

# Sharepoint 2015 End User Quick Guide

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# Sharepoint 2015 End User Quick Guide

**Valerie Forrestal**



## **Sharepoint 2015 End User Quick Guide:**

The Ultimate SharePoint Performance Guide! Vlad Catrinescu, Gokan Ozcifci, 2018-02-08 We chose to implement SharePoint in our organization because of its awesome speed is something you don't hear often if at all. The truth is that SharePoint is an enterprise platform with numerous advantages and built-in features to make you and your organization more productive but what if it's not correctly configured? Your users are going to painfully stare at the famous working on it page multiple times per day. As a SharePoint IT Professional or SQL Server DBA you have the power to tweak multiple SharePoint and SQL Server settings to increase your SharePoint performance for assuring your users happiness when using SharePoint every day. This is an ultimate guidance on performance for SharePoint Server inspired both by Microsoft's best practices and real-life experiences from countless deployments on the field. In this book you'll learn the following: How to configure the foundation of your platform Windows Server for maximum performance; How to optimize SQL Server for SharePoint Server and what tasks you should do to keep it performing; What configuration mistakes can make your SharePoint Server acting very slow and how you can fix them; How to optimize your user's performance in a SharePoint Online environment part of Office 365 even if you don't have access to Microsoft's servers. Stop frustrating your users with a slow SharePoint performance and configure SharePoint for maximum performance today. **Office 365 User Guide** Nikkia Carter, 2019-04-30 Work with the powerful subscription software Office 365 to increase your organization's efficiency by managing file sharing, email exchange and much more. Key Features: Become well-versed with Office 365 and leverage its capabilities for your business; Speed up your workflow and effectively collaborate using Office Web Apps; Learn to set audio and web conferences and seamlessly access your workspace. Book Description: Microsoft Office 365 combines the popular Office suite with next-generation cloud computing capabilities. With this user guide you'll be able to implement its software features for effective business communication and collaboration. This book begins by providing you with a quick introduction to the user interface UI and the most commonly used features of Office 365. After covering the core aspects of this suite you'll learn how to perform various email functions via Exchange. Next you will learn how to communicate using Skype for Business and Microsoft Teams. To boost your productivity this book will help you learn everything from using instant messaging to conducting audio and web conferences and even accessing business information from any location. In the final chapters you will learn to work in a systematic style using file management and collaboration with OneDrive for Business using SharePoint. By the end of this book you'll be equipped with the knowledge you need to take full advantage of Office 365 and level up your organization's productivity. What you will learn: Understand the UI of Office 365; Perform a variety of email functions through Exchange; Communicate using Skype for Business and Microsoft Teams; Explore file management using OneDrive for Business; Collaborate using SharePoint; Understand how to leverage Office 365 in your daily tasks. Who this book is for: If you are an IT professional who wants to upgrade your traditional Office suite this book is for you. Users looking to learn configure

manage and maintain an Office 365 environment in their organization will also find this book useful Some understanding of Microsoft Office Suite and cloud computing basics will be beneficial

**SharePoint 2013 Branding and User Interface Design** Randy Drisgill, John Ross, Paul Stubbs, 2013-08-01 Plan design and launch a brand in SharePoint If you are planning designing and launching your brand using SharePoint this book and author trio will walk you through everything you need to know in an understandable and approachable way From specific technologies such as master pages page layouts and CSS to offering best practices and real world experience for creating successful branding projects through SharePoint 2013 you will learn how to approach your branding project in effective new ways This visual book provides step by step instructions in a simple and striking format that focuses on each of the tasks you will face in your own branding project Explains the various approaches to SharePoint branding and methodologies for creating an engaging UI Guides you through planning for branding and using the Design Manager to start a design Addresses implementing modern web techniques such as HT ML5 jQuery and mobile responsive design into SharePoint Explores creating SharePoint branding for public facing websites as well as internal intranets including a deep dive into how custom SharePoint branding is created from scratch Provides coverage on designing apps for SharePoint

**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 Contents Part 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      **Moving to Office**

