Office SharePoint® 2013 Introduction

SharePoint is highly customizable. Some of the options and features on this card may not be available to you.

- 1 Global navigation bar
- 2 Ribbon menu
- 3 Current site home page
- 4 Top Links
- 5 Quick Launch area
- 6 User info/sign out
- 7 Site search
- 8 Breadcrumb links (parent > child)
- 9 Social tools
- 10 Main content area

Accessing a SharePoint Site
1. Type the site address in your browser. Press <Enter>.
2. If prompted, type your USER NAME and PASSWORD. [Click] OK.

Signing Out
1. [Click] on your name in the top right, then SIGN OUT.
2. Close all open browser windows.

Navigating SharePoint
- To go to the home page of a site [Click] HOME or choose BROWSE, or your logo.
- Use the Top Links area and Quick Launch area to go to subsites, pages, libraries, and other apps.
- Some site content is organized into libraries (for documents, wiki pages, slides, etc.). To go to a library, [Click] one of the Top Links or a Quick Launch area link, or choose SITE CONTENTS, then a library.
- To navigate to a folder [Click] its name or. To move up one folder from the current content, choose BROWSE, then a breadcrumb link, or choose LIBRARY, then.
- To open or download a file, [Click] on it in the main content area.
- To see a recent list/library/etc. [Click] a link in the Quick Launch area under the heading RECENT.
- To see all documents, in the Quick Launch area, [Click] DOCUMENTS.
- If Tree View is enabled, you can see a hierarchy of the entire site in the Quick Launch area. If not:
  1. [Click], then choose SITE SETTINGS.
  2. Under LOOK AND FEEL, [Click] TREE VIEW.
  3. [Check] ENABLE TREE VIEW. [Click] OK.

Subsites
Parent sites are sites with one or more subsites. Subsites often inherit user and group permissions from the parent site. To navigate to a subsite from the top navigation, [Click] a shortcut in Top Links or the Quick Launch area, or choose SITE CONTENTS, then under the SUBSITES heading [Click] a subsite.

Expanding the Main Content Area
To hide the Quick Launch area and Top Links to expand the view for a larger main content area, [Click]. To return, [Click].

Creating a New List Item
A list is a group of similar items such as calendar events, tasks, or announcements. To create a new item:
1. Navigate to the desired list.
2. [Click] NEW (list item) in the content area. Or, choose the ITEMS or CALENDAR Ribbon tab, then NEW ITEM/EVENT.
3. Fill out the item details. [Click] SAVE.

Editing a List Item
1. [Click] next to the item, or [Right Click] the item.
2. To edit, [Click] EDIT ITEM, make changes, then [Click] SAVE.

To delete, [Click] DELETE ITEM, then OK.

To edit/delete multiple items at once:
1. Select items by [Clicking] in the column next to the items.
2. To edit, choose ITEMS, EDIT ITEM, make changes, then [Click] SAVE

To delete, choose ITEMS, Delete Item, then [Click] OK.

Assigning a Task
When creating or editing a task:
1. In the ASSIGNED TO field, type in all or part of the name of the person you are assigning the task to.
2. [Click] a suggested name or press <Enter>.
3. For more options such as percentage complete, a description, priority or task status, [Click] SHOW MORE.
4. [Click] SAVE.

Viewing Your Update Stream*
Get updates on sites, files, and people on your Newsfeed. On the global navigation bar [Click] NEWSFEED.

Following a Site*
Followed sites are displayed on the SITES start page, and updates are displayed on the Newsfeed.
1. Navigate to the site you want to follow.
2. [Click] FOLLOW

To access followed sites, [Click] SITES, then choose one under the heading SITES I'M FOLLOWING.

Following a Document/File*
1. Select the document/file by [Clicking] in the column next to it.
2. Choose FILES, FOLLOW

Following a Person*
Follow the activities of a colleague to see when they tag content, change their work status, accomplish a task, and more.
1. Search for a person.
2. In the search results, [Hover] over their profile.
3. [Click] FOLLOW.

