extending an IIS Web Application.

#### WSS 3.0 Architecture

Farms and IIS Web Applications. Extending an IIS Web Application. LAB - Extending an IIS Web Application.

#### Site Collections, Sites, Lists and Document

Site Collections and Sites. Site Templates and Site Definitions. Lists and Document Libraries. LAB - Site Collections, Sites, Lists and Document Libraries.

#### Introducing the WSS 3.0 Object Model

Introducing the WSS 3.0 Object Model. SPWeb and SPList and SPListItem. SPDocument Library and SPFile. The Lists Web Service. LAB - Working with the WSS 3.0 Object Model.

#### WSS 3.0 Features Framework

Introducing Features. Building a Feature Project. Light-Up SharePoint with Custom Actions. Installing, Activating, Deactivating and Uninstalling Features. Feature Receivers. LAB - Light-Up SharePoint with Features.

#### SharePoint Solutions

Introducing SharePoint Solutions. Creating a SharePoint Solution. Adding and Deploying SharePoint Solutions. Installing, Activating, Deactivating and Uninstalling Features. Retracting SharePoint Solutions. LAB - Creating a SharePoint Solution.

#### Application Pages and Site Pages

Application Pages. Site Pages. Web Part Pages. LAB - Application Pages and Site Pages.

#### Branding WSS 3.0 Sites

Master Pages. Styling a SharePoint Site. Building Custom Themes.

#### Managing Content in WSS 3.0

Document Management Features. User Administration. Introduction to the Building of Custom Field Types. Executing CAML Queries. Site Columns and Content Types. Event Handlers.

#### More Programming with Lists and Document Libraries

Introduction in the Building of Custom Field Types. Executing CAML Queries. Introducing Event Handlers. LAB - More Programming with Lists and Libraries.

#### Building Web Parts

Essential Steps of Building and Deploying a Web Part. Exposing Web Part Properties. Code-Access Security and Web Parts. Connectable Web Parts. User Controls and Web Parts. LAB - Building Web Parts.

#### Introducing the Microsoft Office SharePoint Server 2007

Overview of MOSS 2007. Shared Services Providers. Collaboration and Publishing Portals.

#### Configuring and Branding Portals

Configuration of available Site Templates. Master Pages. Styling of Portals. Site Variations. LAB - Configuring and Branding Portals.

#### Authoring and Publishing Pages

Page Model in a Portal. Creating Custom Page Layouts. Configuring the Publishing Cycle. Working with the Content Query Web Part. LAB - Authoring and Publishing Pages.

#### Building InfoPath Solutions

Introducing InfoPath 2007. Designing InfoPath 2007 Templates. Deploying InfoPath Templates. Integration. LAB - Building InfoPath Solutions.

#### Building Workflow Solutions

Introducing Workflows and the Windows Workflow Foundation. Workflow Terminology and the OOB Experience. Building a Simple Workflow with Visual Studio. LAB - Building Workflows Solutions/li>.

#### The Business Data Catalog

Why the Business Data Catalog? Business Data Catalog Architecture. Preparing the Business Data Catalog. Working with the Business Data Web Parts. Business Data in Other Places. BDC Programming Model. LAB - The Business Data Catalog

#### MOSS 2007 Search

Search Topology and Architecture. Search Administration 101 for Developers. Customizing the Search Center. Programmatically Executing Search Queries. LAB - MOSS 2007 Search.

#### Excel Services and Reporting

Excel Services. Reports. Dashboards.

#### Information Management Policies and Records Management

Working with Information Management Policies. Creation and Deployment of Custom Policies. Configuring a Records Center. Submitting Records to the Records Center.



# Developing SharePoint 2007 Solutions - Part 2: Advanced

## 5 DAYS

### Learning Goals

This 5-day workshop is NOT for students who are starting with SharePoint 2007 solution development. The trainers assume that everybody knows the basics, the different terms and concepts that are necessary to get you started. This workshop starts from the fundamentals as a prerequisite and goes topic per topic in the more advanced subjects that are important when working daily as a developer with SharePoint 2007.

