



SYNERGY

Corporate Technologies



In the business of making your business better

SharePoint Designer 2007

Synergy Productivity Training Series

2 Days – Level 200

Course Outline

The purpose of this 2-day course is to give students techniques for customizing team sites and publishing sites using Microsoft Office SharePoint Designer 2007. The class will teach professionals how to transform out-of-the-box SharePoint sites by applying corporate layouts, logos, colors, and graphics. In the process students will learn best practices in user-interface design and the use of graphic elements as well as how to incorporate workflow and business intelligence components into sites.

Skills Gained

After completing the course students will be able to:

- Understand the features of SharePoint Designer 2007
- Customize content pages in team sites
- Create and customize layout pages
- Create and customize master pages
- Display data on pages using Data View web parts
- Create and publish workflows

Target Audience

The class is designed for users who will be modifying the look and feel of site pages, creating data view pages by connecting to databases and web services and creating custom workflows in SharePoint Designer 2007.

Prerequisites

Students attending this class need a basic knowledge of Microsoft Office applications and knowledge of web design technologies such as HTML, CSS, and javascript.



SYNERGY

Corporate Technologies



In the business of making your business better

1. Getting Familiar with SharePoint Designer

This introductory chapter takes students on a detailed tour of SharePoint Designer 2007 in order to become familiar with the interface while getting an overview of the many useful features the tool has to offer. The overall architecture of a SharePoint Site Collection is explored through the SharePoint Designer environment.

2. Working with Team Sites vs. Publishing Sites

This chapter discusses the differences between Windows SharePoint Services (WSS) Sites and Publishing Sites. Students will explore how to create team sites using SharePoint Designer as well as how to use SharePoint Designer to create and customize pages.

3. Creating and Editing Layout Pages

In this chapter we explain how to create Layout Pages for generating SharePoint publishing site pages with customized content. The chapter covers overriding delegate controls and the use of field controls to position content on the page.

4. Creating and Editing Master Pages

This chapter examines how to create and apply custom Master Pages for defining the overall look and feel of SharePoint sites. The chapter discusses the relationship between master pages and content pages and the use of Content Placeholder controls to specify the information available on the page.

5. Creating and Customizing Data Form and Data View Web Parts

This chapter explains how to create custom Data Connections to databases and XML web services and how to bind them to pages through Data Form Web Parts. We go on to explore various ways to configure those data views to provide useful visual views of the information displayed.

6. Creating and Customizing Workflows Using SharePoint Designer

This chapter provides an introduction to workflows in MOSS and explains how to work with out-of-the-box workflows as well as how to create custom workflows using SharePoint Designer

7. Controlling Access Through Contributor Mode

This chapter discusses how to leverage SharePoint permissions in order to give controlled access to power users who utilize SharePoint Designer.



SYNERGY

Corporate Technologies

Microsoft
GOLD CERTIFIED
Partner

In the business of making your business better