



Exercise Manual for Course 1535

Branding and Customizing SharePoint 2013 Sites

1535/MA/B.2/504/B.1

by Richard Innis

Technical Editor:
Martyn Baker

© LEARNING TREE INTERNATIONAL, INC.
All rights reserved.

All trademarked product and company names are the property of their respective trademark holders.

No part of this publication may be reproduced, stored in a retrieval system, or transmitted in any form or by any means, electronic, mechanical, photocopying, recording or otherwise, or translated into any language, without the prior written permission of the publisher.

Copying software used in this course is prohibited without the express permission of Learning Tree International, Inc.
Making unauthorized copies of such software violates federal copyright law, which includes both civil and criminal penalties.

Exercise Manual Contents

Legend for Course Icons.....	ii
Reference Information.....	1
Hands-On Exercise 1.1: Examining Branding Options in SharePoint 2013.....	3
Hands-On Exercise 1.2: Working With Content and Navigation in SharePoint 2013.....	15
Hands-On Exercise 2.1: SharePoint Navigation.....	25
Hands-On Exercise 2.2: Balsamiq Wireframes.....	31
Hands-On Exercise 3.1: Working With Sites in SharePoint Designer 2013.....	41
Hands-On Exercise 3.2: Working With Pages in Adobe Dreamweaver CS6.....	53
Hands-On Exercise 4.1: Browser-Based Branding in a SharePoint 2013 Team Site.....	67
Hands-On Exercise 4.2: Working With the Design Manager in a Publishing Site.....	75
Hands-On Exercise 5.1: Modifying CSS Styles.....	85
Hands-On Exercise 5.2: Working With Tools to Analyze SharePoint CSS Styles.....	95
Hands-On Exercise 5.3: Creating a New Composed Look.....	103
Hands-On Exercise 5.4: Creating and Adding an External Style Sheet.....	119
Hands-On Exercise 6.1: Collaboration and Publishing Master Pages.....	131
Hands-On Exercise 6.2: Modifying Existing Master Pages.....	139
Hands-On Exercise 6.3: Creating a Fully Branded Master Page.....	149
Hands-On Exercise 7.1: Working With Publishing Sites.....	171
Hands-On Exercise 7.2: Working With Page Layouts.....	187
Hands-On Exercise 8.1: Content Search Web Parts.....	201
Hands-On Exercise 8.2: Rolling Up Content With CQWP and Leveraging Managed Navigation.....	215
Hands-On Exercise 8.3: Creating Device Channels.....	225
Hands-On Exercise 9.1: Using jQuery in SharePoint 2013.....	241
Hands-On Exercise 10.1: Creating a Design Package for Branding in SharePoint 2013.....	247

Legend for Course Icons

Standard icons are used in the hands-on exercises to illustrate various phases of each exercise.



Major step



Warning

1.

Action



Hint



Checkpoint



Stop



Question



Congratulations



Information



Bonus



Solution/Answer



Important Note

If you do not complete an exercise, ask your instructor to restore the exercise before moving on to the next one. In many cases, the completion of one exercise is critical to the next one completing successfully.

Sites in Our Company

URL	Description
mscserver/sites/solutionpubsite	Company home page (completed publishing site)
mscserver/sites/solutionteamsite	Company intranet (completed team site)
mscserver/sites/team[#]teamsite Example: mscserver/sites/team10teamsite	Your team site
mscserver/sites/team[#]pubsite Example: mscserver/sites/team10pubsite	Your publishing site

IDs and Passwords Used in the Course

Description	ID/Password
Domain	msc
User ID	msc\team[#] Example: team10
Domain password	pw

Enter your team number:





1535-MA-2

© All rights reserved. Not to be reproduced without prior written consent.

Hands-On Exercise 1.1: Examining Branding Options in SharePoint 2013

Objectives

In this exercise, you will

- Open the sites you will be working with this week
- Review branding features in SharePoint 2013

In future exercises, you will build upon these sites to enhance your design to a fully branded SharePoint site.



Opening your team site

1. If you are not already logged in, log in to Windows with your team number (e.g., team10).
2. Start Internet Explorer to view the company home page (`mscserver/sites/solutionpubsite`) if it's not already displayed.

The screenshot shows a Microsoft Internet Explorer window with the following details:

- Title Bar:** http://mscserver/sites/team1pubsite/
- Address Bar:** MSC - Home > Test Site - Home > Home - Central Administr... > Solution - Home
- Toolbar:** SharePoint, Newsfeed, SkyDrive, Sites, System Account, Share, Follow, Edit.
- Message Bar:** Checked out to you Only you can see your recent changes. Check it in.
- Header:** miracle systems® sharepoint training experts, Miracle Systems Intranet
- Navigation:** About MSC, Books, Contact Us, Media, MSC Courses, MSC Instructors, MSC Locations.
- Content Area:** Welcome to the Miracle Systems Company Intranet. It features a photograph of three people working together on a computer, and a close-up of a hand typing on a keyboard. Text overlay: SharePoint Training by Miracle Systems.
- Right Sidebar:** MSC Courses section with two course cards:
 - SharePoint® 2013 Technologies: A Comprehensive Hands-On Introduction – Course 1531
 - Branding and Customizing SharePoint 2013 Sites: Hands-On



Hands-On Exercise 1.1: Examining Branding Options in SharePoint 2013 (continued)



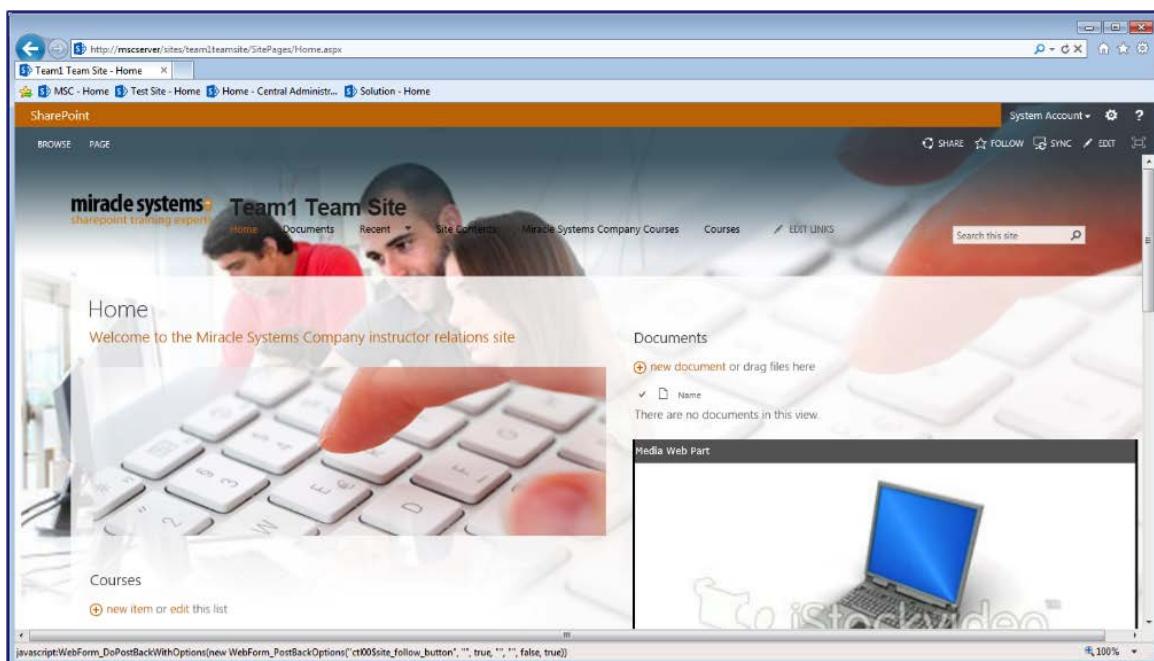
Your web browser is set to automatically display our company home page, which is a SharePoint publishing site enhanced with branding features through the Design Manager, Dreamweaver CS6, and SharePoint Designer 2013. Alternatively, you can navigate to `mscserver/sites/solutionpubsite` to get to the home page.

3. If you wish, navigate around this site to explore the functionality.



Note that you do not have administrative permissions on this site, and your rights will be restricted.

4. Navigate to `mscserver/sites/solutionteamsite` to view the company intranet home page.



The intranet home page is a SharePoint team site enhanced with branding features largely through out-of-the-box methods that are new to SharePoint 2013, such as Composed Looks.

5. If you wish, navigate around this site to explore the functionality.



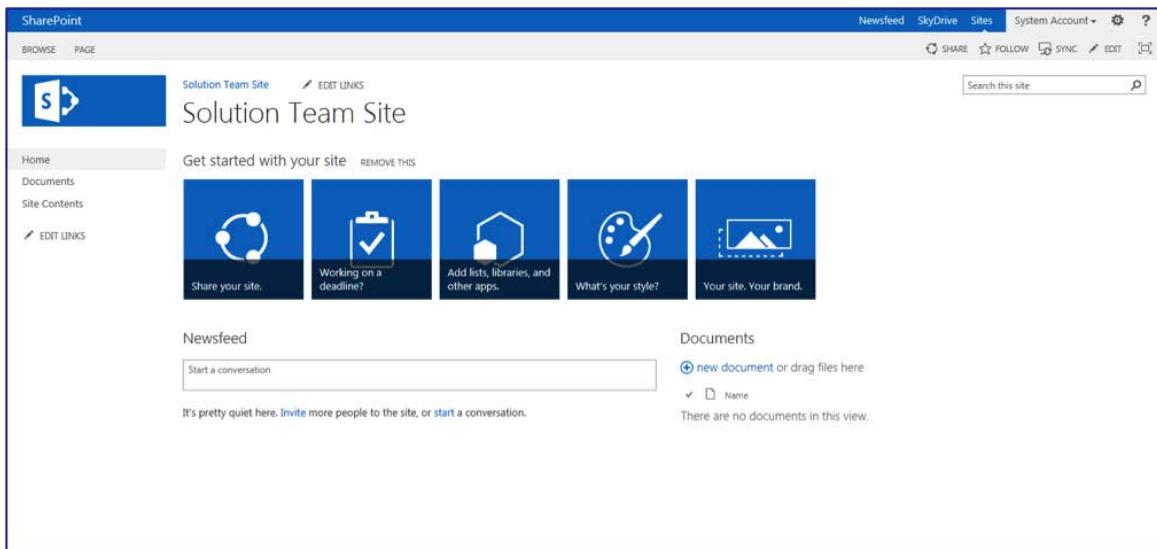
Note that you do not have administrative permissions on this site, and your rights will be restricted.



Hands-On Exercise 1.1: Examining Branding Options in SharePoint 2013 (continued)

6. Navigate to your department team site:
`mscserver/sites/team[#]teamsite`

Example:
`mscserver/sites/team10teamsite`



This is your team site in SharePoint 2013. This site is out-of-the-box with no customization. If you have used SharePoint 2007 or 2010, you may find that the functionality has improved some in this version.

7. Click **Site Contents** in the Quick Launch on the left.

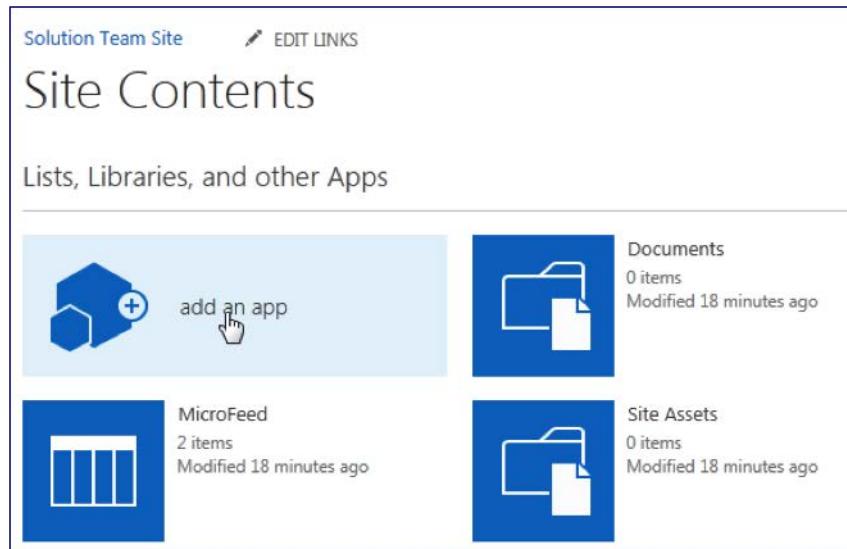


This is the list of "Lists, Libraries, and other Apps" available in this site collection. New functionality can be created by clicking the "add an app" button or from the Settings gear at top right. Note that Microsoft is now categorizing lists, libraries and other SharePoint functionality as Apps.



Hands-On Exercise 1.1: Examining Branding Options in SharePoint 2013 (continued)

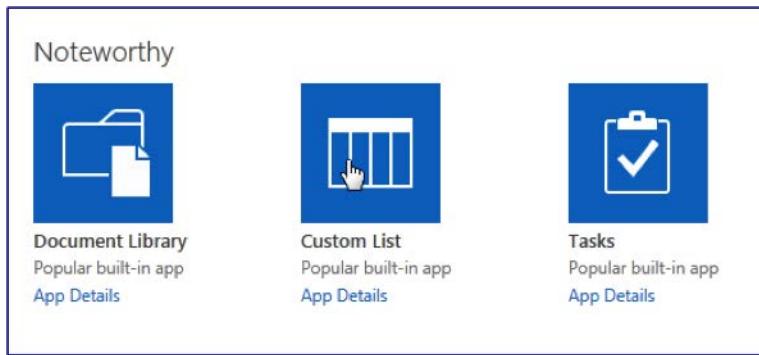
8. Click **add an app**.



9. Scroll through the categories and examine the types of lists and libraries that are available in SharePoint 2013.

 *We will create a new list that will display the SharePoint courses that we offer at Miracle Systems Company.*

10. Click **Custom List** in the "Noteworthy" or "Apps you can add" category.



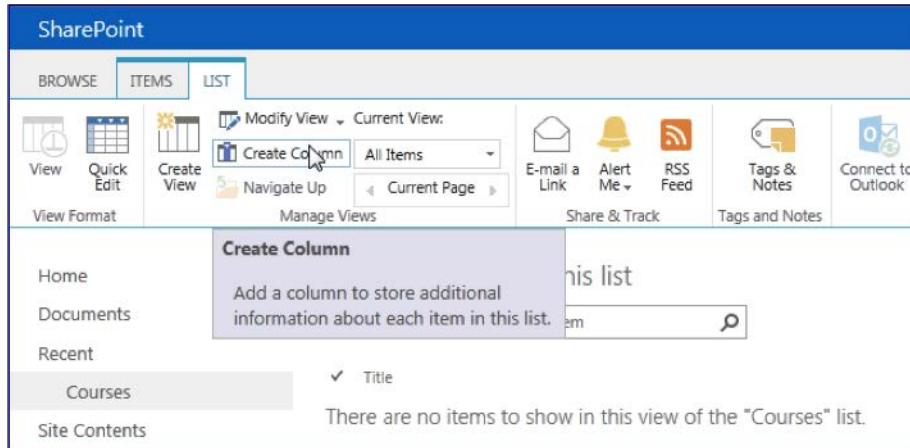
11. In the name field, type **Courses**, then click **Create**.

