SETC Training Corporate Logo

# SharePoint Training: Use & Customization (SPTUC13, 3 jours)

## Description

The course Use & Customization (SharePoint Training) focuses on SharePoint use and customization. The training includes a high level discussion of SharePoint site architecture that is followed by training on SharePoint apps (lists & document libraries) and document versioning. The course also covers page creation & authoring, SharePoint workflow creation & use and security users & groups.

## Tarifs

- Tarification: $2,750/person
- Rabais de 10% lorsque vous inscrivez 3 personnes.

## Plan de cours

### SharePoint Essentials

- The SharePoint User Interface
- The Content-View Separation
- SharePoint Server Architecture
- Creating a SharePoint Site
- Understanding Web Applications
- Creating a Site Collection
- Where Sub-Sites Fit In?

### Customizing the Look and Feel

- Understanding UI Components
- Customizing the Look and Feel
- Customizing Navigability
- Customizing the User Experience
- Understanding Features: Activation and Deactivation

### Creating and Using Site Lists (Apps)

- Working with Lists
- Mastering the Custom List
- About Site Content Types and Site Columns
- Content Versioning
- Content Approval
- Data Validation
- Creating and Using Views
- Referencing External Data
- List Meta-Data
- Knowing List Content Limitations
- Lists and SharePoint Search

### Creating and Using Site Libraries (Apps)

- SharePoint Libraries
- Content Versioning and Content Approval
- The Document Library
- Check-In and Check-Out
- Working with Older Versions
- Working with Document Metadata

Documents and SharePoint Search
Working with Document Approval Workflows
Creating and Working with Site Pages
Options for Page Creation
Where Web Parts Come From: Features
Creating a Page and Authoring Contents: Adding Basic Content
Understanding Web Parts: Essential Concepts
Adding and Removing Web Parts
Working with Web Part Attributes
A Few Useful Web Parts
Advanced Web Parts
SharPoint Security
The Technology of Security
The SharePoint Security Model
Permission Levels
SharePoint Groups
SharePoint Users
SharePoint Workflows
SharePoint Workflows Overview
SharePoint Workflow Essentials
Using Out-of-the-Box Workflows in SharePoint
Adding a Workflow to Document Library
Creating Custom Workflows – The Basics
Advanced Workflow Development