Sharepoint 2013 Quick Reference Guide

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Ace the PMI-ACP® exam Sumanta Boral 2016-12-26 Prepare for the Project Management Institute’s (PMI®) Agile Certified Practitioner (ACP®) exam. Augment your professional experience with the necessary knowledge of the skills, tools, and techniques that are required for passing the examination. This is a comprehensive and one-stop guide with 100% coverage of the exam topics detailed in the PMI-ACP® Exam content outline. Rehearse and test your knowledge and understanding of the subject using the practice quizzes after each chapter, three full-length mock exams, and practical tips and advice. You will be able to understand the Agile manifesto, its principles and many facets of Agile project management such as planning, prioritization, estimation, releases, retrospectives, risk management, and continuous improvement. The book covers Agile metrics and means of demonstrating progress. People management aspects such as behavioral traits, servant leadership, negotiation, conflict management, team building, and Agile coaching are explained. Whether you are a beginner or a seasoned practitioner, this book also serves as a practical reference for key concepts in Agile and Agile methodologies such as Scrum, XP, Lean, and Kanban. What you will learn: • The necessary knowledge of the skills, tools, and techniques that are required for passing the PMI-ACP examination• To understand the scope and objectives of the PMI-ACP exam, and gain confidence by taking practice quizzes provided in each chapter and three full-length mock exams • To gain exposure to Agile methodologies such as Scrum, XP, Lean, and Kanban plus various tools and techniques required to conduct Agile projects • The focus is to "Be Agile", rather than "Do Agile" Who this book is for: The audience for this book primarily includes IT professionals who wish to prepare for and pass the Agile Certified Professional (ACP) exam from the Project Management Institute (PMI). The book also is a practical reference book for Agile Practitioners.

SharePoint 2013 Field Guide Errin O’Connor 2014-05-27 Covers SharePoint 2013, Office 365’s SharePoint Online, and Other Office 365 Components In SharePoint 2013 Field Guide, top consultant Errin O’Connor and the team from EPC Group bring together best practices and proven strategies drawn from hundreds of successful SharePoint and Office 365 engagements. Reflecting this unsurpassed experience, they guide you through deployments of every type, including the latest considerations around private, public, and hybrid cloud implementations, from ECM to business intelligence (BI), as well as custom development and identity
management. O’Connor reveals how world-class consultants approach, plan, implement, and deploy SharePoint 2013 and Office 365’s SharePoint Online to maximize both short- and long-term value. He covers every phase and element of the process, including initial “whiteboarding”; consideration around the existing infrastructure; IT roadmaps and the information architecture (IA); and planning for security and compliance in the new IT landscape of the hybrid cloud. SharePoint 2013 Field Guide will be invaluable for implementation team members ranging from solution architects to support professionals, CIOs to end-users. It’s like having a team of senior-level SharePoint and Office 365 hybrid architecture consultants by your side, helping you optimize your success from start to finish! Detailed Information on How to... Develop a 24-36 month roadmap reflecting initial requirements, longterm strategies, and key unknowns for organizations from 100 users to 100,000 users Establish governance that reduces risk and increases value, covering the system as well as information architecture components, security, compliance, OneDrive, SharePoint 2013, Office 365, SharePoint Online, Microsoft Azure, Amazon Web Services, and identity management Address unique considerations of large, global, and/or multilingual enterprises Plan for the hybrid cloud (private, public, hybrid, SaaS, PaaS, IaaS) Integrate SharePoint with external data sources: from Oracle and SQL Server to HR, ERP, or document management for business intelligence initiatives Optimize performance across multiple data centers or locations including US and EU compliance and regulatory considerations (PHI, PII, HIPAA, Safe Harbor, etc.) Plan for disaster recovery, business continuity, data replication, and archiving Enforce security via identity management and authentication Safely support mobile devices and apps, including BYOD Implement true records management (ECM/RM) to support legal/compliance requirements Efficiently build custom applications, workflows, apps and web parts Leverage Microsoft Azure or Amazon Web Services (AWS)

**Beginning PowerShell for SharePoint 2013**

Nikolas Charlebois-Laprade

2014-03-05 Beginning PowerShell for SharePoint 2013 is a book for the SharePoint administrator looking to expand his or her toolkit and skills by learning PowerShell, Microsoft's vastly flexible and versatile object oriented scripting language. PowerShell is the future of Microsoft administration, and SharePoint is a complex product that can be managed more easily and quickly with PowerShell cmdlets and scripts. This book helps bridge the gap, introducing PowerShell fundamentals and operations in the context of deploying, migrating, managing, and monitoring SharePoint 2013. Author Nik Charlebois-Laprade begins by explaining the fundamental concepts behind the PowerShell language. Then, with copious real-world examples and scripts, he lays the foundation for PowerShell novices to automate interactions with the various pieces and components of the SharePoint 2013 platform. For SharePoint administrators wanting to do more with the technology, or for SharePoint developers trying to build their skills on the administration side, Beginning PowerShell for SharePoint 2013 is the perfect book to kick off your PowerShell journey.