12. Click **Courses** to navigate to your new app.



Hands-On Exercise 1.1: Examining Branding Options in SharePoint 2013 (continued)

13. In the ribbon at the top of the page, click the **List** tab, then click **Create Column**.



14. In the Create Column dialog, set the Column name to **Course Number** and ensure the type **Single Line of Text** is selected.
15. Scroll down and click **OK**.
16. Click **Create Column** and add a column with the following properties:
- Column name: **Number of Days**
 - Type of information: **Number (1, 1.0, 100)**

Create Column

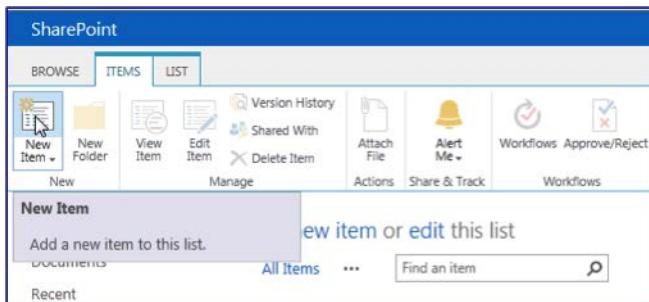
Name and Type Type a name for this column, and select the type of information you want to store in the column.	Column name: <input type="text" value="Number of Days"/> The type of information in this column is: <input checked="" type="radio"/> Single line of text <input type="radio"/> Multiple lines of text <input type="radio"/> Choice (menu to choose from) <input checked="" type="radio"/> Number (1, 1.0, 100) <input type="radio"/> Currency (\$, €) <input type="radio"/> Date and Time <input type="radio"/> Lookup (information already on this site) <input type="radio"/> Yes/No (check box) <input type="radio"/> Person or Group <input type="radio"/> Hyperlink or Picture <input type="radio"/> Calculated (calculation based on other columns) <input type="radio"/> Task Outcome <input type="radio"/> External Data <input type="radio"/> Managed Metadata
--	--



Hands-On Exercise 1.1: Examining Branding Options in SharePoint 2013 (continued)

17. Click **OK**.
18. Click **Create Column**, and add another column with the following properties:
 - Column name: **Description**
 - Type: **Multiple lines of text**
 - Additional column settings: **Plain text**

 You **must** select *Plain text* and **not** Enhanced rich text!
19. Click **OK**.
20. In the ribbon, click the **Items** tab, then click **New item**.



Hands-On Exercise 1.1: Examining Branding Options in SharePoint 2013 (continued)

21. In the Courses | New Item dialog, enter a course with info as follows, then click **Save**:

Title	Branding and Customizing SharePoint 2013 Sites: Hands-On
Course Number	1535
Number of Days	4
Description	This course provides extensive hands-on experience creating, customizing, and branding SharePoint sites with the Design Manager and other tools. You will acquire the knowledge and skills necessary to customize sites by applying Cascading Style Sheets (CSS) within SharePoint site structure, implement themes and master pages for overall consistency, and leverage new features such as cross-site publishing and device channels.

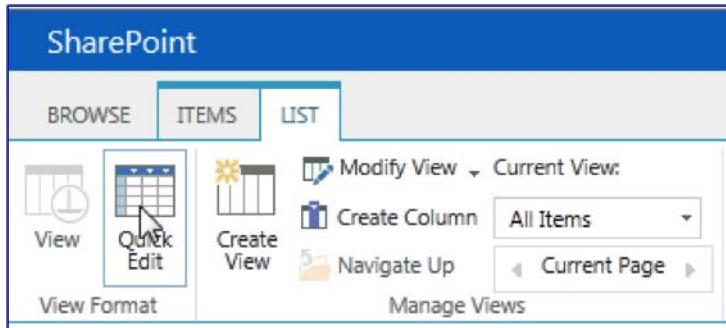


You can copy and paste this code from C:\1535 Files
\Ex1.1\Miracle Systems Company SharePoint Courses.docx.
(The 1535 Files folder is available through a desktop shortcut.)

Title *	<input type="text" value="Branding and Customizing SharePoint® 2013 Sites: Hands-On"/>
Course Number	<input type="text" value="1535"/>
Number of Days	<input type="text" value="4"/>
Description	<p>This course provides extensive hands-on experience creating, customizing, and branding SharePoint sites with the Design Manager and other tools. You acquire the knowledge and skills necessary to customize sites by applying Cascading Style Sheets (CSS) within SharePoint site structure, implement Themes and Master Pages for overall consistency, and leverage</p>
<small>Created at 7/14/2013 8:02 PM by <input type="checkbox"/> System Account</small>	
<small>Last modified at 7/14/2013 8:02 PM by <input type="checkbox"/> System Account</small>	
<input type="button" value="Save"/> <input type="button" value="Cancel"/>	

Hands-On Exercise 1.1: Examining Branding Options in SharePoint 2013 (continued)

22. From the List tab in the ribbon, click **Quick Edit** to edit in a view that behaves like Microsoft Excel.



We will copy and paste from a Microsoft Word file. This will work well if the columns in an Excel or Word file match the columns in the list in datasheet view.

23. If it is not already open, open the file 1535 Files\Ex1.1\Miracle Systems Company SharePoint Courses.docx.
24. Select and copy the rows of content for courses 1531, 1533, and 1534. Right-click, and select **Copy**.



Hmm. . . these courses sound very familiar from another training vendor I know. . .

25. Return to Internet Explorer.
26. Click in the empty **Title** cell below the one you just added, and press <Ctrl><V> to paste.

Title	Course Number	Number of Days	Description
Branding and Customizing SharePoint® 2013 Sites: Hands-On	1535	4	This course provides extensive hands-on experience creating, customizing, and branding SharePoint sites with the Design Manager and other tools. You acquire the knowledge and skills necessary to customize sites by applying Cascading Style Sheets (CSS) within SharePoint site structure, implement Themes and Master Pages for overall consistency, and leverage new features such as Cross-Site Publishing and Device Channels.
SharePoint® 2013 Technologies: A Comprehensive Hands-On Introduction	1531	4	This course provides a comprehensive introduction to SharePoint 2013 for the management, aggregation and centralization of enterprise content. In this case-study based course, you learn how to create and deploy SharePoint 2013 web applications, configure apps and design pages, control website access, manage business process workflows, and integrate Microsoft Office with SharePoint.
Hands-On SharePoint® Designer 2013: Building Workflows and Data-Driven Solutions	1533	4	In this course, participants gain the knowledge and skills to automate complex business processes with workflows and integrate external data sources without the need to write application-level code. They learn to leverage SharePoint Designer 2013 features to extend SharePoint sites, aggregate SharePoint lists and integrate data from multiple sources to create forms and capture data for workflows and data storage.
Building No-Code Solutions for SharePoint® 2013 Enterprise Edition: Hands-On	1534	3	In this course, participants extend their knowledge and skills to maximize SharePoint to design, plan and implement enterprise solutions without the need to write application-level code. Attendees will leverage a suite of productivity tools to extend information management, improve compliance, automate business processes, enhance search capabilities, and deliver business intelligence.



Hands-On Exercise 1.1: Examining Branding Options in SharePoint 2013 (continued)

27. Click **Stop editing this list** to return to the main view.
28. Click **Home** in the Quick Launch on the left to navigate back to the front page of your site.

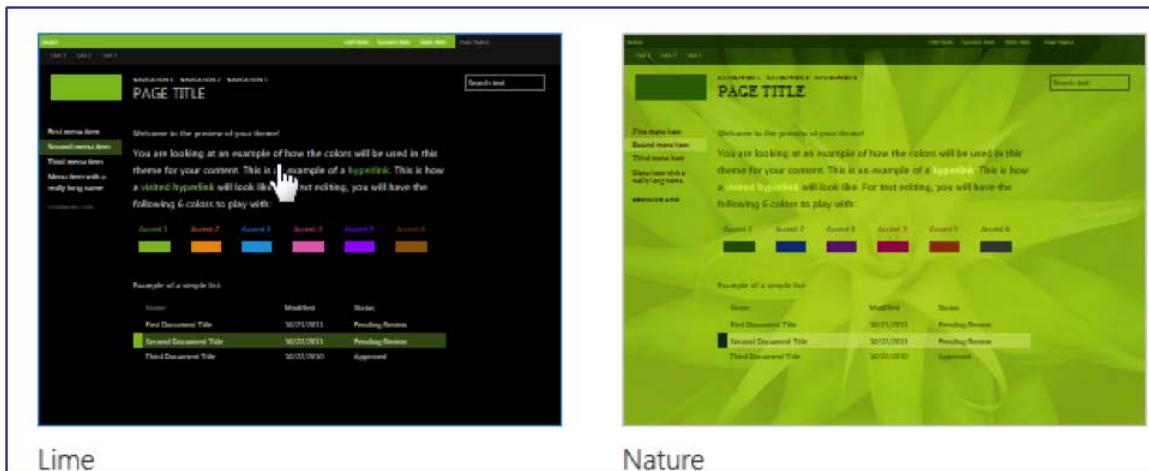


Reviewing branding options

29. In the "Get started with your site" section, click **What's your style?**



30. Click a prebuilt Composed Look that you like.

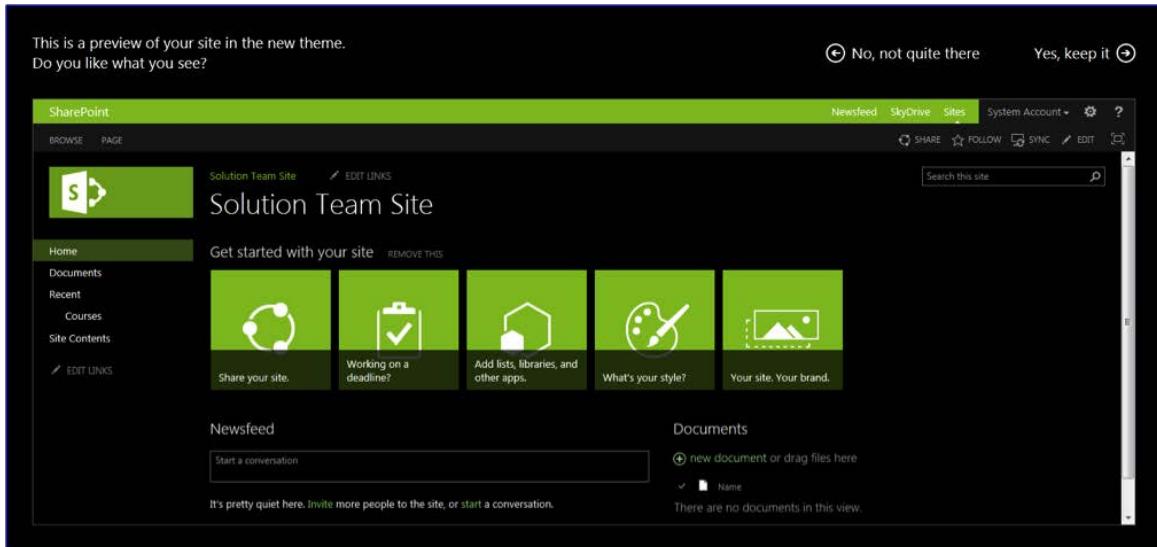


31. Review the settings on the left and change any color or font settings you wish.
32. Ensure that Site layout is set to **Seattle**.
33. Click **Change** beneath the background image, browse to C:\1535 Files \Ex1.1, select keyboardwide, click **Open**, then click **OK**.



Hands-On Exercise 1.1: Examining Branding Options in SharePoint 2013 (continued)

34. Click **Try it out**.



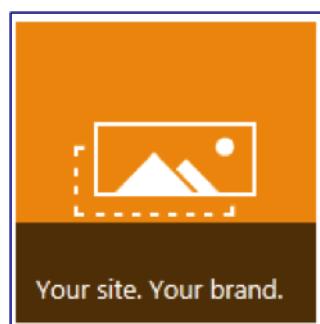
35. If you are satisfied, click **Yes, keep it**. Otherwise, click **No, not quite there** and make changes until you are satisfied.

Yes, keep it



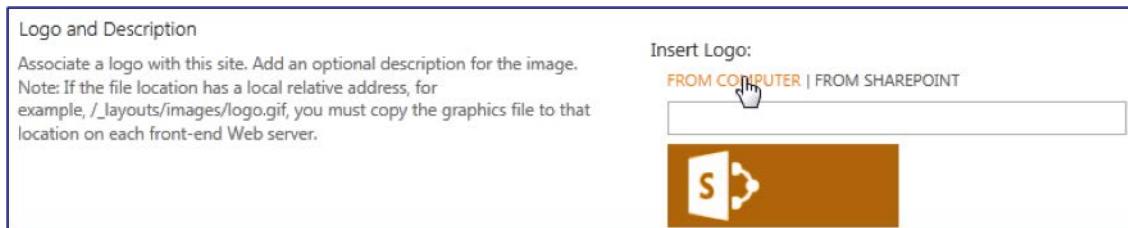
Composed Looks are somewhat limited but provide very simple options for users to easily change the look of their sites. These options are available on all sites. Publishing site templates provide a more advanced set of options.