**365** Matthew Katzer, 2015-11-27 This book takes a concentrated look at the very latest best practices for Office 365 migration with a focus on the needs of senior managers IT managers and others involved in key decisions when moving their business to the cloud Based on popular chapters in his first book Office 365 Migrating and Managing Your Business in the Cloud Apress Open co authored with Don Crawford author Matt Katzer revises and expands on his original material to bring you the latest guidance on planning methods management best practices personnel decisions and migration and maintenance costs along with brand new material on some of the most important and cutting edge considerations when moving your business to the cloud securing company data and driving collaboration in the workplace Topics covered include The Office 365 cloud security model and best practices to apply when securing your business in the cloud Microsoft Office 365 operation and usage options for any size enterprise Proven methods for planning and minimizing disruption A step by step migration plan How to improve employee collaboration and productivity through use of Office 365 s collaborative apps including Excel Outlook Web Access OneDrive and Skype for Business Office 365 site management advice for IT administrators and business owners Moving to Office 365 provides practical and planning guidance for business owners and CIO CTOs and IT managers who have responsibility for the IT needs of their business      **Essentials of Administering**

**Team Foundation Server 2015** Gary Gauvin, 2015-12-28 This book covers the critical as well as the less obvious aspects of managing Microsoft Team Foundation Server 2015 in a variety of development and test environments Coverage includes basic installation initial configuration maintenance and common trouble shooting techniques sizing and performance considerations Essentials of Administering Team Foundation Server 2015 explains how TFS can help you incorporate source control in your development environment You ll learn how to set up TFS to match how you develop software The book covers using TFS in the whole development process along with practical advice on how to use its features effectively to get up to speed quickly In addition the author dives into using TFS in your team covering subjects like setting up accounts for different roles manage users and groups plus what you need to know about TFS security and running a secure team No discussion of a centralized system like TFS would be complete without learning how to back up and restore it and the author covers what you will need to know to maintain your TFS including the backup and restore details required to properly plan for disaster recovery The book details what you need to know about TFS functionality in creating and setting up collections and projects how to manage the build process with Team Build including setting it up and deploying build server and agents using

templates to speed up the creation of builds building multi platform solutions and testing In this book you ll learn how to Plan install and configure TFS Secure your TFS environment Plan and manage source control with TFS Manage the development process with TFS Manage the build process Test with TFS      **Microsoft Powerpoint 2016: The Complete Guide**

Alexander Herolson,2015-11-12 PowerPoint 2016 is a presentation program that presents information in the form of slides This program is developed by Microsoft and was originally called Presenter released by another company Forethought Inc It was originally launched in May 1990 and was and always been a part of the Microsoft Suite It is popularly known as a program that helps users to develop slide based presentations and is currently the most used presentation program in the world The purpose of this guide is to introduce users to the latest version of the Microsoft PowerPoint program Reviews on the newest issue purport that it is new and improved boasting redesigned and creative features The manual will first look at the genesis of the program s manufacturer Microsoft Inc The Microsoft Office suite and its foundation and subsequent growth will then be discussed followed by growth of the actual PowerPoint program      **Excel 2016: The Complete Guide**

Stewart Melart,2015-10-15 Microsoft Excel 2016 is one of the products offered in the new Microsoft Office 2016 dubbed Office 16 Designed to replace the previously released Office 2013 and Office for Mac 2011 the product was first released to the public in July of 2015 The initial release was on the OS X software designed for users of Office 365 with the licensed version becoming available by mid September of the same year Among the new features is the animated effect now included when making cell selections or highlighting content to share across cells The effect is now smoother and thus more user friendly Excel 2016 is able to boast compatibility with the basic keyboard shortcuts previously found in Microsoft Word Users will be able to apply shortcuts like Ctrl P and Ctrl C to complete simple copy and paste functions The status bar has now also been colorfully modified while the Tables ribbon has been redesigned      **Custom SharePoint Solutions with HTML and JavaScript**

Brandon Atkinson,2015-03-16 The content and screenshots in this book are based on SharePoint 2013 The techniques shown can also be applied to SharePoint 2016 Custom SharePoint Solutions with HTML and JavaScript shows you how to build and customize SharePoint solutions to suit a wide range of business needs You don t need a background in Microsoft technologies you ll learn how to rapidly build and customize sites entirely on the front end starting with out of the box features and extending them with HTML and JavaScript code The book starts with an introduction to working with SharePoint on the front end and how this can help you avoid common pitfalls associated with deploying custom code on the server You ll start by using SharePoint s browser based tools to place and manipulate out of the box web parts on a page Then learn to inject some simple HTML and JavaScript to manipulate these web parts and use JSLink to rapidly style and manipulate data in the List web part You ll also see examples of how to build your own custom web parts using HTML JavaScript and CSS For those who want to dive deeper into JavaScript on SharePoint chapters cover working directly with built in JavaScript methods and properties and the JavaScript object model JSOM and how to work with the powerful new

