SETC Training Corporate Logo

SharePoint Training: Exploring SharePoint Designer & InfoPath (IPDESIGN, 4 jours)

Description

The course Exploring SharePoint Designer & InfoPath (SharePoint Training) covers form development with InfoPath & SharePoint Designer. The training includes SharePoint essential concepts and quickly weaves its way the development of data aware InfoPath forms. This course covers the use of SharePoint Designer to create and modify lists, document libraries, web pages, metadata taxonomies, external content types and master pages and includes an in depth exploration of the development of custom workflows using SharePoint Designer.

Tarifs

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

Plan de cours

Understanding the SharePoint Context

- 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

SharePoint Designer

- Creating Lists and Libraries with SharePoint Designer
- Creating and Using Metadata Taxonomies
- Creating and Using External Content Types
- Understanding Master Pages and the SharePoint Hive
- Modifying Site Pages
- Modifying Master Pages
- Creating Site Pages
- Creating Master Pages

Introduction and General Concepts – InfoPath

- An Overview of the InfoPath User Interface
- Managing the Workspace
- About the Office Pane
- Using InfoPath Help
- Using Automation Features
- Managing Errors
- Using Forms
- About Form Compatibility with Previous Versions

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
Using Workflows for Complex Authorization Scenarios
Workflows and InfoPath Forms
Advanced Workflows with SharePoint Designer
Understanding Workflow Development in SharePoint Designer
Using the Workflow Editor in Sharepoint Designer
Creating and Publishing a Simple Workflow in SharePoint Designer
Understanding Conditions and Actions
Creating Conditions based on Item Values
A Few Common Actions: Setting Status, Sending Email and More
Creating a Complex Workflow using SharePoint Designer
Creating a Complete Workflow for InfoPath
Advanced SharePoint for InfoPath – A Complete Example
Reviewing the Document Library Setup
Designing the Data Requirements and the Target Workflow
Creating the Document Library
Creating the Workflows
Creating the InfoPath Form
Testing the InfoPath Form
Testing the Workflow
Deploying the Solution into Production