**Illustrated Course Guide: Microsoft Access 2013 Advanced**

Lisa Friedrichsen

2014-02-24 Loved by instructors for the visual and flexible way to build computer skills, the Illustrated Course Guides are ideal for teaching Microsoft Access 2013 to students across experience levels. Each two-page spread focuses on a single skill, making information easy to follow and absorb. The Illustrated Course Guides split Microsoft Access 2013 concepts and skills into three manageable levels - Basic, Intermediate, and Advanced - perfect for workshops or accelerated courses. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook.
version.

**Microsoft SharePoint 2013 Developer Reference** Paolo Pialorsi 2013-05-15
Design and develop great solutions using SharePoint 2013 Develop your business collaboration solutions quickly and effectively with the rich set of tools, classes, libraries, and controls available in Microsoft SharePoint 2013. With this practical reference, enterprise-development expert Paolo Pialorsi shows you how to extend and customize the SharePoint environment—and helps you sharpen your development skills. Ideal for ASP.NET developers with Microsoft .NET and C# knowledge. Discover how to:

- Create custom SharePoint apps and publish them in the Office Store
- Orchestrate your workflows with the new Workflow Manager 1.0
- Access and manage your SharePoint data with the REST APIs
- Federate SharePoint with Windows Azure Access Control Services
- Customize your SharePoint 2013 UI for a better user experience
- Gain a thorough understanding of authentication and authorization

**Microsoft SharePoint 2016 Step by Step** Olga M. Londer 2016-11-14
This is the eBook of the printed book and may not include any media, website access codes, or print supplements that may come packaged with the bound book. This is learning made easy! Get productive fast with SharePoint 2016, and jump in wherever you need answers: brisk lessons and colorful screen shots show you exactly what to do, step by step – and practice files help you build your skills. Fully updated for today’s powerful new version of SharePoint, Microsoft SharePoint 2016 Step by Step shows you how to do all this: Customize your team site's layout, features, and apps Manage and share ideas, documents, and data Capture and organize content into lists and libraries Automate business processes with built-in workflows Use social features to communicate and collaborate Work with SharePoint's business intelligence features Publish content using enhanced web content management Use SharePoint with Excel, Access, Outlook, and Lync And much more...

**Reference Guide** Beezix 2013-05-06
Laminated quick reference card showing step-by-step instructions and shortcuts for how to use Microsoft Office SharePoint 2013. This guide is suitable as a training handout, or simply an easy to use reference guide, for any type of user. The following topics are covered: Accessing a SharePoint site Signing Out Navigating SharePoint Expanding the Main Content Area Creating a New List Item Editing a List Item Assigning a Task Viewing Your Update Stream Following a Site Following a Document/File Following a Person Engaging in Newsfeed Conversations Using @ Mentions Using # Tags Liking a Newsfeed Update Tagging and Adding Notes to Documents and Pages Sharing Files with People Viewing Tags and Notes Searching for Documents Searching for People Creating a Subsite Community Sites Using Document Libraries Adding Existing Files List and Library Functions: Sorting, Filtering, Changing View, Using Email Alerts, Creating a List or Library, Deleting a List or Library. Checking Files Out/In Using the Recycle Bin Creating a Survey

**Professional SharePoint 2013 Development eBook and SharePoint-videos.com Bundle** Reza Alirezaei 2014-03-10
Beginning SharePoint 2013 Development eBook and SharePoint-videos.com Bundle

**Pro SharePoint 2013 Administration** Robert Garrett 2013-05-20
A guide to SharePoint 2013 provides information on its features and capabilities for administrators, covering such topics as social computing, metadata management, backup administration, and business intelligence.

