

*Course Length*  
3 days

*Course Level*  
Intermediate

## SharePoint Designer 2007

Microsoft Office SharePoint Designer 2007 is the next generation of Microsoft FrontPage that enables both the design and customization of SharePoint 2007 sites. SharePoint Designer 2007 allows organizations to automate common business processes through simple or complex, linear or multi-branched, custom workflows. Corporations can apply their corporate branding to their SharePoint portal providing a unified look and feel to all their end users. Companies can also create customized SharePoint sites based upon the unique needs of your company's end users, teams, or departments without having to turn to outside consultants.

This intensive, SharePoint expert-led, three day course provides each student with a practical introduction to both workflows and the customization of SharePoint portals using SharePoint Designer 2007. Course candidates typically work in medium to large sized corporations requiring custom line-of-business workflows or branded SharePoint Server 2007 corporate portals. Supplemental labs demonstrate, through annotated step-by-step instructional screenshots, the creation of custom workflows and the customization and branding of SharePoint sites. Upon course completion, students will be able to create custom workflows, customize SharePoint sites and apply their organization's branding to a SharePoint site.

### Target Audience

Any IT professional or end users tasked with the creation of workflows, the branding or customization of a corporate SharePoint portal.

### Prerequisites

Introduction to SharePoint or Intermediate SharePoint or their equivalents are recommended but not required. Familiarity with Microsoft FrontPage 2003 would be an asset but is not required.

At the end of this course the student will be able to ...

- Customize a SharePoint site using master pages, page layouts and CSS styles
- Create custom SharePoint site themes
- Configure the out-of-the-box workflows in MOSS 2007
- Customize workflows in SharePoint Designer 2007
- Develop custom line-of-business workflows
- Access external data using the Data View/Data Form Web part
- Connect to data sources including lists, libraries, Web services, and XML databases
- Create data applications in SharePoint Designer 2007

## Course Syllabus



### Module 1: Portal Customizations

- Master pages in SharePoint 2007
  - How to apply to SharePoint (globally and/or site-collection)
  - Place holder controls
- Page layouts in SharePoint 2007
  - Associating page layouts with master pages and SharePoint sites
- Using page layout controls
- How content types relate to page layouts
- Customizing menu controls and styling
- Colors and Styles using SharePoint 2007 CSS
- Defining the key CSS styles used in SharePoint
- Creating themes
- Best practices for SharePoint branding

### Module 2: Workflow Out-of-the-Box

- Configuring out-of-the-box workflows in MOSS 2007
- Scenarios possible with OOTB workflows
- Best Practices for configuration and usage

### Module 3: Workflow Customizations

- Customizing workflows using SharePoint Designer (WSS)
- Using workflow initiation settings
- Using predefined workflow conditions
- Using predefined workflow activities
  - Core actions, task actions
  - Using workflow branching to create multi-step workflows
- Best Practices for Workflows
- Deploying the workflow to SharePoint

### Module 4: Accessing External Data

- Using the Data View/Data Form Web part
- Connecting to data sources including: SharePoint lists and libraries, Web services, XML data, databases
- How to format and style data retrieved
- How to configure parameters for data filtering and conditional formatting
- How to connect View/Form web parts to others
- How to post back data changes using the Data Form
- Advanced XSLT formatting (and XPath)
- Creating data applications using SharePoint Designer