



**MALAD KANDIVALI EDUCATION SOCIETY'S
NAGINDAS KHANDWALA COLLEGE OF COMMERCE,
ARTS & MANAGEMENT STUDIES & SHANTABEN NAGINDAS
KHANDWALA COLLEGE OF SCIENCE
MALAD [W], MUMBAI – 64
(AUTONOMOUS)**

**(Reaccredited 'A' Grade by NAAC)
(AFFILIATED TO UNIVERSITY OF MUMBAI)
(ISO 9001:2015)**

CERTIFICATE

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Roll No: _____ **06** _____ **Programme: BSc IT** **Semester: II**

This is certified to be a bonafide record of practical works done by the above student in the college laboratory for the course **IT platforms, Tools and Practices** (Course Code: **2026UISTP**) for the partial fulfillment of Second Semester of BSc IT during the academic year 2020-2021.

The journal work is the original study work that has been duly approved in the year 2020-2021 by the undersigned.

External Examiner

Subject-In-Charge
(Ms.Sweety Garg)

Date of Examination: (College Stamp)

Sr. No.	DATE	TITLE	SIGN
1.	02/02/2021	INTRODUCTION and CONTRIBUTING TO WIKIPEDIA a) What is Wikipedia? b) Steps to Create Account on Wikipedia c) Creating Page on Wikipedia d) Edit your page	
2.	09/02/2021	Creating account, repository on GitHub and Cloning repository in GitHub Page	
3.	16/02/2021	BASIC UNDERSTANDING ON FREE AND OPEN-SOURCE SOFTWARE a) Describe Open-Source Software with Example. b) Describe Free Software with Example c) Difference between Free and Open-Source Software.	
4.	23/02/2021	WRITING EMAIL	
5.	25/02/2021	Using practical examples, describe green computing. List and explain the steps that you take to contribute to green computing	
6.	02/03/2021	WRITING BLOGS	
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PRACTICAL 1

INTRODUCTION and CONTRIBUTING TO WIKIPEDIA

a) What is Wikipedia?

Wikipedia is a free, open content online encyclopedia created through the collaborative effort of a community of users known as Wikipedians. Anyone registered on the site can create an article for publication; registration is not required to edit articles. The site's name comes from wiki, a server program that enables anyone to edit Web site content through their Web browser.

Jimmy Wales and Larry Sanger co-founded Wikipedia as an offshoot of an earlier encyclopedia project, Nupedia, in January 2001. Originally, Wikipedia was created to provide content for Nupedia. However, as the wiki site became established it soon grew beyond the scope of the earlier project. As of January 2015, the website provided well over five million articles in English and more than that number in all other languages combined. At that same time, Alexa ranked Wikipedia as the seventh-most popular site on the Internet. Wikipedia was the only non-commercial site of the top ten.

FEATURES:

1) Create a page

To contribute to a Wiki, you'll start by creating a page. All pages have a title and text. Unlike pages of a normal website, you won't need to know any code to contribute content here. You can write and format text on a Wiki page like you would an email.

2) Edit a page

Published pages can be edited by anyone that reads them. If, for example, you notice that a page created by someone else contains inaccurate/outdated information, you can open the editing screen and correct that information directly.

3) Link between pages

Linking between Wiki pages makes it easier for readers to find secondary materials they may need, especially as your Wiki grows.

b) Steps to Create Account on Wikipedia

Go to Wikipedia website:

Wikipedia:About - Wikipedia

en.wikipedia.org/wiki/Wikipedia:About

Wikipedia:About

From Wikipedia, the free encyclopedia

For a guide to help pages in Wikipedia, see [Help:About help pages](#).
 "Wikipedia:Wikipedia" redirects here. For other uses, see [Wikipedia:Wikipedia \(disambiguation\)](#).

This is a general introduction for visitors to Wikipedia. The project also has an encyclopedia article about itself, an introduction, and a tutorial for aspiring contributors.

Shortcuts
 WP:ABOUT
 WP:WIKIPEDIA

About Wikipedia (Administration · FAQ) · Contributing (Tips · Tasks · Tutorial) · Help menu · Directories · Cheatsheet · Asking questions (Help desk · Reference desk · Teahouse)

Wikipedia is an online free-content encyclopedia project helping to create a world in which everyone can freely share in the sum of all knowledge. It is supported by the Wikimedia Foundation and based on a model of [freely editable content](#). The name "Wikipedia" is a blending of the words *wiki* (a technology for creating collaborative websites, from the Hawaiian word *wiki*, meaning "quick") and *encyclopedia*. Wikipedia's articles provide links designed to guide the user to related pages with additional information.

Wikipedia is written collaboratively by largely anonymous volunteers who write without pay. Anyone with Internet access can write and make changes to Wikipedia articles, except in limited cases where editing is restricted to prevent further disruption or vandalism.

Since its creation on January 15, 2001, Wikipedia has grown into the world's largest reference website, attracting 1.7 billion unique visitors monthly as of November 2020. It currently has more than 56 million articles in more than 300 languages, including 6,279,670 articles in English with 142,081 active contributors in the past month.

The fundamental principles by which Wikipedia operates are the [five pillars](#). The Wikipedia community has developed many [policies](#) and [guidelines](#) to improve the encyclopedia; however, it is not a formal requirement to be familiar with them before contributing.

Anyone is allowed to add or edit words, references, images, and other media here. What is contributed is more important than who contributes it. To remain, the content must be free of copyright restrictions and contentious material about living people. It must fit within Wikipedia's policies, including being [verifiable](#) against a published reliable source. Editors' opinions and beliefs and unreviewed research will not remain. Contributions cannot damage Wikipedia because the software allows easy reversal of mistakes, and many experienced editors are watching to ensure that edits are improvements. Begin by simply clicking the [Edit](#) button at the top of any editable page!

Wikipedia is a live collaboration differing from paper-based reference sources in important ways. It is continually created and updated, with articles on new events appearing within minutes, rather than months or years. Because everybody can help improve it, Wikipedia has become more comprehensive than any other encyclopedia. Besides quantity, its contributors work on improving quality, removing or repairing misinformation, and other errors. Over time, articles tend to become more comprehensive and balanced. However, because anyone can click "edit" at any time and add content, any article may contain undetected misinformation, errors, or vandalism. Readers who are aware of this can obtain valid information, avoid recently added misinformation (see [Wikipedia:Researching with Wikipedia](#)), and fix the article.

Contents [hide]

1. About Wikipedia

English Wikipedia right now

MediaWiki version:	1.36.0-wmf.38 (783a4e9)
Content articles:	6,279,670
Total pages:	53,101,362
Uploaded files:	900,783
Edits:	1,012,307,882
Registered users:	41,324,087, including 142,081 active this month and 1,109 administrators
Data as of:	07:33, 10 April 2021 (UTC)
	Update

Go to Settings to activate Windows.

Click on create account

Create account - Wikipedia

en.wikipedia.org/w/index.php?title=Special:CreateAccount&returnto=Wikipedia%3AAbout

Create account

Your username will be public.

Please consider using an **anonymous username**, and not your real name, unless you are comfortable with your identity being public for the entire internet to see and identify you. Once an account has been created, it is essentially impossible to hide the original username should you later want to change it for privacy reasons.

Username (help me choose)

Enter your username

Password

Enter a password

It is recommended to use a unique password that you are not using on any other website.

Confirm password

Enter password again

Email address (optional)

Enter your email address

To protect the wiki against automated account creation, we kindly ask you to enter the words that appear below in the box (more info):

CAPTCHA Security check

Wikipedia is made by people like you.

