

2007 Microsoft Office System: Customising and Extending Enterprise Content Management Solutions – Course 50003A

Introduction

Elements of this syllabus are subject to change. The goal of this course is to give you an in-depth look at and hands-on experience with Web Content Management (WCM) capabilities in Microsoft Office SharePoint Server 2007.

Duration

This is a 1 day instructor-led course.

Audience

This course is intended for developers and system integrators.

Delegates will learn to:

- Understand records management capabilities of Office SharePoint Server 2007.
- Understand in depth the Web Content Management capabilities of Office SharePoint Server 2007.
- Customise the authoring capabilities of Office SharePoint Server 2007.
- Customise the workflow capabilities Office SharePoint Server 2007 that help control the publishing process.
- Customise the navigation features and capabilities of Office SharePoint Server 2007.
- Customise the branding features and capabilities of Office SharePoint Server 2007
- Understand how Office SharePoint Server 2007 provides a single integrated platform to manage intranet, extranet, and Internet applications across the enterprise.
- Implement a search and indexing solution with Microsoft Office SharePoint Server 2007.
- Maintain and optimise Microsoft Office SharePoint Server 2007.

Prerequisites

Before attending this course, students must have:

- Expertise in Information Technology.
- Expertise in the Microsoft Office product line.

Course Outline

Module 1: ECM Overview

- ECM Overview.
- ECM Architecture.
- ECM Components.

Module 2: Authoring

In this session, you will explore and customise the Authoring capabilities of Office SharePoint Server 2007.

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Module 3: Controlling Publishing

Microsoft Office SharePoint Server 2007 has an entire set of workflow capabilities that help control the publishing process and help you solve problems of managing and protecting content.

Module 4: Records Management

Microsoft Office SharePoint Server 2007 includes features that can help organisations implement integrated records management systems and processes.

Module 5: Navigation

This session explores the Navigation features and capabilities of Microsoft Office SharePoint Server 2007.

Module 6: Branding

This session explores the branding features and capabilities of Office SharePoint Server 2007.

For more information or to register for training

Call 0845 345 6850 or email training@contemporary.co.uk