

The Complete InfoPath Course (IPATHC, 3 jours)

Description

This SETC certified course covers every aspect of forms development, deployment, management and use with InfoPath in a SharePoint environment. Beginning with SharePoint essential concepts, the course quickly weaves its way through the various complexities of developing data aware InfoPath forms for use in both electronic and paper media. If you want to learn how to use InfoPath to facilitate your transition to a paperless office, this is the course for you.

Tarifs

- Tarification: \$2,350/person
- Rabais de 10% lorsque vous inscrivez 3 personnes.

Plan de cours

Introduction and General Concepts

An Overview of the InfoPath User Interface

Managing the Workspace

About the Office Pane

Using InfoPath Help

Using Automation Features

Managing Errors

Using Forms

Creating Forms

Overview of Form Creation Concepts

Opening an Existing Form

Creating a Form

Testing a Form

Publishing a Form Template

Resolving Publication Errors and Issues

Creating a Form from a Template

Modifying a Published Template

About Working with Data Sources

Form Formatting

Working with the Form's Setup

Inserting and Modifying Controls

About Grouping Controls

Inserting Images

Using Different Types of Data : Tables, Lists and Conditional Sections

Formatting and Positioning Controls

Using and Working with Hyperlinks

Merging Forms

Working with Views

Creating Views

Defining the Default Views

Modifying a View

Creating a Printing View

Using Rules and Validation

About Validating Data

Defining and Using Rules

Adding Forms

Managing Options

Working with Security and Security Zones

Protecting InfoPath Forms

Working with Permissions

Using Digital Signatures

Working and Specifying Roles

SharePoint Integration

Library Basics

Adding Custom Fields to Document Libraries

About Versioning in Document Libraries

About Publishing and Content Approval

Working with Document Library Templates

Publishing an InfoPath Form to a Document Library

Mapping Library Entries to InfoPath Forms

Managing InfoPath Linked Document Libraries

Using SharePoint Designer

Distribution and Publication

Registering and Publishing a Form

Publishing a Form using Outlook

Publishing a Form using SharePoint

Publishing a From on a Web Server

Publishing a Template on the Network

Exporting Data to Excel

Exporting Data to the Web

Working with Published Data

Workflows

About SharePoint Workflows

Overview of Standard Workflows

Using Workflows for Complex Authorization Scenarios

Workflows and InfoPath Forms

Printing

Using InfoPath Printing Settings

Working with Headers and Footers

Configuring Printers

Using Print Preview

A Comprehensive Review