1,012,310,803
edits

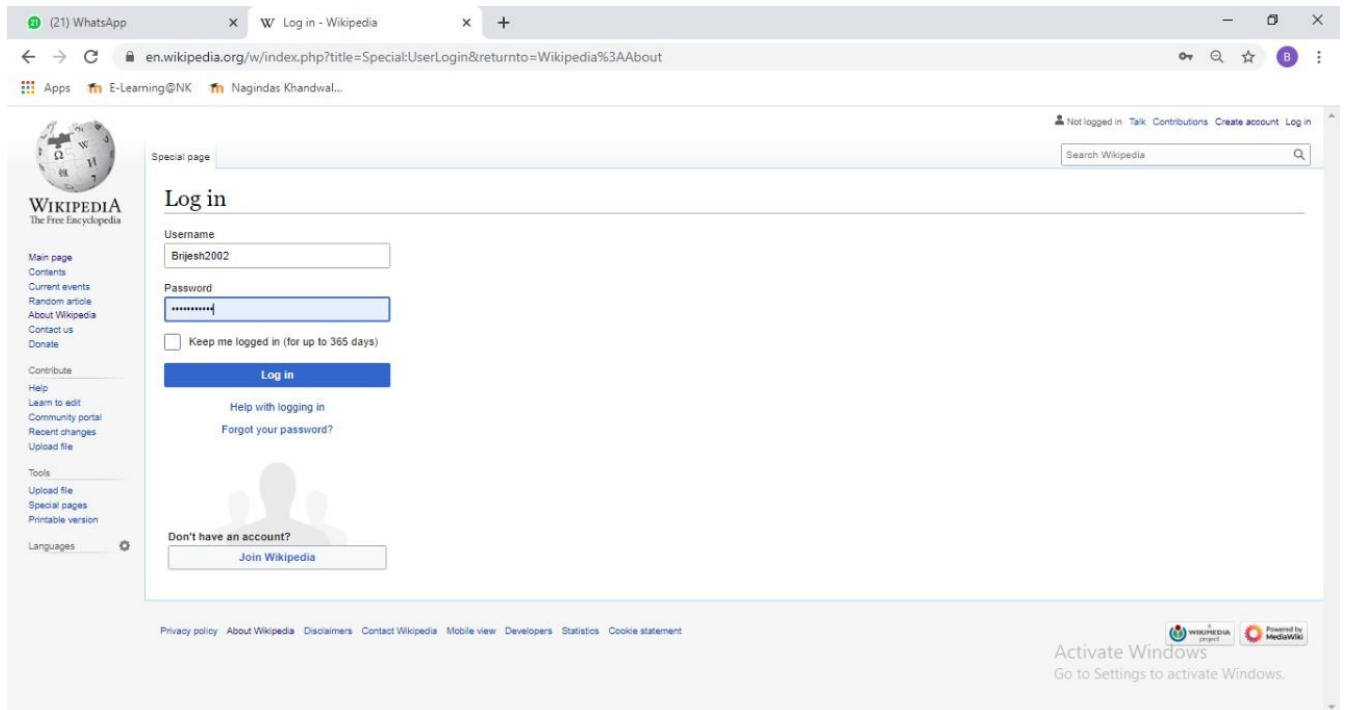
6,279,680
articles

142,081
recent contributors

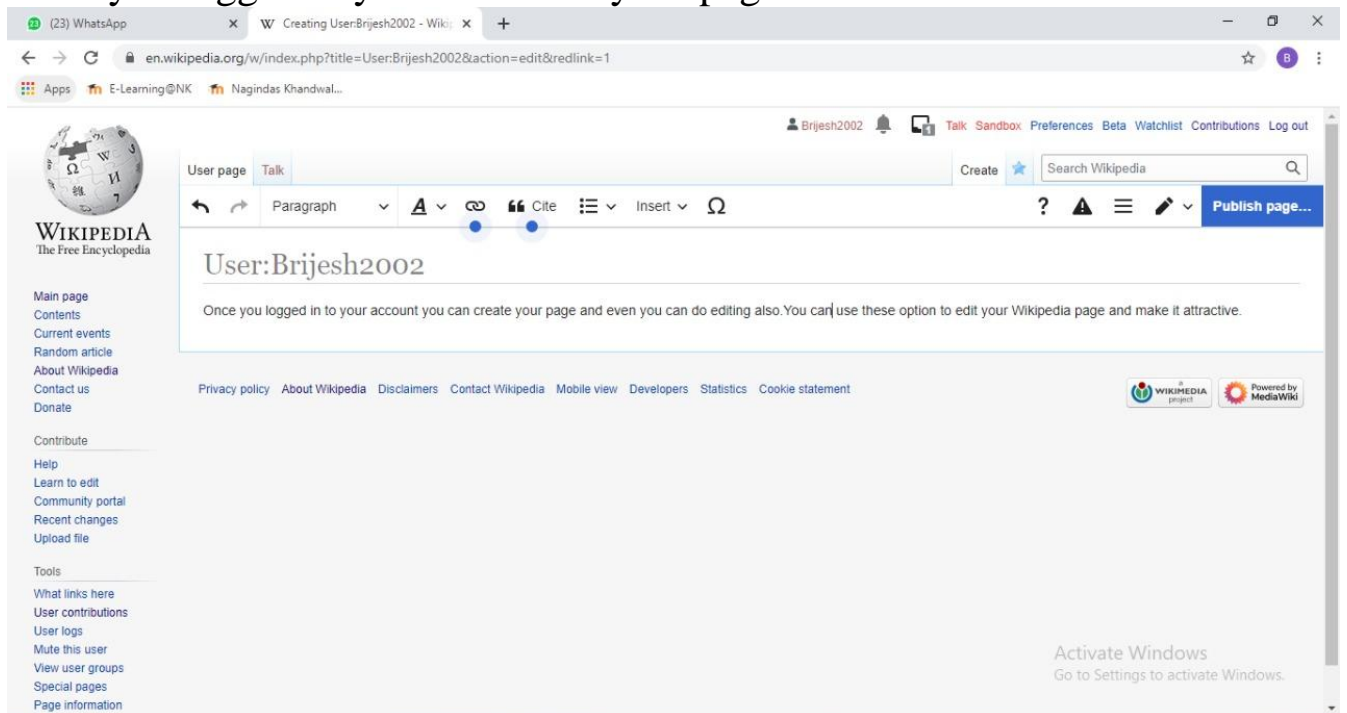
Activate Windows
Go to Settings to activate Windows.

Enter your Details

After entering details login to your account.

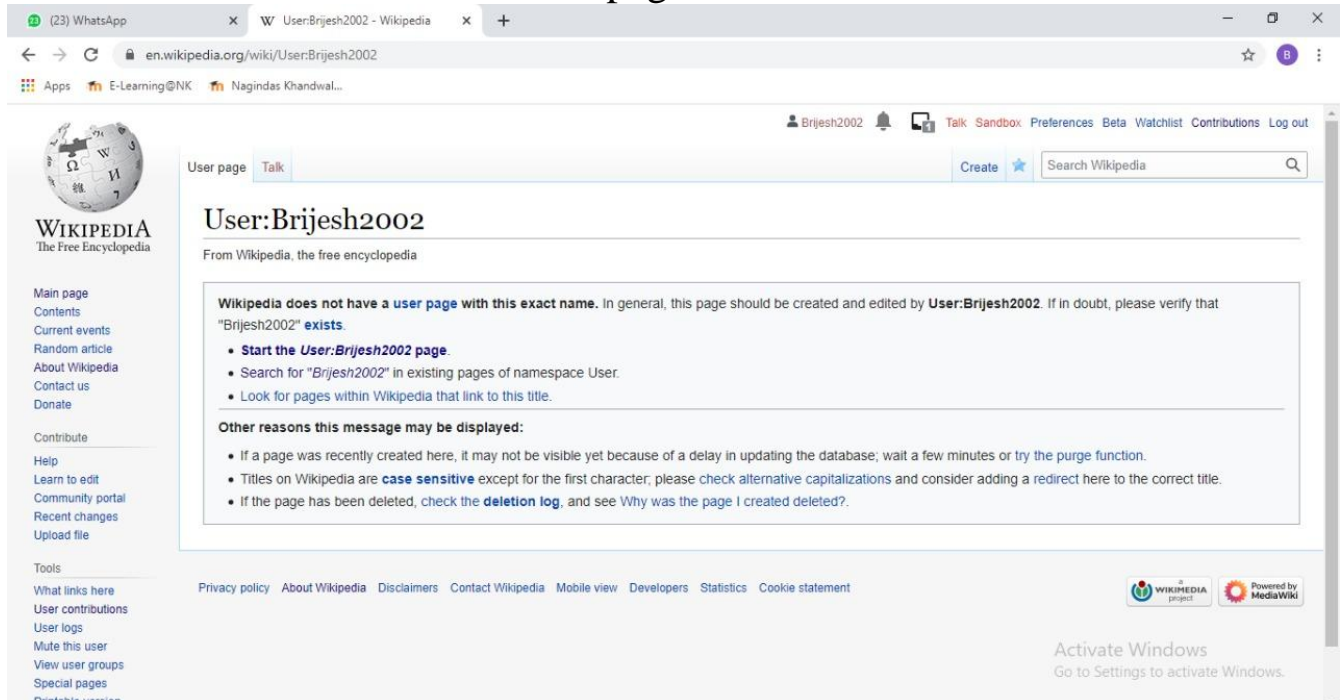


Once you logged in you can create your page.



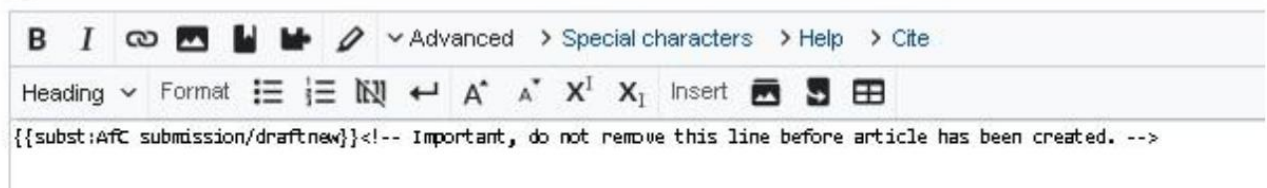
c) Creating Page on Wikipedia

You can click on create to create a page.



d) Edit your page

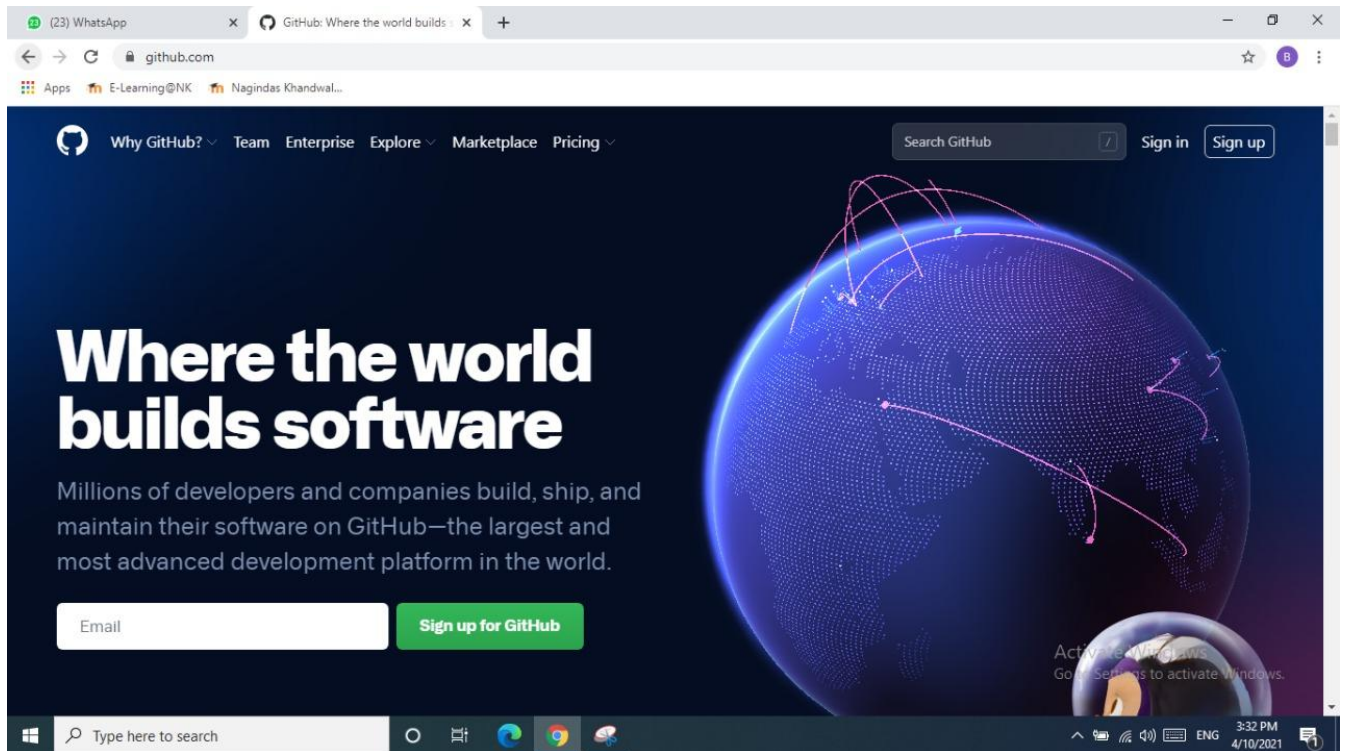
You can edit anyone's page by simple clicking on edit and by using tools which were available.