36. From the Home Page, click **Your site. Your brand**.

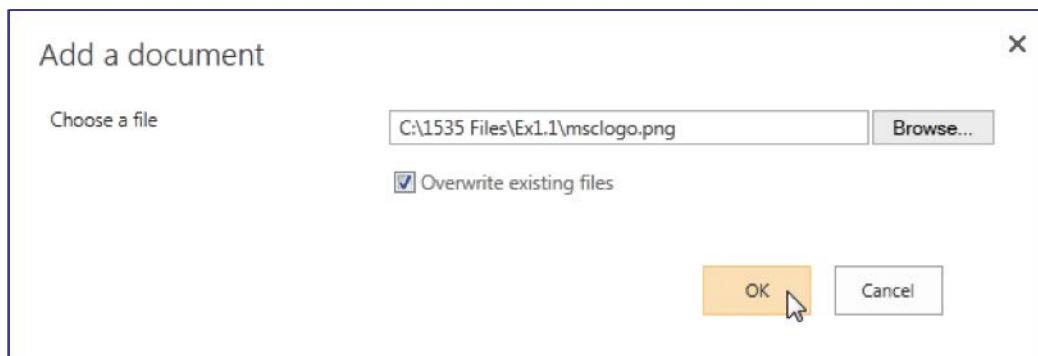


Hands-On Exercise 1.1: Examining Branding Options in SharePoint 2013 (continued)

37. In the Title, Description, and Logo page, click **Insert Logo | From Computer** in the Logo and Description section.

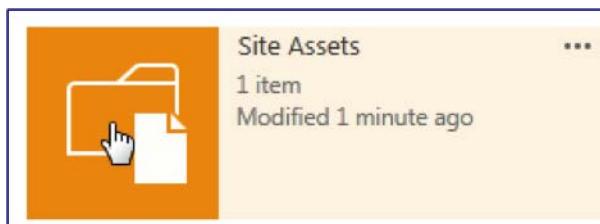


38. Click **Browse**, navigate to C:\1535 Files\Ex1.1, select msclogo, and click **Open**.
39. Click **OK**, and then click **OK** again to close the Title, Description, and Logo page.



 Although we chose the image to originate "From Computer," SharePoint has moved it into the asset library.

40. Click **Site Contents** in the Quick Launch.
41. Click **Site Assets**, and notice that the logo you just uploaded is there along with any images you worked with in the Change the Look area.



Hands-On Exercise 1.1: Examining Branding Options in SharePoint 2013 (continued)

42. Click **Home** in the Quick Launch to return to the Home Page.



Congratulations! You have seen some basic browser branding and app management features in SharePoint 2013.



Continue experimenting with Change the Look:

- Try out other images from the 1535 Files folder or any other images you have access to.
- Try out the various color palettes. Make note of any that are close to what you want but that you would like to adjust later.
- Examine the Oslo master page but be sure to change it back to Seattle for a future exercise.



This is the end of the exercise.



Hands-On Exercise 1.2: Working With Content and Navigation in SharePoint 2013

Objectives

Before our intermediate and advanced branding work begins, we will do some page editing in the browser and examine just how much of a role the browser now plays in SharePoint 2013.

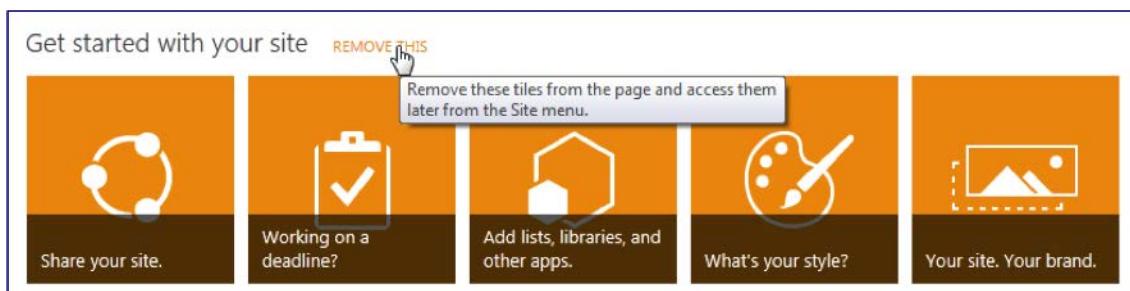
In this exercise, you will

- Edit and create pages in the browser
- Examine navigation settings



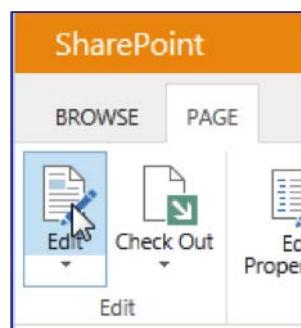
Editing and creating pages in the browser

1. Start Internet Explorer and navigate to your team site at [http://mscserver/sites/team\[#\]teamsite](http://mscserver/sites/team[#]teamsite)
2. Click **Remove This** in the "Get started with your site" section.



Some editing can be performed without being in the page edit mode. Note the message in top right regarding the change you just made.

3. In the ribbon, click the **Page** tab, then click **Edit**.

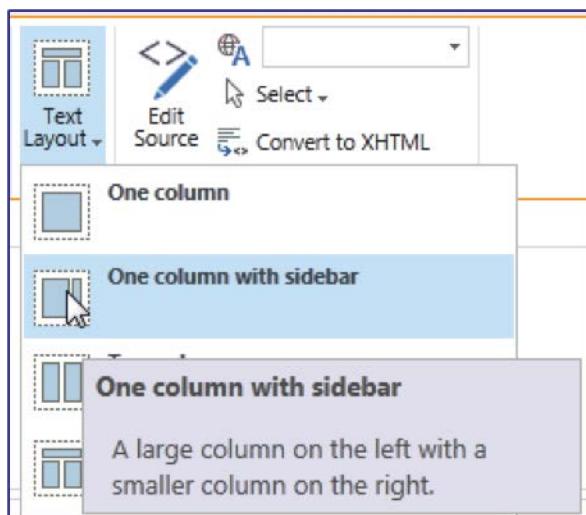


Hands-On Exercise 1.2: Working With Content and Navigation in SharePoint 2013 (continued)

4. Click your cursor into the top section of the page, above the Site Feed and Documents apps.
5. Type **Welcome to the Miracle Systems Company instructor relations site.**
6. Select the text you just typed.
7. On the ribbon, click the arrow to the right of the headings in the Styles section to expand the paragraph styles options as shown below.

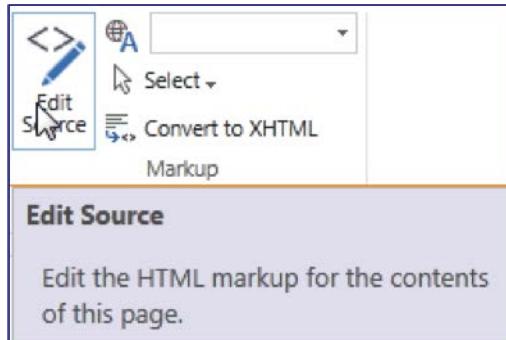


8. Roll over the options to examine them, then click **Heading 2**.
9. Click **Text Layout** in the Layout category and change the layout to **One Column with Sidebar**.



Hands-On Exercise 1.2: Working With Content and Navigation in SharePoint 2013 (continued)

10. Click **Edit Source** in the Markup section.



Whether you have worked with previous versions of SharePoint or not, what do you think? Is this fairly clean code?

HTML Source

```
|<h2>Welcome to the Miracle Systems Company instructor relations site</h2>
<br/>
<br/>
<div class="ms-rtestate-read ms-rte-wpbox" contenteditable="false">
    <div class="ms-rtestate-notify ms-rtestate-read 69fd60aa-ba41-4540-82d
    </div>
    <div class="ms-rtestate-read" id="vid_69fd60aa-ba41-4540-82d1-5d9033e48
    </div>
</div>
```

11. Click **Cancel** to close the HTML Source window.



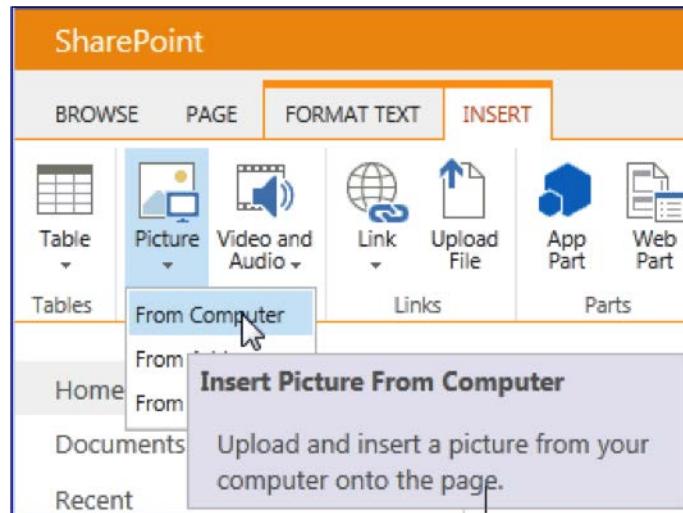
This may be useful later for editing the HTML code that SharePoint provides. In the past, this code was a good bit bulkier and complex. The editing experience for code purists is greatly improved.

12. Click your cursor between the H2 heading we just typed and the Site Feed app.

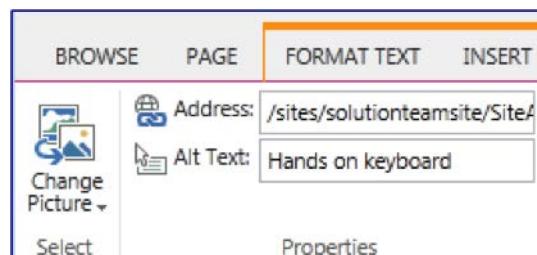


Hands-On Exercise 1.2: Working With Content and Navigation in SharePoint 2013 (continued)

13. Select the **Insert** tab on the ribbon and click **Picture | From SharePoint**.



14. Make sure Site Assets is selected.
15. Select keyboardwide, and click **Insert**.
16. In the ribbon, set the Alt Text to **Hands on keyboard**.

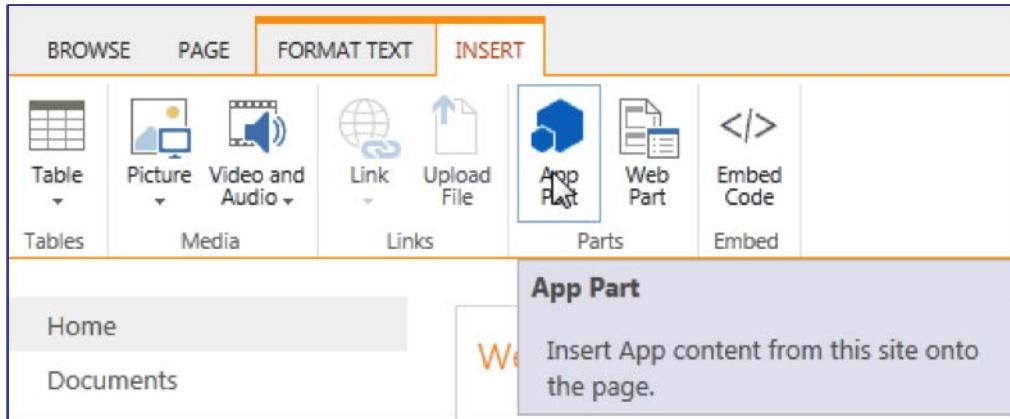


17. Select the dropdown for Image Styles, and examine the different image treatments. Then reset to "No border."
18. Insert your cursor immediately beneath the image you just added, and press <Enter> to create a space for a new Web Part.



Hands-On Exercise 1.2: Working With Content and Navigation in SharePoint 2013 (continued)

19. Select the **Insert** tab on the ribbon and click **App Part**.



20. From the Parts list, select **Courses**, then click **Add**.



If the Courses Web Part is added beneath the Site Feed, simply drag it above the Site Feed so that Courses appears beneath the image.

Courses

[+ new item or edit this list](#)

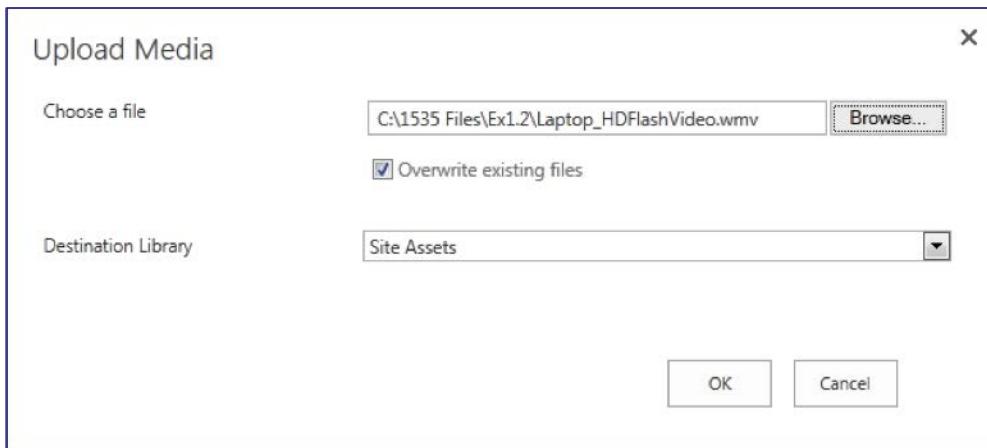
Title	Course Number	Number of Days	Description
Branding and Customizing SharePoint® 2013 Sites: Hands-On	... 1535	4	This course provides extensive hands-on experience creating, customizing, and branding SharePoint sites with the Design Manager and other tools. You acquire the knowledge and skills necessary to customize sites by applying Cascading Style Sheets (CSS) within SharePoint site structure, implement

21. Insert your cursor beneath the Documents App in the right sidebar.



Hands-On Exercise 1.2: **Working With Content and Navigation in SharePoint 2013** **(continued)**

22. Select the **Insert** tab on the ribbon and click **Video and Audio | From Computer** in the Media category.
23. In the Upload Media dialog, click **Browse**.
24. In 1535 Files\Ex 1.2, select Laptop_HDFlashVideo and click **Open**.

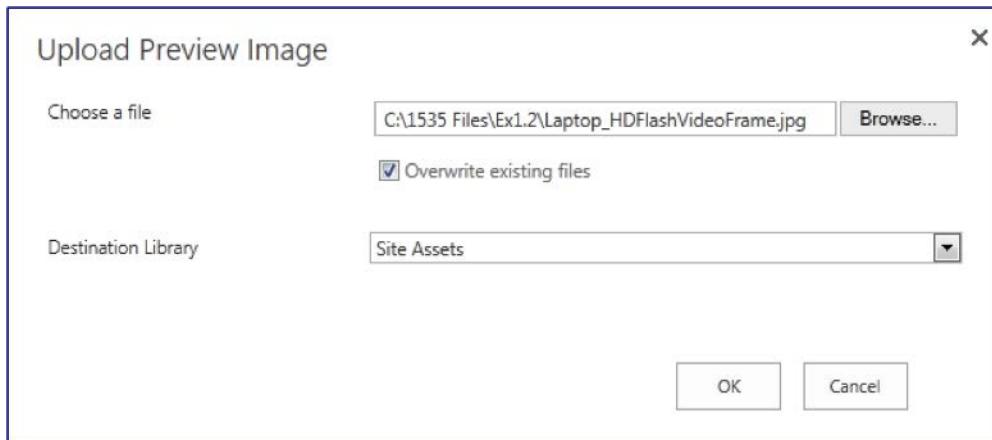


25. Click **OK** in the Upload Media dialog.
 26. With the Media Web Part selected, select the **Media** tab on the ribbon, and click **Change Image | From Computer** in the preview category.
-  When working with images in a Media Library, a preview image would be automatically generated. We must assign a preview image in this case.
27. In the Upload Preview Image dialog, click **Browse**.