### Prerequisites

Participants should be familiar with all topics covered in the Part 1: Essentials course. This means you should know your way around within SharePoint 2007 from a developer perspective: you know the fundamentals of integrating with SharePoint, the fundamentals of extending the SharePoint environment. Good .NET development skills and working knowledge of XML are required to follow this course.

### Course Materials

Attendees receive two MS Press books: Inside WSS 3.0 (written by Ted Pattison) and Inside MOSS 2007 (written by Patrick Tisseghem). In addition, the presentations and lab material is provided as a U2U course manual. All of the labs are available for the students after the course for further practicing.

### Course Outline

#### A Deeper Look into the WSS 3.0 Solutions Platform

WSS Architecture and the Processing Flow for a SharePoint Request. Extending the WSS Architecture with Custom HttpModules. WSS 3.0 Administration Object Model: SPFarm, SPServiceInstance and SPWebApplication. STSADM Custom Options. SPWebConfigModification.

#### Extending the Site Provisioning Engine

Understanding the Site Provisioning Engine. Programmatically Creating Sites. Custom Web Services for SharePoint. Custom Site Definitions. Custom Provisioning Providers. Feature Stapling. Custom Provisioning Scripts for the SPPortalProvisioningProvider.

#### Light-Up in SharePoint

Quick Features Refresh. Localization of Features. Your Options with Custom Actions. Security Trimming and Custom Actions. Custom Actions and Control Assemblies.

#### Provisioning Site Pages

Virtual File System. Provisioning Site Pages with Features (Module and File elements). ASP.NET Server Controls and ASP.NET User Controls in Site Pages. Provisioning Web Part Pages with Features. Feature Receivers. Working with the SPLimitedWebPartManager.

#### Application Pages

Essentials of Application Pages. Code-Behind Techniques. Working with SharePoint Controls in Application Pages. Programming the Navigation Controls. SharePoint Administration Controls. Developing an Application Page for the Central Administration.

#### Provisioning Content Storage Infrastructure

Custom Templates for Lists and Document Libraries. Custom Site Columns and Content Types with Features. List Instances and ContentTypeBinding. Custom Forms for List Templates and Content Types. Programming with List Templates, List Instances, Fields and Views. Remote Operations with Web Services (sites, webs, lists, dws, ...). Custom Field Types.

#### Working with Lists and Document Libraries

Deep-Dive CAML Queries. Event Handlers. Advanced Operations with SPList, SPListItem and SPFile. Developing a Custom List Template. Auditing in WSS 3.0. Remote Operations with Web Services (sitedata, lists, dws, ...). FrontPage RPC.

#### User Administration and SharePoint Security

User Administration Object Model. Anonymous Access and Forms-Based Authentication. Custom Authentication Providers. Impersonation Techniques. ISecurableObject Interface.

#### Branding SharePoint Sites and Portals

Default and Custom Master Pages for WSS Sites. Master Page Features. SharePoint Delegate Control. Styling SharePoint Sites. Custom Navigation Controls. Custom SiteMap Providers.

#### SharePoint Publishing Pages

Custom Page Layout Features. Custom Field Controls. Microsoft.SharePoint.Publishing.dll. Customizing the Page Editing Toolbar. Advanced Techniques for the Content Query Web Part. Working with Site Variations.

#### Building Web Parts

Quick Refresh of the Steps of Building and Deploying Web Parts. Asynchronous Programming and Web Parts. Working with SharePoint Controls (SPGridView, SPDataSource, ...). Developing a Custom Editor Part.

#### Custom Job Definitions

Job Definition Object Model. Developing a Custom Job Definition. Deploying a Custom Job Definition. Debugging a Custom Job Definition.

#### The Business Data Catalog

BDC Architecture. Creating BDC Web Services. Application Definition Files. Administration Object Model. BDC Runtime Object Model. Crawling Business Data.

#### MOSS 2007 Search

Search Architecture. Search Administration Object Model. Search Usage Reporting. MOSS Search Centers. Executing Search Queries in Code. Custom Security Trimmers. Search Server and Federated Search. Faceted Search.

