

Microsoft SharePoint 2007: Web Content Management

GWESP1200
2 day

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Course Summary

In this course, you'll learn about the web content management features of Microsoft SharePoint 2007. The course starts from the perspective of an end-user so that you will understand what the authors and consumers of your SharePoint sites will see, and then goes beneath the surface to teach you to customize and extend the out-of-the-box features.

By the time you complete this course, you will understand how to implement sites that face the Internet with branded look and feel so that your visitors will never know they are looking at a SharePoint site; and you'll understand how to configure the same site to support the creators and managers of content in your organization. You'll also learn how to implement and customize things like security and navigation, how to deploy content to production environments, and how to target different audiences and different countries and languages.

Course Objective

- Create a publishing site and pages
- Configure the publishing infrastructure
- Leverage master pages and style sheets using the publishing features
- Create publishing site definitions
- Separate content and layout with content types and page layouts
- Incorporate SharePoint Designer branding assets into Visual Studio solutions
- Understand and manage site hierarchies
- Customize menus and navigation
- Manage users and permissions
- Use and configure versioning and approval processes and workflows
- Deploy content
- Target different audiences
- Manage variations and localize content
- Aggregate information
- Collect usage data

Course Lessons

Introduction to MOSS Publishing

- Define Web Content Management
- Creating a MOSS Publishing Site
- Create a New Page Using a Page Layout
- Use Versioning to Manage Changes to Content Over
- Versioning and Approval Processes Facilitate Content Review

Branding

- Understand the SharePoint Publishing Features
- Understand How to Apply CSS with Publishing Features
- Apply Master Pages in Publishing Scenarios
- Define Text and Table Styles for Use in the HTML Editor

Creating a Publishing Site Definition

- Review SharePoint Site Definition Basics
- Create a Basic Web Publishing Site Definition as a Visual Studio Solution
- Include Files to Support Branding in a Web Publishing Site Definition
- Incorporate and Version Assets that you Create in SharePoint Designer into Visual Studio Solutions

Content Types and Page Layouts

- Understand the Use of Content Types in Web Content Management
- Create and Deploy Page Layouts
- Create and Deploy Pages Based on Page Layouts and Content Types

SharePoint Site Design

- Understand Site Collections and Subsites
- Configure Out-of-the-Box Navigation
- Provide Custom Navigation Elements and Providers

Content Management

- Understand Users Roles in a Publishing Portal as well as Permissions, Groups, and Authentication Providers
- Learn about SharePoint List and Library Item Versioning and Approval
- Understand Audience Targeting
- Use SharePoint Content Publishing to Automatically Push Content from Staging to Production
- Learn about Content Variations

Navigation and Search

- Understand Out-of-the-Box Navigation Options and Configurations
- Customize Navigation with Delegate Controls and the SiteMapDataProvider
- Learn about MOSS Search Administration and Configuration
- Customize Search Results by Using XSL

Aggregation Information

- Understanding the Power and Limitations of the Content Query Web Part
- Learn Strategies for Rolling Up Content within Site Collections
- Learn Strategies for Aggregating Data Across Site Collections
- Understand how to Enable, Use, and Expand Usage Analysis Reporting