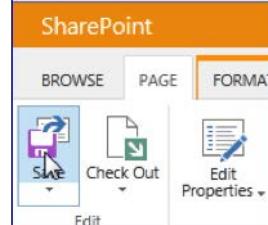


Hands-On Exercise 1.2: Working With Content and Navigation in SharePoint 2013 (continued)

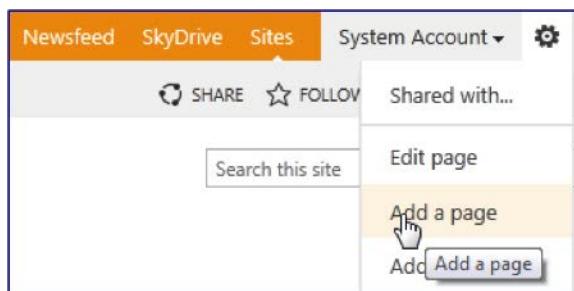
28. In 1535 Files\Ex 1.2, select Laptop_HDFlashVideoFrame and click **Open**.



29. Click **OK** in the Upload Preview Image dialog.
30. Select the **Page** tab in the ribbon and click **Save**.



31. In the top right corner of the page, click **Settings | Add a Page**.



32. In the Add a page dialog, name the page **Miracle Systems Company Courses**, then click **Create**.



Hands-On Exercise 1.2: Working With Content and Navigation in SharePoint 2013 (continued)

33. Following the steps performed in the previous section, add a paragraph with a description of the Miracle Systems Company courses, then add a Courses App Part beneath it.
34. Make any additional comments if you wish, then click **Save** in the ribbon.

The screenshot shows the SharePoint ribbon with the 'FORMAT TEXT' tab selected. Below the ribbon, there is a list titled 'Courses' with the following data:

Title	Course Number	Number of Days	Description
Branding and Customizing SharePoint® 2013 Sites: Hands-On	1535	4	This course provides extensive hands-on experience creating, customizing, and branding SharePoint sites with the Design Manager and other tools. You acquire the knowledge and skills necessary to customize sites by applying Cascading Style Sheets (CSS) within SharePoint site structure, implement Themes and Master Pages for overall consistency, and leverage new features such as Cross-Site Publishing and Device Channels.
SharePoint® 2013 Technologies: A Comprehensive Hands-On Introduction	1531	4	This course provides a comprehensive introduction to SharePoint 2013 for the management, aggregation and centralization of enterprise content. In this case-study based course, you learn how to create and deploy SharePoint 2013 web applications, configure apps and design pages, control website access, manage business process workflows, and integrate Microsoft Office with SharePoint.
Hands-On SharePoint® Designer 2013: Building Workflows and Data-Driven Solutions	1533	4	In this course, participants gain the knowledge and skills to automate complex business processes with workflows and integrate external data sources without the need to write application-level code. They learn to leverage SharePoint Designer 2013 features to extend SharePoint sites, aggregate SharePoint lists and integrate data from multiple sources to create forms and capture data for workflows and data storage.
Building No-Code Solutions for SharePoint® 2013 Enterprise Edition: Hands-On	1534	3	In this course, participants extend their knowledge and skills to maximize SharePoint to design, plan and implement enterprise solutions without the need to write application-level code. Attendees will leverage a suite of productivity tools to extend information management, improve compliance, automate business processes, enhance search capabilities, and deliver business intelligence.



Examining navigation

35. Click **Settings | Site settings**.
36. In Look and Feel, click **Top Link Bar** and review the options.
37. Click **Back** in the browser, and in Look and Feel, click **Quick Launch**.



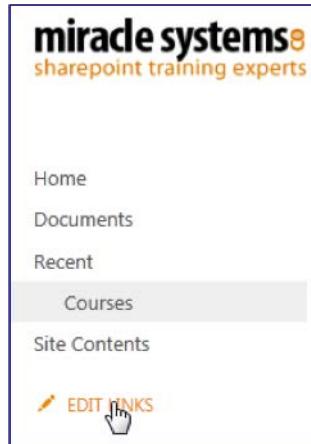
Options in the browser for navigation in Collaboration sites are largely unchanged in Site Settings.

38. Click **Courses** in the Quick Launch under Recent.

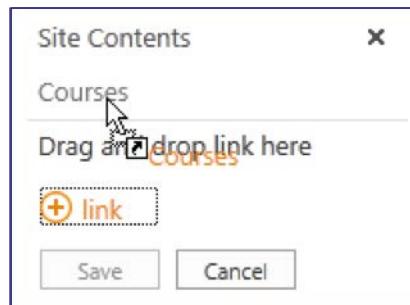


Hands-On Exercise 1.2:
Working With Content and Navigation in SharePoint 2013
(continued)

39. Click **EDIT LINKS** in the Quick Launch beneath the Site Contents link.



40. Drag and drop the heading of the Courses page directly beneath Site Contents. Ensure that it is left justified in line with Site Contents, and not appearing as a page beneath the Site Contents heading.



41. Click **Save**.



Drag and Drop navigation is a nice improvement over manually maintaining links in the Top Link Bar and Quick Launch.

42. Navigate to your publishing site, mscserver/sites/team[#]pubsite
43. Click **Settings | Site settings**, then click **Navigation** under Look and Feel.

Hands-On Exercise 1.2: Working With Content and Navigation in SharePoint 2013 (continued)

44. Review the options in Global Navigation and Current Navigation.

The screenshot shows the 'Navigation' section of the SharePoint 2013 Site Settings. It includes three main sections: 'Global Navigation', 'Current Navigation', and 'Managed Navigation: Term Set'. The 'Managed Navigation: Term Set' section is expanded, showing a search bar for finding term sets and a tree view of terms under 'Site Collection - msclever-sites-solutionpubsite'. The 'Site Navigation' term is selected and highlighted in orange.

Global Navigation
Specify the navigation items to display in global navigation for this Web site. This navigation is shown at the top of the page in most Web sites.
 Display the same navigation items as the parent site (This is the top-level site.)
 Managed Navigation: The navigation items will be represented using a Managed Metadata term set.
 Structural Navigation: Display the navigation items below the current site

Current Navigation
Specify the navigation items to display in current navigation for this Web site. This navigation is shown on the side of the page in most Web sites.
 Display the same navigation items as the parent site (This is the top-level site.)
 Managed Navigation: The navigation items will be represented using a Managed Metadata term set.
 Structural Navigation: Display the current site, the navigation items below the current site, and the current site's siblings
 Structural Navigation: Display only the navigation items below the current site

Managed Navigation: Term Set
Choose the term set to use for navigation. If there isn't an appropriate term set, create one here or in the Term Store Manager.

Find term sets that include the following terms.

Managed Metadata Service
 MSC
 People
 Search Dictionaries
 Site Collection - msclever-sites-solutionpubsite
 Site Navigation
 Wiki Categories

 *If you have seen navigation settings in SharePoint 2007 or SharePoint 2010, you may notice some significant differences here. While it is more complicated, a Term Store in SharePoint publishing sites provides a powerful way to manage navigation and easily make changes to navigation as your site needs evolve.*



Congratulations! You have edited and created pages in SharePoint 2013 and examined navigation settings.



Continue refining and exploring styles:

- Modify your navigation in your team site to add links to any other resources.
- Experiment with other Web Parts in your pages.
- Restore a previous version of your home page using the ribbon. Just be sure to set it back to our final version above, as we will be using this page later.



This is the end of the exercise.



Objectives

In this exercise, you will

- Modify navigation in your navigation term set
- Create a friendly URL



Modifying navigation in a publishing site

1. Start Internet Explorer and navigate to your publishing site: mscserver/sites/team[#]pubsite
2. Click **Settings | Site settings**, then click **Navigation** under Look and Feel.
3. Clear the box for **Add new pages to navigation automatically**, then click **OK**.

Managed Navigation: Default Page Settings
Specify the default setting for new pages created in sites using Managed Navigation.

Add new pages to navigation automatically
 Create friendly URLs for new pages automatically

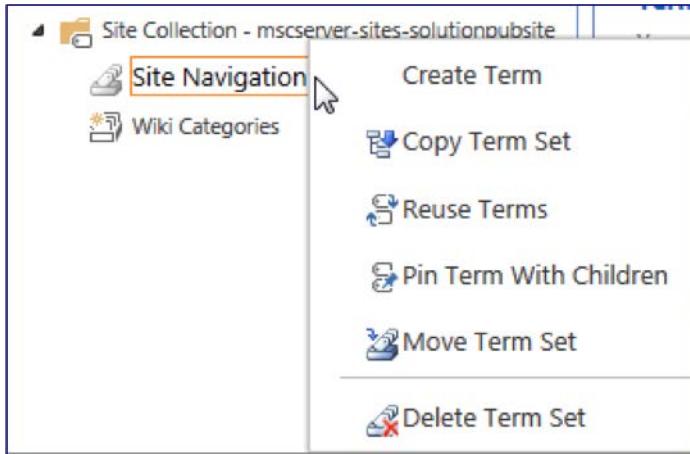
4. Click **Navigation** under Look and Feel once again.
5. Click **Open the Term Store Management Tool** in the Managed Navigation: Term Set section.
6. In the Taxonomy Term Store section on the left, click the expand icon to the left of your site collection (Site Collection – mscserver-sites-team[#]pubsite) to expand it.

- Site Collection - mscserver-sites-solutionpubsite
- Site Navigation
- Wiki Categories

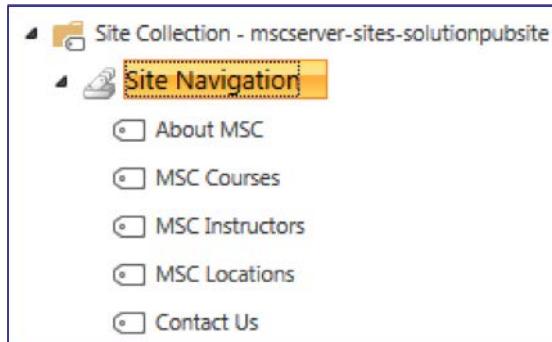


Hands-On Exercise 2.1: SharePoint Navigation (continued)

7. Roll over **Site Navigation**, then click the arrow on the right to expand the menu.



8. Click **Create Term**, type **About MSC**, then press <Enter>.
9. Add several more terms, pressing <Enter> after each one:
- **MSC Courses**
 - **MSC Instructors**
 - **MSC Locations**
 - **Contact Us**



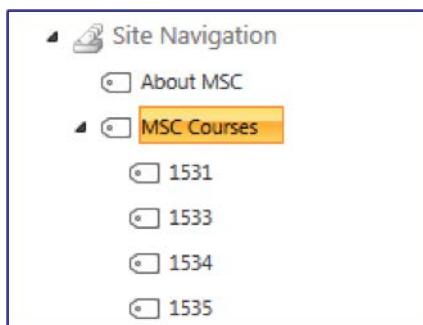
10. Roll over **MSC Courses**, and click the arrow on the right to expand the menu.



Hands-On Exercise 2.1: SharePoint Navigation (continued)

11. Click **Create Term**, then add the following terms, pressing <Enter> after each.

- 1531
- 1533
- 1534
- 1535



12. Click **Settings | Add a Page**.

13. In the Add a page dialog, give it a name of **Branding and Customizing SharePoint 2013 Sites: Hands-On**, then click **Create**.

14. Open the file 1535 Files\Ex1.1\Miracle Systems Company SharePoint Courses.docx, and copy the description from Course 1535.

15. Return to Internet Explorer, and paste the description into the Page Content area using **Paste** in the Clipboard area of the ribbon or <Ctrl><V>.

The screenshot shows a Microsoft Word document titled "Branding and Customizing SharePoint 2013 Sites: Hands-On". The document contains a single paragraph of text: "This course provides extensive hands-on experience creating, customizing, and branding SharePoint sites with the Design Manager. Customize sites by applying Cascading Style Sheets (CSS) within SharePoint site structure, implement Themes and Master Pages for Publishing and Device Channels." On the left side of the screen, there is a navigation pane listing various SharePoint pages and terms: About MSC, Contact Us, MSC Courses, 1531, 1533, 1534, 1535, and MSC Instructors.

16. Click **Save** on the ribbon.



Hands-On Exercise 2.1: SharePoint Navigation (continued)

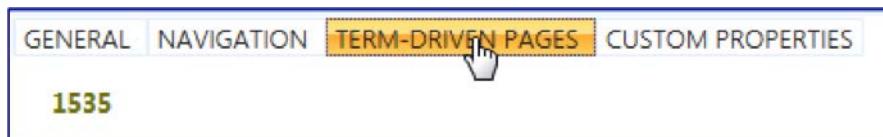


We will work with content in a SharePoint 2013 publishing site much more in depth in Chapter 8. For now, this will give us some placeholder content to work with. Note the URL of the page. Not very friendly!

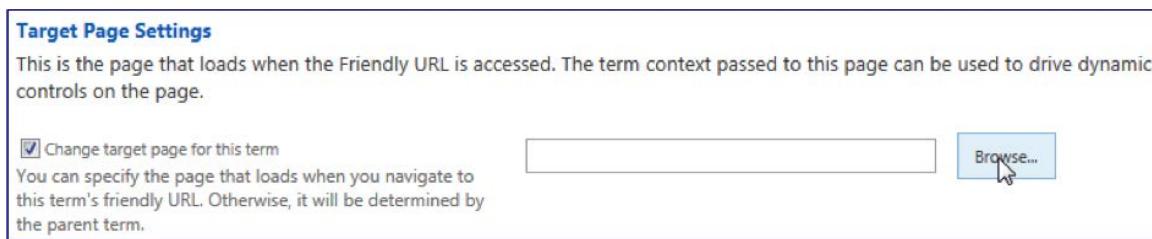


Creating a friendly URL

17. Click **Settings | Site settings | Navigation**.
18. Scroll down, and click **Term Store Management Tool**.
19. Expand your Site Collection, then expand Site Navigation in the Taxonomy Term Store section on the left as done in the previous section.
20. Expand MSC Courses, then click **1535** to select it.
21. Review the settings for the term, then click **Term-Driven Pages**.