REST API which gives you the ultimate flexibility over what you do with your data Whatever your background whether it s web development working with SharePoint on the server side or if you re a SharePoint user looking to learn new skills Custom SharePoint Solutions with HTML and JavaScript will show you how to get what you want from SharePoint quickly and reliably

*Exam Ref 70-347 Enabling Office 365 Services* Orin Thomas,2015-08-20 In June 2017 the 70 347 Exam was updated with a new objective domain Configure and Secure Office 365 services While this first edition will still help you with the first four ODs in order to fully prepare for the new portion of the exam you should consult other resources for the following Implement Microsoft Teams Configure and manage OneDrive for Business Implement Microsoft Flow and PowerApps Configure and manage Microsoft StaffHub Configure security and governance for Office 365 services Prepare for Microsoft Exam 70 347 and help demonstrate your real world mastery of the skills needed to help securely and efficiently provide Microsoft Office 365 services in any environment Designed for experienced IT pros ready to advance their status Exam Ref focuses on the critical thinking and decision making acumen needed for success at the MCSA level Focus on the expertise measured by these objectives Manage clients and end user devices Provision Microsoft SharePoint Online site collections Configure Microsoft Exchange Online and Skype for Business for end users Plan for Exchange Online and Skype for Business This Microsoft Exam Ref Organizes its coverage by exam objectives Features strategic what if scenarios to challenge you Provides exam preparation tips written by a top trainer consultant and sysadmin Assumes you have experience with the Office 365 Admin Center and an understanding of Exchange Online Skype for Business SharePoint Online Office 365 ProPlus and Microsoft Azure Active Directory

*Knowledge Management for Libraries* Valerie Forrestal,2015-08-14 Libraries are creating dynamic knowledge bases to capture both tacit and explicit knowledge and subject expertise for use within and beyond their organizations In this book readers will learn to move policies and procedures manuals online using a wiki get the most out of Microsoft SharePoint with custom portals and Web Parts and build an FAQ knowledge base from reference management applications such as LibAnswers Knowledge Management for Libraries guides readers through the process of planning developing and launching their own library knowledge base This A Z guidebook will teach you how to implement tools that will help your colleagues communicate collaborate share documents and files and greatly clarify and simplify workflows through projects such as How to Create a Document Management System with Google DriveHow to Construct a Web Based Knowledge Base Using Wiki SoftwareHow to Set Up a Private Social Network for Your Staff with YammerHow to Create an Organizational Commons with WordPressHow to Build a Library Intranet Site in Microsoft SharePointHow to Create a Dynamic FAQ with Springshare s LibAnswers

*Microsoft Office 2016: The Complete Guide* Stewart Melart,2015-11-12 PC users need not be bothered in the least as the 2016 versions of Word PowerPoint Access and Excel are here to give you the best experience ever In addition to all the cool new features that are packed into this software you can have the entire suite cloud connected so you can have all your documents at your disposal anytime and place You will

enjoy the comfort ease of locating important information anywhere you are You will also be able to capitalize on the great opportunity of sharing your documents with your friends family or colleagues as you get your most important tasks done with easy and great new features      **Essential Clinical Global Health, Includes Wiley E-Text** Brett D. Nelson,2015-01-27

Essential Clinical Global Health is a brand new pioneering and evidence based textbook that provides a clinical overview of the increasingly prominent specialty of global health Originally developed from a course at Harvard Medical School and now with contributions from nearly 100 world renowned global health experts from across the globe this textbook presents vital information required of students trainees and clinicians during their international experiences and training Essential Clinical Global Health introduces readers to the up to date knowledge skills and approaches needed for productive and rewarding global health experiences It provides essential clinical information on the diagnosis management and prevention of the leading causes of morbidity and mortality in low and middle income countries The textbook also includes practical guidance on topics such as health systems population based approaches cultural awareness and sensitivity travel preparedness and safety and career development in global health With key learning objectives in each chapter practical clinical advice setting appropriate guidelines personal field experiences from student and clinician contributors Essential Clinical Global Health is the first global health textbook with a clinical focus for healthcare students trainees and providers A companion website at [www.wileyessential.com/globalhealth](http://www.wileyessential.com/globalhealth) features self assessment questions and videos      Professional Visual Studio 2015