Or, [Click] a person's name in a list or library, then [Click] FOLLOW.

Engaging in Newsfeed Conversations*
To post a new message:
1. Open your Newsfeed by [Clicking] NEWSFEED.
2. To change who to share with, [Click] the group next to SHARE WITH and choose a group.
3. Type a message into the field below.
4. To add an image, [Click], then BROWSE to find an image. Choose image, then [Click] OPEN, UPLOAD.
5. [Click] POST.

To respond to a Newsfeed post:
1. [Click] REPLY.
2. Type message and/or attach image, then [Click] POST.

Using @ Mentions*
To include someone in a message: Type "@" then the first letters of their name, then choose a suggested contact.
To see the posts/activities of a person mentioned: [Click] @[name].
To follow a person mentioned: On a post that includes the tag, [Click] FOLLOW @[name], or [Click] then FOLLOW @[name]. Or, [Click] a tag, then FOLLOW

Using # Tags*
To tag a message with a theme or category: type "#" then a keyword (i.e., #HR). Six tags can be used in a post.
To see all posts tagged with a keyword: [Click] the #[tag].
To follow a tag: On a post that includes the tag, [Click] FOLLOW #[tag], or [Click] then FOLLOW #[tag]. Or, [Click] a tag, then FOLLOW

Liking a Newsfeed Update*
Liking a Newsfeed Update shows you appreciate the item or comment.
1. [Click] NEWSFEED.
2. At the bottom of the post, [Click] LIKE.

To see your liked posts, [Click], then LIKES.

Tagging, and Adding Notes to Documents and Pages
Add tags and notes to documents and pages to remember, categorize, and leave comments for yourself and others.
1. Select a document or navigate to a page.
2. Choose FILES or LIBRARY, TAGS & NOTES.
3. **To add a tag:** [Click] the TAGS tab. Start typing a tag. Select from the SUGGESTIONS list, finish typing, or [Click] CREATE NEW. Add more tags if desired, then [Click] SAVE.

To add notes: [Click] the NOTE BOARD tab, type a note, then [Click] POST. When done, [Click].

Sharing Files with People
You can share files in SharePoint with people inside and outside your organization.
1. Make a selection, then choose FILES, SHARE or [Click].

Or to share a single item, [Click], or [Right Click] then choose SHARE.
2. Enter names and email addresses to share with. Include a personal message. Choose CAN VIEW or CAN EDIT. For more options [Click] SHOW.
3. [Click] SHARE.

Viewing Tags and Notes*
To view the tags and notes for a document or page:
1. Select a document or navigate to a page.
2. Choose FILES or LIBRARY, TAGS & NOTES.
3. To view all documents and pages tagged by a keyword, [Click] one of the SUGGESTED TAGS, then GO TO TAG PROFILE FOR...

To view your tags and notes: [Click] My Tags.

Microsoft Sharepoint 2013 Quick Reference Guide

Stephen Cawood

Microsoft Sharepoint 2013 Quick Reference Guide:

Microsoft Office SharePoint 2013 Quick Reference Guide Beezix,2013-05-06 Laminated quick reference card showing step by step instructions and shortcuts for how to use Microsoft Office SharePoint 2013 This guide is suitable as a training handout or simply an easy to use reference guide for any type of user The following topics are covered Accessing a SharePoint site Signing Out Navigating SharePoint Expanding the Main Content Area Creating a New List Item Editing a List Item Assigning a Task Viewing Your Update Stream Following a Site Following a Document File Following a Person Engaging in Newsfeed Conversations Using Mentions Using Tags Liking a Newsfeed Update Tagging and Adding Notes to Documents and Pages Sharing Files with People Viewing Tags and Notes Searching for Documents Searching for People Creating a Subsite Community Sites Using Document Libraries Adding Existing Files List and Library Functions Sorting Filtering Changing View Using Email Alerts Creating a List or Library Deleting a List or Library Checking Files Out In Using the Recycle Bin Creating a Survey   Practical SharePoint 2013 Governance Steve Goodyear,2013-04-26 Practical SharePoint 2013 Governance is the first book to offer practical and action focused SharePoint governance guidance based on consulting experiences with real organizations in the field It provides the quintessential governance reference guide for SharePoint consultants administrators architects and anyone else looking for actual hands on governance guidance This book goes beyond filling in a governance document template and focuses entirely on actions to take and behaviors to adopt for addressing real world governance challenges Walks you through how to define what SharePoint offers and who is involved Offers key governance strategies for you to adopt or advise to your customers Provides real world examples that apply each governance concept to an actual scenario What you ll learn Define a scope to offer SharePoint as a service to an organization Specify roles and responsibilities involved in a SharePoint service Envision and strategize a SharePoint roadmap Plan for growing and upgrading a SharePoint environment Measure and report on performance metrics Set boundaries for development standards and testing processes Who this book is for Practical SharePoint 2013 Governance is for SharePoint consultants administrators architects and anyone else looking for actual hands on governance guidance It is an excellent choice for people who like action focused concepts or who want to go beyond documentation and theory This book is a fantastic choice for anyone looking for agile ideas to put into practice without necessarily embarking on a lengthy governance exercise upfront Table of ContentsPart I Orientating SharePoint Governance 1 Understanding SharePoint Governance Part II Defining the SharePoint Service 2 Defining Your SharePoint Service and Service Tiers 3 Determining Your SharePoint Features and Functionality 4 Establishing Your Team s Roles and Responsibilities 5 Shaping Your User Readiness and Training 6 Measuring and Reporting on Your SharePoint Service Performance Part III Expanding the SharePoint Service 7 Creating Your SharePoint Roadmap 8 Promoting a Feedback Process 9 Managing Your SharePoint Demand Funnel 10 Growing Your SharePoint Service 11 Preparing for SharePoint Upgrades and Patches Part IV Customizing

the SharePoint Service 12 Committing Sponsorship and Ownership of Customizations 13 Facilitating and Isolating End User Customizations 14 Designing Your Development Standards and Testing Processes 15 Framing Your Information Architecture and UI Standards 16 Coordinating Your Code Promotion and Release Processes 17 Rapid Concepts **Microsoft SharePoint 2013 Planning for Adoption and Governance** Geoff Evelyn,2013-06-15 Deliver a successful SharePoint solution to your organization Take control of the complex requirements for delivering a SharePoint 2013 solution to your organization Led by a SharePoint MVP specializing in SharePoint service delivery you ll learn proven methods to help you prepare for a smooth adoption and governance process throughout the enterprise This guide is ideal for IT professionals including service delivery managers project and program managers and business analysts Discover how to Align your SharePoint solution with organizational goals and business priorities Engage executive sponsors stakeholders and SharePoint champions Provide detailed plans and schedules for an effective structured delivery Build a team with appropriate roles to match delivery requirements Prepare user adoption training and communication plans with clear business rules and policies Plan ongoing platform governance service releases and solution maintenance Build effective customer service models and provide SharePoint support *How to Do Everything Microsoft SharePoint 2013* Stephen Cawood,2013-03-21 Maximize Microsoft SharePoint 2013 Written by a former member of the SharePoint development team How to Do Everything Microsoft SharePoint 2013 shows you how to get the most out of the latest release of this dynamic business collaboration platform You ll learn to set up SharePoint sites and use document management wikis taxonomy blogs social features and more to organize manage and share content Real world examples help you accomplish tasks quickly and easily Basic information on SharePoint development and administration is also included in this practical guide Work with sites apps lists libraries and items Upload documents manage files with document libraries and use document versioning and content approval features Collaborate via discussion boards blogs wikis events surveys calendars and newsfeeds Use social tagging enable a folksonomy and use enterprise keywords Create a taxonomy hierarchy using enterprise managed metadata Build publishing sites personal sites and websites Display data on pages using web and app parts Customize apps lists forms and navigation Use SharePoint with client applications including Microsoft Office Outlook InfoPath SharePoint Designer and third party applications Learn the basics of SharePoint administration and development **Microsoft 365 Business for Admins For Dummies** Jennifer Reed,2019-01-30 Learn streamlined management and maintenance capabilities for Microsoft 365 Business If you want to make it easy for your teams to work together using the latest productivity solutions with built in security while saving thousands of dollars in implementing the solution you ve picked the right book Inside you ll gain an understanding of Microsoft 365 Business a complete integrated solution for business productivity and security powered by Office 365 and Windows 10 You ll also learn how this cloud based solution can help grow your business while protecting company data from potential threats using the same security management tools large enterprises use Microsoft 365 Business