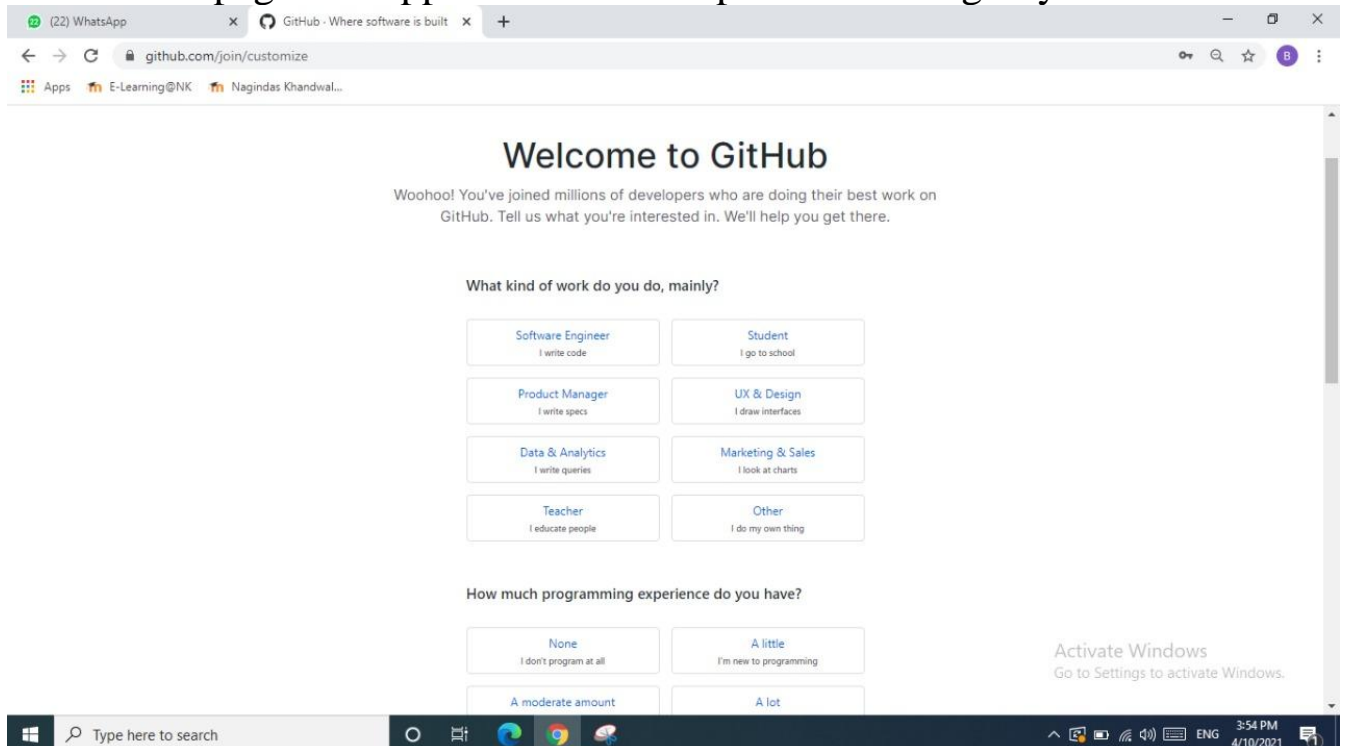
PRACTICAL 2

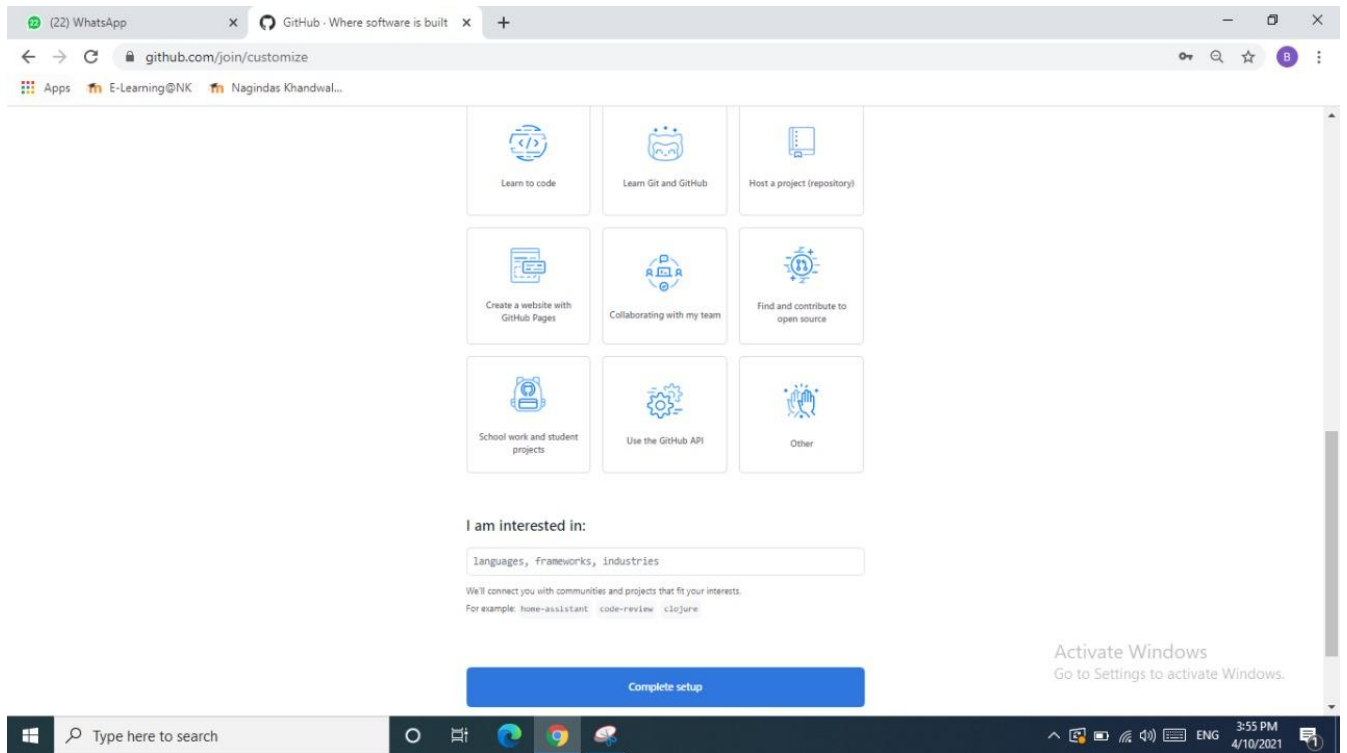
Creating account, repository on GitHub and Cloning repository in GitHub Page

Go to Github website to create a account.



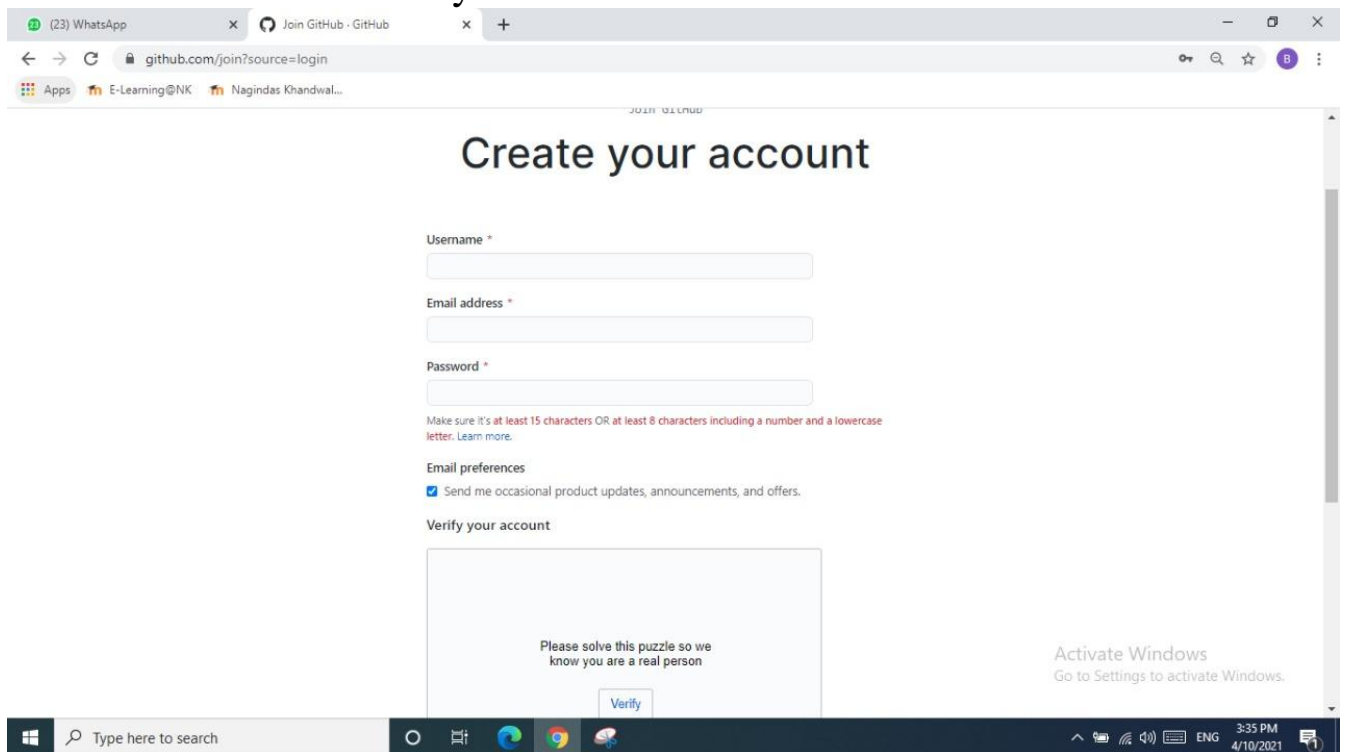
A welcome page will appear. Select the option according to you.