Bruce Johnson,2015-09-08 In depth coverage of the major Visual Studio 2015 revamp Professional Visual Studio 2015 is the leading pro s guide to new and upgraded features of Microsoft Visual Studio With a unique IDE centric approach and deep dive into the software s many nooks and crannies this book will bring you up to speed quickly on everything Visual Studio 2015 has to offer Whether you re new to Visual Studio or just upgrading you ll appreciate in depth professional explanation of updates features and support Visual Studio 2015 is packed with improvements that increase productivity and this book walks you through each one in succession to help you smooth your workflow and get more accomplished From customization and the interface to code snippets and debugging the Visual Studio upgrade expands your options and this book is your fast track guide to getting on board quickly The Visual Studios 2015 release fixes a number of issues that deterred many professionals from adopting VS 2013 Old products have been retooled and new features are aimed at productivity enhancement and fixes to UI Fully aligned with VS 2015 this guide walks you through the changes and helps you incorporate helpful new features into the way you work Discover new options for themes displays and settings Learn the new workflow and shortcuts to ASP NET code Master improved debugging and unit testing support capabilities Exploit changes to Windows STORE apps phone apps Azure and SharePoint      IC3: Internet and Computing Core Certification Key Applications Global Standard 4 Study Guide Ciprian Adrian Rusen,2015-04-27 Master word processing spreadsheets and presentations ahead of the IC3 exam IC3 Internet and Computing Core Certification Key Applications Study Guide is your ideal study guide when



you want to focus on the Key Applications exam module in preparation for the IC3 This book covers common features and functions word processing spreadsheets and presentations all presented in a clear concise style Hands on examples and self paced exercises show you how to perform critical tasks needed to pass the exam and the companion website offers a diverse set of study tools including the Sybex test engine a preassessment test hundreds of practice questions videos and access to over one hundred electronic flashcards Test your skills and solidify your understanding of Key Applications for the IC3 Master the functions common to all programs and the most common features Review the basics of word processing with formatting and automation Understand spreadsheets and how to manipulate data with formulas Brush up on the creation and formatting of simple presentations When you are serious about certification IC3 provides the practice that inspires self confidence

*Microsoft SharePoint Online for Office 365* Bill English, 2015-06-11 Deliver world class collaboration capabilities through the cloud Use SharePoint Online to provide today s most advanced collaboration capabilities without managing your own infrastructure This concise reference will help you configure and manage SharePoint Online to meet your requirements for functionality performance and compliance Bill English covers user profiles security search records management App Catalogs metrics and more to derive maximum value from SharePoint Online Master the specific skills you need to deploy and run SharePoint Online Choose the version of SharePoint Online that is best for you Manage profiles properties audiences permissions policies and MySite settings Use Business Connectivity Services to make SharePoint Online your central hub for all business information Make the most of SharePoint search indexing and records and document management Create and manage security and App Catalogs Solve the core issues of governance risk compliance taxonomies and training

Enterprise Mac Administrators Guide CHARLES EDGE, William Smith, 2015-11-28 Charles Edge and Bill Smith provide detailed explanations of the technology required for large scale Mac OS X deployments and show you how to integrate it with other operating systems and applications Now in its second edition Enterprise Mac Administrator s Guide addresses the growing size and spread of Mac OS X deployments in corporations and institutions worldwide In some cases this is due to the growth of traditional Mac environments but for the most part it has to do with organizations instituting device choice and switcher campaigns where Windows and or Linux environments are migrating to Mac OS X There is a steep culture shock with many of these migrations The products that are used are different the nomenclature is different and most importantly the best practices for dealing with the operating system and updates are very different Apple provides a number of tools to help automate and guide IT toward managing a large number of Mac OS X computers it has since before Mac OS X was initially released However if you want to put together all of the pieces to tell a compelling story about how to run an IT department or a deployment of Macs you need to compile information from a number of different sources This book provides explanations of the technology required What You ll Learn Choose a directory services model that works for your organization and integrate it into your existing model Choose an imaging model and begin imaging workstations with or

without third party products Use the Mac App Store and Apple s Volume Purchasing Program to deploy apps Leverage scripting techniques to reduce labor for the IT department Provide network services file sharing mobile home folders messaging etc to the Mac OS X clients Who This Book Is For System administrators and IT professionals who need to manage a large number of Mac OS X computers be they Mac OS X based servers or workstations The assumption is that readers are somewhat familiar with Mac OS X and or IT in general but not that they are familiar with the Apple system internals server services or deployment techniques

