



COURSE SYLLABUS

COURSE TITLE:	55102BC SharePoint Server 2013 Collection and Site Templates
FORMAT:	Instructor-Led
CERTIFICATION EXAMS:	None

This course syllabus should be used to determine whether the course is appropriate for the students, based on their current skills and technical training needs. Course content, prices, and availability are subject to change without notice.

ELEMENTS OF THIS SYLLABUS ARE SUBJECT TO CHANGE.

ABOUT THE COURSE

This fast-paced instructor-led course is designed to give Power Users, developers and IT professionals a high-leveled understanding of the capabilities of SharePoint Server 2013, that they might maximize their organizations return on investment in the product. Each template will be examined and demonstrated with its key features and purposes explained.

AUDIENCE

This course is intended for Power Users, developers and IT professionals that will be involved with the design, development and maintenance of SharePoint 2013.

AT COURSE COMPLETION

After completing this course, students will be able to:

- ▶ Know the site templates included with SharePoint Server 2013.
- ▶ Know the common features of templates.
- ▶ Understand and utilize the Project Site template and the features available.
- ▶ Understand and utilize the Community Site template and the features available.
- ▶ Understand and utilize the Document Center template and the features available.
- ▶ Understand and utilize the eDiscovery Center template and the features available.
- ▶ Understand and utilize the Records Center template and the features available.
- ▶ Understand and utilize the Business Intelligence Center template and the features available.
- ▶ Understand and utilize the Enterprise Search Center template and the features available.
- ▶ Understand and utilize the My Site Host template and the features available.
- ▶ Understand and utilize the Community Portal template and the features available.
- ▶ Understand and utilize the Visio Process Repository template and the features available.
- ▶ Understand and utilize the Enterprise Wiki template and the features available.
- ▶ Understand and utilize the Product Catalog template and the features available.
- ▶ Understand and utilize the Publishing Site template and the features available.
- ▶ Understand and utilize the Publishing Site with Workflow template and the features available.
- ▶ Understand and utilize the Team Site template and the features available.
- ▶ Understand and utilize the Blog site template and the features available.
- ▶ Understand and utilize the Developer Site template and the features available.
- ▶ Understand and utilize the Basic Search Center template and the features available.



PREREQUISITES

Before attending this course, students must have:

- ▶ None

ADDITIONAL READING

To help you prepare for this class, review the following resources:

- ▶ None

MODULE 1: COURSE OVERVIEW

This module explains how the class will be structured and introduces course materials and additional administrative information.

Lessons

- ▶ Introduction
- ▶ Course Materials
- ▶ Facilities
- ▶ Prerequisites
- ▶ What We'll Be Discussing

Lab 1: COURSE OVERVIEW

- ▶ None

After completing this module, students will be able to:

- ▶ Successfully log into their virtual machine.
- ▶ Have a full understanding of what the course intends to cover.

MODULE 2: COMMON FEATURES OF TEMPLATES

This module will give you an overview of the common features included with the templates available in SharePoint Server 2013.

Lessons

- ▶ SharePoint Server 2013 Site Templates
- ▶ Common Configurable Features

Lab 1: COMMON FEATURES OF TEMPLATES

- ▶ None

After completing this module, students will be able to:

- ▶ Know the site templates included with SharePoint Server 2013.
- ▶ Know the common features of templates.

MODULE 3: PROJECT SITE

This module will give you an overview of the features and options available within the Project Site template.

Lessons

- ▶ Features
- ▶ Utilizing

Lab 1: PROJECT SITE

- ▶ Exploring and Utilizing the Project Site Template

After completing this module, students will be able to:

- ▶ Understand and utilize the Project Site template and the features available.



MODULE 4: COMMUNITY SITE

This module will give you an overview of the features and options available within the Community Site template.

Lessons

- ▶ Features
- ▶ Utilizing

Lab 1: COMMUNITY SITE

- ▶ Exploring and Utilizing the Community Site Template

After completing this module, students will be able to:

- ▶ Understand and utilize the Community Site template and the features available.

MODULE 5: DOCUMENT CENTER

This module will give you an overview of the features and options available within the Document Center template.

Lessons

- ▶ Features
- ▶ Utilizing

Lab 1: DOCUMENT CENTER

- ▶ Exploring and Utilizing the Document Center Template

After completing this module, students will be able to:

- ▶ Understand and utilize the Document Center template and the features available.

MODULE 6: eDISCOVERY CENTER

This module will give you an overview of the features and options available within the eDiscovery Center template.

Lessons

- ▶ Features
- ▶ Utilizing

Lab 1: eDISCOVERY CENTER

- ▶ Exploring and Utilizing the eDiscovery Center Template

After completing this module, students will be able to:

- ▶ Understand and utilize the eDiscovery Center template and the features available.

MODULE 7: RECORDS CENTER

This module will give you an overview of the features and options available within the Records Center template.

Lessons

- ▶ Features
- ▶ Utilizing

Lab 1: RECORDS CENTER

- ▶ Exploring and Utilizing the Records Center Template

After completing this module, students will be able to:

- ▶ Understand and utilize the Records Center template and the features available.