For Admins For Dummies provides business owners IT teams and even end users an understanding of the capabilities of Microsoft 365 Business an integrated platform and security solution built with the latest features to enable today s modern workforce and empower businesses to achieve their goals De mystifies the complexities of the bundled solution to help you avoid common deployment pitfalls Includes the latest information about the services included in Microsoft 365 Business Enhance team collaboration with intelligent tools Manage company owned or bring your own device BYOD devices from one portal Step through a guided tour for running a successful deployment Get the guidance you need to deploy Microsoft 365 Business and start driving productivity in your organization while taking advantage of the built in security features in the solution to grow and protect your business today **Ace the PMI-ACP® exam** Sumanta Boral,2016-12-26 Prepare for the Project Management Institute s PMI Agile Certified Practitioner ACP exam Augment your professional experience with the necessary knowledge of the skills tools and techniques that are required for passing the examination This is a comprehensive and one stop guide with 100% coverage of the exam topics detailed in the PMI ACP Exam content outline Rehearse and test your knowledge and understanding of the subject using the practice quizzes after each chapter three full length mock exams and practical tips and advice You will be able to understand the Agile manifesto its principles and many facets of Agile project management such as planning prioritization estimation releases retrospectives risk management and continuous improvement The book covers Agile metrics and means of demonstrating progress People management aspects such as behavioral traits servant leadership negotiation conflict management team building and Agile coaching are explained Whether you are a beginner or a seasoned practitioner this book also serves as a practical reference for key concepts in Agile and Agile methodologies such as Scrum XP Lean and Kanban What you will learn The necessary knowledge of the skills tools and techniques that are required for passing the PMI ACP examination To understand the scope and objectives of the PMI ACP exam and gain confidence by taking practice quizzes provided in each chapter and three full length mock exams To gain exposure to Agile methodologies such as Scrum XP Lean and Kanban plus various tools and techniques required to conduct Agile projects The focus is to Be Agile rather than Do Agile Who this book is for The audience for this book primarily includes IT professionals who wish to prepare for and pass the Agile Certified Professional ACP exam from the Project Management Institute PMI The book also is a practical reference book for Agile Practioners div *Mastering Microsoft Dynamics CRM 2016* Deepesh Somani,2017-11-28 This comprehensive guide covers all the essential features of Dynamics CRM so you can build effective applications About This Book Harness the full power of Dynamics CRM 2016 through real world scenarios Create efficient client side applications and customized plugins that work seamlessly across mobile and the Web Get to know the best practices from field experience to utilize Dynamics CRM 2016 efficiently Get an in depth understanding of mobility and tablet options for Dynamics CRM 2016 Who This Book Is For This book is for those with Dynamics CRM knowledge who want to utilize the latest features available with Dynamics CRM 2016 and Update 1 Extensive Dynamics CRM development