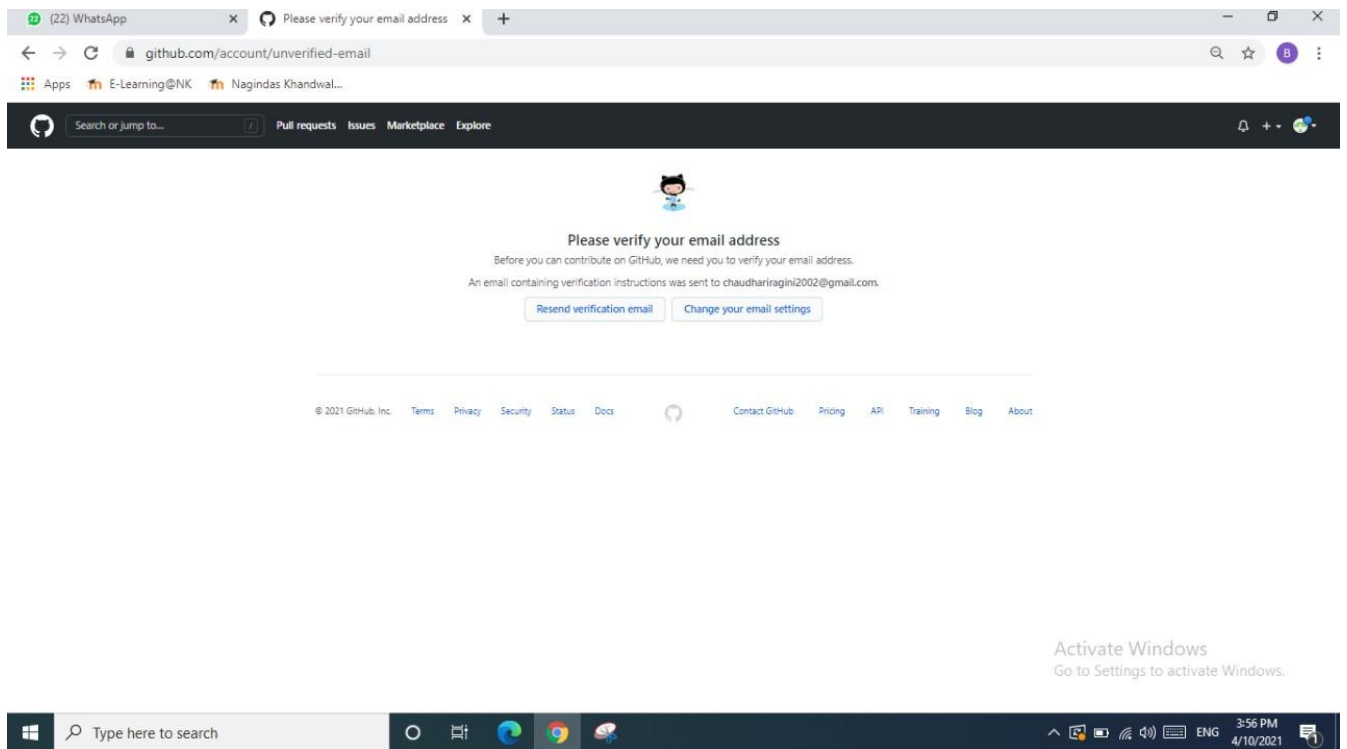


Click on “Complete Setup”.

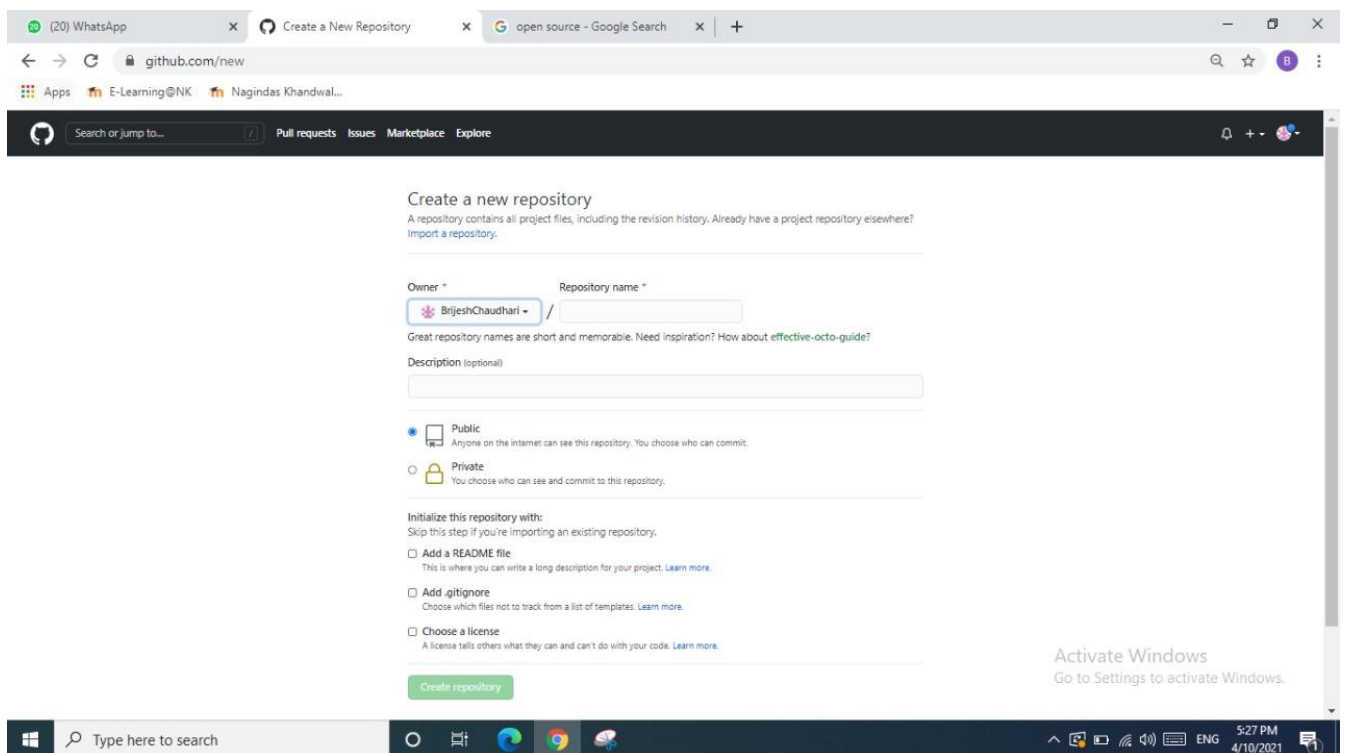
Enter the details to create you account.



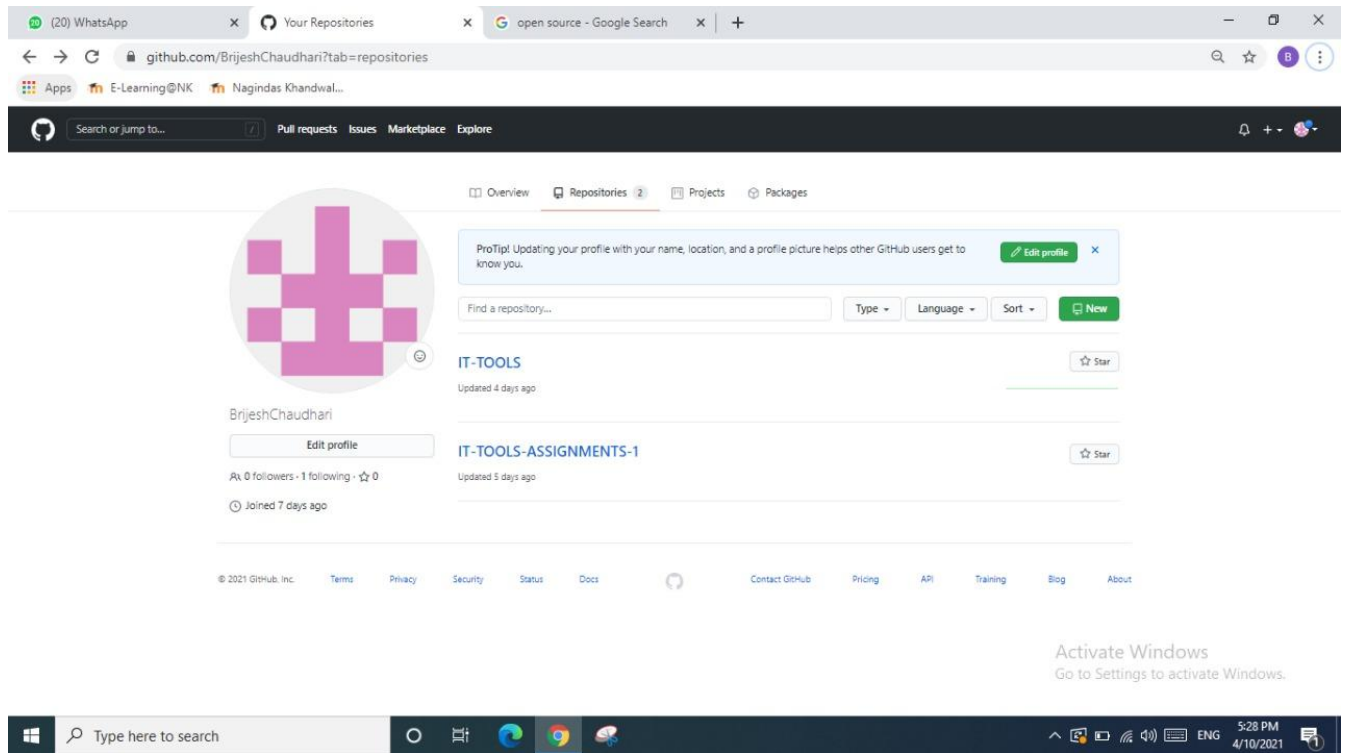
They will ask you to verify the email address.



Once you verified your email, your account will be created and you can make repository.



Click on “Create Repository”.



Your Repository will be created.

Cloning repository: you can share your code of repository to anyone. This is known as cloning repository.

PRACTICAL 3

BASIC UNDERSTANDING ON FREE AND OPEN-SOURCE SOFTWARE

Describe Open-Source Software with Example.

The Open Source Initiative's (OSI) definition is recognized by several governments internationally as the standard or de facto definition. In addition, many of the world's largest open-source-software projects and contributors, including Debian, Drupal Association, FreeBSD Foundation, Linux Foundation, OpenSUSE Foundation, Mozilla Foundation, Wikimedia Foundation, Wordpress Foundation have committed to upholding the OSI's mission and Open Source Definition through the OSI Affiliate Agreement.

OSI uses The Open Source Definition to determine whether it considers a software license open source. The definition was based on the Debian Free Software Guidelines, written and adapted primarily by Perens. Perens did not base his writing on the "four freedoms" from the Free Software Foundation (FSF), which were only widely available later.