#### Building Custom Workflow Activities and Templates

Workflow Terminology. Workflow Life Cycle. Building Custom Workflows with Visual Studio. Building Custom Activity Libraries. Custom Workflows with InfoPath Forms. Custom Workflows with ASPX pages. Workflow Web Service.

#### Creating, Deploying and Upgrading SharePoint Solutions

Quick Refresh of SharePoint Solution Architecture. Custom CAS Security during deployment. Upgrading SharePoint Solutions.

#### Programming People Management

UserProfile Administration Object Model. Working with Audiences. Customizing Personal Sites.

#### InfoPath Forms Services

Working with External Data. Programming with InfoPath. Advanced Administrative Deployment. XMLFormView Control. Passing Parameters to Forms.

#### Information Management Policies

Terminology and Architecture. Custom Information Management Policies.

#### Records Management

Quick Refresh Record Center. Custom Document Routers.

#### Excel Services, Reports and Dashboards

Excel Services. Custom IFilter Web Parts. The Report Center. Dashboards.

# SharePoint 2010

U2U has built up the past 6 years a strong position as a company in EMEA delivering SharePoint and Information Worker focused courses and workshops. Microsoft awarded several of our trainers with the Microsoft Most Valued Professional (MVP) status for SharePoint as they are very active in the SharePoint community. We deliver numerous trainings in the whole world, directly for U2U customers but also for Microsoft EMEA and Microsoft Corp, their early adopters and Microsoft Partners. U2U trainers have been working with SharePoint as early as 2001 and built up a huge amount of expertise on the subject, expertise they have always shared in the community (with the SmartPart and the SmartTools as a perfect examples of this) and compiled a number of intensive and very hands-on driven U2U courses and workshops on the subject.

## Stay up to date on our SharePoint 2010 Training

Make sure to visit the U2U web site ([www.u2u.net](http://www.u2u.net)) once in a while to see if more information becomes available about our courses. On our site you can also subscribe to our newsletter to receive the latest news by mail. If you want to keep an eye on U2U in the community you can follow us on Twitter ([twitter.com/u2u](https://twitter.com/u2u)) or subscribe to our trainers' blogs ([blogs.u2u.net](http://blogs.u2u.net)).

## SharePoint 2010

### USP10U Upgrade to SharePoint 2010

5 days

In this 5-day workshop you will be the first course to get in depth training on SharePoint 2010, from upgrade and migration to the business value of new platform features and functionality. Topics: What's new in the SharePoint UI. Improvements in SharePoint 2010. SharePoint Workspaces. SharePoint Designer 2010. Business Connectivity Services. InfoPath 2010. SharePoint development with Visual Studio 2010. Overall development improvements. LINQ for SharePoint. Client Object Model. Building Silverlight Web Parts. Business Connectivity Services. The New Central Administration. Monitoring your SharePoint environment. Backup, restore and disaster recovery in SharePoint 2010. Upgrading your SharePoint 2007 environment. See page 35.

### USP10T Microsoft SharePoint 2010 - Technology Overview

2 days

This course will give you a general overview of SharePoint Foundation 2010 and SharePoint Server 2010. Its goal is to help you to make better technology decisions, prepare your company for the move, upgrade or migration. This course is all about concepts, best practices and guidance. Topics: Introducing SharePoint 2010 and Microsoft Office 2010. SharePoint 2010 Fundamentals and Architecture. Managing, customizing and branding SharePoint Sites. SharePoint Content Management . Document Management. Synchronizing data with Excel, Access and SharePoint Workspace 2010. InfoPath 2010 and InfoPath Forms Services. Web Content Management. Enterprise Content Management. Social Computing. The SharePoint Enterprise Search Engine. Workflows in SharePoint 2010. Integrating Business Data with Business Connectivity Services. Business Intelligence in SharePoint Server 2010.

