

THE ADDISON-WESLEY MICROSOFT TECHNOLOGY SERIES

ESSENTIAL SHAREPOINT® 2007

DELIVERING HIGH-IMPACT
COLLABORATION

**SCOTT JAMISON
MAURO CARDARELLI**
with **SUSAN HANLEY**

Foreword by
THOMAS RIZZO

Essential Sharepoint 2007 Delivering High Impact Collaboration Mauro Cardarelli

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Essential SharePoint® 2007 Jamison,2007-09 Essential SharePoint 2007 Scott Jamison, Mauro Cardarelli, Susan Hanley,2007 Essential SharePoint 2007 focuses on utilizing Microsoft Office SharePoint 2007 to improve collaboration and decision making streamline processes and solve real world business problems Three leading SharePoint consultants systematically address the crucial success factors intangibles and gotchas in SharePoint deployment showing exactly how to maximize business value and reduce project risk Drawing on their unsurpassed experience the authors walk you through planning and architecting successful SharePoint solutions around the unique needs of your business Next they address the operational support and end user functionality needed to make SharePoint 2007 work with special attention given to the organizational and political issues that can make or break your project Learn how to Define optimal workable collaboration strategies Build SharePoint applications people want to use Architect SharePoint infrastructure for superior performance reliability and value Provide your customers with state of the art sites blogs and wikis Use SharePoint content management to integrate documents records and Web content and make it all searchable Implement forms based workflow to optimize virtually any business process Quickly build business intelligence solutions using Web base dashboards and server based Excel Services Organize and staff SharePoint support teams Migrate efficiently from SharePoint 2003 Whether you re a project manager consultant analyst line of business executive or developer this book helps you align your SharePoint project with your business strategy and deliver quantifiable results fast Preface Chapter 1 Your Collaboration Strategy Ensuring Success Chapter 2 Office SharePoint Server 2007 High Impact Collaboration Across the Extended Enterprise Chapter 3 Introduction to the 2007 Office System as a Collaboration and Solutions Platform Chapter 4 SharePoint Architecture Fundamentals Chapter 5 Planning Your Information Architecture Chapter 6 Planning Your Move from SharePoint 2003 to 2007 Upgrade or Rebuild Chapter 7 Disaster Recovery Planning Chapter 9 Enterprise Content Management Documents Records and Web Chapter 10 Enterprise Search Chapter 11 Making Business Processes Work Workflow and Forms Chapter 12 Office 2007 Offline Options for MOSS 2007 Chapter 13 Providing Business Intelligence Appendix A SharePoint User Tasks Appendix B OS Browser Office Compatibility Index Essential SharePoint 2007 Scott Jamison,2007 **American Book Publishing Record** ,2007 **Essential SharePoint 2010** Scott Jamison, Susan Hanley, Mauro Cardarelli,2010-08-12 The Only Book That s Completely Focused on Maximizing the Business Value of SharePoint 2010 Solutions Essential SharePoint 2010 approaches Microsoft SharePoint Server 2010 from a strict business value perspective explaining exactly how to plan and implement SharePoint solutions to achieve superior business results The authors are leading enterprise SharePoint consultants and draw on their unsurpassed experience to focus on the SharePoint features that offer the most real world value You ll find practical advice about how to succeed with knowledge management business intelligence and process improvement and how to derive value from new innovations such as social tagging and mashups The book includes

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users Professional SharePoint 2007 Development John Holliday, John Alexander, 2007-06-12 Beginning with an introduction to the technologies in Microsoft's application platform this guide goes on to highlight the technologies in SharePoint 2007 which are new for developers **SharePoint 2010 User's Guide** Seth Bates, Anthony Smith, Roderick Smith, 2010-07-30 Microsoft SharePoint Foundation 2010 and SharePoint Server 2010 provide a collection of tools and services you can use to improve user and team productivity make information sharing more effective and facilitate business decision making processes In order to get the most out of SharePoint 2010 you need to understand how to best use the capabilities to support your information management collaboration and business process management needs This book is designed to provide you with the information you need to effectively use these tools Whether you are using SharePoint as an intranet or business solution platform you will learn how to use the resources such as lists libraries and sites and services such as publishing workflow and policies that make up these environments Information and process owners will be given the knowledge they need to build and manage solutions Information and process consumers will be given the knowledge they need to effectively use SharePoint resources In this book Seth Bates and Tony Smith walk you through the components and capabilities that make up a SharePoint 2010 environment Their expertise shines as they provide step by step instructions for using and managing these elements as well as recommendations for how to best leverage them As a reader you'll then embrace two common SharePoint uses document management and project information management and walk through creating samples of these solutions understanding the challenges these solutions are designed to address and the benefits they can provide The authors have brought together this information based on their extensive experience working with these tools and with business users who effectively leverage these technologies within their organizations These experiences were incorporated into the writing of this book to make it easy for you to gain the knowledge you need to make the most of the product **Essential SharePoint® 2013** Scott Jamison, Susan Hanley, Chris Bortlik, 2013-08-16 The Only Book That's 100% Focused on Maximizing the Business Value of SharePoint 2013 Essential SharePoint 2013 approaches Microsoft SharePoint 2013 from a strict business value perspective helping you plan and implement solutions that achieve effective business results Leading SharePoint experts draw on their unsurpassed experience to provide business focused guidance on strategy governance planning deployment and more You'll find in depth insights for success with collaboration knowledge and content management governance and user adoption The authors help you choose features organize information define security models and launch your solution They present best practices for search workflow business intelligence and integrating information from Office 2013 and beyond Each chapter includes a section introducing new SharePoint 2013 capabilities from improved site branding to native iPhone mobile apps Throughout the authors identify success factors intangibles and gotchas helping you reduce risk and time to value Learn how to Ask the right questions to craft a plan that maximizes business value Efficiently deploy either green field solutions or upgrades Integrate web Office and mobile devices