Under Perens' definition, open source is a broad software license that makes source code available to the general public with relaxed or non-existent restrictions on the use and modification of the code. It is an explicit "feature" of open source that it puts very few restrictions on the use or distribution by any organization or user, in order to enable the rapid evolution of the software.

Describe Free Software with Example

“Free software” means software that respects users' freedom and community. Roughly, it means that the users have the freedom to run, copy, distribute, study, change and improve the software. Thus, “free software” is a matter of liberty, not price. To understand the concept, you should think of “free” as in “free speech,” not as in “free beer”. We sometimes call it “libre software,” borrowing the French or Spanish word for “free” as in freedom, to show we do not mean the software is gratis.

Difference between Free and Open-Source Software.

Both terms refer to essentially the same set of licenses and software, and Each term implies different underlying values.

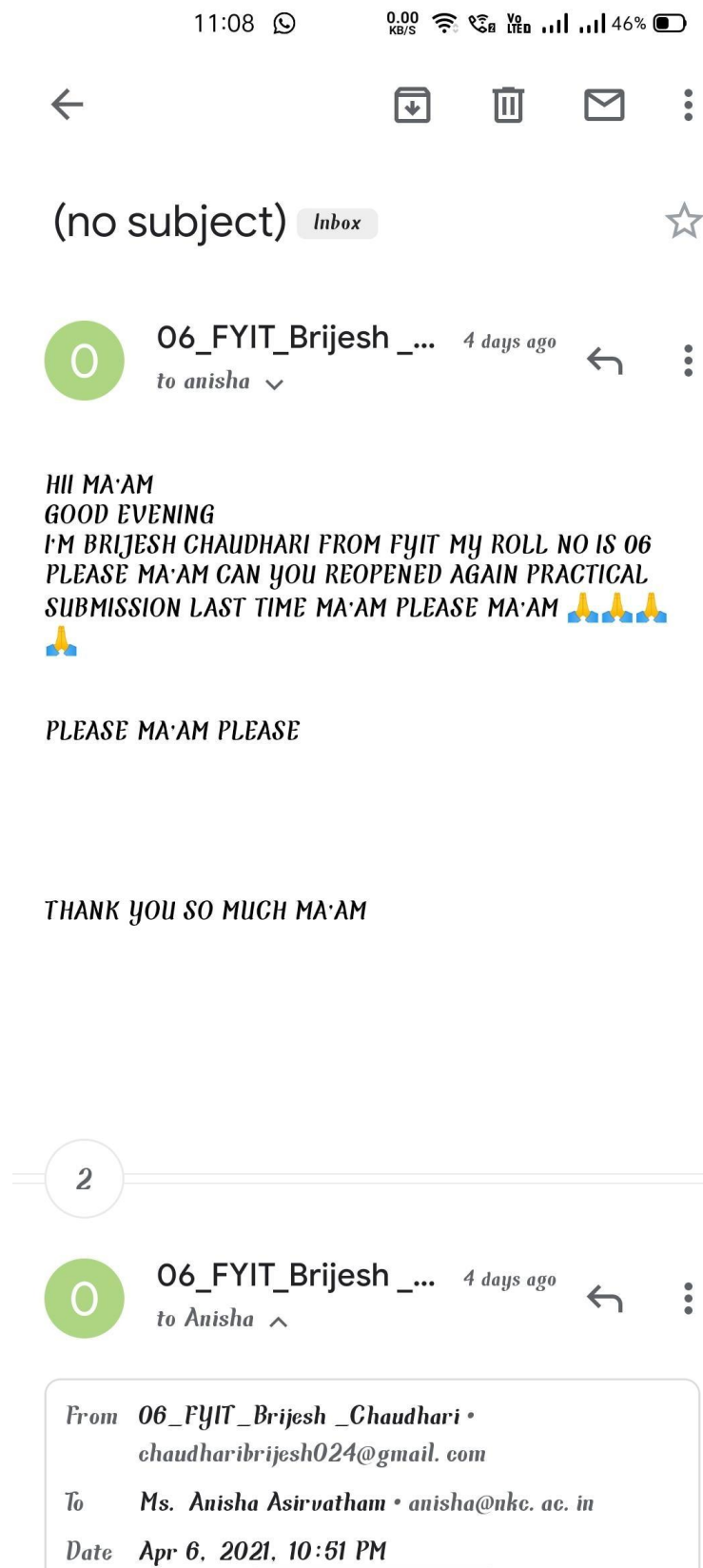
In other words, although the terms "free software" and "open source software" refer to essentially the same set of licenses, they arrive at that set via different routes. (The results aren't perfectly identical, but the differences are unlikely to matter broadly.) And, even though the licenses are the same, a person's choice of terminology may imply a different emphasis in values.

The concept of "free software" was developed by Richard Stallman in the 1980s. The focus is on what the recipient of software is permitted to do with the software: "Roughly, it means that the users have the freedom to run, copy, distribute, study, change, and improve the software."

"Open source" focuses on the practical consequences enabled by these licenses: surprisingly effective collaboration on software development. Free software came first. Later, it became apparent that free software was leading to remarkable collaboration dynamics. In 1997, Eric Raymond's seminal essay "The Cathedral and the Bazaar" focused attention on the implications that free software has for software development methodology.

PRACTICAL 4

WRITING EMAIL



PRACTICAL 5

Using practical examples, describe green computing. List and explain the steps that you take to contribute to green computing

Energy Star logo

In 1992, the U.S. Environmental Protection Agency launched Energy Star, a voluntary labeling program that is designed to promote and recognize the energy efficiency in monitors, climate control equipment, and other technologies. This resulted in the widespread adoption of sleep mode among consumer electronics. Concurrently, the Swedish organization TCO Development launched the TCO Certified program to promote low magnetic and electrical emissions from CRT-based computer displays; this program was later expanded to include criteria on energy consumption, ergonomics, and the use of hazardous materials in construction.[4]

Regulations and industry initiatives

The Organisation for Economic Co-operation and Development (OECD) has published a survey of over 90 government and industry initiatives on "Green ICTs", i.e. information and communication technologies, the environment and climate change. The report concludes that initiatives tend to concentrate on the greening ICTs themselves rather than on their actual implementation to tackle global warming and environmental degradation. In general, only 20% of initiatives have measurable targets, with government programs tending to include targets more frequently than business associations

Government

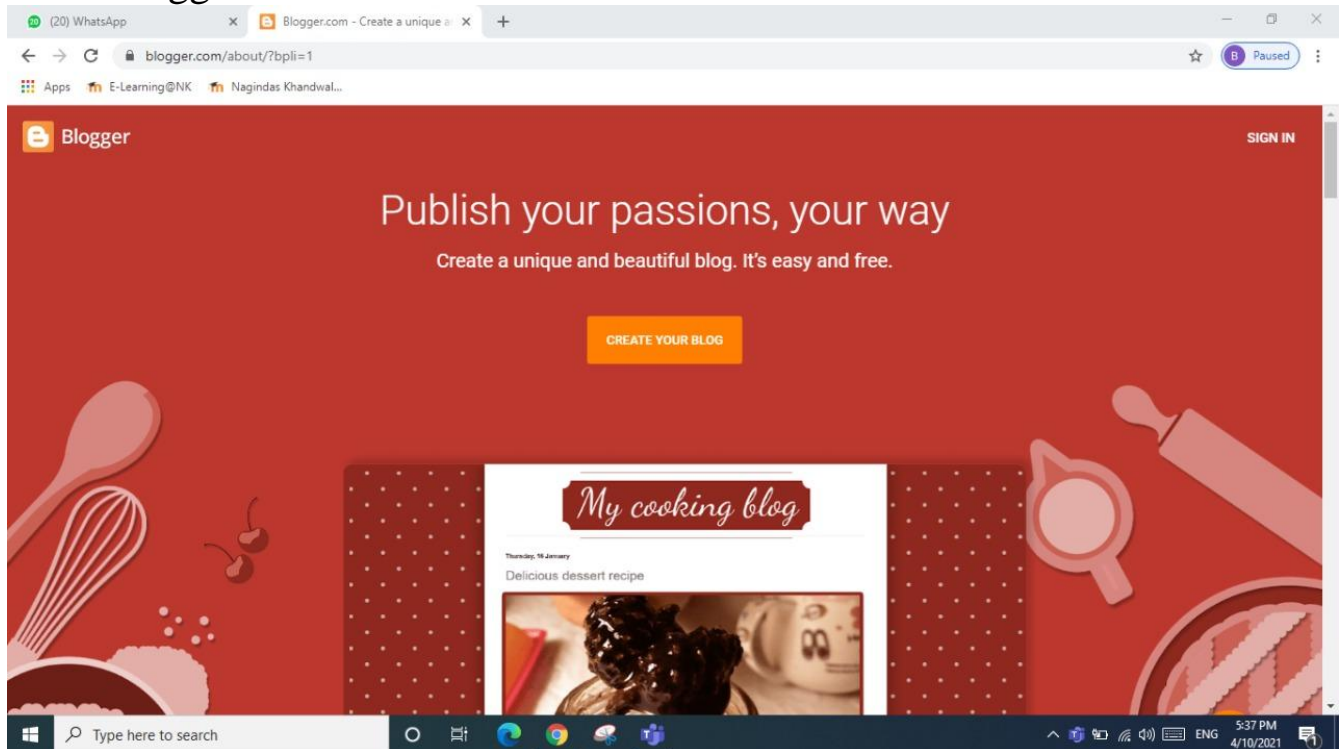
Many governmental agencies have continued to implement standards and regulations that encourage green computing. The Energy Star program was revised in October 2006 to include stricter efficiency requirements for computer equipment, along with a tiered ranking system for approved products.

By 2008, 26 US states established statewide recycling programs for obsolete computers and consumer electronics equipment.[8] The statutes either impose an "advance recovery fee" for each unit sold at retail or require the manufacturers to reclaim the equipment at disposal.