**SharePoint 2013 Branding and User Interface Design** Randy Drisgill 2013-08-01
Plan, design, and launch a brand in SharePoint If you are planning, designing, and launching your brand using SharePoint, this book and author trio will walk you through everything you need to know in an understandable and approachable way. From specific technologies such as master pages, page layouts, and CSS to offering best-practices and real-world experience for creating
successful branding projects through SharePoint 2013, you will learn how to approach your branding project in effective new ways. This visual book provides step-by-step instructions in a simple and striking format that focuses on each of the tasks you will face in your own branding project. Explains the various approaches to SharePoint branding and methodologies for creating an engaging UI. Guides you through planning for branding and using the Design Manager to start a design. Addresses implementing modern web techniques such as HTML5, jQuery, and mobile responsive design into SharePoint. Explores creating SharePoint branding for public facing websites as well as internal intranets, including a deep dive into how custom SharePoint branding is created from scratch. Provides coverage on designing apps for SharePoint.

SharePoint 2013 on Demand Steve Johnson 2013 Offers information on using SharePoint, including creating a SharePoint site from built-in templates, creating lists and libraries to store data and documents on a site, and changing site permissions for enhanced security.

Beginning PowerShell for SharePoint 2016 Nikolas Charlebois-Laprade 2017-05-23 Use the latest tools to manage and automate tasks on Microsoft's SharePoint platform. You will achieve time and cost savings, increase reliability of deployments, and learn how to safely and efficiently migrate from a previous version, all while gaining valuable skills in PowerShell scripting. Authors Nik Charlebois-Laprade and John Edward Naguib begin by explaining the fundamental concepts behind the PowerShell language. Then, with copious real-world examples and scripts, they introduce PowerShell operations in the context of deploying, migrating, managing, and monitoring SharePoint 2016. What You’ll Learn What’s New in this Edition? Learn about the new SharePoint 2016 capabilities and min role Extend the default set of available PowerShell cmdlets for SharePoint 2016 by creating your own reusable Cmdlet functions with PowerShell 5.0 Upgrade your on-premises SharePoint 2013 environment to SharePoint 2016 using PowerShell Who This Book Is For Administrators, developers, and DevOps engineers working with SharePoint 2016. No experience with PowerShell is required.

SharePoint For Dummies Ken Withee 2019-05-07 All you need to know about SharePoint Online and SharePoint Server SharePoint is an enterprise portal server living under the Microsoft Office umbrella. It can be used as a local installation (on-premises) or an online service. The SharePoint Online service comes bundled with Office 365. You can use SharePoint to aggregate sites, information, data, and applications into a single portal. SharePoint 2019 contains highly integrated features that allow you to work with it directly from other Office products such as Teams, Word, Excel, PowerPoint, and many others. SharePoint For Dummies provides a thorough update on how to make the most of all the new SharePoint and Office features—while still building on the great and well-reviewed content in the prior editions. The book shows those new to SharePoint or new to SharePoint 2019 how to get up and running so that you and your team can become productive with this powerful tool. Find high-level, need-to-know information for “techsumers”, administrators, and admins Learn how SharePoint Online can get you started in minutes without the hassle and frustration of building out your own servers Find everything you need to know about the latest release of SharePoint Online and SharePoint Server Get your hands on the best guide on the market for SharePoint!

Office 365 For Dummies Rosemarie Withee 2018-10-25 Everything you need to get productive in the Cloud with Office 365 With 70 million users worldwide, Microsoft Office 365 combines the familiar Office desktop suite with cloud-based versions of Microsoft’s next-generation communications and collaboration services. It offers many benefits including security, reliability,
compatibility with other products, over-the-air updates in the cloud that don't require anything from the user, single sign on for access to everything right away, and so much more. Office 365 For Dummies offers a basic overview of cloud computing and goes on to cover Microsoft cloud solutions and the Office 365 product in a language you can understand. This includes an introduction to each component which leads into topics around using each feature in each application. Get up to speed on instant messaging Use audio, video, and web conferencing Get seamless access to the Office suite with Office Web apps Access information anywhere, anytime Office 365 is the key to office productivity — and now you can put it to use for you!

TeachUcomp Inc 2017-07-29 New to Microsoft Office 2016 or 2013? Upgrading from a previous version? Designed with the busy professional in mind, this two-page quick reference guide provides step-by-step instructions in the shared, basic features of Microsoft Excel, Word and PowerPoint. When you need an answer fast, you will find it right at your fingertips. Simple and easy-to-use, quick reference guides are perfect for individuals, businesses and as supplemental training materials. With 28 topics covered, this guide is ideal for someone new to Microsoft Office or upgrading from a previous version.

