

Session 1: SharePoint Administration 9:00am – 10:15am

1. Introduction to Central Administrator
2. Configuring Search
3. Configuring Site Quotas
4. Managing Content Databases
5. Managing Web Applications and Sites
6. Managing Security
7. Web Parts
8. Backup and Restore

Session 2: SharePoint Customization 10:30am – 11:30am

1. Installing and using custom Web Parts
2. Branding Options
3. Forms Development (ASPX vs. InfoPath)
4. Customizing Page Layouts

Lunch Break 11:30 – 12:30 Lunch onsite provided by Sparkhound

Session 3: Introduction to Office Communication Server 2007 – Live Demonstration 12:30pm – 3:00pm

1. Enterprise VoIP
2. Office Communicator
3. Instant Messaging
4. Presence
5. Conferencing (Live Meeting)