experience would be beneficial What You Will Learn Learn to manage the sales service and marketing divisions of any organization using entities and other Dynamics CRM 2016 customizations Learn about the XRM framework of Dynamics CRM 2016 and leverage its features Provide an enhanced mobile and tablet experience using the latest features of Dynamics CRM Get an enhanced Dynamics CRM analytics experience with Word and Excel templates Develop client side applications using JavaScript and Web API How to develop plugins and workflows using Dynamics CRM 2016 Solution framework improvements new field types and Relevant Search in Dynamics CRM 2016 In Detail Microsoft Dynamics CRM is the most trusted name in enterprise level customer relationship management The latest version of Dynamics CRM 2016 comes with some exciting extra features guaranteed to make your life easier with Dynamics CRM This book provides a comprehensive coverage of Dynamics CRM 2016 and helps you make your tasks much simpler while elevating you to the level of an expert The book starts with a brief overview of the functional features and then introduces the latest features of Dynamics CRM 2016 You will learn to create Word and Excel templates using CRM data that will enable you to provide customized data analysis for your organization You will understand how to utilize Dynamics CRM as an XRM Framework gain a deep understanding about client side scripting in Dynamics CRM and learn creating client side applications using JavaScript and Web API We then introduce visual control frameworks for Dynamics CRM 2016 mobile and tablet applications Business Process Flows Business Rules and their enhancements are introduced By the end of this book you will have mastered utilizing Dynamics CRM 2016 features through real world scenarios Style and approach This book takes a practical step by step approach providing real world case studies that enable readers to leverage the latest and most advanced features of Dynamics CRM **Beginning SharePoint 2013 Development** Steve Fox,Chris Johnson,Donovan Follette,2013-02-18 A complete revision to a popular SharePoint developer s resource Fully updated for SharePoint 2013 this book is an ideal starting place for SharePoint development Covering all the major topics that a new developer needs to know in order to get started this resource contains 100 percent new content and addresses the major overhaul to the SharePoint 2013 platform The team of authors led by Microsoft s Steve Fox presents you with a detailed overview that helps you establish a starting point for development They then walk you through ways to advance your knowledge so that you leverage the new SharePoint 2013 features to build custom solutions Addresses developing managed or unmanaged applications Provides an overview of Windows Azure for SharePoint Looks at common developer tasks in SharePoint 2013 Gets you started with building packaging and deploying SharePoint 2013 applications Highlights essential points of security in SharePoint 2013 Touching on everything from developing applications using Office services to development workflow applications Beginning SharePoint 2013 Development covers everything you need to know to start confidently working with the platform today *Beginning SharePoint 2013* Amanda Perran,Shane Perran,Jennifer Mason,Laura Rogers,2013-03-05 Learn to build business solutions with SharePoint 2013 Now in its third edition this perennial bestseller features a complete overhaul for the latest version of

SharePoint A must have for building business solutions in SharePoint real world scenarios address critical information management problems and detailed descriptions explain how to efficiently and successfully handle these challenges Plus best practices for configuration and customization round out the coverage of getting started with SharePoint 2013 so that you can confidently make this platform work for your business today Examines product functionality alongside realistic scenarios to provide you with contextual relevance Addresses managing permissions reporting in SharePoint and working with access services Offers updated content on working with lists libraries workflow content types and web parts Reviews social features forms management business connectivity services and more Beginning SharePoint 2013 is an ideal introduction to the latest iteration of this popular content management provider **Microsoft® Excel® 2013 QuickSteps** John Cronan,Marty Matthews,2013-03-14 Full color step by step guide to the new release of the world s most popular spreadsheet application Get up and running with Excel 2013 right away the QuickSteps way Full color screenshots on every page with clear instructions make it easy to use the latest release of Microsoft s powerful spreadsheet application Follow along and quickly learn how to create workbooks enter and edit data use formulas and functions create charts and tables analyze data extend Excel and more This practical fast paced guide gets you started in no time Use these handy guideposts Shortcuts for accomplishing common tasks Need to know facts in concise narrative Helpful reminders or alternate ways of doing things Bonus information related to the topic being covered Errors and pitfalls to avoid The unique landscape oriented layout of the QuickSteps series mimics your computer screen displays graphics and explanations side by side and lays flat so you can easily refer to the book while working on your computer **Microsoft SharePoint 2003 Unleashed** Lynn Langfeld,Colin Spence,Michael Noel,2004 As businesses attempt to maximize every employee hour knowledge management and collaboration tools have become more popular Written by experts with valuable experience with enterprise level solution design and implementation this book shows users how to create and manage robust Web sites with the help of Microsoft SharePoint Portal Server 2003 SharePoint 2013 User's Guide Anthony Smith,Tony Smith,2013-06-11 Provides an examination of the next generation of Microsoft SharePoint technologies explaining how to use the technologies to extend the information sharing and collaboration capabilities to develop enterprise information management sharing and collaboration solutions **Professional Access 2013 Programming** Teresa Hennig,Ben Clothier,George Hepworth,Dagi (Doug) Yudovich,2013-08-19 Authoritative and comprehensive coverage for building Access 2013 Solutions Access the most popular database system in the world just opened a new frontier in the Cloud Access 2013 provides significant new features for building robust line of business solutions for web client and integrated environments This book was written by a team of Microsoft Access MVPs with consulting and editing by Access experts MVPs and members of the Microsoft Access team It gives you the information and examples to expand your areas of expertise and immediately start to develop and upgrade projects Explores the new development environment for Access web apps Focuses on the tools and techniques for developing