Professional SharePoint 2013 Development
Reza Alirezaei 2013-02-22
Thorough coverage of development in SharePoint 2013 A team of well-known Microsoft MVPs joins forces in this fully updated resource, providing you with in-depth coverage of development tools in the latest iteration of the immensely popular SharePoint. From building solutions to building custom workflow and content management applications, this book shares field-tested best practices on all aspect of SharePoint 2013 development. Offers a thorough look at Windows Azure and SharePoint 2013 Includes new chapters on Application Life Cycle Management, developing apps in SharePoint, and building PerformancePoint Dashboards in SharePoint Professional SharePoint 2013 Development is an essential SharePoint developer title.

SharePoint 2010 User's Guide
Seth Bates
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.

**SharePoint 2016 User's Guide** Tony Smith 2016-11-22 Learn how to make the most of SharePoint 2016 and its wide range of capabilities to support your information management, collaboration, and business process management needs. 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 search, workflow, and social) that make up these environments. In the fifth edition of this bestselling book, author Tony Smith walks you through the components and capabilities that make up a SharePoint 2016 environment. He provides step-by-step instructions for using and managing these elements, as well as recommendations for how to get the best out of them. What You Will Learn Create and use common SharePoint resources like lists, libraries, sites, pages and web parts Understand when and how workflows and information management policies can be used to automate process Learn how to take advantage of records retention, management, and disposition Make the most of SharePoint search services Take advantage of social capabilities to create social solutions Who This Book Is For Whether you have not yet used SharePoint at all, have used previous versions, have just started using the basic features, or have been using it for a long of time, this book provides the skills you need to work efficiently with the capabilities SharePoint 2016 provides.

**SharePoint User's Guide** Bryan Acker 2005 "Provides step-by-step instruction on how to perform the most common tasks you'll encounter in putting Windows SharePoint Services to work for you and your business." - page viii.

**Microsoft SharePoint 2016 Introduction Quick Reference Guide - Windows Version (Cheat Sheet of Instructions and Tips - Laminated C** Beezix Software Solutions 2017-04-17 Laminated quick reference card showing step-by-step instructions and shortcuts for how to use Microsoft SharePoint 2016. This guide is intended for end users in an "on-premises" environment. Written with Beezix's trademark focus on clarity, accuracy, and the user's perspective, this guide will be a valuable resource to improve your proficiency in using Microsoft SharePoint 2016. This guide is suitable as a training handout or an easy to use reference guide for end users. The following topics are covered Accessing a SharePoint Site Signing Out Some SharePoint Terms Defined Using the App Launcher Navigating SharePoint Subsites Expanding the Main Content Area Adding Content Creating a Subsite Community Sites, Making a Site a Community Site Creating a New List Item Adding Pages to Expand Content Editing and Deleting Pages to Modify Content Managing and Sharing Documents; OneDrive for Business vs. SharePoint Document Libraries Sorting and Filtering a Library List Uploading Documents Opening Documents Creating a New Document or Folder Renaming or Deleting Documents or Folders Recycle Bin Sharing Documents, Inviting People to Share a Document Checking SharePoint Documents Out and Back In Collaborating with Others Searching for Documents and People Viewing Updates Following a Site Following a Person Communicating Engaging in Newsfeed Conversations Using @ Mentions Using # Tags Liking a Newsfeed Update Tagging and Adding Notes to Documents and Pages Viewing Tags and Notes List and Library Functions Using E-mail Alerts Changing View Creating a List or Library Deleting a List or Library

**Microsoft SharePoint 2013 Step by Step** Olga M. Londer 2013-08-15 The smart way to learn Microsoft SharePoint 2013—one step at a time! Experience learning made easy—and quickly teach yourself how to boost team collaboration with SharePoint 2013. With Step by Step, you set the pace—building and practicing the skills you need, just when you need
them! Customize your team site’s layout, features, and apps. Manage and share ideas, documents, and data. Capture and organize content into lists and libraries. Automate business processes with built-in workflows. Use social features to communicate and collaborate. Publish content using enhanced web content management.

Exam Ref 70-339 Managing Microsoft SharePoint Server 2016
Troy Lanphier
2016-10-10
Prepare for Microsoft Exam 70-339—and help demonstrate your real-world mastery of planning, configuring, and managing Microsoft SharePoint 2016 core technologies in datacenters, in the cloud, and in hybrid environments. Designed for experienced IT pros ready to advance their status, this Exam Ref focuses on the critical-thinking and decision-making acumen needed for success at the MCSE level. Focus on the skills measured on the exam:

- Design SharePoint infrastructure
- Plan authentication and security
- Plan workload optimization
- Plan productivity solutions
- Manage search capabilities
- Plan and configure cloud services
- Monitor and optimize a SharePoint environment

This Microsoft Exam Ref: Organizes its coverage by the “Skills measured” posted on the exam webpage. Features strategic, what-if scenarios to challenge you.