### USP10P Microsoft SharePoint 2010 for Power Users

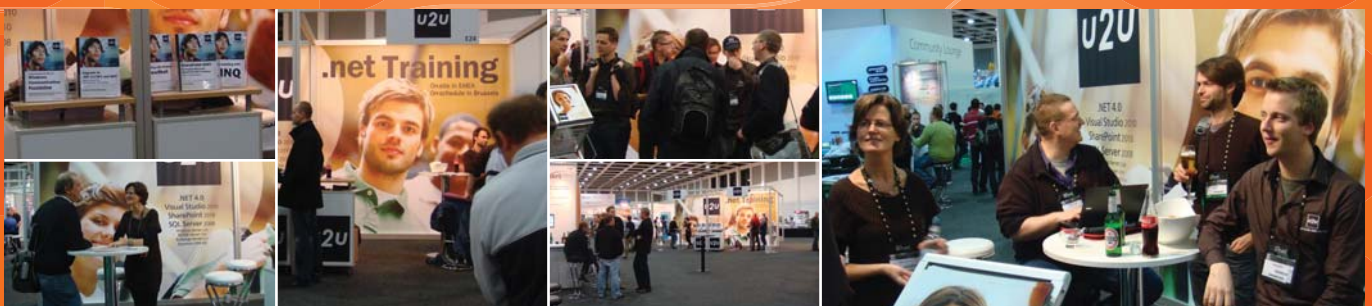
5 days

This course is intended for power users who want to be productive in using and building business solutions in SharePoint 2010. This course will show you the different functionalities available in SharePoint Foundation 2010 and SharePoint Server 2010. You will learn about the different components that make up this platform. You will see how to create business solution by using the browser, SharePoint Designer and the Office clients. Topics: Overview of SharePoint 2010. Working with SharePoint Sites. Changing, Customizing and Branding SharePoint Sites. SharePoint Content Management. Document Management. User Administration. Building Solutions with SharePoint Designer 2010. Synchronizing data between SharePoint and Excel or Access. Taking your SharePoint data offline with SharePoint Workspace 2010. Building and Publishing Electronic Forms with InfoPath 2010 and Forms Services. Web Content Management. Enterprise Content Management. Social Computing. Searching your Data and People. Visio 2010 and Visio Services. Using Workflows and Building Custom Workflows with SharePoint Designer 2010. Working with Business Connectivity Services. Business Intelligence in SharePoint 2010. See page 36.

### USP10D Microsoft SharePoint 2010 for Developers

5 days

This 5-day workshop is targeting developers who have none or limited SharePoint development skills. It is also an interesting course for developers who have experience with SharePoint 2007 but are not yet exposed to the new features of SharePoint Foundation 2010 and SharePoint Server 2010. Topics: Introducing SharePoint 2010 Development. SharePoint Foundation 2010 Architecture. Site Collections, Sites, Lists and Document. Introducing the SharePoint Foundation 2010 Object Models. SharePoint Foundation 2010 Features Framework. SharePoint Solutions. Application Pages and Site Pages. Branding SharePoint Foundation 2010 Sites. Managing Content in SharePoint Foundation 2010. More Programming with Lists and Document Libraries. Building Web Parts. Introducing the SharePoint Server 2010. Configuring and Branding Portals. Web Content Management with SharePoint Server 2010. Building InfoPath and Visio Solutions. Building Workflow Solutions. Business Connectivity Services. SharePoint Server 2010 Search. Excel Services and Reporting. Information Management Policies and Records Management. See page 37.



# Upgrade to SharePoint 2010

## 5 DAYS

### Learning Goals

In this 5-day workshop you will be the first course to get in depth training on SharePoint 2010, from upgrade and migration to the business value of new platform features and functionality. You will get early insight into what you'll be able to do with SharePoint 2010 and how you'll be able to get there.

### Target audience

SharePoint 2007 developers, architects and technical decision makers who want to get updated on the new technologies, programming techniques and tools of SharePoint 2010.

### Prerequisites

Thorough knowledge of SharePoint 2007.

### Course Outline

#### Day 1 and 2 - Part 1: Tools and Technologies

The focus of the first part of this course is on everything what's new in SharePoint 2010 from a power user perspective. That means: everything you can configure in SharePoint 2010 without writing custom code.

#### SharePoint 2010 Overview

The high-level overview of the new SharePoint 2010 platform: Key investment areas. The SharePoint Workloads. Products and licensing.