robust web applications Demonstrates how to monetize your apps with Office Store and create e commerce solutions Explains how to use SQL Server effectively to support both web and client solutions Provides techniques to add professional polish and deploy desktop application Shows you how to automate other programs using Macros VBA API calls and more Professional Access 2013 Programming is a complete guide on the latest tools and techniques for building Access 2013 applications for both the web and the desktop so that developers and businesses can move forward with confidence Whether you want to add expand your expertise with Client Server deployments or start developing web apps you will want this book as a companion and reference **The SAGE Handbook of Research Management** Robert Dingwall,Mary Byrne McDonnell,2015-08-17 The Handbook of Research Management is a unique tool for the newly promoted research leader Larger scale projects are becoming more common throughout the social sciences and humanities housed in centres institutes and programmes Talented researchers find themselves faced with new challenges to act as managers and leaders rather than as individual scholars They are responsible for the careers and professional development of others and for managing interactions with university administrations and external stakeholders Although many scientific and technological disciplines have long been organized in this way few resources have been created to help new leaders understand their roles and responsibilities and to reflect on their practice This Handbook has been created by the combined experience of a leading social scientist and a chief executive of a major international research development institution and funder The editors have recruited a truly global team of contributors to write about the challenges they have encountered in the course of their careers and to provoke readers to think about how they might respond within their own contexts This book will be a standard work of reference for new research leaders in any discipline or country looking for help and inspiration The editorial commentaries extend its potential use in support of training events or workshops where groups of new leaders can come together and explore the issues that are confronting them **Professional Microsoft SQL Server 2014 Integration Services** Brian Knight,Devin Knight,Jessica M. Moss,Mike Davis,Chris Rock,2014-04-21 Fill the gap between planning and doing with SSIS 2014 The 2014 release of Microsoft s SQL Server Integration Services provides enhancements for managing extraction transformation and load operations plus expanded in memory capabilities improved disaster recovery increased scalability and much more The increased functionality will streamline your ETL processes and smooth out your workflow but the catch is that your workflow must change New tools come with new best practices and Professional Microsoft SQL Server 2014 Integration Services will keep you ahead of the curve SQL Server MVP Brian Knight is the most respected name in the business and your ultimate guide to navigating the changes to use Microsoft SQL Server Integration Services 2014 to your utmost advantage Implement new best practices for effective use of SSIS Work through tutorials for hands on learning of complex techniques Read case studies that illustrate the more advanced concepts Learn directly from the foremost authority on SSIS SQL Server Integration Services is a complex tool but it s the lifeblood of your work You need to know it inside out