- Provides exam preparation tips
- Points to in-depth material by topic for exam candidates needing additional review
- Assumes experience planning and maintaining SharePoint and related core technologies, including Windows Server 2012 R2 or later, Internet Information Services (IIS), Microsoft SQL Server 2014 or later, Active Directory, and networking infrastructure services.

Exam Ref 70-331 Core Solutions of Microsoft SharePoint Server 2013 (MCSE)
Troy Lanphier
2013-06-15
Prepare for Exam 70-331—and help demonstrate your real-world mastery of Microsoft SharePoint Server 2013 core solutions. Designed for experienced IT professionals ready to advance their status, Exam Ref focuses on the critical-thinking and decision-making acumen needed for success at the MCSE level. Focus on the expertise measured by these objectives: Design a SharePoint Topology Plan Security Install and Configure SharePoint Farms Create and Configure Web Applications and Site Collections Maintain a Core SharePoint Environment

This Microsoft Exam Ref: Organizes its coverage by exam objectives. Features strategic, what-if scenarios to challenge you.

Business Intelligence in Microsoft SharePoint 2013
Norm Warren
2013-05-15
Dive into the business intelligence features in SharePoint 2013—and use the right combination of tools to deliver compelling solutions. Take control of business intelligence (BI) with the tools offered by SharePoint 2013 and Microsoft SQL Server 2012. Led by a group of BI and SharePoint experts, you’ll get step-by-step instructions for understanding how to use these technologies best in specific BI scenarios—whether you’re a SharePoint administrator, SQL Server developer, or business analyst. Discover how to: Manage the entire BI lifecycle, from determining key performance indicators to building dashboards. Use web-based Microsoft Excel services and publish workbooks on a SharePoint Server. Mash up data from multiple sources and create Data Analysis Expressions (DAX) using PowerPivot. Create data-driven diagrams that provide interactive processes and context with Microsoft Visio Services. Use dashboards, scorecards, reports, and key performance indicators to monitor and analyze your business. Use SharePoint to view BI reports side by side, no matter which tools were used to produce them.

InfoPath with SharePoint 2013 How-To
Steven Mann
2013
Provides instructions on creating XML-based data collection products that can be integrated with SharePoint, covering such topics as rules and functions, Web data integration, PowerShell, permissions, and administration.

How to Do Everything Microsoft SharePoint 2010
Stephen Cawood
2010-09-05
Master Microsoft SharePoint 2010 In How to Do Everything: Microsoft SharePoint 2010,
Stephen Cawood—a former member of the SharePoint development team—explains how to get the most out of this powerful business collaboration platform. Learn how to use document management functions, wikis, taxonomy, blogs, My Sites, web parts, and more. Take full advantage of the content management, enterprise search, collaboration, and information-sharing capabilities of SharePoint 2010 with help from this practical guide. Set up a SharePoint site, add documents, use the SharePoint content approval workflow, and work with document versioning features. Collaborate with others during discussion boards, blogs, wikis, events, surveys, calendars, and workspaces. Use social tagging to create a folksonomy of keywords. Create a taxonomy hierarchy using Enterprise Managed Metadata. Build publishing sites, My Sites, and public-facing websites. Show data on pages using web parts. Customize lists, forms, site themes, and navigation. Use SharePoint with client applications, including Microsoft Office Backstage, Outlook, InfoPath, SharePoint Designer, and third-party applications.