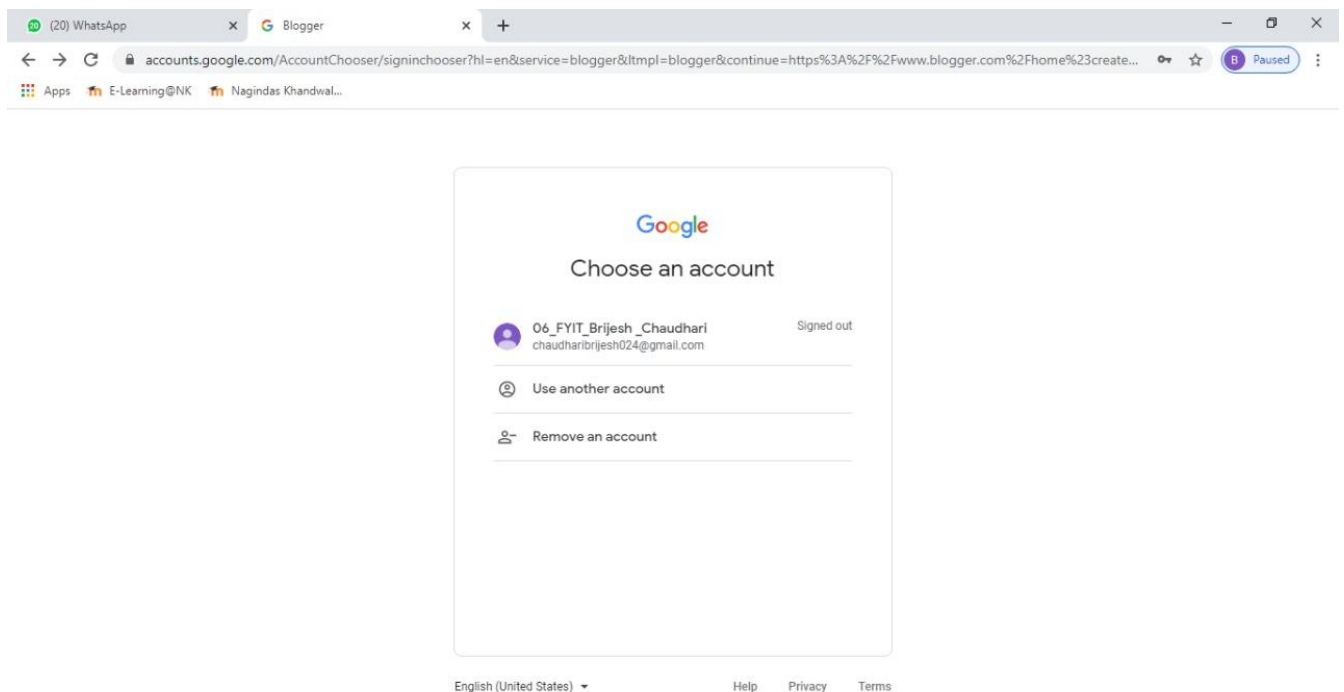
PRACTICAL 6

WRITING BLOGS

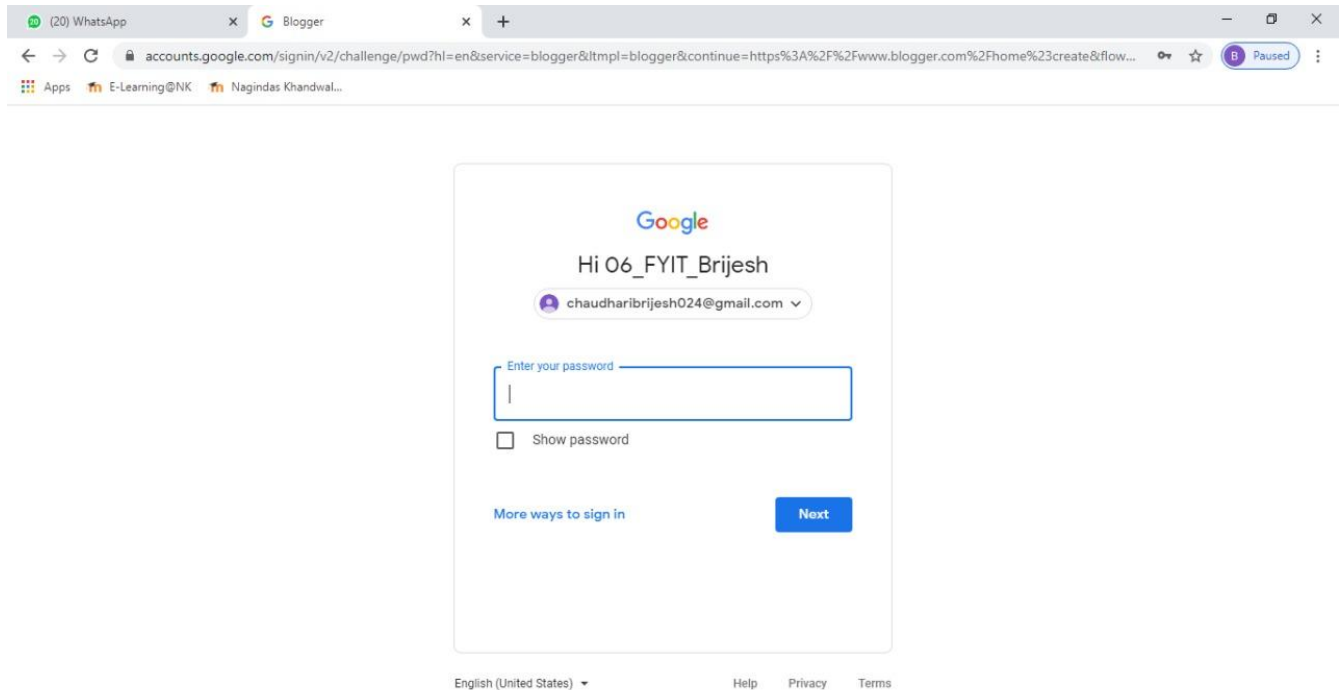
Go to blogger.com to create an account first.



Choose an account.

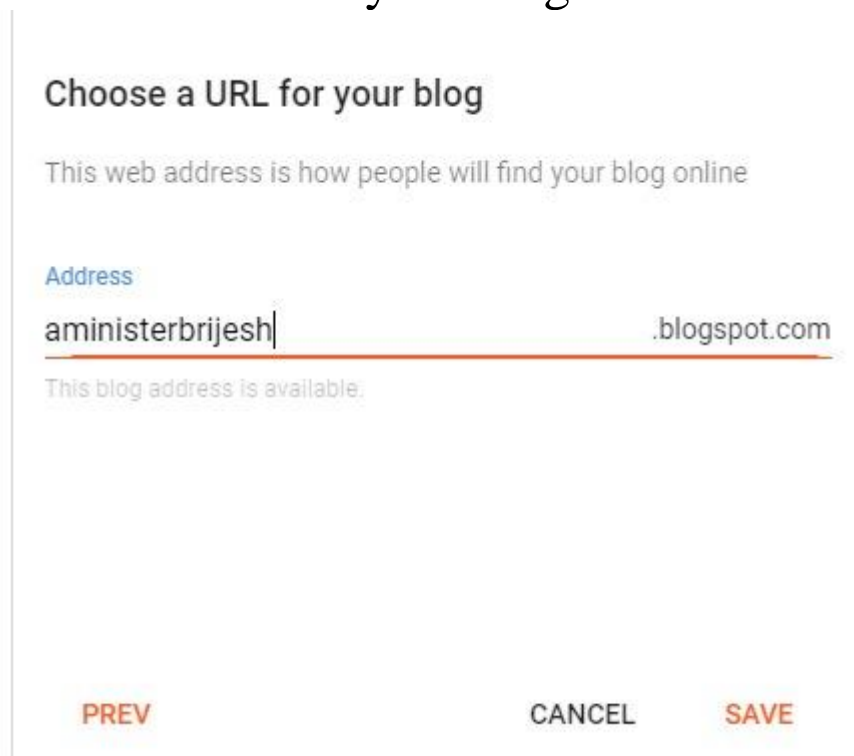


Enter password



A screenshot of a web browser showing the Google sign-in page. The browser's address bar displays the URL: `accounts.google.com/signin/v2/challenge/pwd?hl=en&service=blogger&tmpl=blogger&continue=https%3A%2F%2Fwww.blogger.com%2Fhome%23create&flow...`. The page features the Google logo at the top, followed by the text "Hi O6_FYIT_Brijesh" and a dropdown menu showing the email address "chaudharibrijesh024@gmail.com". Below this is a password input field with the placeholder text "Enter your password". A checkbox labeled "Show password" is positioned below the input field. At the bottom of the sign-in box, there is a link "More ways to sign in" and a blue "Next" button. The footer of the page includes "English (United States)" with a dropdown arrow, and links for "Help", "Privacy", and "Terms".

Write a URL for your blog.



A screenshot of the Blogger "Choose a URL for your blog" page. The heading "Choose a URL for your blog" is prominently displayed. Below it, a subtitle reads: "This web address is how people will find your blog online". The "Address" section shows the text "aministerbrijesh" followed by ".blogspot.com". A red horizontal line is drawn under the entire address. Below the address, a message states: "This blog address is available". At the bottom of the page, there are three buttons: "PREV" in red, "CANCEL" in black, and "SAVE" in red.

Write a title for your blog.

Choose a name for your blog

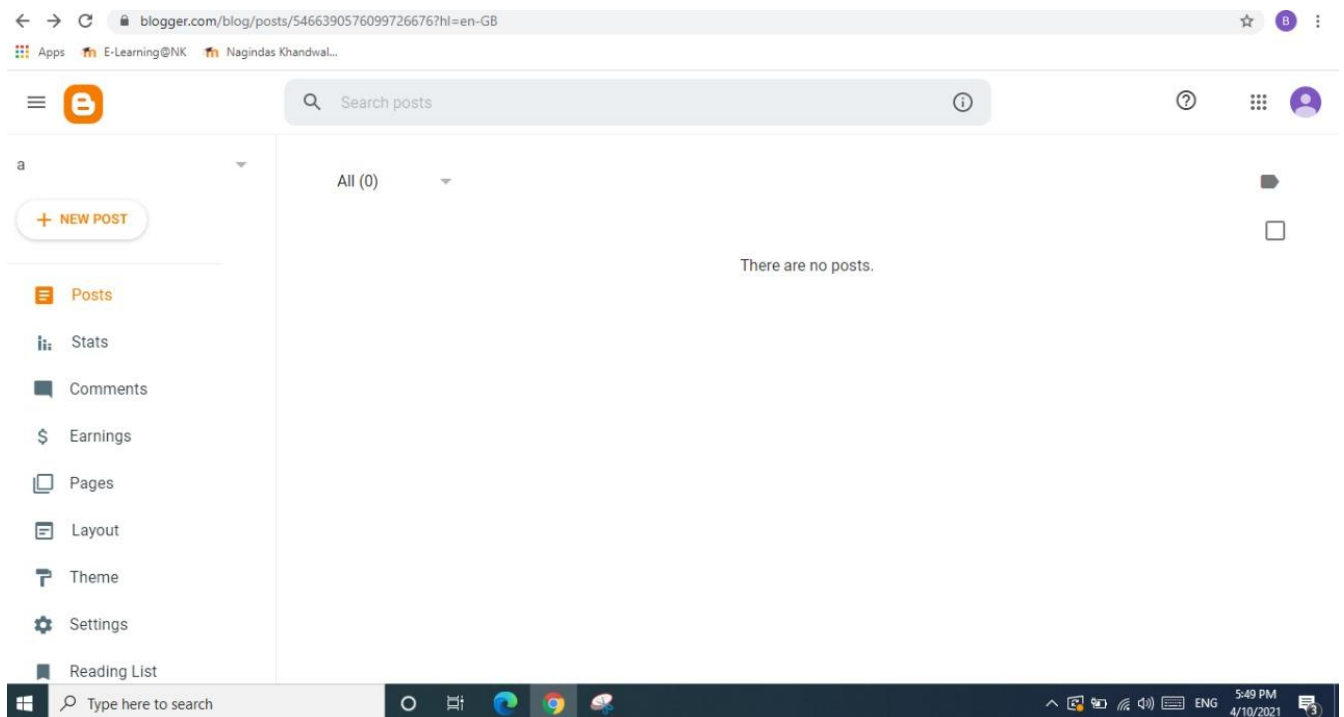
This is the title that will be displayed at the top of your blog.

