

# TOTAL TRAINING™ FOR MICROSOFT® OFFICE® SHAREPOINT® DESIGNER 2007 QUICK REFERENCE GUIDE

## Part 1 – Solution Administrator

### 1 INTEGRATING VISUAL STUDIO 30:33

- 1 Creating the Solution
- 2 Creating Event Handlers
- 3 Editing the Solution .XML
- 4 Packaging & Deployment
- 5 Creating a Workflow Action
- 6 Modifying the Send Activity Alert
- 7 Making the Workflow Available
- 8 Creating a New Site

### 2 USING THE DATA VIEW DASHBOARD 25:12

- 1 Changing a List View Web Part to a Data View
- 2 Adding a Data View Using SQL Data Source
- 3 Modifying a View via Data Source Details
- 4 Modifying a View Using Web Part Connections
- 5 Adding a New Data View Web Part for Editing

### 3 CREATING THE BEST WORKFLOW 12:15

- 1 Creating a New Workflow
- 2 Adding a New Step to the Workflow
- 3 Adding an Approval Alert

### 4 APPLYING LAYOUT CHANGES 21:58

- 1 Modifying the HTML of the Web Part Zones
- 2 Add Web Parts to the Web Part Zones & Modify Them
- 3 Changing the CSS
- 4 Customizing the List View Page
- 5 Changing the List Properties for a New Form
- 6 Final Comments

## Part 2 – Tips & Tricks

### 1 USING TASK PANES 16:20

- 1 Explaining Tag & CSS Properties
- 2 Explaining Manage Styles & Attach Styles
- 3 Using Data Source Library & Data Source Details
- 4 Checking Accessibility, Hyperlinks & CSS Reports

### 2 SETTING A CLIENT CONFIGURATION 06:36

- 1 Optimizing the Task Panes Layout
- 2 Customizing Toolbars

### 3 WORKING WITH CODE VIEW 32:55

- 1 Creating Code Snippets
- 2 Modifying Web Part Properties
- 3 Navigating in Code View
- 4 Correcting Errors in Code View
- 5 Editing ASP.net Controls
- 6 Working with Code Hyperlinks
- 7 Working with Code Formatting Options
- 8 Final Comments

## Part 3 – Web Content Management

### 1 APPLYING CONTRIBUTOR SETTINGS 08:08

- 1 Creating New Group Permissions
- 2 Setting Permission Limits

### 2 CORPORATE PORTAL BRANDING 16:14

- 1 Moving the Search Area
- 2 Moving the Site Actions Control
- 3 Modifying the Welcome Control
- 4 Replacing the Site Logo
- 5 Creating a New Content Placeholder inside a Div

### 3 CREATING A NEW PAGE LAYOUT 26:24

- 1 Creating Content Type & New Layout Pages
- 2 Inserting a Simple Table
- 3 Inserting Content Fields
- 4 Modifying CSS in a Layout Page
- 5 Finalizing the Default Master
- 6 Creating New Pages from Layout Pages
- 7 Editing a New Page

### 4 CREATING A TRACKING APPLICATION 42:16

- 1 Creating the Database Back-end
- 2 Creating a Custom Master Page
- 3 Modifying a CSS Layout
- 4 Creating a Linked Data Source
- 5 Creating a Tracking Workflow
- 6 Filtering a Custom Data View
- 7 Creating a Custom Entry Form
- 8 Final Comments & Credits

## Part 4 – Dashboards, Themes & MasterPages

### 1 BUILDING A DASHBOARD 1:29

- 1 Creating a Site & a New Page
- 2 Modifying the Page Layout
- 3 Configuring the Toolbox
- 4 Creating a UserControl
- 5 Exporting the UserControl
- 6 Creating a Project in Visual Studio®
- 7 Signing the Assembly
- 8 Adding Events to the Control
- 9 Modifying the UserControl for the CodeBehind
- 10 Configuring the Application
- 11 Adding the Control to the Dashboard
- 12 Adding a Data Source Control to the Site
- 13 Modifying Fields in GridView
- 14 Creating a Hyperlink
- 15 Creating a Data View
- 16 Modifying the Data Source
- 17 Troubleshooting Errors in the UserControl

### 2 CREATING A NEW THEME 46:30

- 1 Modifying the Navigation
- 2 Inserting a Custom Logo
- 3 Modifying Theme Resources
- 4 Understanding Selectors
- 5 Understanding How Styles Cascade
- 6 Understanding Theme Basics
- 7 Modifying the Appropriate Class
- 8 Creating a Preview Image

### 3 MAKING MASTERPAGES 1:04

- 1 Understanding MasterPages
- 2 Adding Links to the MasterPage
- 3 Creating a Copyright Notice
- 4 Starting from Scratch to Make Dramatic Changes
- 5 Adding Basic Content
- 6 Adding Table Structure
- 7 Inserting a Site Actions Control
- 8 Adding a Web Part Toolpane
- 9 Understanding Minimum Placeholders
- 10 Adding a Splash Screen
- 11 Inserting a Custom Style Tag
- 12 Inserting an ASP Menu Control
- 13 Final Comments

## Part 5 – Targeted SharePoint Applic.

### 1 INFOPATH & CUSTOM WORKFLOWS 46:58

- 1 Designing a Form
- 2 Publishing a Content Type
- 3 Creating a Form Library
- 4 Setting the Default Content Type
- 5 Creating a Workflow Project
- 6 Adding Code Fixes
- 7 Creating a New Class
- 8 Adding Global Variables
- 9 Adding Global Properties
- 10 Adding Execute Code
- 11 Adding Send Email Code
- 12 Adding Group Task Code
- 13 Deploying the Custom Workflow
- 14 Adding a Workflow to SharePoint
- 15 Accessing Custom Workflows
- 16 Activating the Workflow

### 2 VIEWING FORM LIBRARIES 47:56

- 1 Creating a Simple InfoPath Form
- 2 Understanding XXLT
- 3 Inserting Data Views
- 4 Adding Conditional Formatting to a View
- 5 Inserting a View of the Form Library
- 6 Leveraging Share XXLT
- 7 Creating a Master Details View
- 8 Creating a Data View Parameter
- 9 Creating Dynamic Hyperlinks
- 10 Finalizing the Applications
- 11 Final Comments & Credits