#### What's new in the SharePoint User Interface

The SharePoint 2010 user interface called Fluent UI, which includes the Ribbon. Topics: How the Ribbon is integrated in the web user interface and the other UI enhancements. Web Edit. Status Bar and Notifications Area, Dialogs. Branding and Theming. Multilingual User Interfaces.

#### List and Document Management Improvements

The features enhancements in SharePoint 2010 including: Lookups and Relationships. Validation. Large List support. Managed Metadata and navigation. Enterprise Document Management. Folder and Location based views. Managing Digital Assets.

#### SharePoint Designer 2010

The SharePoint 2010 Designer tool will become even more important, both for power users and developers. The major enhancements including: Working with pages. Data Views. Custom Actions.

#### Business Connectivity Services (BCS)

Business Connectivity Services is the successor of the Business Data Catalog (BDC), allowing to integrate external data in SharePoint 2010. Without writing code, BCS offers interesting integration opportunities: External Content Types. External Lists. Integration with the Office Clients.

#### InfoPath 2010

InfoPath 2010 allows users to design and fill out forms. The enhanced integration with SharePoint

2010 includes: Customizing SharePoint forms. Prebuilt Rules and the Rules Designer. Mashups with Forms web parts.

#### Workflow

Workflows are everywhere in the world of information workers and the workflow capabilities in SharePoint 2010 are even better than in SharePoint 2007. Topics: The enhanced functionality from the point of view of the power user. The out-of-the-box workflows and their customization. Building reusable and site workflows in the SharePoint Designer 2010. Building workflows in Visio 2010.

#### Social Computing

The Social Computing enhancements in SharePoint 2010: The enhanced Personal Site. Wikis and Blogs. Integration of social data in Enterprise Content Management.

#### SharePoint Workspace 2010

SharePoint Workspace 2010 allows to take your SharePoint data on the road (off line). This module covers this new product and its benefits.

#### Day 3 and 4 - Part 2: Programming Techniques

This part of the course will focus on the new development tools in Visual Studio 2010 which will make the life of SharePoint developers a lot easier, and the new developer opportunities in SharePoint 2010.

#### The SharePoint Development Platform

The key investment areas for developers will be discussed: Developer productivity. Rich platform services. Flexible deployment

#### Sandboxed Solutions

A key new functionality in SharePoint 2010 is the concept of Sandboxed Solutions. This new type of Solution (WSP) will allow Site Collection administrators to deploy solutions themselves, without the need of an administrator. Developers will learn how to create, deploy and manage Sandboxed Solutions in a SharePoint 2010 farm.

#### Client Object Models

SharePoint 2007 had a very powerful object model for server side code. In SharePoint 2010 the object model becomes available for client side technologies as .NET, Silverlight, JavaScript. you will learn how to access SharePoint data across network boundaries using these new object models.

#### LINQ and REST in SharePoint 2010

SharePoint 2010 offers new techniques to access SharePoint data and to leverage this in your applications: using LINQ to SharePoint and REST API's.

#### Building Web Parts with Visual Studio 2010

Web Parts are a very popular way to extend SharePoint sites with custom functionality. New enhancements are: Visual Web Parts with Visual Studio 2010. Standard ASP.NET Web Parts. Building Silverlight Web Parts.

#### Building Solutions with BCS

The new Business Connectivity Services (BCS) have been introduced in the first part of this course. This session will focus on the developer opportunities to extend BCS, including: Creating External Content Types in Visual Studio 2010. Reusing Visual Studio Components in the SharePoint Designer. Using BCS in rich clients.

#### Building Custom Workflows

Just like BCS, Workflow is a technology that's both extensible from the power user perspective, as the developer perspective. This session will focus on how you can build custom workflows as a developer, including: Site workflows. Workflow Local Service. Workflow Event Receivers.

#### Extending the User Interface

How developers leverage UI concepts: Extending Ribbon and Site Actions. Creating Dialogs and Notifications.

#### Day 5 - Part 3: Administration and configuration

Also for IT-Pro's and System Administrators SharePoint 2010 has lots of new functionality. In this final part of the course, we'll focus on how SharePoint 2010 can make the life of administrators significant easier.

#### SharePoint 2010 Administration Overview

What's new and improved from the point of view of the System Administrator?