into a comprehensive collaboration solution Plan effective governance of content operations and applications Deliver enterprise content management integrating documents data web content and rich media Use search to help find the right knowledge and people Measure and optimize user adoption to increase ROI Evaluate the cloud based SharePoint Online option Use social tools to promote deeper user interaction Collaborate and communicate with customers partners and suppliers Quickly create agile solutions with mashups and composites Whether you re a business leader IT manager architect analyst developer or consultant this book will help you tightly align SharePoint projects with business strategy to deliver outstanding results

SharePoint 2007 Collaboration For Dummies Greg Harvey, 2009-04-13 If you re looking for a way to help your teams access what they need to know work together and get the job done SharePoint can do just that SharePoint 2007 Collaboration For Dummies shows you the easiest way to set up and customize SharePoint manage your data interact using SharePoint blogs and wikis integrate Office programs and make your office more productive You ll learn what SharePoint can do and how to make it work for your business understand the technical terms and enable your people to collaborate on documents and spreadsheets You ll even discover how to get SharePoint help online Work with SharePoint s information sharing and team productivity tools See how data is stored in lists and libraries and arrange access for your teams Use SharePoint s meeting workspaces and add the capability for virtual meetings online Create blogs where team members can share ideas and wiki libraries to keep information up to date Keep everything on track with task lists and workflows to assign and monitor projects and progress Integrate Word and Excel or connect SharePoint to Outlook 2007 so you can access information from your inbox Use Office SharePoint Designer 2007 to create custom workflows for your SharePoint task lists With tips for designing the perfect SharePoint site and ideas about enhancing your team meetings with meeting workspaces SharePoint 2007 Collaboration For Dummies helps you put this great collaboration tool to work right away Note CD ROM DVD and other supplementary materials are not included as part of eBook file

SharePoint 2007: The Definitive Guide James Pyles, Christopher M. Buechler, Bob Fox, Murray Gordon, Michael Lotter, Jason Medero, Niles Mehta, Joris Poelmans, Christopher Pragash, Piotr Prussak, Christopher J. Regan, 2007-09-24 For any organization that wants to use Windows SharePoint Services to share and collaborate on Microsoft Office documents this book shows administrators of all levels how to get up and running with this powerful and popular set of collaboration tools Microsoft Windows SharePoint Services technology in Office 2007 is an integrated set of services designed to connect people information processes and systems both within and beyond the organizational firewall SharePoint 2007 The Definitive Guide provides a detailed discussion of all Sharepoint features applications and extensions You learn how to build Sharepoint sites and site collections along with ways to administrate secure and extend Sharepoint This book teaches you how to Get up to speed on SharePoint including ways to create lists libraries discussions and surveys Integrate email use web parts track changes with RSS and use database reporting services Customize your personal site create sites and areas and organize site collections Integrate with

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Description based on print version record. - Includes index Scott Jamison,2010 **Essential Sharepoint 2007, 2/E** J. Webb,2007 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

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 **Microsoft SharePoint 2007 Unleashed** Noel,1900 Companies have been talking about knowledge management and leveraging their IT investments to enhance team collaboration for years but have had difficulty implementing effective solutions that tie together the wide range of information employees need to access SharePoint 2003 made great inroads into filling these needs SharePoint 2007 will make even greater strides in enabling organizations to create a practical framework to bring together information from such diverse systems as Office Visual Studio SQL Server

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