MODULE 8: BUSINESS INTELLIGENCE CENTER

This module will give you an overview of the features and options available within the Business Intelligence Center template.

Lessons

- ▶ Features



- ▶ Utilizing

Lab 1: BUSINESS INTELLIGENCE CENTER

- ▶ Exploring the Business Intelligence Center Template

After completing this module, students will be able to:

- ▶ Understand and utilize the Business Intelligence Center template and the features available.

MODULE 9: ENTERPRISE SEARCH CENTER

This module will give you an overview of the features and options available within the Enterprise Search Center.

Lessons

- ▶ Features
- ▶ Utilizing

Lab 1: ENTERPRISE SEARCH CENTER

- ▶ Exploring and Utilizing the Enterprise Search Center Template

After completing this module, students will be able to:

- ▶ Understand and utilize the Enterprise Search Center template and the features available.

MODULE 10: MY SITE HOST

This module will give you an overview of the features and options available within the My Site Host.

Lessons

- ▶ Features
- ▶ Utilizing

Lab 1: MY SITE HOST

- ▶ Exploring and Utilizing the My Site Host Template

After completing this module, students will be able to:

- ▶ Understand and utilize the My Site Host template and the features available.

MODULE 11: COMMUNITY PORTAL

This module will give you an overview of the features and options available within the Community Portal template.

Lessons

- ▶ Features
- ▶ Utilizing

Lab 1: COMMUNITY PORTAL

- ▶ Exploring and Utilizing the Community Portal Template

After completing this module, students will be able to:

- ▶ Understand and utilize the Community Portal template and the features available.

MODULE 12: VISIO PROCESS REPOSITORY

This module will give you an overview of the features and options available within the Visio Process Repository template.

Lessons

- ▶ Features
- ▶ Utilizing

Lab 1: VISIO PROCESS REPOSITORY

- ▶ Exploring the Visio Process Repository Template



After completing this module, students will be able to:

- ▶ Understand and utilize the Visio Process Repository template and the features available.

MODULE 13: ENTERPRISE WIKI

This module will give you an overview of the features and options available within the Enterprise Wiki template.

Lessons

- ▶ Features
- ▶ Utilizing

Lab 1: ENTERPRISE WIKI

- ▶ Exploring and Utilizing the Enterprise Wiki Template

After completing this module, students will be able to:

- ▶ Understand and utilize the Enterprise Wiki template and the features available.

MODULE 14: PRODUCT CATALOG

This module will give you an overview of the features and options available within the Product Catalog template.

Lessons

- ▶ Features
- ▶ Utilizing

Lab 1: PRODUCT CATALOG

- ▶ Exploring and Utilizing the Product Catalog Template

After completing this module, students will be able to:

- ▶ Understand and utilize the Product Catalog template and the features available.

MODULE 15: PUBLISHING SITE

This module will give you an overview of the features and options available within the Publishing Site template.

Lessons

- ▶ Features
- ▶ Utilizing

Lab 1: PUBLISHING SITE

- ▶ Exploring the Publishing Site Template

After completing this module, students will be able to:

- ▶ Understand and utilize the Publishing Site template and the features available.

MODULE 16: PUBLISHING SITE WITH WORKFLOW

This module will give you an overview of the features and options available within the Publishing Site with Workflow template.

Lessons

- ▶ Features
- ▶ Utilizing

Lab 1: PUBLISHING SITE WITH WORKFLOW

- ▶ Exploring the Publishing Site with Workflow Template

After completing this module, students will be able to:

- ▶ Understand and utilize the Publishing Site with Workflow template and the features available.



MODULE 17: TEAM SITE

This module will give you an overview of the features and options available within the Team Site template.

Lessons

- ▶ Features
- ▶ Utilizing

Lab 1: TEAM SITE

- ▶ Exploring the Team Site Template

After completing this module, students will be able to:

- ▶ Understand and utilize the Team Site template and the features available.

MODULE 18: BLOG SITE

This module will give you an overview of the features and options available within the Blog site template.

Lessons

- ▶ Features
- ▶ Utilizing

Lab 1: BLOG SITE

- ▶ Exploring the Blog Site Template

After completing this module, students will be able to:

- ▶ Understand and utilize the Blog site template and the features available.

MODULE 19: DEVELOPER SITE

This module will give you an overview of the features and options available within the Developer Site template.

Lessons

- ▶ Features
- ▶ Utilizing

Lab 1: DEVELOPER SITE

- ▶ Exploring the Developer Site Template

After completing this module, students will be able to:

- ▶ Understand and utilize the Developer Site template and the features available.

MODULE 20: BASIC SEARCH CENTER

This module will give you an overview of the features and options available within the Basic Search Center template.

Lessons

- ▶ Features
- ▶ Utilizing

Lab 1: BASIC SEARCH CENTER

- ▶ Exploring the Basic Search Center Template

After completing this module, students will be able to:

- ▶ Understand and utilize the Basic Search Center template and the features available.