#### Service Applications

The Service Applications infrastructure evolves from the SharePoint 2007 Shared Services Concept. This module covers the architecture and configuration options of Service Application in SharePoint 2010.

#### SharePoint 2010 Search

Significant improvements have been made to give us a even better Search experience. Topics: End user improvements. Scalability improvements. Fast Search for SharePoint.

#### Monitoring SharePoint 2010

In SharePoint 2010 significant investments are made related to the monitoring capabilities. Topics: New ways to monitor the health of servers and applications. How to avoid custom applications to have a negative impact on the performance of the farm using Sandboxed Solutions. Large List throttling.

#### Backup, Restore and Disaster Recovery

Backup, Restore and Disaster Recovery are always important for System Administrators. Topics: Configuring backup in SharePoint 2010. Working with the new unattached content database recovery. Browsing a content database to restore SharePoint documents.

#### Upgrading to SharePoint 2010

Many sites created in SharePoint 2007 store huge amounts of data. We focus on various upgrade scenarios and the new Visual Upgrade approach.

# Microsoft SharePoint 2010 for Power Users

## 5 DAYS

### Learning Goals

This course targets power users who want to be productive in using and building business solutions with the functionalities available in SharePoint Foundation 2010 and SharePoint Server 2010. You will learn how to create SharePoint solutions by using the browser, SharePoint Designer and the Office clients.

### Course Outline

#### Overview of SharePoint 2010

This module provides an overview of what SharePoint Foundation 2010 is all about, positioning SharePoint Foundation 2010 versus SharePoint Server 2010 and the different versions available.

#### Working with SharePoint Sites

One of the key concepts in SharePoint is sites. You will learn how to work with SharePoint sites, how the term relates to the terms farm, web application and site collection. You will use the out-of-the-box templates: wiki, blog, team site and the new enterprise wiki. You will learn to save your site as a template. Topics: SharePoint Architecture. SharePoint Site Templates. Creating SharePoint Site Templates.

#### Changing, Customizing and Branding SharePoint Sites

This module covers how to change a SharePoint site according to your needs, how to change the content of the home page, how to use the new ribbon and how to add web parts to your pages. Topics: Web Edit. SharePoint Ribbon. SharePoint Pages. Web Parts. Changing navigation. Multilingual User Interfaces. Creating Themes. Creating Custom Master Pages and Stylesheets.

#### SharePoint Content Management

In this module you will learn how to add content to your SharePoint sites. You will work with both out-of-the-box and custom lists and libraries to store content and files in your SharePoint sites. Topics: Creating a List and Document Library. Creating a List Template. Customizing List forms with InfoPath 2010. Integration with Outlook 2010. Working with Site Columns. Working with Content Types. Creating Content Types.

#### Document Management

One of the many reasons why you would work with SharePoint are the excellent options for document management. You will learn to manage your documents with SharePoint Foundation 2010. Topics: Versioning. Document Templates. Document Sets. Document ID. Integration with the Office clients. Tagging and Taxonomies with Managed Metadata. Check-in/Check-out. Collaborative Authoring. Approvals. Best practices for Document Management.

#### User Administration

Only people with sufficient rights can access data (add, update, read, delete,...) on sites. You will learn

how to use SharePoint groups, SharePoint users and how to put users into groups. Topics: Working with Users and Groups. Creating SharePoint Groups. Using SharePoint Designer to manage security. Configuring permissions. Security Trimming.

#### Building Solutions with SharePoint Designer 2010

SharePoint Designer 2010 lets you manage, configure and customize your SharePoint sites. It enables you to create business solutions all without custom development. Topics: Creating Custom Actions. Create List and Libraries by using SharePoint Designer 2010. Adding and Customizing Web Parts using SharePoint Designer 2010. Creating and modifying pages.

#### Synchronizing data between SharePoint and Excel or Access

One of the benefits of working with SharePoint is the good integration with different MS Office products (Word, Access, Outlook, Excel, ...). You will take a closer look at the integration options between SharePoint 2010 and Excel and Access. Topics: Exporting SharePoint data to Excel and Access. Importing Excel and Access data in SharePoint. Synchronizing data.

