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SharePoint 2007 Collaboration For Dummies Greg Harvey, 2009-04-13 If you re looking for a way to help your teams access what they need to know work together and get the job done SharePoint can do just that SharePoint 2007 Collaboration For Dummies shows you the easiest way to set up and customize SharePoint manage your data interact using SharePoint blogs and wikis integrate Office programs and make your office more productive You ll learn what SharePoint can do and how to make it work for your business understand the technical terms and enable your people to collaborate on documents and spreadsheets You ll even discover how to get SharePoint help online Work with SharePoint s information sharing and team productivity tools See how data is stored in lists and libraries and arrange access for your teams Use SharePoint s meeting workspaces and add the capability for virtual meetings online Create blogs where team members can share ideas and wiki libraries to keep information up to date Keep everything on track with task lists and workflows to assign and monitor projects and progress Integrate Word and Excel or connect SharePoint to Outlook 2007 so you can access information from your inbox Use Office SharePoint Designer 2007 to create custom workflows for your SharePoint task lists With tips for designing the perfect SharePoint site and ideas about enhancing your team meetings with meeting workspaces SharePoint 2007 Collaboration For Dummies helps you put this great collaboration tool to work right away Note CD ROM DVD and other supplementary materials are not included as part of eBook file **SharePoint 2010 For Dummies** ,

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Excel Services **Microsoft Office SharePoint Designer 2007 Step by Step** Penelope Coventry, 2008-01-09 The smart way to learn Office SharePoint Designer 2007 one step at a time Work at your own pace through the easy numbered steps practice files on CD helpful hints and troubleshooting tips to master the fundamentals of building customized SharePoint sites and applications You ll learn how to work with Windows SharePoint Services 3 0 and Office SharePoint Server 2007 to create Web pages complete with Cascading Style Sheets Lists Libraries and customized Web parts Then make your site really work for you by adding data sources including databases XML data and Web services and RSS feeds You ll even learn how to create workflows and applications with custom forms templates and dashboards to enhance your team s productivity With STEP BY STEP you can take just the lessons you need or work from cover to cover Either way you drive the instruction building and practicing the skills you need just when you need them Includes an easy search companion CD with hands on practice files a complete eBook and more For customers who purchase an ebook version of this title instructions for downloading the CD files can be found in the ebook

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