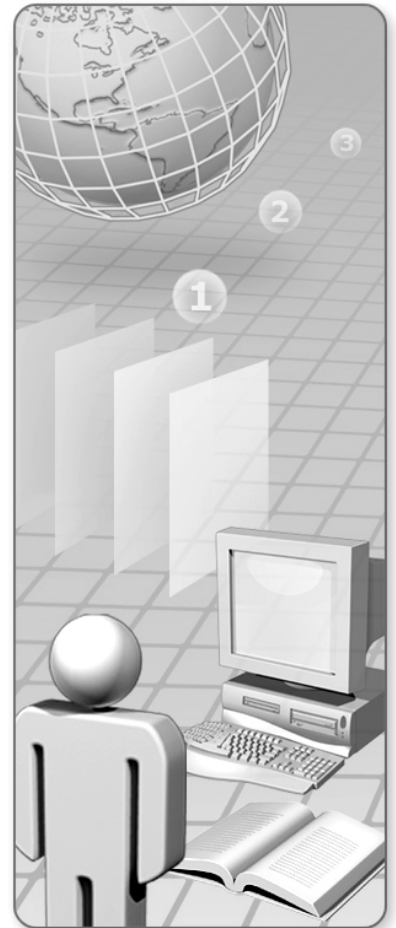


3369B: First Look: Getting Started with Windows® SharePoint® Services 3.0



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About This Clinic

This section provides you with a brief description of the clinic, audience, suggested prerequisites, and clinic objectives.

Description

At the end of this half-day clinic, the students will have a high-level understanding of the features and technologies new to Microsoft® Windows® SharePoint® Services 3.0. This clinic describes the business benefits for deploying Windows SharePoint Services 3.0 and describes the new collaboration and administrative features. This clinic also provides an overview of the process for deploying and upgrading to Windows SharePoint Services 3.0.

Audience

The primary audience for this clinic is the IT Professional who works with both Windows and Microsoft Office technologies. The types of duties that are typical of this IT Professional are administrative and support duties such as planning and deployment of Office server products in a Windows environment, configuration and security administration, and updates of Office upgrades and patches. The primary audience will be specifically interested in getting high-level information about Windows SharePoint Services and how it relates to other Office Server technologies.

Student prerequisites

This clinic requires that students meet the following prerequisites:

- 1 year experience with Office system technologies
- 1 year experience with Windows client and server operating systems
- Experience installing, configuring, and supporting Office technologies
- Working knowledge of Windows SharePoint Services 2.0

Objectives

After completing this clinic, the student will be able to:

- Describe why an organization should deploy Windows SharePoint Services.
- Describe the new features of Windows SharePoint Services 3.0.
- Describe how to implement Windows SharePoint Services.
- Describe how to configure Windows SharePoint Services.
- Describe how to configure Windows SharePoint Services sites.
- Describe how to manage security for Windows SharePoint Services.
- Describe how to migrate from Windows SharePoint Services 2.0 to Windows SharePoint Services 3.0.

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Convention	Use
Bold	Represents commands, command options, and syntax that must be typed exactly as shown. It also indicates commands on menus and buttons, dialog box titles and options, and icon and menu names.
<i>Italic</i>	In syntax statements or descriptive text, indicates argument names or placeholders for variable information. Italic is also used for introducing new terms, for book titles, and for emphasis in the text.
Title Capitals	Indicate domain names, user names, computer names, directory names, and folder and file names, except when specifically referring to case-sensitive names. Unless otherwise indicated, you can use lowercase letters when you type a directory name or file name in a dialog box or at a command prompt.
ALL CAPITALS	Indicate the names of keys, key sequences, and key combinations—for example, ALT+SPACEBAR.
monospace	Represents code samples or examples of screen text.
[]	In syntax statements, enclose optional items. For example, <i>[filename]</i> in command syntax indicates that you can choose to type a file name with the command. Type only the information within the brackets, not the brackets themselves.
{ }	In syntax statements, enclose required items. Type only the information within the braces, not the braces themselves.
	In syntax statements, separates an either/or choice.
►	Indicates a procedure with sequential steps.
...	In syntax statements, specifies that the preceding item may be repeated.
.	Represents an omitted portion of a code sample.
.	
.	