

## Building Applications and Workflows with SharePoint® Designer 2010: Hands-On - 4 Days

*Course 1505 Overview*

- You Will Learn How To**
- Build custom SharePoint business solutions with SharePoint Designer 2010
  - Leverage SharePoint Designer 2010 features to extend SharePoint sites
  - Aggregate SharePoint lists and integrate data from multiple sources to build robust site dashboards
  - Manage site content with lists and libraries through SharePoint Designer
  - Automate complex business processes with SharePoint workflows
  - Create forms and capture data for workflows and data storage
- Course Benefits** SharePoint Designer 2010 allows organizations to extend the capabilities of SharePoint beyond out-of-the-box functionality to build powerful data-driven pages, composite applications and workflows. This course provides the knowledge and skills necessary to maximize SharePoint without the need to write application-level code.
- Who Should Attend** Anyone responsible for creating, building or managing SharePoint 2010 sites. Basic knowledge of SharePoint site structure at the level of Course 1501, "SharePoint 2010 Technologies Comprehensive Introduction," or experience with a previous version of SharePoint, is assumed.
- Hands-On Training** Throughout an in-depth case study, you gain extensive hands-on experience creating SharePoint sites with SharePoint Designer 2010. Exercises include:
- Enhancing site functionality by editing content and master pages
  - Creating data views with custom formatting
  - Building a dashboard with data from relational data sources utilizing the XSLT List View Web Part
  - Streamlining tasks with workflow
  - Building reusable workflows
  - Leveraging external content types
  - Creating and editing a form

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## Course 1505 Outline

### SharePoint 2010 Introduction

#### Overview of SharePoint technologies

- Comparing and contrasting SharePoint Foundation with SharePoint Server
- Setting SharePoint Designer restrictions and Central Administration
- Establishing metadata fields with document sets, internal and external Content Types
- Exploring web applications and site collections

#### Developing a business case study

- Utilizing lists, libraries and Web Parts
- Setting standards with site templates

### Customizing Websites with SharePoint Designer 2010

#### Exploring new features in SharePoint 2010

- Navigating through the site with the Ribbon interface
- Leveraging lists and content type editors

#### Modifying SharePoint sites

- Editing Content and Master pages
- Applying global changes via the 14 Hive
- Adding Web Parts and customizing Web Part Zones

### Displaying Information with Data Views

#### Managing content

- Identifying list and library metadata
- List management via SharePoint Designer
- Utilizing site columns
- Building reusable content types
- Connecting to external content types
- Using external content types as metadata for lists

#### Creating data views and aggregation

- Displaying list data using the Data View Web Part
- Enabling browser-based editing with the XSLT List View Web Part
- Aggregating information in a data view
- Linking and merging data sources
- Accessing external lists

#### Data formatting for usability

- Applying conditional formatting to highlight data
- Adding custom fields and customizing data views

### Connecting to External Data Sources

#### Working with relational data

- Leveraging relational database information
- Retrieving data via stored procedures and views
- Merging data to create a dashboard

#### Gathering XML data sources

- Consuming web services and server-side scripts
- Connecting to REST feeds

### Business Connectivity Services (BCS)

- Utilizing external content types
- Centralizing security through BCS

### Automating Business Processes with Workflow

#### Analyzing business requirements

- Establishing business rules through branching logic
- Executing workflows in parallel and serial
- Identifying lists required in the workflow process
- Assigning tasks to participants

#### Building workflows

- Creating workflow actions and steps
- Controlling execution with variables, forms and form data
- Triggering workflows with changes, additions and conditions
- Leveraging Visio to build workflows
- Exporting workflows to Visual Studio for added flexibility

#### Monitoring workflow activity

- Tracking workflow status through Association Columns
- Handling errors and logging events
- Triggering a workflow via InfoPath
- Creating site workflows
- Utilizing association columns

### Refining Web Applications with SharePoint Designer Components

#### Accessing databases

- Adding, deleting and updating data
- Validating user input
- Displaying one-to-many relationships

#### Implementing InfoPath

- Generating forms from templates

- Creating custom forms
- Starting workflows from InfoPath