22. Notice that a friendly URL can be added for the page. It will currently use the same characters as the Navigation term, 1535.
23. Select the checkbox next to **Change target page for this term**.
24. Click the **Browse** button to the right of the checkbox.



25. In the Select an Asset dialog, click **Pages** on the left to show the pages in the Pages library.



Hands-On Exercise 2.1: SharePoint Navigation (continued)

26. Select the **Branding-and-Customizing-SharePoint-2013-Sites-Hands-On.aspx** page we just created, then click **Insert**.

Target Page Settings

This is the page that loads when the Friendly URL is accessed. The term context passed to this page can be used to drive dynamic controls on the page.

Change target page for this term
You can specify the page that loads when you navigate to this term's friendly URL. Otherwise, it will be determined by the parent term.

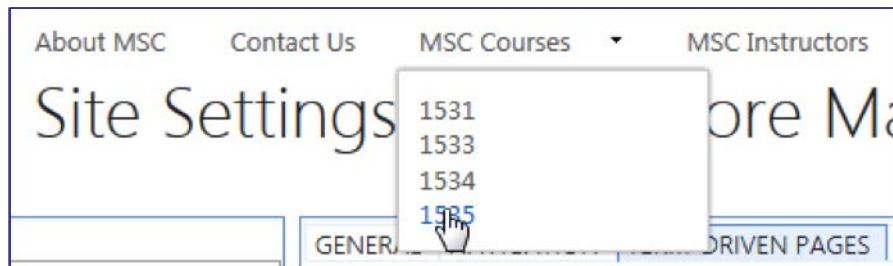
Change target page for children of this term
You can specify the page that loads when you navigate to a child term's friendly URL. Individual terms can override this setting.

/sites/solutionpubsite/Pages/Branding-and-C

27. Review the other options, then click **Save**.

 *This was fairly easy and should result in a much easier URL, while keeping the title of the page meaningful, which should result in a better search experience for users.*

28. Scroll to the top of the page, click **MSC Courses** in the Top Link Bar to expand the menu, then click **1535**.



Hands-On Exercise 2.1: SharePoint Navigation (continued)

29. In the warning message at the top of the page, click **View URLs** next to the Page template warning to see the explanation about the friendly URL you just associated to the original URL.

Page URLs

Physical Page Address
This is the physical URL of the page. Visitors accessing friendly URLs that point to this page won't see this URL.
<http://mscserver/sites/solutionpubsite/Pages/Branding-and-Customizing-SharePoint-2013-Sites--Hands-On.aspx>

Associated URLs
This is a list of all the terms that are associated with this page. Each URL listed loads this page in the context of the corresponding term.
[Add a friendly URL to this page](#)

Associated Term	Friendly URL
Branding and Customizing SharePoint 2013 Sites: Hands-On (Site Navigation) 1535 (Site Navigation)	http://mscserver/sites/solutionpubsite/branding-and-customizing-sharepoint-2013-sites-hands-on http://mscserver/sites/solutionpubsite/msc-courses/1535

[Finish](#)

30. Click **Finish** when done reviewing this information.
31. Add pages for 1531, 1533 and 1534, using the courses Word document as a source.
32. Edit your navigation-friendly URL settings to point to your new pages.



Congratulations! You have modified navigation and created a friendly URL!



This is the end of the exercise.



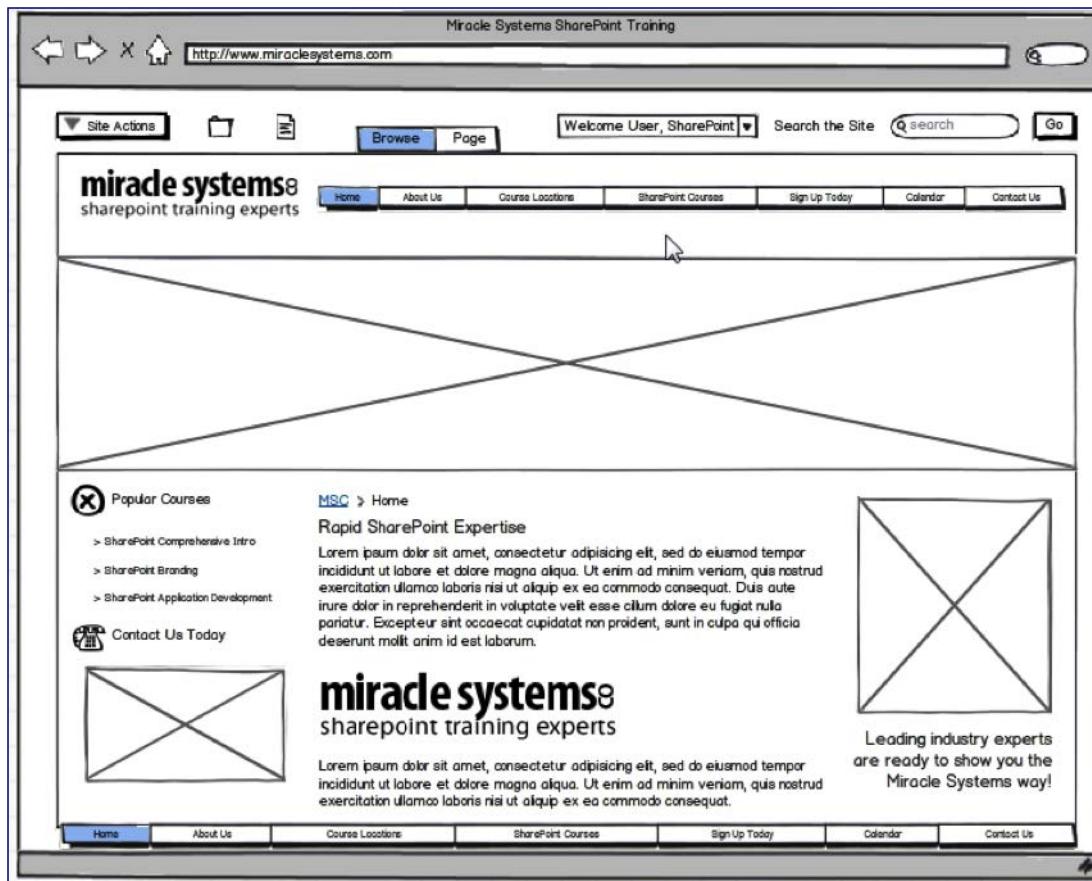
Objectives

In this exercise, you will

- Create a page mockup in Balsamiq Mockups



Creating wireframes in Balsamiq



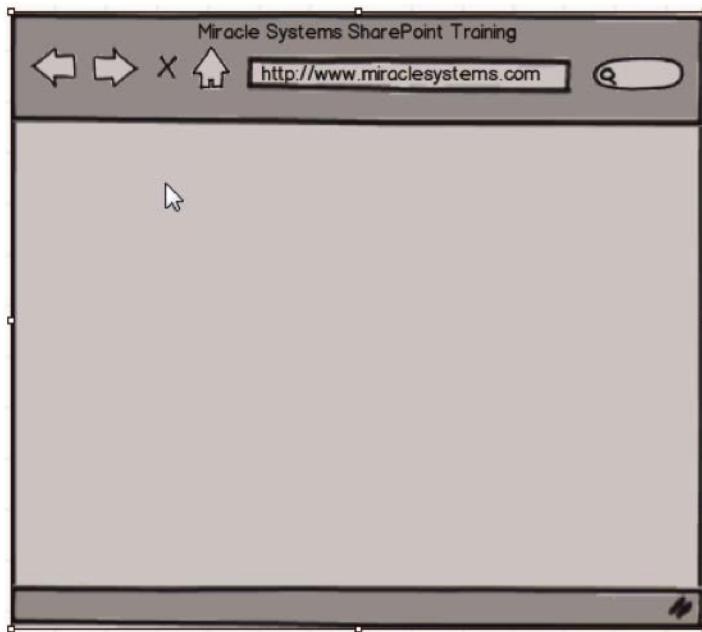
We will use Balsamiq to produce a wireframe design of the Miracle Systems Internet site. Refer to the completed Balsamiq screen above as you proceed through the steps.

1. Open Balsamiq Mockups by clicking **Start | All Programs | Balsamiq Mockups**.
2. Review the different categories of objects available in the tabs in the UI library at the top of the page.

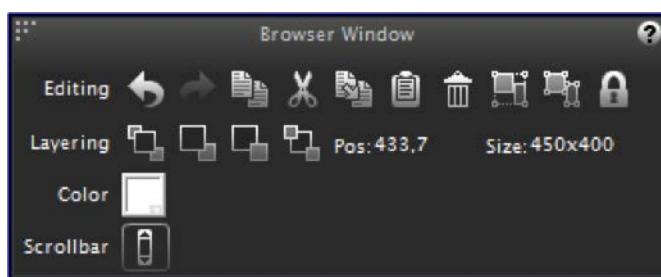


Hands-On Exercise 2.2: Balsamiq Wireframes (continued)

3. Drag and drop a Browser Window object from the All tab onto the document window.
4. Select **A Web Page**, and enter **Miracle Systems SharePoint Training**
5. Select **http://** and enter **http://www.miraclesystems.com**
6. Click anywhere in the grid to the left or right of your Browser Window object to view your edits.



Note that when the Browser Window object is selected, a properties window on the right shows its properties.

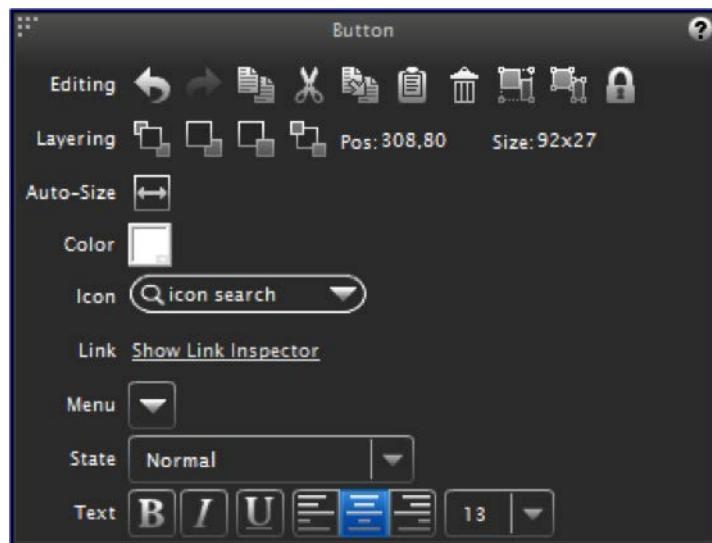


7. In the properties window on the right, click **450x400** in the Size field.
8. Enter a size of **1000x800**, then press <Enter>.



Hands-On Exercise 2.2: Balsamiq Wireframes (continued)

9. Drag the Browser Window roughly into the center of the document.
10. Drag a Button object to the top left corner of the browser window from the All tab or the Buttons tab.
11. Enter a label of **site Actions** and press <Enter>.
12. In the properties window to the right, review the options for the Button object we just added.

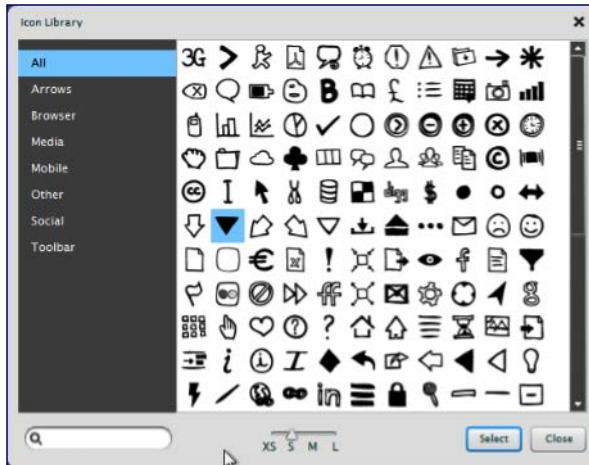


13. Click the down arrow on the right of the **Icon search** button in the Button properties window.

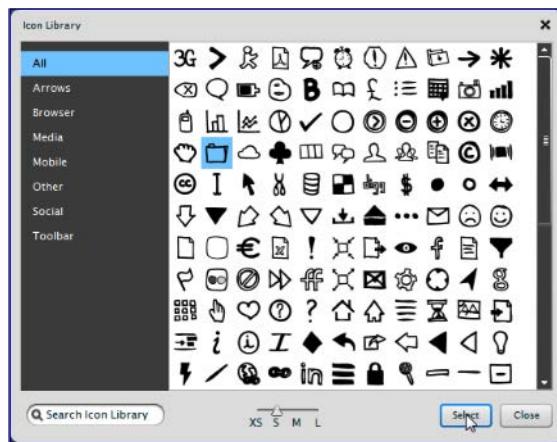


Hands-On Exercise 2.2: Balsamiq Wireframes (continued)

14. Select the down filled-in triangle, and click **Select**.



15. In the Button property inspector, set the size to **XS**, and change the type size to **12 point**.
16. Click the **Common** tab in the UI Library.
17. Drag an Icon UI component to the right of the Site Actions Button.
18. Click the down arrow on the right of the Icon Search button in the properties window.

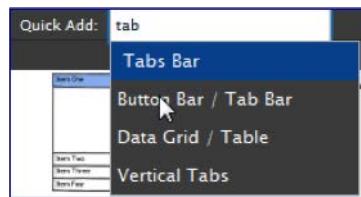


19. Select the folder icon, set the size to **S**, and click **Select**.



Hands-On Exercise 2.2: Balsamiq Wireframes (continued)

20. Drag another icon to the right of the folder icon, double-click it, and select a small File icon. (You can use the search in the bottom right corner of the dialog to search for *File*.)
21. In the Quick Add field in the top left of Balsamiq, type **tab**.
22. Click **Button Bar/Tab Bar** and drag it into position to the right of your two icons.

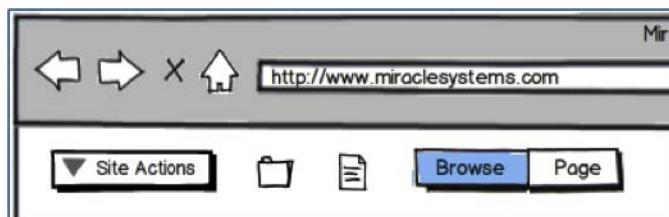


23. Double-click it, type **Browse**, **Page**, and press <Enter>.
24. Hold down <Shift> and select all four elements we just added: Site Actions, Folder icon, File icon, and Button Bar.



Note that the properties window shows that there are four controls selected.

