

Technical Training Solutions



SharePoint Designer 2010 (2 Day Course)

Technical
Course
Outline

Course Summary

This course is designed to teach students the ins and outs of using Microsoft SharePoint Designer 2010 to customize the look and feel of SharePoint sites. Students will learn to navigate SharePoint Designer 2010 and to use many of its features to truly take control over the layout, appearance and content of their SharePoint sites. Please note that while SharePoint Designer can be used to create custom workflows, that topic is too vast to be covered in this course. Instead, there is a SharePoint Designer 2010 course specifically targeted to building SharePoint Workflows.

Intended Audience:

If you have been asked to make a site look less like SharePoint and more customized, then this course is for you. Students in this course should be tasked with creating and configuring new sub sites or customizing the look and feel of existing sites. Students should be members of groups that have elevated permissions on their SharePoint sites.

High End Site Admins

Prerequisites:

To ensure the best learning experience for all participants, the following pre-requisites *must be met* in order to participate in this course:

- Knowledge/experience with HTML & CSS
- Ability to create new Lists, Document Libraries, Views and Content Types in the SharePoint 2010 browser user interface

Course Contents:

SharePoint 2010 Physical and Logical Architecture Overview

- SharePoint Foundation vs. SharePoint Server
- The SharePoint 2010 Farm
 - Web Front Ends (WFE's) and SQL Server Content Databases
 - The "14 Hive"
 - Web Applications, Site Collections and Sites
 - Site Features
- SharePoint Pages
 - Master and Content Pages
 - Application Pages vs. Site Pages
 - Web Part Pages
 - Wiki Pages
 - View Pages
- Lists and Libraries
 - Content Types
 - Fields/Columns
- SharePoint 2010 Development and Design Environments

Introducing SharePoint Designer 2010

- Connecting to a SharePoint 2010 Site
- Exploring the Site Summary
- The Ribbon
- Task Panes by Category
 - Properties, CSS Management, Internal and External Components, Reporting
- Exploring the Various Site Object Views
- Page Editing
 - Editing Modes
 - Design, Code and Split
 - IntelliSense
 - Safe vs. Advanced Editing
 - Code Snippets
 - Using the Quick Tag Selector
 - Skewer Click
 - Visual Aids
 - Renaming pages (and keeping links intact)
 - Dangers of Customizations

Styling a SharePoint 2010 Site

- Changing the Theme
- Hiding Quick Launch

Managing Content

- Creating Content Types
 - Content Type Hierarchy & Inheritance
- Working With List and Libraries
 - List and Library Settings
 - Creating Custom Views
 - Versioning

Web Parts

- The Web Part Gallery
- Web Part Pages
- Configuring and Personalizing Web Parts
- Exporting Web Part Configurations

Integrating Data Into SharePoint

- Web Parts and Data
 - The XSLT List View (XLV) Web Part
 - The XSLT Data Form Web Part (DFWP)
- Creating Data Sources
 - Linked Data
 - Database Connection
 - SOAP Service (overview)
 - REST Service (overview)
 - XML File
- Importing Excel Data Into SharePoint
- Using Business Connectivity Services to Surface External Data
 - Creating External Content Types
 - Creating A BCS Connection (LobSystem)
 - Choosing & Configuring Connection Artifact Operations
 - Selecting Columns
 - Filters and Limits
 - Creating Pages that Consume BCS Data