What's New in Microsoft Office 2013 (from 2010) Quick Reference Guide (Cheat Sheet of New Features and Instructions) Beezix 2013-03-22 4-page laminated quick reference guide showing instructions for the new and changed features of Microsoft Office 2013 for Word, Excel, and PowerPoint for users upgrading from Office 2010. Also includes a command reference for each product, showing changed Office 2010 commands and their Office 2013 equivalents. Topics: Office: The Start Screen; Local (Custom) Templates; Changing the Look of Office; Optimizing for Touch; Using the Touch Mini-Toolbar; Integration with Online Services: Signing into an Online Account (SkyDrive SharePoint), Switching Online Accounts, Adding a Service Such As Flickr, YouTube, SkyDrive, Office 365 SharePoint; Opening the Folder Your Current Document is in; Opening and Saving; Inviting People to Collaborate on a SkyDrive Document; Viewing/Changing Access to a Document; Using On-object Chart Tools; Presenting Online; Using Apps for Office; Other New or Changed Features; Communicating with a Commenter; Replying to a Comment; Features No Longer Available. Word: Tracking Changes; Switching Between Simple Markup and All Markup; Locking Track Changes On; Expanding Collapsed Comments; Marking Comments as Done; Resuming Reading; Read Mode; Collapsing/Expanding Parts of a Document in Print Layout View; Opening and Editing a PDF; Using Alignment Guides; Text Wrapping with the Layout Options Tool; Quickly Inserting Rows/Columns Within a Table; Using the Border Painter; Copying Border Style (Border Sampler); Repeating Section Form Control; Other New or Changed Features. PowerPoint: Creating New Shapes (Merge Shapes); Zoom and Pan While Presenting; Jumping to a Slide; Widescreen; Applying Design Theme Variants; Changes to Guides; Using Eyedropper to Match Colors; Using Smart Guides; Paying Audio for Several Slides; Other New or Changed Features; Features No Longer Available. Excel: Excel Windows; Using Flash Fill; Using Chart Recommendations; 3-D Pyramid and Cone Chart Types; Combining Chart Types; Changes to Chart Data Labels; New Data Label Formatting; Using Quick Analysis; Filtering Tables with Slicers; Using PivotTable Recommendations; PivotTable and PivotChart Changes: Adding and Using a Timeline, Creating a PivotChart with or without a Table, Using a PivotTable to Analyze Multiple Data Sources; Advanced Data Analysis: Creating a Power View Sheet, Adding a Visualization to Power View; New Functions; Other New or Changed Features; Features No Longer Available. SharePoint 2010 Barcharts, Inc. 2011-05-31 SharePoint 2010 is among the many cutting-edge applications to be found within Microsoft's Office Suite software—our newest 3-panel guide will help you get the most out of this handy tool. The fluff-free content includes important definitions, tips, and step-by-step instructions on how to perform each key function within SharePoint; full-
color screen shots are also provided for ease of use.

**SharePoint 2013 User's Guide** Anthony Smith 2013-06-11 Provides an examination of the next generation of Microsoft SharePoint technologies, explaining how to use the technologies to extend the information sharing and collaboration capabilities to develop enterprise information management, sharing and collaboration solutions.

**What's New in Microsoft Office 2013 (from 2007) Quick Reference Guide** Beezix 2013-07-24 4-page laminated quick reference guide showing instructions for the new and changed features of Microsoft Office 2013 for Word, Excel, and PowerPoint for users upgrading from Office 2007. Also includes a command reference for each product, showing changed Office 2007 commands and their Office 2013 equivalents. This guide is suitable as a training handout, or simply an easy to use reference guide, for any type of user. Topics include: Office: The Start Screen; Customizing the Ribbon; Backstage View (The File Menu); Changes to Templates; Using Touch in Office 2013; Opening and Saving; Exiting All Open Windows; New or Changed Picture Features: Cropping a Picture; Integration with Online Services: Switching Online Accounts, Adding a Service Such as Flickr, YouTube, SkyDrive, Office 365 SharePoint; Inviting People to Collaborate; Using Apps for Office; Recovering Unsaved Versions; Other New or Changed Features. Word: Resumed Reading; Read Mode; Quickly Inserting Tables Rows/Columns; Navigate and Organize Using Headings; Search Using the Navigation Pane; Using the Border Painter; Tracking Changes: Locking Track Changes On; Marking Comments as Done; Other New or Changed Features. PowerPoint: Zoom and Pan While Presenting; Jumping to a Slide While Presenting; Smart Guides and Fixed Guides; Merging/Comparing Presentations; Organizing Slides with Sections; Changes to Animations; Video Improvements: Linking to a Web Video, Syncing Animation/Text Overlays With Audio/Video, Fading In/Out and Trimming Audio/Video, Create a Video File of a Presentation; Other New or Changed Features; Features No Longer Available. Excel: Excel Windows; Using Flash Fill; Using Quick Analysis; Inserting a Chart in a Cell (Sparklines); Filtering with Slicers; New Functions; Using Chart Recommendations; Combining Chart Types; Changes to Chart Data Labels; PivotTable and PivotChart Changes: Adding a Timeline, Using a Timeline, Creating a PivotChart with or without a PivotTable; Other New or Changed Features; Features No Longer Available. For each product there is a command reference showing changed Office 2007 commands and their 2013 equivalent.