#### Taking your SharePoint data offline with SharePoint Workspace 2010

SharePoint Workspace 2010 lets you take SharePoint data offline, modify the data and send your modifications back to SharePoint. Topics: Downloading a SharePoint list in SharePoint Workspace 2010. Downloading a SharePoint site in SharePoint Workspace 2010. Working with data offline.

#### Building and Publishing Electronic Forms with InfoPath 2010 and Forms Services

InfoPath 2010 in combination with SharePoint InfoPath Forms Services gives you a powerful platform to deliver electronic forms. You will learn how to create powerful electronic forms with Microsoft InfoPath 2010, how to integrate external data and how to apply validation. With the help of InfoPath Form Services users can fill in the electronic form just by using the browser. Topics: Creating templates with InfoPath Form Designer. Publishing InfoPath forms. InfoPath Forms Services.

#### Web Content Management

SharePoint Server 2010 comes with a lot of features for building intranet, extranet and internet portals. You will learn how new page layouts can be created, how content managers can deliver and schedule new content and how content approvers can validate the new content. Topics: Using Publishing Sites. Creating and using Page Layouts. Configuring Approval Workflow. Creating custom approval workflows with SharePoint Designer 2010.

#### Enterprise Content Management

You will learn how to govern the large quantities of content within your enterprise, how to enforce policies like auditing and expirations and

how to apply record management and archiving. Topics: Manage Metadata & Taxonomies. Record Management. Policies. Creating Term Sets.

#### Social Computing

SharePoint 2010 offers new Social Computing features. You will learn about the User Profiles and audiences, how every user can create and use his own personal site and can manage a social network, about the power of wikis and blogs. Topics: Managing User Profiles. Creating Audiences. Customizing Personal Sites. Integrating social data in the search engine. Enterprise Content Management.

#### Searching your Data and People

You will learn the out-of-the-box features of the search center and the different options you have in customizing the end user experience. Topics: Configuring the Search Engine. Working with Search Scopes. Customizing the Search Center. Federated Search. People Search.

#### Visio 2010 and Visio Services

The new Visio Services which is part of SharePoint Server 2010 and enables you to visualize your Visio Diagrams by only using the browser. Topics: Creating diagrams and models with Visio 2010. Publishing Visio diagrams to Visio Services.

#### Using Workflows and Building Custom Workflows with SharePoint Designer 2010

Learn how to use the out-of-the-box workflows such as content approval workflow, collect feedback workflow... SharePoint Designer 2010 allows us also to customize the out-of-the-box workflows. Topics: Using the out-of-the-box workflows. Customizing the out-of-the-box workflows with SharePoint Designer 2010. Building custom workflows with SharePoint Designer 2010. Reusing Workflows.

#### Working with Business Connectivity Services

Working with BCS is all about connecting your SharePoint environment to an external line-of-business system or traditional database store such as SQL Server or Oracle. Topics: Overview of the BCS architecture. Creating External Content Types with SharePoint Designer 2010. Working with External Lists to support CRUD operations on your data in SharePoint. Integrating external data in the Office Clients. Working with external data in SharePoint Workspace.

#### Business Intelligence in SharePoint 2010

SharePoint Server 2010 allows us to build Business Intelligence solutions. You'll learn about the steps to publish Excel spreadsheets to Excel Services, how to work with the report center and how to create dashboard pages. You will see how to work with the different BI web parts like the chart web part, KPI web part and the different filter web parts that are available out-of-the-box. Topics: Excel Services. Integrating Reports. Creating Dashboards. Working with the BI Web Parts. Creating KPI's.

# Microsoft SharePoint 2010 for Developers

## 5 DAYS

### Learning Goals

This 5-day workshop is targeting developers who have none or limited SharePoint development skills. It is also an interesting course for developers who have experience with SharePoint 2007 but are not yet exposed to the new features of SharePoint Foundation 2010 and SharePoint Server 2010.

### Target audience

.NET development skills are required to follow this course since most of the topics have to do with writing code. You should know your way around within SharePoint 2010 from an end-user perspective. No SharePoint 2010 development skills are required for this course.