25. Roll over the icons in the Align row, and click **Align Middle**. Then click **Space Out Horizontally**.



26. Repeat the steps performed previously to add to the top right corner in this order:
 - ComboBox/Pulldown
 - Label/String of Text
 - Search Box
 - Button

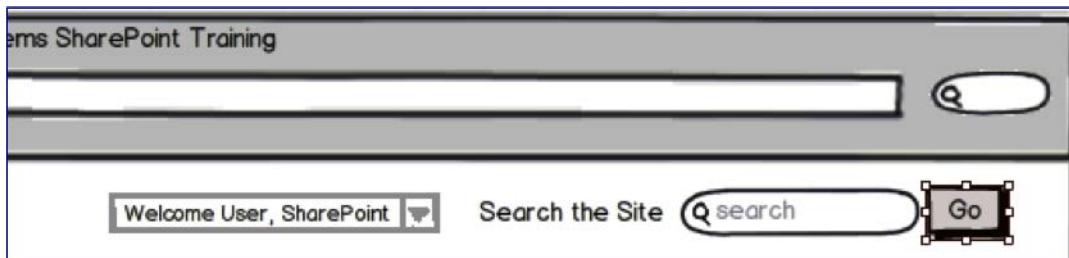


If necessary, search using the Quick Add in the top left corner to find these UI components.

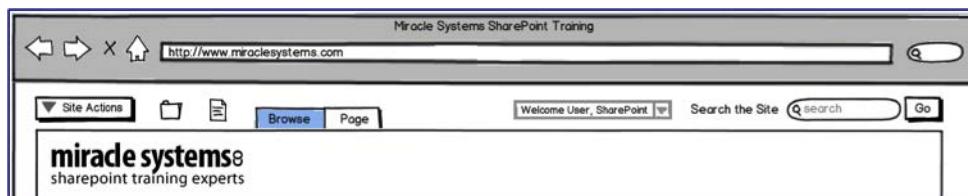


Hands-On Exercise 2.2: Balsamiq Wireframes (continued)

27. Apply what you've already learned to adjust text, sizes, and alignment until your row of items looks like the screen cap below.



28. Select the **Containers** tab and drag a Rectangle/Canvas onto the Browser Window.
29. Manually resize the box to fit beneath the Site Actions menu, aligning with the left of the Site Actions Menu and the right of the Go button. You will notice that it snaps to the edges of these objects. Set the height to nearly reach the bottom of the Browser Window. The size will be about 940 x 600 pixels.
30. Select the **Media** tab and drag an image onto the container.
31. Double-click the image, click **Default Placeholder** in the properties window, and select **Import Image**.
32. Browse to 1535 Files/Ex2.2/miraclesystemsblack.png, click **Open**, then click **Load**.
33. Select the image and use the arrow keys to nudge it into place at the top of the container.

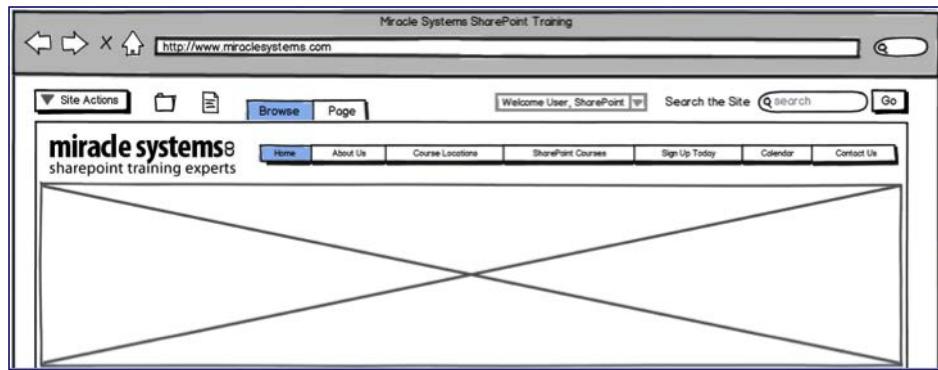


34. Drag a Button Bar to the right of the logo, and set the values to **Home**, **About Us**, **Course Locations**, **SharePoint Courses**, **Sign Up Today**, **Calendar**, and **Contact Us**.

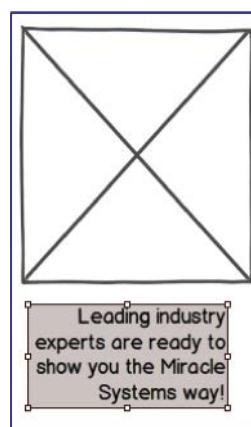


Hands-On Exercise 2.2: Balsamiq Wireframes (continued)

35. To fit the Button Bar inside the container, set the text size to **9** in the properties window.
36. Drag another image beneath the button bar, and manually resize it to span the width of the container at a height of 200px.

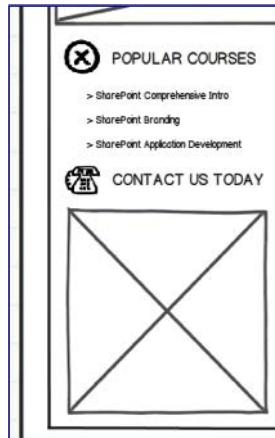


37. Beneath the previous image, aligned to the right of the container, add another image, sized to 180 x 200 pixels.
38. Add a Paragraph of Text object beneath the image, and set the copy to read: **Leading industry experts are ready to show you the Miracle Systems way!**
39. Use the properties window to set the type size to **16**, aligned right, then adjust the text to fit neatly under your image.



Hands-On Exercise 2.2: Balsamiq Wireframes (continued)

40. Add icons, labels, a list and an image placeholder to the left side of the page, similar to the image below.



41. Add a Breadcrumb Trail UI component to the center section of the page beneath the main image and set the values to **MSC**, **Home**.
42. Add a Text Label beneath that and set the copy to **RAPID SHAREPOINT EXPERTISE**. Use the properties window to set the type size to **16pt**.
43. Add a Paragraph of Text UI Object beneath the heading and type **Lorem**.
44. Resize the container to fit the width and show all the copy.
45. To create a duplicate, hold down the **<Alt>** key, then click and drag the container of text you just added.
46. Remove the last two sentences from the UI object.
47. Drag an image between your two **Lo****r****e****m** **I****p****s****u****m** paragraphs and double-click it.
48. As done previously, browse to `miraclesystemslargeblack.png`, click **Open**, then click **Load**.

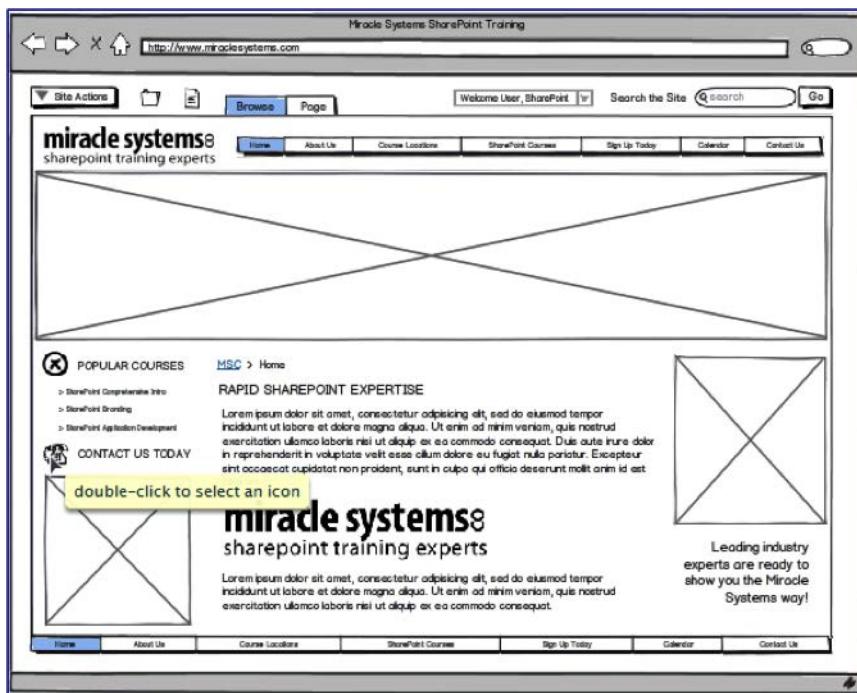


Hands-On Exercise 2.2: Balsamiq Wireframes (continued)

49. Adjust the position of your elements so they look like the screen below.



50. Hold down the `<Alt>` key, and drag a copy of your nav bar to the bottom of the container. Manually resize the width to span the entire container. Your final page mockup should look like the screen below:



Hands-On Exercise 2.2: Balsamiq Wireframes (continued)



Congratulations! The design team liked your design so much, they produced the visual design mockup below. You will later create a Master Page and Page Layouts to accomplish this design. Great work!

The wireframe shows a SharePoint homepage with the following elements:

- Header:** Site Actions, Welcome Innis, Richard, Search the site, Go.
- Logo:** miracle systems sharepoint training experts
- Banner:** A large banner featuring three people working on a computer, overlaid with a keyboard and the text "Experience SharePoint Training the Miracle Systems Way!"
- Navigation:** Home, About Us, Course Locations, SharePoint Courses, Sign Up Today, Calendar, Contact Us.
- Content Area:**
 - Popular Courses:** SharePoint Comprehensive Intro, SharePoint Branding, SharePoint Application Development.
 - Contact Us Today:** Operators are standing by!, with an image of a woman wearing a headset.
 - Middle Column:** RAPID SHAREPOINT EXPERTISE, Let us help your team gain the skills they need for SharePoint success!, with a paragraph of placeholder text (Lorem ipsum).
 - Right Column:** An image of two people smiling, with the text "Leading industry experts are ready to show you the Miracle Systems Way!"
 - Footer:** Home, About Us, Course Locations, SharePoint Courses, Sign Up Today, Calendar, Contact Us, © 2009 Miracle Systems Company, All Rights Reserved.



Create another page in Balsamiq to mock up a design for an iPhone or tablet. If you have Internet access, look to Learning Tree's website for ideas.



This is the end of the exercise.



1535-MA-40

© All rights reserved. Not to be reproduced without prior written consent.

Hands-On Exercise 3.1: Working With Sites in SharePoint Designer 2013

Objectives

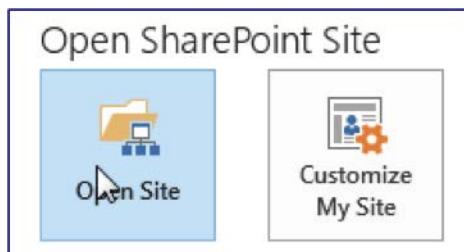
In this exercise, you will

- Open your site in SharePoint Designer 2013
- Edit site objects
- Edit site pages
- Build new pages



Connecting to a site in SharePoint Designer 2013

1. Open SharePoint Designer 2013 by clicking **Start | SharePoint Designer 2013**.
2. Click **Open Site** under the Open SharePoint Site heading.



3. Type the URL of your team site `http://mscserver/sites/team[#]teamsite` in the Site Name field.



Once you have opened this site, it will show in the Recent Sites so that you can click it without typing a URL.

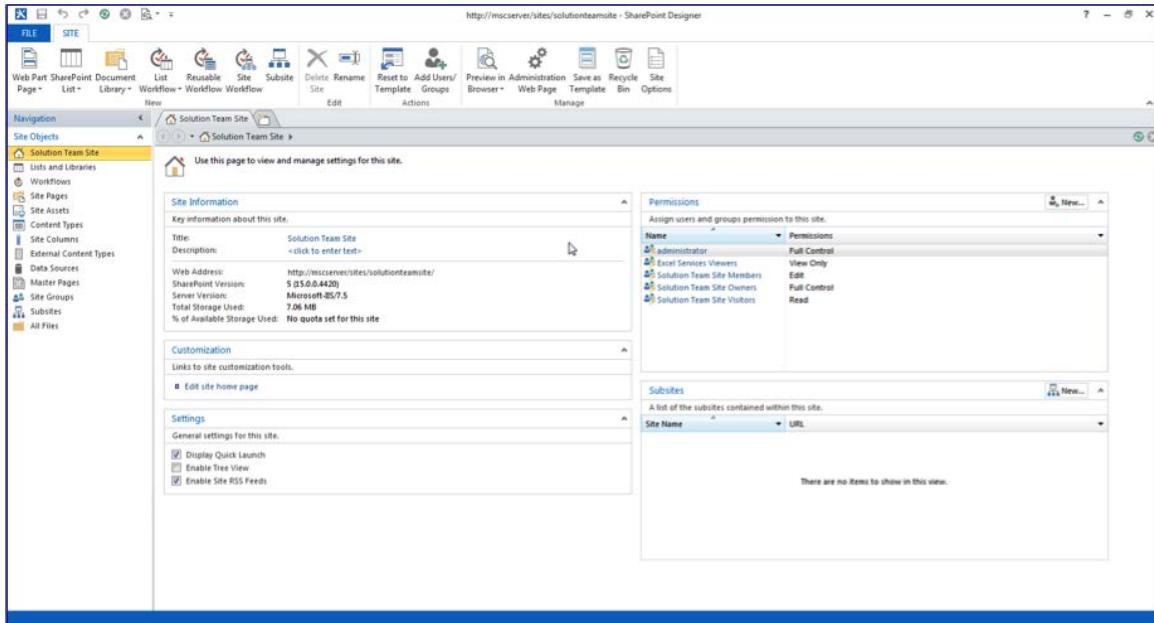


a. Which permission is required to edit a site in SharePoint Designer 2013?

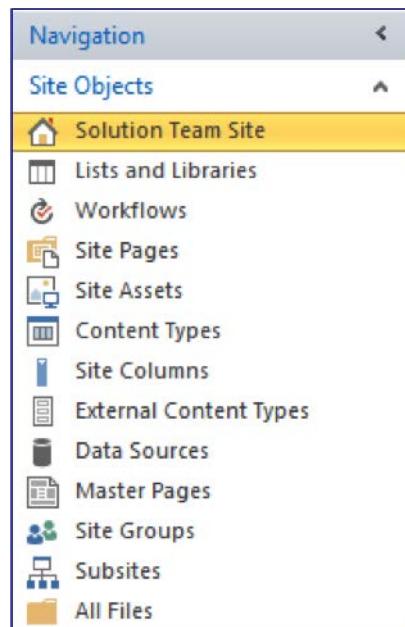
b. What do you suppose would happen if you tried to open the site with a lower permission level, such as Contribute?

Hands-On Exercise 3.1: Working With Sites in SharePoint Designer 2013 (continued)

4. Click Open.



5. Click through the Site Objects on the left one by one to review the options available for creating new items in your site.



