

# SharePoint Training: The Complete InfoPath Course (IPATHSPT, 4 jours)

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## Description

This SETC certified course covers every aspect of forms development, deployment, management and use with InfoPath 2013 in a SharePoint 2013 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 2013 and how to develop custom workflows in support of your electronic forms processing, this is the course for you.

## Tarifs

- Tarification: \$3,750/person
- Rabais de 10% lorsque vous inscrivez 3 personnes.

## Plan de cours

### Understanding the SharePoint Context

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Understanding the SharePoint Security Model  
Understanding the Nature of SharePoint Lists and Libraries  
Creating Lists from Scratch: Custom Columns and Metadata  
Working with and Creating Custom Views  
Working with External Data  
Working with and Creating Custom Content Types and Columns  
Creating Document Libraries  
About Document Libraries and Document Versioning  
Creating and Managing Document Metadata  
Working with the Metadata Service  
Advanced Publishing Example: Creating Workflows  
Creating SharePoint Document Libraries for InfoPath Consumption

### Introduction and General Concepts – InfoPath

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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

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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

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- 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

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- Creating Views
- Defining the Default Views
- Modifying a View
- Creating a Printing View

## Using Rules and Validation

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- About Validating Data
- Defining and Using Rules
- Adding Forms

## Managing Options

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- Working with Security and Security Zones
- Protecting InfoPath Forms
- Working with Permissions
- Using Digital Signatures
- Working and Specifying Roles

## SharePoint Integration

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- 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

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- 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

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- About SharePoint Workflows
- Overview of Standard Workflows
- Using Workflows for Complex Authorization Scenarios
- Workflows and InfoPath Forms

## Advanced SharePoint for InfoPath – A Complete Example

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- Creating the Document Library
- Creating the Workflows

Creating the InfoPath Form

Testing the InfoPath Form

Testing the Workflow

Deploying the Solution into Production

If Time Permits: Creating Custom Workflows with Visual Studio

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