

5061 - Implementing Microsoft Office SharePoint Server 2007 (3 Days)

A Microsoft Certified Technology Specialist in Microsoft Office SharePoint Server 2007, Configuration (MCTS: Microsoft Office SharePoint Server 2007, Configuration) possesses the knowledge and skills to successfully configure Microsoft Windows SharePoint Server 2007.

How to Earn Your MCTS: Microsoft Office SharePoint Server 2007, Configuring

MCTS: Microsoft Office SharePoint Server 2007, Configuration Candidates

1. Earn your MCTS Certification by passing the following exam:

- Exam 70-630: TS: Microsoft Office SharePoint Server 2007, Configuring

Course Outline:

Module 1 - Overview of Microsoft Office SharePoint Server 2007

Overview of Microsoft Office SharePoint Server 2007
Administrative Considerations
Design Considerations
Office SharePoint Server 2007 Components
What Does Office SharePoint Server 2007 Introduce?
Office SharePoint Server 2007 and Microsoft Office
Windows Workflow Foundation
Office SharePoint Server 2007, Microsoft Exchange Server 2007, and Microsoft Office Outlook 2007
Office SharePoint Server 2007 and Microsoft ISA Server 2006
Office SharePoint Server 2007 and Microsoft Active Directory
Logical Architecture
Demo – SharePoint 2007 Features
Physical Architecture
Administrative Architecture
Module 1 Review

Module 2 - Planning and Design

Planning and Design
Microsoft Solutions Framework Phases
Team Model Roles
What Are Functional Specifications?
What Are Non-Functional Specifications?
Guidelines – Authentication
Guidelines – Authorization and Security
What are Operational Metrics?
What Are Interoperability Requirements?
Module 2 Review

Module 3 - Deploying Microsoft Office SharePoint Server 2007

Deploying Microsoft Office SharePoint Server 2007
Deployment Models
Deployment Environments
Deployment –What do you need?
Installation Process
Post Installation
Server Farm – Things to Consider
Shared Service Provider
Demo - Planning & Installing OSS2007
Module 3 Review

Module 4 - Administering Microsoft Office SharePoint Server 2007

Administering Microsoft Office SharePoint Server 2007
Discussion
Site Provisioning? Overview
Discussion - Continued
Self Service Site Creation
Office SharePoint Server 2007 Site Templates
What Is a Feature?
Feature Information
Office SharePoint 2007 ? Specific Features
Managing Office SharePoint Server 2007 Features
Demo – Managing Sites & Features
Module 4 Review

Module 5 - Implementing Portal Solutions

Implementing Portal Solutions
Points of Interest
Portal Site Templates
Administrative Portal Tools
My Site Personal Sites
Collaborative Web Parts
Guidelines for Implementing Real-Time Communication
Issues with Live Communications
Implementing Single Sign-On for Portal Solutions
What Is a User Profile?
User Profile Stores
Profile Directory Import
Audiences and Targeting
Demo - Portals
Module 5 Review

Module 6 - Implementing Content Management Solutions

Implementing Content Management Solutions
Discussion
What is Content Management?
Authoring and Approval Process
Office SharePoint Server 2007 Content Management Components
Office SharePoint Server 2007 Content Management Features
Content Management Templates
File Types and Content Types
Web
Including E-mails as Content
Document Actions
Implementing Standard Authoring and Approval Processes
Demo - Content Management
Content-Based Web Publishing
Creating and Enforcing Content Policies
Designing and Implementing Records Repositories
Implementing Managed Mail Folders as a Records Repository
Module 6 Review

Module 7 - Implementing Business Intelligence Solutions

Implementing Business Intelligence Solutions

Discussion

What Is the Business Data Catalog?

Creating Business Data Catalog Applications

Incorporating Data from External Sources in SharePoint Sites

What Are Excel Services?

Configuring Trusted Locations for Excel Services

Publishing and Accessing Excel Data

What Is a Key Performance Indicator?

Defining Key Performance Indicators

Building Business Intelligence Dashboards

What Is Report Center?

Integrating with Reporting Services

Storing and Accessing Reports

What Are Server-Side Forms?

Server-Side Form Deployment

Demo - Web Part

Module 7 Review

Module 8 - Implementing Search and Indexing

Implementing Search and Indexing

Searching and Indexing

Enhanced Search Features

Content Sources

Content Scopes

Indexes

Integrating Search with Knowledge Network

Performing Searches

Demo – Implementing Indexing and Searching

Performing Searches

Module 9 - Maintaining and Optimizing Microsoft Office SharePoint Server 2007

Maintaining and Optimizing Microsoft Office SharePoint Server 2007

Discussion

Backing Up Office SharePoint Server 07 Data & Configurations

Restoring Office SharePoint Server 07 Data & Configurations

Demo – Back-up/Restore

Using Performance Monitor

Office SharePoint Server 2007 Performance Counters

Page Request Cycles

Base lining for Performance

Module 9 Review

Course Closure