Hands-On Exercise 3.1: Working With Sites in SharePoint Designer 2013 (continued)



Editing site objects

6. Click **Lists and Libraries** in the Site Objects panel and click **Courses**.



The Courses list could have easily been created in SharePoint Designer, and the following properties can be modified:

- *Columns*
- *Permissions*
- *Views*
- *Forms*
- *Workflows*

7. Click **Edit list columns**.

List Information

Key information about this list.

Name: Courses

Description: <click to enter text>

Web Address: /sites/solutionteamsite/Lists/Courses/AllItems.aspx

List ID: AEBCD800-43FB-4BAD-836B-0404EE8CC3A2

Last Modified: 7/14/2013 8:06 PM

Items: 4

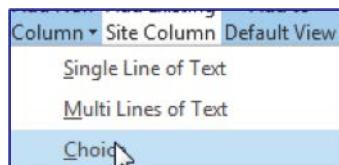
Customization

Links to list customization tools.

[Edit list columns](#)

[Permissions](#)

8. In the ribbon, click **Add New Column | Choice**.

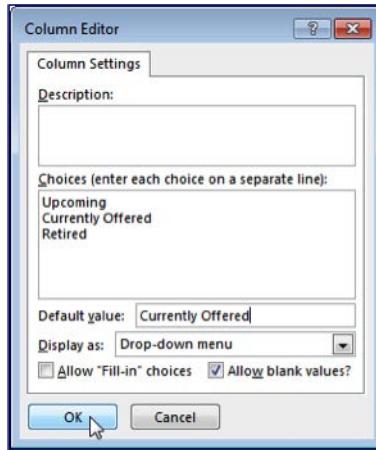


9. Change the choices to: **Upcoming**, **Currently Offered**, and **Retired** (entering each on a separate line).



Hands-On Exercise 3.1: Working With Sites in SharePoint Designer 2013 (continued)

10. Set the default value to **Currently Offered** and click **OK**.



11. Click the **New Column1** column name to rename it to **Course Status**.
12. Click **Save** in the Quick Access Toolbar at the top left of the screen to save your changes to the Courses list.



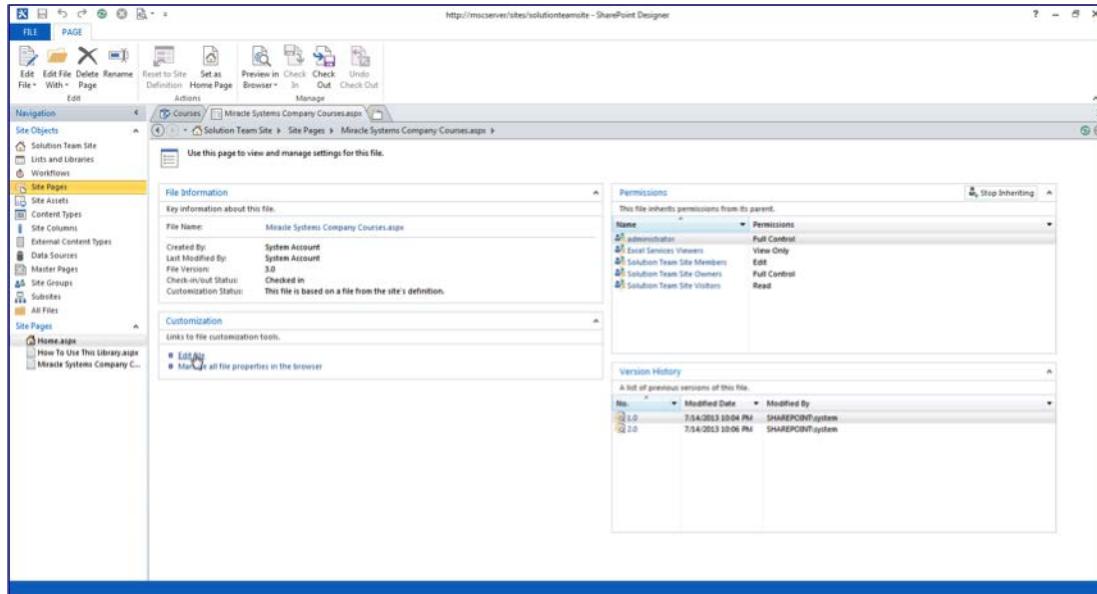
Editing site pages

13. Click **Site Pages** in the Site Objects panel.
14. Click [Miracle Systems Company Courses.aspx](#).



Hands-On Exercise 3.1: Working With Sites in SharePoint Designer 2013 (continued)

15. Review the file information, then click **Edit file**.



16. Take a moment to view the code of the page.



Notice that there is a good bit of text highlighted in yellow. These are areas of the page that are not editable because we are not editing in Advanced Mode. In Advanced Mode, all code will be editable.

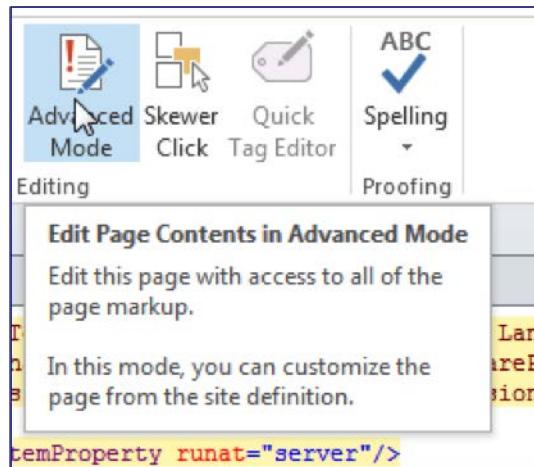
```
<#@ Assembly Name="Microsoft.SharePoint, Version=15.0.0.0, Culture=neutral, PublicKeyToken=71e9bce11e9429c7" #> <#@ Page Language="C#" Inherits="Microsoft.SharePoint.WebPartPages.WebPartPage" #>
<%@ Register Tagprefix="WebPartPages" Namespace="Microsoft.SharePoint.WebPartPages" Assembly="Microsoft.SharePoint, Version=15.0.0.0, Culture=neutral, PublicKeyToken=71e9bce11e9429c7" %>
<asp:Content ContentPlaceHolderId="PlaceHolderPageTitle" runat="server">
    <SharePoint:PageProperty Property="Title" runat="server" /> - <SharePoint:ListItemProperty runat="server" />
</asp:Content>
<asp:Content ContentPlaceHolderId="PlaceHolderPageImage" runat="server"><SharePoint:AlphaImage ID="onetidtpweb1" Src="/_layouts/15/images/wiki.png?rev=23" Width=145 Height=145>
<meta name="CollaborationServer" content="SharePoint Team Web Site" />
<SharePoint:ScriptBlock runat="server">
    var navBarHelpOverrideKey = "WSSTndUser";
</SharePoint:ScriptBlock>
<SharePoint:ResLink runat="server" />
</asp:Content>
<asp:Content ContentPlaceHolderId="PlaceHolderMiniConsole" runat="server">
<SharePoint:FormComponent TemplateName="WikiMiniConsole" ControlMode="Display" runat="server" id="WikiMiniConsole"/>
</asp:Content>
<asp:Content ContentPlaceHolderId="PlaceHolderLeftActions" runat="server">
<SharePoint:RecentChangesMenu runat="server" id="RecentChanges"/>
</asp:Content>
<asp:Content ContentPlaceHolderId="PlaceHolderMain" runat="server">
    <span id="wikiPageNameDisplay" style="display: none;" runat="server">
        <SharePoint:ListItemProperty runat="server" />
    </span>
    <span style="display:none;" id="wikiPageNameEdit" runat="server">
        <asp:TextBox id="wikiPageNameEditTextBox" runat="server" />
    </span>
<SharePoint:VersionedPlaceHolder UIVersion="4" runat="server">
    <SharePoint:SRibbonButton
        id="btnWikiEdit"
        RibbonCommand="Ribbon.WikiPageTab.EditAndCheckout.SaveEdit.Menu.SaveEdit.Edit"
        runat="server"
        Text="edit"/>
    <SharePoint:SRibbonButton
        id="btnWikiSave"
        RibbonCommand="Ribbon.WikiPageTab.EditAndCheckout.SaveEdit.Menu.SaveEdit.SaveAndStop"
        runat="server"
        Text="edit" />
    <SharePoint:SRibbonButton
        id="btnWikiRevert"
        RibbonCommand="Ribbon.WikiPageTab.EditAndCheckout.SaveEdit.Menu.SaveEdit.Revert" />

```



Hands-On Exercise 3.1: Working With Sites in SharePoint Designer 2013 (continued)

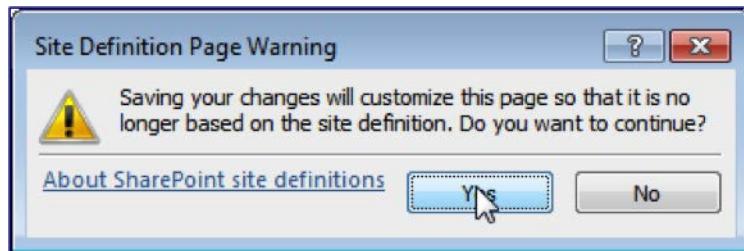
17. In the ribbon, in the Editing group, click **Advanced Mode**.



18. Scroll near line 45 and look for `<div class="ExternalClass . . .">`
19. Scroll to the right and look for the `<p>` tag where we added the description in the browser.

```
44
45<ta-multiline="true"><p>This is a change in SharePoint Designer. Lorem ipsum dolor sit amet, consectetur
46BCD800-43FB-4BAD-836B-0404EE8CC3A2" ListId="ae8cd800-43fb-4bad-836b-0404ee8cc3a2" PageSize="-1" UseSQLD
47
```

20. Make a change to the text.
21. From the Quick Access Toolbar, click **Save**.
22. In the Site Definition Page Warning dialog, click **Yes**.

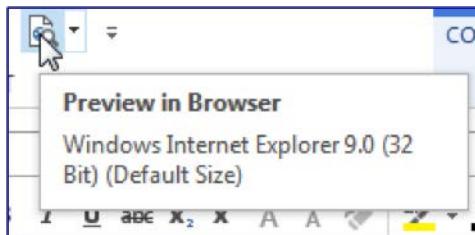


23. If you receive a warning that content in the embedded form field may be changed, click **Yes**.



Hands-On Exercise 3.1: Working With Sites in SharePoint Designer 2013 (continued)

24. In the ribbon, in the Preview section, click **Preview in Browser** to view your changes to the file.



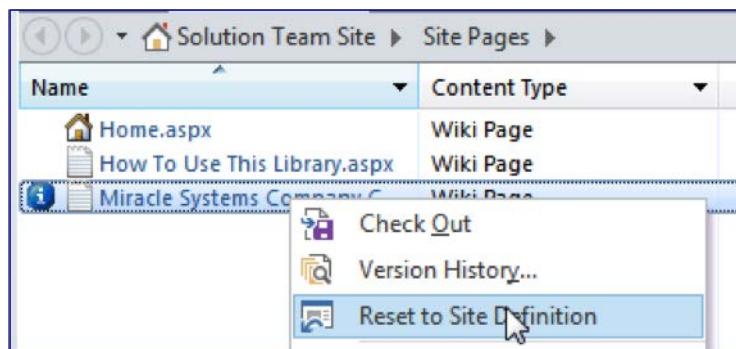
 Note that there is a warning message. This message is only displayed to you, as the editor of the page, or other administrators.

25. Close the page and return to SharePoint Designer 2013.
26. Close the page in SharePoint Designer by clicking the X in the grey document tab on the right.
27. Click **Site Pages** in the Site Objects panel and note that there is an "i" icon to the left of the Miracle Systems Company Courses page.



What does this indicate?

28. Right-click the document, and select **Reset to Site Definition**.



When you reset a page to its site definition, the "i" icon is removed, and an exact duplicate of the customized page with _copy(x) appended to the name is added to the Site Pages library.

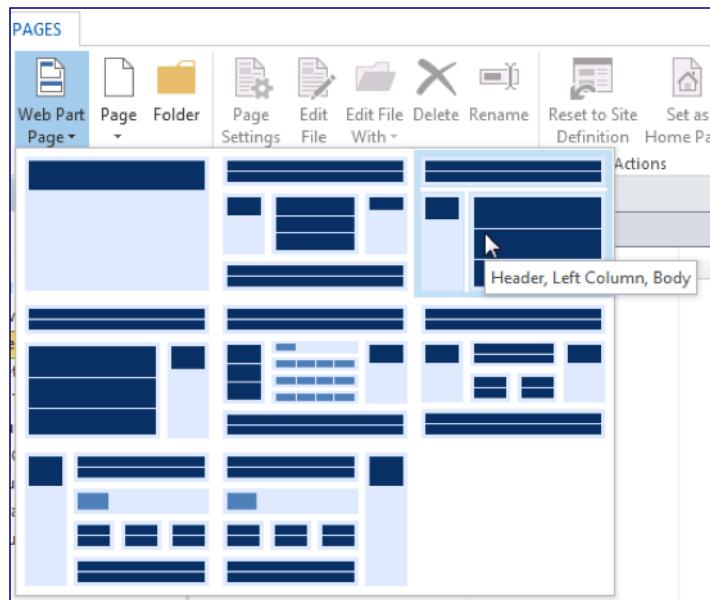
29. Click **Yes** in the Site Definition Page Warning dialog.

Hands-On Exercise 3.1: Working With Sites in SharePoint Designer 2013 (continued)



Building new pages

30. From the ribbon, click **Web Part Page** in the New section.
31. Roll over the various layouts (revealing their names), and choose **Header, Left Column, Body**.

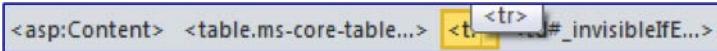


32. Name the page **WebPartPage_spd.aspx**.
33. Right-click the file, and select **Edit File in Advanced Mode**.
34. Review the code, then click **Preview in Browser** in the Preview section of the ribbon.
35. Click **Settings | Edit Page**.
36. Review the editing options, then return to SharePoint Designer.
37. Scroll to line 41, and click your cursor inside this line.



