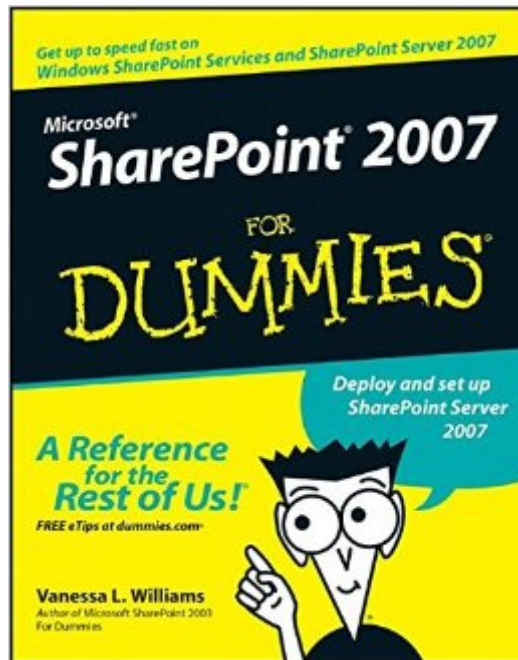


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# Microsoft SharePoint 2007 For Dummies



## Synopsis

Microsoft SharePoint now has a 10 percent share of the portal market, and the new release, which features enhanced integration with Office 2007, is sure to give SharePoint a boost. Offers clear instructions and soup-to-nuts coverage of this complex product, focusing instead on practical solutions to real-world SharePoint challenges. Features tips, tricks, and techniques for administrators who need to install and configure a SharePoint portal as well as ordinary users who need to populate and maintain the portal and use it for collaborative projects. Topics covered include setting up a SharePoint portal, matching SharePoint to business needs, managing portal content, branding, collaborating on SharePoint sites, using a portal to improve employee relations and marketing, putting expense reports and other interactive forms on a portal, and monitoring and backing up SharePoint.

## Book Information

Paperback: 460 pages

Publisher: For Dummies; 1 edition (April 9, 2007)

Language: English

ISBN-10: 0470099410

ISBN-13: 978-0470099414

Product Dimensions: 7.4 x 0.9 x 9.2 inches

Shipping Weight: 1.5 pounds (View shipping rates and policies)

Average Customer Review: 3.9 out of 5 stars [See all reviews](#) (35 customer reviews)

Best Sellers Rank: #917,466 in Books (See Top 100 in Books) #60 in [Books > Computers & Technology > Business Technology > SharePoint](#) #195 in [Books > Computers & Technology > Networking & Cloud Computing > Intranets & Extranets](#) #1140 in [Books > Textbooks > Computer Science > Networking](#)

## Customer Reviews

This book is great for the SharePoint administrator. Unfortunately, I'm the user creating and populating the sites rather than installing the server. There are a few sections for the user at my level, but I'd anticipated a Dummies book wouldn't be for the techies. I also wish it had more screen shots to demonstrate things, but I suppose it would wind up becoming a 1000 page book then. It's fine for what it is, and I did pick up some tips, so it wasn't a complete waste for me. I found [SharePoint 2007 User's Guide: Learning Microsoft's Collaboration and Productivity Platform](#) to be a bit more practical for my needs. I still haven't found THE training resource I need to help others

utilize SharePoint the way it was intended.

I ordered this text with the intent of creating and modifying team sharepoint sites. Primarily "end-user" kind of work, however this text is far more technical than what I need. It is more for system administrator, not site administrator. I have since ordered "Sharepoint Designer X for Dummies". I think that will be more what I am looking for but it is not yet available. Review Submitted 6/27/07

This book matches the clear, concise, and practical style of all the "Dummies" books and might be very good for those who are installing, configuring, or developing SharePoint sites. However, it was not until I reached page 4 that I finally was advised that "This book isn't really intended for end users." That advisory should have appeared on page 1, or better yet, on the book's front cover. If you are an end user who is merely trying to learn how to use SharePoint's various functions, you might want to look for an actual "user's guide," e.g., *Essential SharePoint 2007: A Practical Guide for Users ...* (etc).

Microsoft has been working on SharePoint for quite a while. It's now in its third release, and as is often the case with Microsoft it has finally reached the point where it is becoming quite useful. The software is now available in two versions, Windows SharePoint Services and Microsoft Office SharePoint Server (MOSS). One problem with SharePoint is trying to determine just what it is. It's almost like you need to install it, work with it, and then decide if you want it. But basically (in my opinion) SharePoint is a server based (requires Windows Server 2003 or later, SQL Server, the .NET Framework, and IIS) package that provide for data storage and content management of typically Office like files. Among other things it allows multiple people to work on one project which can be a Word document, a system that tracks help desk problems, or any of a number of other collaborative systems. Ms. Williams has been working with SharePoint since its first release in 2001. In this book she starts from the idea that you need to find one target application to use to convince the company that SharePoint is a good idea. From there she leads on to a mixture of applications, technical aspects, how to's and everything else you need to get a good understanding of SharePoint.

This is a great book to get you familiar with what SharePoint offers and what it can do for your organization. The author covers everything from initial installation and configuration to setting up the

SharePoint sites. She explains the terminology and concepts very clearly. Plus, she goes beyond the tech-speak and gives real-world examples of how SharePoint can be used and how to sell SharePoint to your organization (advantages for collaboration and communication). I highly recommend this book to anyone who is interested in learning about SharePoint and/or has been tasked with installing and/or administering SharePoint. Before you read anything else on SharePoint, read this book.

Don't be misled by the title. This is not written by a dummy or intended for dummy readers. This book is very organized and covers important points on approaching testing, getting management on board, avoiding possible implementation problems, and so forth. This book is very practical and hands on. If you're an advanced technical admin of Sharepoint, this is not your book. But if you're someone with a decent IT background and just getting your hands dirty, this is perfect.

SharePoint is an umbrella term used to describe a multitude of features and technologies. When people mention SharePoint, they're often referring to the part that is of interest to them, so it's hard to capture what SharePoint really is and what it can do. This book helped me to install SharePoint and give myself a whirlwind tour of WSS and MOSS in just 3 days. The Author is excellent and the topics are laid out in an order that makes sense. You can just flow from one topic to the next, trying different functionality as you read. It's a great starting point for anyone new to SharePoint who needs to get it up and running and figure out what it is and isn't and what the differences are between WSS and MOSS 2007.

Just because its title says, "For Dummies," does not mean you should avoid it. I've got over thirty years in Info Tech and bought this thinking it would be a quick easy read. Well, it is very well written, easy to understand and it is NOT underpowered. The author knows her stuff and this book gives one a very good start understanding SharePoint so as to be able to approach the product. Also, if you're really interested, Microsoft has an entire section of their site devoted to this product. You can download the actual product (need FAST connection), and should you choose not to do that, they've created a virtual environment that lets you learn and use the product without installing EVERYTHING (and I do mean everything) on your computer. That said, this book is really well written, flows logically and will explain enough of SharePoint to give you a head start.

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