### Course Outline

#### Introducing SharePoint 2010 Development

SharePoint Foundation 2010 versus SharePoint Server 2010. What is SharePoint development all about? What are the skills needed? Your development environment? A look at the SharePoint Foundation 2010 architecture. SharePoint 2010 Key Investment areas.

#### SharePoint Foundation 2010 Architecture

Farms and IIS Web Applications. Creating SharePoint Web applications.

#### Site Collections, Sites, Lists and Document

Site Collections and Sites. Site Templates and Site Definitions. Lists and Document Libraries.

#### Introducing the SharePoint Foundation 2010 Object Models

Introducing the SharePoint 2010 Server Object Model. SPWeb and SPWeb. SPList and SPListItem. SPDocumentLibrary and SPFile. SharePoint 2010 SOAP/REST Services. Introducing the SharePoint 2010 Client Object Model. Using the Client OM in .NET, Silverlight and Javascript.

#### SharePoint Foundation 2010 Features Framework

Introducing Features. Building a Feature Project using Visual Studio 2010. Light-Up SharePoint

with Custom Actions. Installing, Activating, Deactivating and Uninstalling Features. Feature Receivers.

#### SharePoint Solutions

Introducing SharePoint Solutions. Creating a SharePoint Solution. Adding and Deploying SharePoint Solutions with Visual Studio 2010. Retracting SharePoint Solutions. Building Sandboxed Solutions.

#### Application Pages and Site Pages

Application Pages. Site Pages. Extending SharePoint UI: Ribbons, Dialogs, Notifications and Status bar. Web Part Pages.

#### Branding SharePoint Foundation 2010 Sites

Master Pages. Styling a SharePoint Site with css. Building Custom Themes.

#### Managing Content in SharePoint Foundation 2010

Document Management Features. Managed Metadata and Taxonomy. User Administration. Site Columns and Content Types. Working with Document sets.

#### More Programming with Lists and Document Libraries

Introduction in the Building of Custom Field Types. Basic CAML Queries. Querying SharePoint data with LINQ to SharePoint. SharePoint 2010 REST API's. Introducing Event Handlers.

#### Building Web Parts

Essential Steps of Building and Deploying a Web Part. Building Visual Web Parts with Visual Studio 2010. Building Web Parts for a Sandboxed Solution. Exposing Web Part Properties. Connectable Web Parts. Building Silverlight Web Parts.

#### Introducing the SharePoint Server 2010

Overview of SharePoint Server 2010 features and editions. Shared Application Services. Building Portals with SharePoint Server 2010.

#### Configuring and Branding Portals

Configuration of available Site Templates. Master Pages. Styling of Portals.

#### Web Content Management with SharePoint Server 2010

Page Model in a Portal. Creating intranet and internet Portals with SharePoint Server 2010. Creating Custom Page Layouts. Configuring the Publishing Cycle. Working with the Content Query Web Part. Site Variations.

#### Building InfoPath and Visio Solutions

Introducing InfoPath 2010 and Visio 2010. Designing InfoPath 2010 Templates and Visio Diagrams. Deploying InfoPath Templates. Hosting InfoPath Templates in SharePoint InfoPath Forms Services. Hosting Visio Diagrams in Visio Services.

#### Building Workflow Solutions

Introducing Workflows and the Windows Workflow Foundation. Workflow Terminology and the OOB Experience. The new SharePoint 2010 Site Workflow. Building a SharePoint Workflow with Visual Studio 2010.

#### Business Connectivity Services

Why Business Connectivity Services? BCS Architecture. Creating External Content Types in Visual Studio 2010. Reusing Visual Studio Components in the SharePoint Designer. Working with the BCS Web Parts. BCS connectors.

#### SharePoint Server 2010 Search

Search Topology and Architecture. Search Administration for Developers. Customizing the Search Center. Programmatically Executing Search Queries. FAST Search.

#### Excel Services and Reporting

Introduction BI in SharePoint Server 2010. Working with Excel Services. Building Reports and Dashboards. Working with the Excel API.

#### Information Management Policies and Records Management

Working with Information Management Policies. Creation and Deployment of Custom Policies.