**Microsoft SharePoint 2013 Pocket Guide** Ben Curry 2013-08-16 This is your most concise, practical reference to deploying, configuring, and running SharePoint 2013. Perfect for admins at all levels, it covers both technical topics and business solutions. SharePoint MVP Ben Curry focuses on the crucial step-by-step information for performing day-to-day tasks quickly, reliably, and well. No obscure settings, abstract theory, or hype...just help you can really trust—and really use! Install SharePoint Server 2013 Configure farms and databases Create and extend web applications Set up and scale service applications Deploy and manage sites/collections Implement BI solutions Integrate Excel Services and PowerPivot Configure enterprise content types and metadata Deploy Enterprise Search Manage documents and web content Brand your site Deliver social tools, including microblogging Back up and restore

**Inside Microsoft SharePoint 2010** Ted Pattison 2011-02-15 Build custom SharePoint 2010 solutions with deep architectural insights from the experts. Get a detailed look inside SharePoint 2010—and master the intricacies of developing intranets, extranets, and Web-based applications. Guided by an author team with in-depth knowledge of SharePoint...
architecture, you’ll gain task-oriented guidance and extensive code samples to help you build robust business solutions. Discover how to: Master fundamental development techniques for SharePoint Foundation Deploy your SharePoint application as a sandboxed solution for more stable and security-enhanced code Create page templates, master pages, Web Parts, custom controls, and event handlers Develop custom field types, site columns, content types, and list definitions Query SharePoint lists with the LINQ-to-SharePoint provider Use the Client Object Model in JavaScript and Microsoft Silverlight applications Customize the Enterprise Content Management (ECM) capabilities in SharePoint 2010 Configure and extend Business Connectivity Services (BCS) and Enterprise Search

What’s New in Microsoft Office 2013 (from 2003) Quick Reference Guide Beezix 2013-05-15 6-page laminated quick reference guide showing instructions for the new and changed features of Microsoft Office 2013 for Word, Excel, and PowerPoint for users upgrading from Office 2003. Also includes a command reference for each product, showing changed Office 2003 commands and their Office 2013 equivalents. This guide is suitable as a training handout, or simply an easy to use reference guide, for any type of user. Topics include: Office: The Start Screen; Local (Custom) Templates; Changing the Look of Office; Optimizing for Touch; Using the Touch Mini-Toolbar; Integration with Online Services: Signing into an Online Account (SkyDrive SharePoint), Switching Online Accounts, Adding a Service Such As Flickr, YouTube, SkyDrive, Office 365 SharePoint; Opening the Folder Your Current Document is in; Opening and Saving; Inviting People to Collaborate on a SkyDrive Document; Viewing/Changing Access to a Document; Using On-object Chart Tools; Presenting Online; Using Apps for Office; Other New or Changed Features; Communicating with a Commenter; Replying to a Comment; Features No Longer Available. Excel: Excel Windows; Using Flash Fill; Using Chart Recommendations; 3-D Pyramid and Cone Chart Types; Combining Chart Types; Changes to Chart Data Labels; New Data Label Formatting; Using Quick Analysis; Filtering Tables with Slicers; Using PivotTable Recommendations; PivotTable and PivotChart Changes: Adding and Using a Timeline, Creating a PivotChart with or without a Table, Using a PivotTable to Analyze Multiple Data Sources; Advanced Data Analysis.