Title

0/100

CANCELNEXT

You can start creating you blog.



Here is an example of my blog:



Title



Normal

*MOM**MY*

I have yet to meet someone with as much ambition to lead the best life possible. She loves going to her dance classes and workouts not only for her own health benefit, but so she can continue to “increase her lifespan” and be around as long as possible for me. I like to joke that you would literally have to cut off her legs in order for her to not go to her dancing and workout sessions. You know what? Even then she would still find a way to go.

My mother never seems to stop working and yet she always seems to have time for me. Even when she doesn't, she always makes up for it. Sometimes with our schedules I will go days without seeing my mom, yet that will never stop her from giving me a call. I always thought I was the only person that had that type of



Title



Normal



thought I was the only person that had that type of relationship with their mother. Sometimes, I even thought that maybe it was all a bit too much. The more I have talked to people though, the more I have realized that there are people who talk to their moms at least once a day

My mother has taught and shown me the meaning of unconditional love and unending patience, and for that I will always be indebted to her. As an adult, I see now how children can behave and I joke that I would have gone and kicked my childhood self into behaving a long time ago if I could. Both my parents and especially my mother were saints for putting up with me all those years.

One of my first lessons as a child that my mother taught me was, do unto others as you would have them do unto you. I have lived my life by that. Over the years, I have also learned that this lesson is not as common as one



Title



Normal



will always be indebted to her. As an adult, I see now how children can behave and I joke that I would have gone and kicked my childhood self into behaving a long time ago if I could. Both my parents and especially my mother were saints for putting up with me all those years.

One of my first lessons as a child that my mother taught me was, do unto others as you would have them do unto you. I have lived my life by that. Over the years, I have also learned that this lesson is not as common as one might imagine. I always joke and say that the only way I could ever pay back my mother would be by buying a private airplane. Even then, that wouldn't be close to repaying my mother for everything that she has done for me.

Thank you mom, and Happy Mother's Day to you and all the great mothers out there.

PRACTICAL 7

Implementing coding practices in Python using PEP8.

There are some rules for writing a beautiful code which is known as PEP8 rule.

Here's what PEP 8 has to say about them:

Use inline comments sparingly.

Write inline comments on the same line as the statement they refer to.

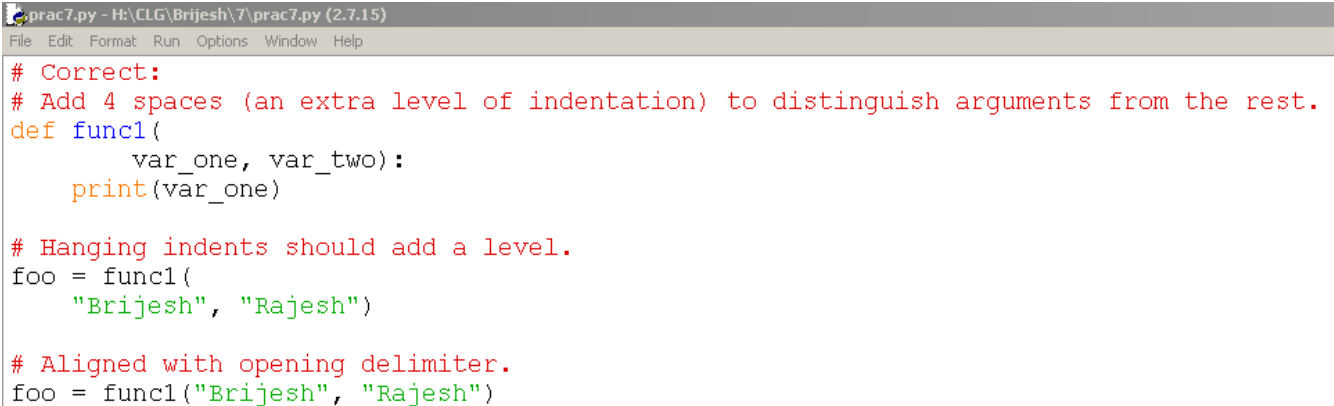
Separate inline comments by two or more spaces from the statement.

Start inline comments with a # and a single space, like block comments.

Don't use them to explain the obvious.

Example

CODE:



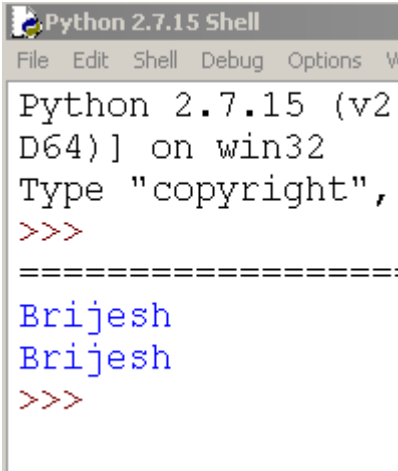
```
prac7.py - H:\CLG\Brijesh\7\prac7.py (2.7.15)
File Edit Format Run Options Window Help

# Correct:
# Add 4 spaces (an extra level of indentation) to distinguish arguments from the rest.
def func1(
    var_one, var_two):
    print(var_one)

# Hanging indents should add a level.
foo = func1(
    "Brijesh", "Rajesh")

# Aligned with opening delimiter.
foo = func1("Brijesh", "Rajesh")
```

OUTPUT:



```
Python 2.7.15 Shell
File Edit Shell Debug Options W

Python 2.7.15 (v2
D64)] on win32
Type "copyright",
>>>
=====
Brijesh
Brijesh
>>>
```

PRACTICAL 8

PRESENTATION: Microsoft Office Share Point server 2007

Group no :- 5

Microsoft Office SharePoint server 2007

Members:

Deva Mishra :- 44

Aman Gupta :- 17

Abhishek Gupta :- 16

Suraj Gupta :- 24

Ashish Jaiswal :- 26

Shital Chaube :- 05

Sumit Gupta :- 23

Puja Gupta :- 21

Brijesh Chaudhary :- 06

What is Microsoft Office 2007 ?

Microsoft Office 2007 is a version of Microsoft office, a family of office suites and productivity software for windows, developed and published by *Microsoft*.



Introduction to Microsoft Office SharePoint Server 2007

Microsoft Office SharePoint server or (MOSS) is Microsoft's first integrated server platform that aims to provide web content management, enterprise content services, and enterprise search.

MOSS 2007 is an application which runs on the WSS 3.0 platform.



Introduction to Microsoft Office SharePoint Server 2007

- ▶ SharePoint is a massive website engine which helps you create your own web site.
- ▶ It is not necessary to be a web designer for creating a website , any SharePoint user can create their own sites which can be a personal site or a website for their team or a website for their company as well as world.
- ▶ MOSS 2007 is enterprise collaboration and portal application which sits on top of WSS 3.0 framework and extends WSS 3.0 features as well as provides several new features which are not available in core WSS 3.0.
- ▶ It is used by Organizations to create websites .
- ▶ It can be use as a secure place to store , organise, share, and access information from any device.

General Improvements:-

1) Navigation:- Navigation can make or break your website's overall performance when it comes to retaining visitors, keeping them engaged and driving them through the conversion funnel.

2) Breadcrumd:- A breadcrumb trail is a small menu usually located at the top of a page, used as a navigational aid. It shows the path to go from the current page back to the homepage.



General Improvements:-

- ▶ **3) Improved views :-** Many professionals have areas of improvement that could affect the way they work. Knowing what you can enhance can help you develop a plan of action to work on addressing your weaknesses, which can help you become a better employee.
- ▶ **4) Item level security:-** Here is a real-life scenario. You have built a list in SharePoint so that users can submit entries, but you only want users to be able to read or modify own entries.
- ▶ **5) Security trimmed ui:-** The assembly Microsoft.SharePoint.WebControls contains a control named SPSecurityTrimmedControl that does the security trimming of the child controls inside it. Just include our control inside this control and it will be displayed or hidden based on the permission specified.
- ▶ **6) RSS:-** The RSS chief's statement saw the civil aviation ministry swing into damage control mode. The ministry has assiduously worked over the past 10 months to offload its majority stake in the airline, but has struggled to find buyers.

Content Management

Bootstrap -- Architecture

Basics:- To really get the most out of SharePoint you need to understand several important design and architecture concepts, and plan your implementation with a few key points in mind.



