

Microsoft Office Document Collaboration in Action



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Jeff Webb

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Essential SharePoint Jeff Webb, 2005-05-17 Want to work more efficiently and effectively Want to improve productivity Microsoft is betting that you do That s why it created Windows SharePoint Services a set of collaboration tools that helps organizations increase individual and team productivity by enabling them to create web sites for information sharing and document collaboration Through these team oriented web sites users capture and share ideas and work together on documents tasks contacts etc either among themselves or with partners and customers And if you have Windows 2003 Server then you already have SharePoint since it s built right in But before you can enjoy the benefits of SharePoint you need to know how to turn it on set it up and get your applications working with it Essential Sharepoint will help you do just that It s not only the most complete guide for setting up and using these increasingly popular sites but it also explains in detail the integration that makes SharePoint exciting Everything you need to know about SharePoint is covered including hosting choices administration customization integration with Microsoft Office developing new SharePoint functionality when to use SharePoint portal server Essential Sharepoint covers all the key topics for getting up and running with this powerful and popular set of collaboration tools And it s not just for members of the IT staff This comprehensive guide is for anyone in an organization who wants to explore Microsoft SharePoint in order to foster collaboration with other users *Essential SharePoint 2007* Jeff Webb, 2007-09-11 If you re considering the vastly improved 2007 version of SharePoint this concise practical and friendly guide will teach you how to get the most from the latest version of Microsoft s information sharing and collaboration platform Essential SharePoint 2007 demonstrates how your business can use SharePoint to control documents structure workflow and share information over the Web using standard tools business users already know Microsoft Office and Internet Explorer Written in a conversational tone by internationally recognized SharePoint consultant and trainer Jeff Webb this book helps SharePoint administrators site owners and power users quickly gain the skills necessary to perform a wide variety of tasks for intranet and extranet web sites and explains what s new in SharePoint 2007 for experienced SharePoint 2003 administrators Essential SharePoint 2007 teaches you how to Use SharePoint 2007 with Outlook Word and Excel and as a document management tool replacing for example shared network drives with libraries Build and customize sites lists libraries and web parts for intranets and extranets Use SharePoint 2007 for team communication through blogs wikis surveys and RSS and email alerts Build a SharePoint workflow application Create and program web parts in order to deliver custom services and data to a site Deploy and administer SharePoint 2007 Each chapter ends with a summary of best practices advocated by the author and the first few chapters of the book are ideal as training materials for end users Later chapters give developers and administrators tools not only to keep company sites running smoothly but also to customize and extend them The book also contains several appendices with a glossary of terms and hard to find information Essential SharePoint 2007 is a one stop task oriented guide for learning what s necessary to make this tool a vital part of team

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Pro SharePoint Solution Development Ed Hild, Susie Adams, 2007-09-14 Pro SharePoint Solution Development Combining NET SharePoint and Office 2007 takes a practical problem solution approach to common business challenges You'll not only encounter interesting code samples but also see how to combine these examples with the Microsoft collaboration platforms services The book's solutions focus on using Visual Studio Tools for Office to build the user interface layer And solutions can interact with SharePoint as a service provider taking advantage of SharePoint's many collaboration features like document repositories, collaboration sites and search functions This book is unique because it starts with challenges that end users deal with every day when using the Microsoft collaboration platform to support business processes The solutions are presented as the hypothetical business challenges of a fictional company By presenting the examples in this context authors Ed Hild and Susie Adams make it easier to relate to the challenges and solution value And the goal of these examples is to build applications that apply the benefits of the Office desktop interface with the richness of SharePoint's collaboration features

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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.

Special Edition Using Microsoft Office FrontPage 2003 Jim Cheshire, Paul Colligan, 2004 Completely rewritten and redesigned for the new version of FrontPage this edition contains detailed scenarios that guide readers through the process of creating sites that range from personal to corporate

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