Visio Services Quick Guide Sahil Malik 2014-12-29 In this fast-paced 100-page guide, you’ll learn to load, display and interact with dynamic, data-powered Visio diagrams in SharePoint 2013 or Office 365. Visio Services Quick Guide gives you the tools to build anything from a simple project workflow to an organizational infrastructure diagram, powered by real data from SharePoint or SQL Server. Colleagues can load your diagrams entirely in the browser, meaning that a single Visio client installation is enough to get started. Readers with JavaScript experience will also find out how to get additional control over Visio diagrams using the JavaScript mashup API, and how to build a custom data provider. The final chapter covers some useful information on Simple Markup and All Markup; Locking Track Changes On; Expanding Collapsed Comments; Marking Comments as Done; Resuming Reading; Read Mode; Collapsing/Expanding Parts of a Document in Print Layout View; Opening and Editing a PDF; Using Alignment Guides; Text Wrapping with the Layout Options Tool; Quickly Inserting Rows/Columns Within a Table; Using the Border Painter; Copying Border Style (Border Sampler); Repeating Section Form Control; Other New or Changed Features. PowerPoint: Creating New Shapes (Merge Shapes); Zoom and Pan While Presenting; Jumping to a Slide; Widescreen; Applying Design Theme Variants; Changes to Guides; Using Eyedropper to Match Colors; Using Smart Guides; Paying Audio for Several Slides; Other New or Changed Features; Features No Longer Available. Excel: Excel Windows; Using Flash Fill; Using Chart Recommendations; 3-D Pyramid and Cone Chart Types; Combining Chart Types; Changes to Chart Data Labels; New Data Label Formatting; Using Quick Analysis; Filtering Tables with Slicers; Using PivotTable Recommendations; PivotTable and PivotChart Changes: Adding and Using a Timeline, Creating a PivotChart with or without a Table, Using a PivotTable to Analyze Multiple Data Sources; Advanced Data Analysis.
administering Visio Services. Get started bringing your Visio diagrams to life with the Visio Services Quick Guide.

**Practical SharePoint 2013 Governance**
Steve Goodyear 2013-06-25 Practical SharePoint 2013 Governance is the first book to offer practical and action-focused SharePoint governance guidance based on consulting experiences with real organizations in the field. It provides the quintessential governance reference guide for SharePoint consultants, administrators, architects, and anyone else looking for actual hands-on governance guidance. This book goes beyond filling in a governance document template and focuses entirely on actions to take and behaviors to adopt for addressing real-world governance challenges. Walks you through how to define what SharePoint offers and who is involved. Offers key governance strategies for you to adopt or advise to your customers. Provides real-world examples that apply each governance concept to an actual scenario.

**Quick Start Guide to Azure Data Factory, Azure Data Lake Server, and Azure Data Warehouse**
Mark Beckner 2018-12-17 With constantly expanding options such as Azure Data Lake Server (ADLS) and Azure SQL Data Warehouse (ADW), how can developers learn the process and components required to successfully move this data? Quick Start Guide to Azure Data Factory, Azure Data Lake Server, and Azure Data Warehouse teaches you the basics of moving data between Azure SQL solutions using Azure Data Factory. Discover how to build and deploy each of the components needed to integrate data in the cloud with local SQL databases. Mark Beckner's step by step instructions on how to build each component, how to test processes and debug, and how to track and audit the movement of data, will help you to build your own solutions instantly and efficiently. This book includes information on configuration, development, and administration of a fully functional solution and outlines all of the components required for moving data from a local SQL instance through to a fully functional data warehouse with facts and dimensions.

**Microsoft SharePoint 2013 Inside Out**
Darvish Shadravan 2013-06-15 Conquer SharePoint 2013—from the inside out! You’re beyond the basics, so dive right into SharePoint 2013—and really put your business collaboration platform to work! This supremely organized reference packs hundreds of timesaving solutions, troubleshooting techniques, and workarounds. It’s all muscle and no fluff. Discover how the experts facilitate information sharing across the enterprise—and challenge yourself to new levels of mastery. Efficiently manage documents throughout the enterprise. Build team sites and collaborate with Microsoft OneNote and SkyDrive. Design workflows with SharePoint Designer and Microsoft Visio. Produce e-forms using Microsoft InfoPath and Access. Manage community sites using business social features. Connect SharePoint to external data and business systems. Create business intelligence dashboards and key performance indicators. Customize and control. This book includes information on configuration, development, and administration of a fully functional solution and outlines all of the components required for moving data from a local SQL instance through to a fully functional data warehouse with facts and dimensions.

**Microsoft SharePoint 2013 Planning for Adoption and Governance**
Geoff Evelyn 2013-06-15 Deliver a successful SharePoint solution to your organization. Take control of the complex requirements for delivering a SharePoint 2013 solution to your organization. Led by a SharePoint MVP specializing in SharePoint service delivery, you’ll learn proven methods to help you prepare for a smooth adoption and governance process throughout the enterprise. This guide is ideal for IT professionals, including service delivery managers, project and program managers, and business analysts. Discover how to: Align your SharePoint solution with organizational goals and business priorities. Engage executive sponsors, stakeholders, and SharePoint champions. Provide detailed plans and schedules for an effective, structured delivery. Build a team with appropriate roles to match delivery requirements. Prepare user adoption, training, and communication plans, with
clear business rules and policies Plan ongoing platform governance, service releases, and solution maintenance Build effective customer service models and provide SharePoint support