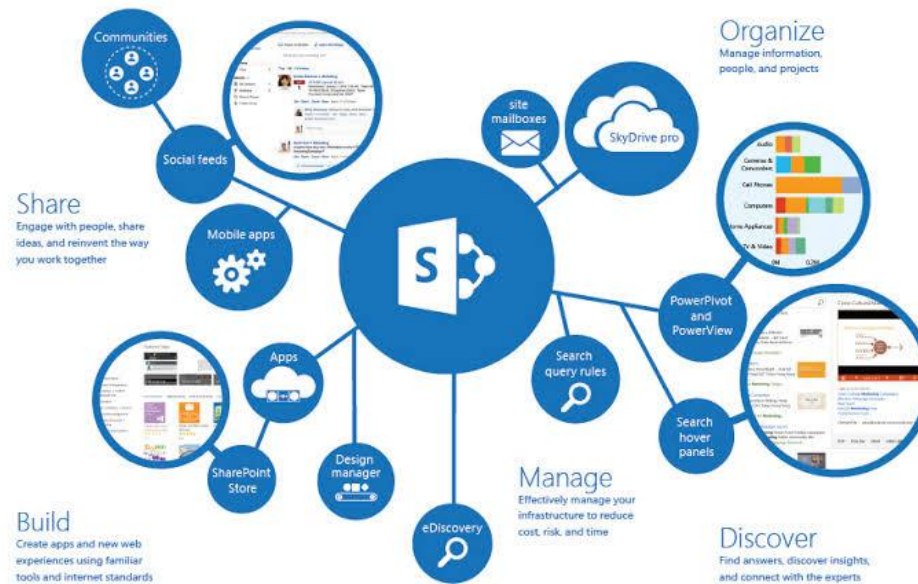
Content Management

- ▶ **Second Things Next -- User Experience and IA:-** Don't ask SharePoint to help you with your User Experience or Information Architecture. MOSS is a .NET development platform which provides a set of content, collaboration, search and integration services.
- ▶ **Look and Feel -- Branding & Navigation:-** If you listen to all the gossip on the net you may have heard that modifying the branding of a SharePoint site is one of the most challenging aspects of building on SharePoint.
- ▶ **Creating Multi-Lingual Websites:-** SharePoint is able to create and deploy websites that are multi-lingual. SharePoint has a feature called Variations that can be used to deploy content in one or more languages.
- ▶ **Publishing & Deployment:-** Setting up a SharePoint site requires setting up several site infrastructures -- generally development, staging and production.
- ▶ **Wrap Up -- Time to Get Dirty:-** That's the basics of web content management in SharePoint 2007. Us per the usual story, the best way to really understand the technology is to get your hands dirty with it.

Benefits

Provides :- Microsoft Office SharePoint Server 2007 provides a simple, familiar, and consistent user experience tightly integrated with familiar desktop applications, e-mails, and Web browsers.

Boost Productivity :- Microsoft Office SharePoint Server 2007 boosts productivity by simplifying everyday business activities through out-of-the-box workflows.



Benefits

- ▶ **Connect People:-** Office SharePoint Server connects people with information and expertise through a powerful and relevant search.
- ▶ **Business-Critical:-** Microsoft SharePoint Server 2007 enables people to make better-informed decisions by presenting business-critical information in one central location.
- ▶ **Sharing Business data:-** Microsoft Office SharePoint Server 2007 allows sharing business data without divulging sensitive information through real time, interactive Excel spreadsheets using Excel Services.
- ▶ **organize access:-** Microsoft Office SharePoint Server 2007 simplifies organization-wide access to both structured and unstructured information across disparate systems including Enterprise Resource Planning and CRM applications.

CRITICISM OF MICROSOFT OFFICE SHAREPOINT SERVER 2007

- **Bibliographies**:- The new word 2007 features for bibliographies only support a small number of fixed citation style. Using XSLT, new styles can be added. The standard Association for computing Machinery publication format, are made freely available by third parties.



CRITICISM OF MICROSOFT OFFICE SHAREPOINT SERVER 2007

- **Office open XML:-** The new XML-based document file format in Microsoft Office 2007 is incompatible with previous version Microsoft Office unless an add on is installed for the older version. The Microsoft Word 2007 file format usability for does not support open XML format.
- **Ribbons:-** Even though the ribbon can be hidden PC World wrote that the new ribbon interface crowds the Office work area, especially for notebook users. PC World has stated that upgrading to Office 2007 presents dangers to certain data, such as templates, macros, and mail messages.
- The ribbon cannot be moved from the top to the side of the page.
- **Patenting controversy:-** Microsoft contractor Mike Gunderloy left Microsoft partially over his disagreement With the company's. He says that by leaving Microsoft , he is “no longer contributing death of programing”.

Six Pillars of Microsoft SharePoint Server 2007

1.Collaboration : - By integrating Workspaces, Tasks, Forums, Surveys, Blogs, RSS and Wikis, the platform builds on the wild success of the 2003 collaboration features while hitting the Web 2.0 check box items for the new wave of collaboration and knowledge management applications.



Six Pillars of Microsoft SharePoint Server 2007

- ▶ **2 Portal** : SharePoint is a portal framework built using multiple portlets known as web parts. It offers Master pages which can be used for maintaining consistency across the portal.
- ▶ This remains one of the primary differentiators between the pay per CAL SharePoint version and the free WSS offering.
- ▶ **3. Enterprise Search** :- The core problems have been addressed and the functionality broadly expanded.
- ▶ MOSS 2007 opens up ACL-aware search across both local and remote data stores with features that enable specialized search for people and expertise.
- ▶ The ability to index and search data in line-of-business apps via the Business Data Store integration is powerful and will please both business managers and developers alike.

Six Pillers of Microsoft SharePoint Server 2007

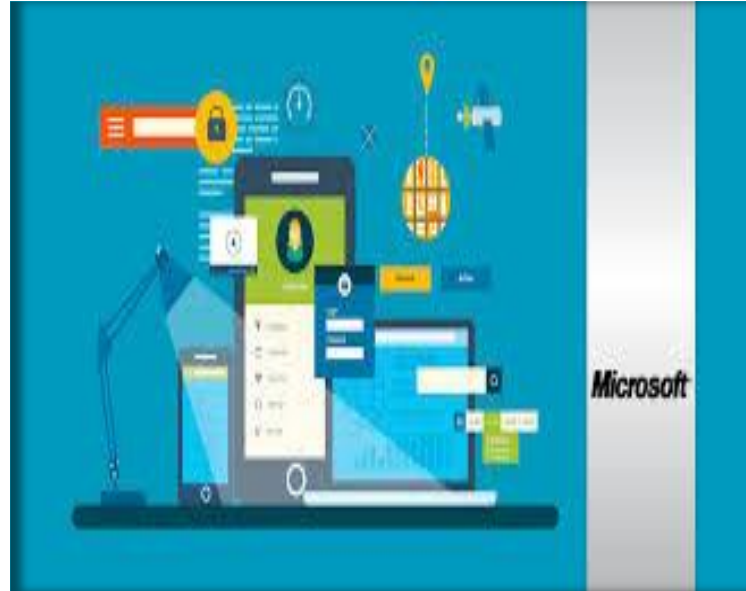
- ▶ **4. web & enterprise content management :-** Microsoft is including core document management , major and minor versioning, check-in/check-out document locking, rich descriptive metadata, workflow (via windows workflow foundation), content type-based policies, auditing, and e- based - access controls at the document library , folder, and individual document levels .
- ▶ The 2007 release builds on these capabilities delivering enhanced authoring, business document processing, web content management and publishing, records management.
- ▶ **5. Business process :-** Microsoft has overhauled this aspect of sharepoint with XML driven infopath forms that are available on a variety of platforms including portable wireless devices.

Six Pillers of Microsoft SharePoint Server 2007

- ▶ Client/server based form maintenance has been centralized and improved for business, processes for partner and customers .this area is not as close to our hears, but is another dynamic one that captures attention.
- ▶ **6. Business Intelligence :-** finally, BI has been improved across the board with Web-based dashboards on the macro level, server-based Excel services and Excel web services API's, line of business application and data repository application and data repository integration, and more sophisticated abilities to monitor key performance indicators.

Development of MOSS

Office 2007 introduced a new graphical user interface called the Fluent User Interface, which uses ribbons and an Office menu instead of menu bars and toolbars. Office 2007 also introduced Office Open XML file formats as the default file formats in Excel, PowerPoint, and Word. The new formats are intended to facilitate the sharing of information between programs, improve security, reduce the size of documents, and enable new recovery scenarios

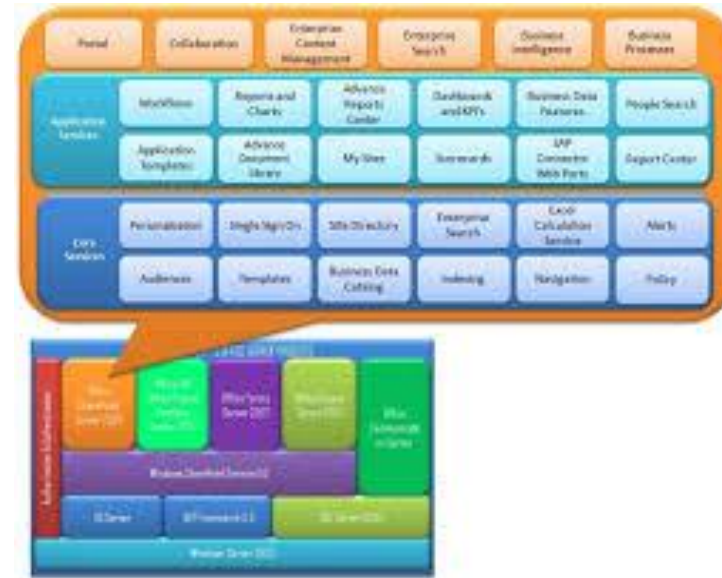


Development of MOSS

- ▶ Office 2007 requires Windows XP with Service Pack 2, Windows Server 2003 with Service Pack 1, or a later version of Windows; it is the last version of Microsoft Office to run on Windows XP Professional x64 Edition, as well as the x64 editions of Windows Server 2003
- ▶ Microsoft FrontPage discontinued, Microsoft SharePoint Designer, which is aimed towards development of SharePoint portals, becomes part of the Office 2007 family. Its designer-oriented counterpart, Microsoft Expression Web, is targeted for general web development. However, neither application has been included in Office 2007 software suites.
- ▶ Speech recognition functionality has been removed from the individual programs in the Office 2007 suite, as Windows Speech Recognition was integrated into Windows Vista. Windows XP users must install a previous version of Office to use speech recognition features.

Features of MOSS

1. User interface (UI);- The entire user interface has been redesigned to make navigation and achieving simple tasks easy.



Features of MOSS

- ▶ **2. Drag and drop:-** Upload content to sites by dragging items from your computer into a library.
- ▶ **3. On-hover:-** A callout feature that works with any document within a library or from search results that enables easy sharing, viewing, following or jumping to content.
- ▶ **4.Touch:-** Large touch targets for easy navigation and mobile device access.
- ▶ **5. Business Intelligence :-** finally, BI has been improved across the board with Web-based dashboards on the macro level, server-based Excel services and Excel web services API's, line of business application and data repository application and data repository integration, and more sophisticated abilities to monitor key performance indicators.
- ▶ Despite Microsoft's performance point BI server, this is one area of MOSS that we feel has the ability to shift the market.

Thank you