and you must understand the full potential of its capabilities in order to use it effectively You need to make sure the right architecture is in place Professional Microsoft SQL Server 2014 Integration Services is your roadmap to understanding SSIS on a fundamental level and setting yourself up for success **Microsoft PowerPoint 2013 Advanced Quick Reference Guide (Cheat Sheet of Instructions, Tips and Shortcuts - Laminated Card)** Beezix,2013-07-08 Laminated quick reference card showing step by step instructions and shortcuts for how to use advanced features of Microsoft Office PowerPoint 2013 This guide is suitable as a training handout or simply an easy to use reference guide for any type of user The following topics are covered Adding Placeholders to a Slide Master Adding Master Level Guides Adding a Customized Layout Creating and Changing Personal Templates Organizing Slides with Sections Inserting an Excel Table WordArt Effects Recoloring a Picture Inserting an Audio Clip Inserting a Video Merging Shapes Ungrouping Clip Art Creating a Button to Jump to Another Slide or File During a Slide Show Hiding Slides Displaying the Animation Pane Reordering Animations Removing or Modifying Animations Previewing Animations Using the Animation Painter Syncing Animation Text Overlays with Audio Video Annotations During a Slide Show Saving Different Slide Orders Setting up a Self Running Show Setting Timings by Viewing the Show Recording Narration Compressing Media Files Packaging Presentations on a CD USB Drive Saving a Presentation as a Video Broadcasting Your Presentation on the Web This guide is one of two titles available for PowerPoint 2013 PowerPoint 2013 Introduction PowerPoint 2013 Advanced **Professional ASP.NET 4.5 in C# and VB** Jason N. Gaylord,Christian Wenz,Pranav Rastogi,Todd Miranda,Scott Hanselman,2013-05-06 The all new approach for experienced ASP NET professionals ASP NET is Microsoft s technology for building dynamically generated web pages from database content Originally introduced in 2002 ASP NET has undergone many changes in multiple versions and iterations as developers have gained a decade of experience with this popular technology With that decade of experience this edition of the book presents a fresh new overhauled approach A new focus on how to build ASP NET sites and applications relying on field tested reliable methods Integration of One ASP NET philosophy treating ASP NET Web Forms and ASP NET MVC as equal tools each with their proper time and place Coverage of hot new ASP NET 4 5 additions such as the Web API Websockets and HTML5 CSS3 use in layout but only to the extent that the tools themselves are practical and useful for working ASP NET developers Professional ASP NET 4 5 in C and VB is an essential tool for programmers who need to be productive and build reliably performing sites with the latest ASP NET Framework and Visual Studio *SharePoint 2013 - First Look for Power Users* Asif Rehmani,2012-11 This book is designed to be a practical guide to jump start your learning about the specifics of SharePoint 2013 The focus is on Team Sites and MySite not Publishing Sites and specifically the visual elements of the sites Topics covered are Overview of SharePoint 2013 Team Site Security access management Branding sites using Themes Understanding SharePoint Apps Managing documents in Team Sites and MySite List management Searching within site collection Social features of SharePoint 2013 This book s target audience is the Power User of SharePoint End

users developers and IT professionals can also greatly benefit from the knowledge in this book to prepare themselves for the next version of SharePoint Purchase of this book entitles the purchaser to 1 free month of access to all of the video tutorials at the SharePoint Videos com site Please email books sharepointElearning com with the proof of purchase and you will be setup with your free 1 month access to the site **Microsoft Word 2013 Advanced Quick Reference Guide (Cheat Sheet of Instructions, Tips and Shortcuts - Laminated Card)** Beezix,2013-11-25 Laminated quick reference card showing step by step instructions and shortcuts for how to use advanced features of Microsoft Office Word 2013 This guide is suitable as a training handout or simply an easy to use reference guide for any type of user The following topics are covered Using Styles Character Paragraph Linked Styles Applying Character and Paragraph Styles Creating a Style Displaying the Styles Pane Changing Styles Deleting a Style Selecting All Text with Same Style Adding Styles to the Default Style List Showing Formatting as Styles to Clean Up a Document Importing Styles Using Numbered Lists with Styles Applying Table Styles Jumping to a Specific Element Page Section Comment etc Creating Multilevel Numbered Lists Expand Collapse In Print Layout View Viewing Updating a Table of Contents Creating an Index Generating an Index Updating an Index Creating a Bookmark Going to Selecting Bookmarked Text Using Bookmarks to Refer to Pages Section Breaks Inserting a Section Break Changing Page Numbering Mid Document Changing Headers and Footers Changing Page Setup in a Section Inserting a Footnote Endnote **Microsoft SharePoint 2013 Pocket Guide** Ben Curry,2013-08-16 This is your most concise practical reference to deploying configuring and running SharePoint 2013 Perfect for admins at all levels it covers both technical topics and business solutions SharePoint MVP Ben Curry focuses on the crucial step by step information for performing day to day tasks quickly reliably and well No obscure settings abstract theory or hype just help you can really trust and really use Install SharePoint Server 2013 Configure farms and databases Create and extend web applications Set up and scale service applications Deploy and manage sites collections Implement BI solutions Integrate Excel Services and PowerPivot Configure enterprise content types and metadata Deploy Enterprise Search Manage documents and web content Brand your site Deliver social tools including microblogging Back up and restore