*NoSQL For Dummies* Adam Fowler,2015-02-24 Get up to speed on the nuances of NoSQL databases and what they mean for your organization This easy to read guide to NoSQL databases provides the type of no nonsense overview and analysis that you need to learn including what NoSQL is and which database is right for you Featuring specific evaluation criteria for NoSQL databases along with a look into the pros and cons of the most popular options *NoSQL For Dummies* provides the fastest and easiest way to dive into the details of this incredible technology You ll gain an understanding of how to use NoSQL databases for mission critical enterprise architectures and projects and real world examples reinforce the primary points to create an action oriented resource for IT pros If you re planning a big data project or platform you probably already know you need to select a NoSQL database to complete your architecture But with options flooding the market and updates and add ons coming at a rapid pace determining what you require now and in the future can be a tall task This is where *NoSQL For Dummies* comes in Learn the basic tenets of NoSQL databases and why they have come to the forefront as data has outpaced the capabilities of relational databases Discover major players among NoSQL databases including Cassandra MongoDB MarkLogic Neo4J and others Get an in depth look at the benefits and disadvantages of the wide variety of NoSQL database options Explore the needs of your organization as they relate to the capabilities of specific NoSQL databases Big data and Hadoop get all the attention but when it comes down to it NoSQL databases are the engines that power many big data analytics initiatives With *NoSQL For Dummies* you ll go beyond relational databases to ramp up your enterprise s data architecture in no time

[Beginning Visual Basic 2015](#) Bryan Newsome,2015-12-02 Learn Visual Basic step by step and start programming right away *Beginning Visual Basic 2015* is the ideal guide for new programmers especially those learning their first language This new edition has been updated to align with Visual Studio 2015 and also refocused to concentrate on key beginner topics Precise step by step instructions walk you through important tasks and clear explanations targeted to beginners will have you writing your first Visual Basic application quickly You ll start from the absolute beginning assuming no prior programming experience and then gradually build your skills to write Visual Basic applications for Windows and the Web Coverage includes objects class libraries graphics databases and much more with explicit instructions on using ASP NET SQL Server ADO NET and XML Visual Studio is the usual environment for Visual Basic programming and the latest upgrade has made Visual Basic more feature compatible with C to allow programmers to move fluidly between the two languages Don t know C Don t worry This book starts from the very

beginning of Visual Basic programming to help you build your skills from the ground up Understand flow control and data structure Debug Windows applications dialog boxes and menus Master objects and object oriented techniques Access databases program graphics and program for the Web Over three million programmers use Visual Basic and many of them learned it as their first language It s beginner friendly versatile and visually oriented making it an ideal introduction to the programming mindset workflow and hard skills Beginning Visual Basic 2015 gets you started on the right foot with clear patient instruction and plenty of hands on practice

**Computer Supported Education** Susan Zvacek, Maria Teresa Restivo, James Uhomoibhi, Markus Helfert, 2016-02-10 This book constitutes the refereed proceedings of the 7th International Conference on Computer Supported Education CSEDU 2015 held in Lisbon Portugal in May 2015 The 34 revised full papers presented together with an invited talk were carefully reviewed and selected from 196 submissions The papers address topics such as information technologies supporting learning learning teaching methodologies and assessment social context and learning environments domain applications and case studies and ubiquitous learning

## **Sharepoint 2015 End User Quick Guide** Book Review: Unveiling the Magic of Language

In an electronic era where connections and knowledge reign supreme, the enchanting power of language has become more apparent than ever. Its capability to stir emotions, provoke thought, and instigate transformation is truly remarkable. This extraordinary book, aptly titled "**Sharepoint 2015 End User Quick Guide**," written by a very acclaimed author, immerses readers in a captivating exploration of the significance of language and its profound impact on our existence. Throughout this critique, we will delve into the book's central themes, evaluate its unique writing style, and assess its overall influence on its readership.

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