Unveiling the Magic of Words: A Overview of "**Microsoft Sharepoint 2013 Quick Reference Guide**"

In a global defined by information and interconnectivity, the enchanting power of words has acquired unparalleled significance. Their capability to kindle emotions, provoke contemplation, and ignite transformative change is actually awe-inspiring. Enter the realm of "**Microsoft Sharepoint 2013 Quick Reference Guide**," a mesmerizing literary masterpiece penned by way of a distinguished author, guiding readers on a profound journey to unravel the secrets and potential hidden within every word. In this critique, we shall delve to the book is central themes, examine its distinctive writing style, and assess its profound impact on the souls of its readers.

https://crm.allthingsbusiness.co.uk/book/browse/HomePages/tour%20dates%20guide%20sign%20in.pdf

Table of Contents Microsoft Sharepoint 2013 Quick Reference Guide

Microsoft Sharepoint 2013 Quick Reference Guide Introduction

In this digital age, the convenience of accessing information at our fingertips has become a necessity. Whether its research papers, eBooks, or user manuals, PDF files have become the preferred format for sharing and reading documents. However, the cost associated with purchasing PDF files can sometimes be a barrier for many individuals and organizations. Thankfully, there are numerous websites and platforms that allow users to download free PDF files legally. In this article, we will explore some of the best platforms to download free PDFs. One of the most popular platforms to download free PDF files is Project Gutenberg. This online library offers over 60,000 free eBooks that are in the public domain. From classic literature to historical documents, Project Gutenberg provides a wide range of PDF files that can be downloaded and enjoyed on various devices. The website is user-friendly and allows users to search for specific titles or browse through different categories. Another reliable platform for downloading Microsoft Sharepoint 2013 Quick Reference Guide free PDF files is Open Library. With its vast collection of over 1 million eBooks, Open Library has something for every reader. The website offers a seamless experience by providing options to borrow or download PDF files. Users simply need to create a free account to access this treasure trove of knowledge. Open Library also allows users to contribute by uploading and sharing their own PDF files, making it a collaborative platform for book enthusiasts. For those interested in academic resources, there are websites dedicated to providing free PDFs of research papers and scientific articles. One such website is Academia.edu, which allows researchers and scholars to share their work with a global audience. Users can download PDF files of research papers, theses, and dissertations covering a wide range of subjects. Academia.edu also provides a platform for discussions and networking within the academic community. When it comes to downloading Microsoft Sharepoint 2013 Quick Reference Guide free PDF files of magazines, brochures, and catalogs, Issuu is a popular choice. This digital publishing platform hosts a vast collection of publications from around the world. Users can search for specific titles or explore various categories and genres. Issuu offers a seamless reading experience with its user-friendly interface and allows users to download PDF files for offline reading. Apart from dedicated platforms, search engines also play a crucial role in finding free PDF files. Google, for instance, has an advanced search feature that allows users to filter results by file type. By specifying the file type as "PDF," users can find websites that offer free PDF downloads on a specific topic. While downloading Microsoft Sharepoint 2013

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