Hands-On Exercise 3.1: Working With Sites in SharePoint Designer 2013 (continued)

38. In the tag selector at the bottom of the screen, click the `<tr>` to the left of the selected `<td#invisibleIfE...>` as shown below to select the entire table row.



```
<asp:Content> <table.ms-core-table...> <tr> <td#_invisibleIfE...>
```

39. Click **Copy** in the Clipboard section of the ribbon.
40. Insert your cursor directly to the right of the `</tr>` tag on line 49, and press `<Enter>` to create a new line.
41. Click **Paste** in the Clipboard section of the ribbon.
42. Edit the code on your newly pasted line 52, replacing **Header** with **Footer** in the two instances highlighted below.



```
40      <tr>
41          <td id="__invisibleIfEmpty" name="__invisibleIfEmpty" colspan="2" valign="top" width="100%">
42              <WebPartPages:WebPartZone runat="server" Title="loc:Header" ID="Header" FrameType="TitleBarO
43          </tr>
44          <tr>
45              <td id="__invisibleIfEmpty" name="__invisibleIfEmpty" valign="top" height="100%">
46                  <WebPartPages:WebPartZone runat="server" Title="loc:LeftColumn" ID="LeftColumn" FrameType="I
47                      <td id="__invisibleIfEmpty" name="__invisibleIfEmpty" valign="top" height="100%" width="100%">
48                          <WebPartPages:WebPartZone runat="server" Title="loc:Body" ID="Body" FrameType="TitleBarOnly"
49          </tr>
50          <tr>
51              <td id="__invisibleIfEmpty" name="__invisibleIfEmpty" colspan="2" valign="top" width="100%">
52                  <WebPartPages:WebPartZone runat="server" Title="loc:Footer" ID="Footer" FrameType="TitleBarO
53          </tr>
```

43. Click **Save** in the Quick Access Toolbar, then click **Yes** in the Site Definition Page Warning dialog.
44. Click **Preview in Browser** in the Preview section of the ribbon.



Hands-On Exercise 3.1: Working With Sites in SharePoint Designer 2013 (continued)

45. Click **Settings | Edit Page** to preview your newly created Web Part zone.



46. Close the page (with or without saving changes) and return to SharePoint Designer.
47. Click **Site Pages** in Site Objects on the left, then from the ribbon, click **Page | ASPX** in the New section.
48. Rename the page **HelloWorld.aspx**.
49. Right-click the file, and select **Edit File in Advanced Mode**.
50. Insert your cursor to the right of `<form id="form1" runat="server">`. Press `<Enter>` to create a new line.
51. Type `<p` and notice that SharePoint Designer's IntelliSense offers choices for tags.
52. Type `> .` SharePoint Designer should complete the tag as `<p></p>`.
53. Type **Hello World!** inside the paragraph.
54. Click **Preview in Browser** in the Preview section of the ribbon, and click **Yes** to save your changes.

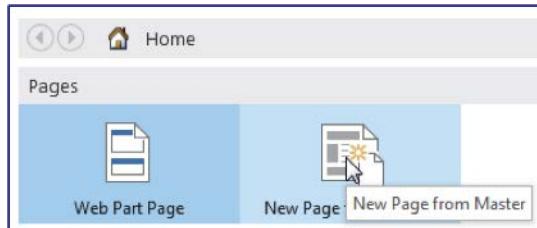


A bit simple, perhaps. But SharePoint Designer can act as an HTML code editor that can create new .aspx pages in a SharePoint 2013 site.

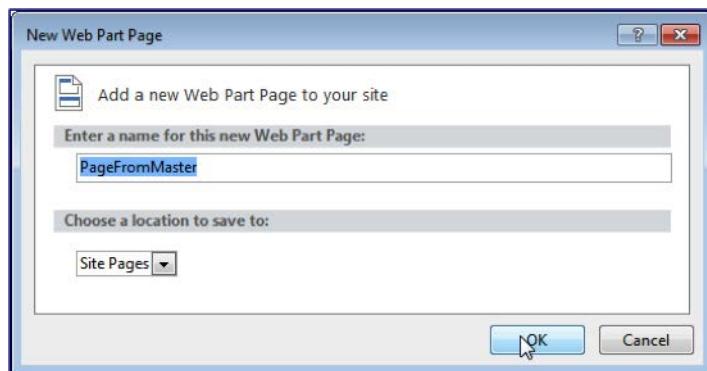


Hands-On Exercise 3.1: Working With Sites in SharePoint Designer 2013 (continued)

55. Click **File**, then click **New Page from Master** in the Pages section of the Add Item area of the Backstage.



56. Click **seattle.master (Default)**, then click **Create**.
57. Name the page **PageFromMaster** and click **OK** in the New Web Part Page dialog, then click **Yes** in the warning dialog.



58. Click **Preview in Browser** from the Preview section of the ribbon.



Just as when we previously created a new Web Part page, the Master Page is used, and the page has SharePoint functionality, unlike a new .aspx page. However, there are no editable areas and we would need to add Web Part zones to offer true SharePoint page editing functionality.



Congratulations! You have connected to a site in SharePoint Designer 2013, edited a list and edited a page, reset it to its site definition, and created several new pages.



Hands-On Exercise 3.1: Working With Sites in SharePoint Designer 2013 (continued)



- Continue making more adjustments to our courses page.
- Create a new page.
- Create a new list.
- Create a new library.



This is the end of the exercise.



Hands-On Exercise 3.2: Working With Pages in Adobe Dreamweaver CS6

Objectives

In this exercise, you will

- Create new pages
- Create new fluid grid layout
- Connect Dreamweaver to a folder



Opening Dreamweaver and creating new pages

1. Click **Start | Adobe Dreamweaver CS6** to launch Dreamweaver.
2. If presented with a dialog for default file type editing, click **OK**.
3. Click **HTML** in the Create New section of the Welcome screen.



4. Type two lines of text as follows, pressing <Enter> after each:

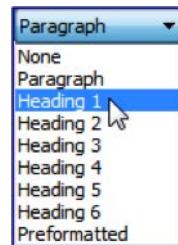
This is a Heading
This is a paragraph

5. Select the line that reads **This is a Heading**.

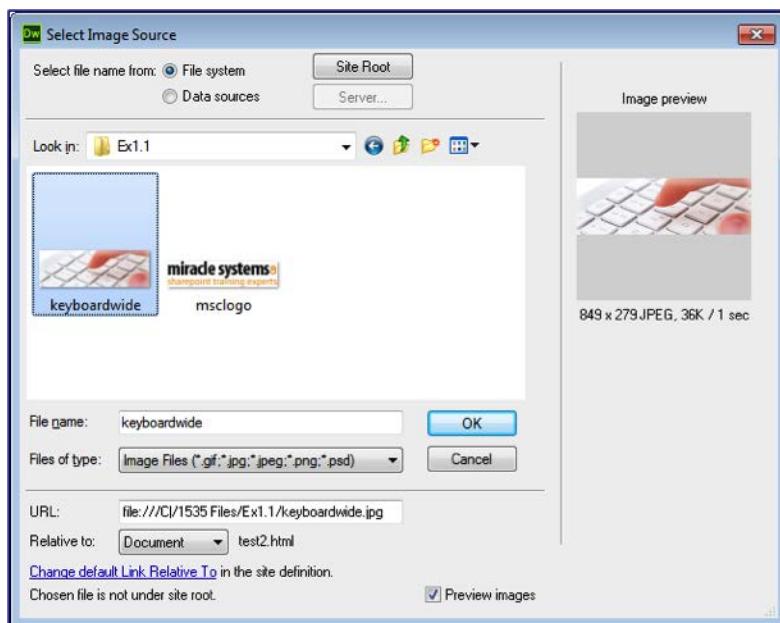


Hands-On Exercise 3.2: Working With Pages in Adobe Dreamweaver CS6 (continued)

6. In the Properties panel at the bottom of the screen, select **Paragraph** in the Format field and change it to **Heading 1**.



7. Click **File | Save**, then navigate to 1535 Files\Ex3.2.
8. Name the file test.html and click **Save**.
9. Insert your cursor beneath the paragraph, and select **Insert | Image**.
10. Navigate to 1535 Files\Ex1.2, select keyboardwide, and click **OK**.



Hands-On Exercise 3.2: Working With Pages in Adobe Dreamweaver CS6 (continued)

11. Type Alternate text of **Hands on Keyboard** and click **OK**.

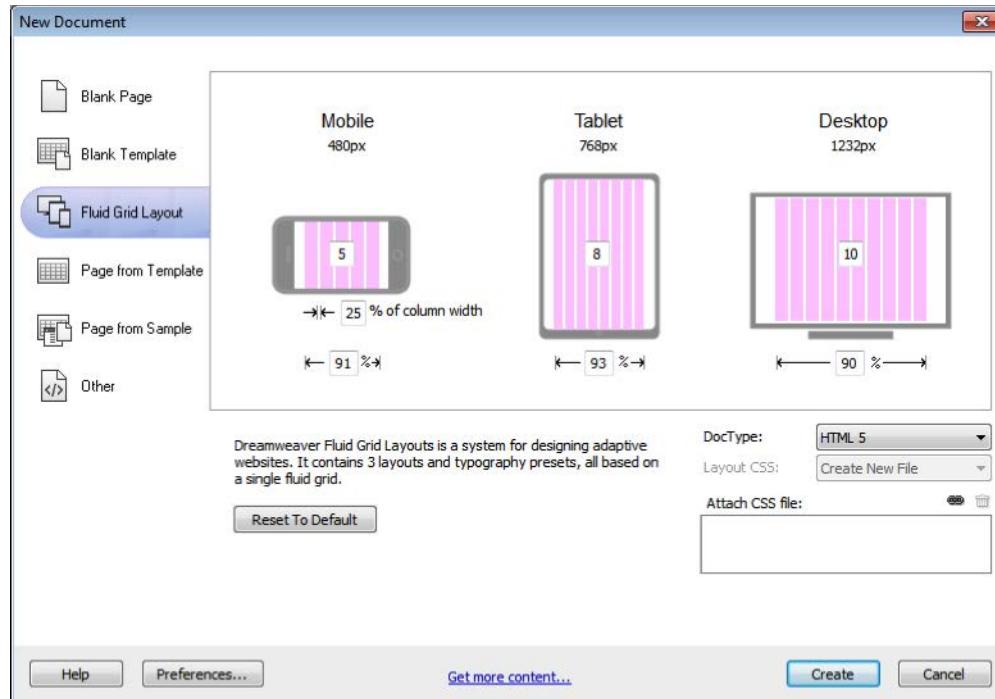


12. In the top left corner of the screen, click **Split** to change the page view.
13. Click **File | Save** to save your changes.



Creating new fluid grid layouts

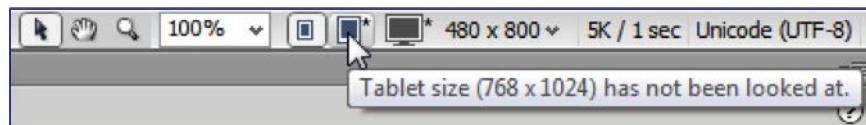
14. Click **File | NewFluid Grid Layout** and click **Create**.



Hands-On Exercise 3.2: Working With Pages in Adobe Dreamweaver CS6 (continued)

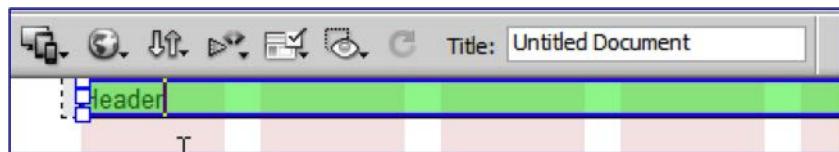
15. In the Save Style Sheet File As dialog, leave the "Save in location" set to Ex3 . 2, name the file **styles**, and click **Save**.

16. In the bottom right corner of the screen, click the **Tablet** icon.



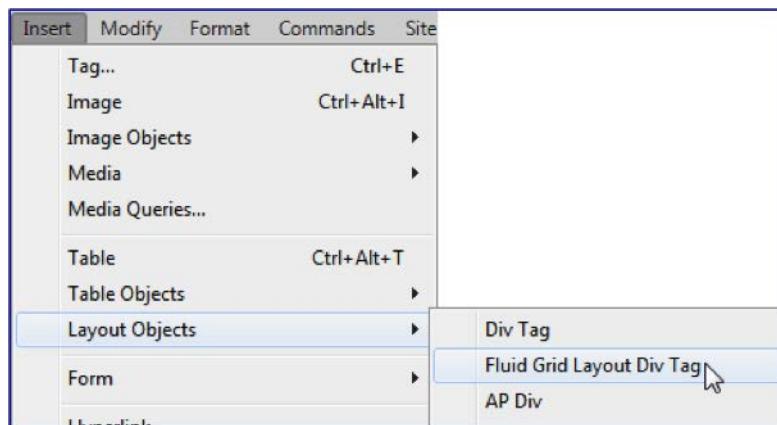
17. Click **768x1024**, then try out some of the other preview sizes available, finally selecting **1000x620**.

18. Select the text in the green div and type **Header**.



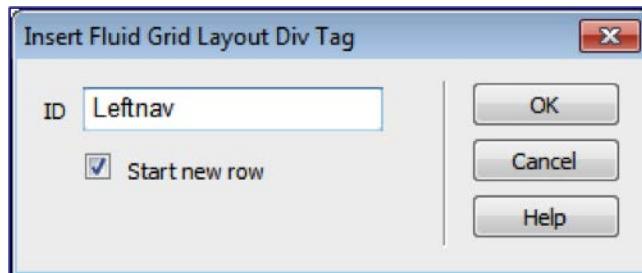
19. Click your cursor directly to the right of the green Header div.

20. Select **Insert | Layout Objects | Fluid Grid Layout Div Tag**.



Hands-On Exercise 3.2: Working With Pages in Adobe Dreamweaver CS6 (continued)

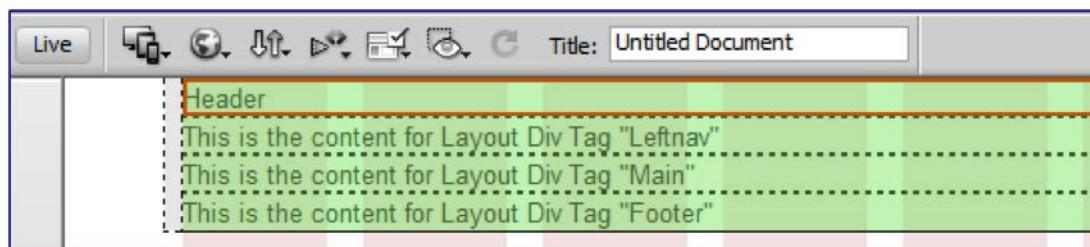
21. In the Insert Fluid Grid Layout Div Tag dialog, name the div **Leftnav**, then click **OK**.



22. Repeat the above two steps to add two more divs, one called Main, and one called Footer.



Your screen should look like the screenshot below.



23. Click your cursor inside the Leftnav div. Click the far right control point, and drag it so that the Leftnav takes up the width of the first two columns.
24. Insert your cursor inside the Main div, and resize it to take up the width of the first eight columns.

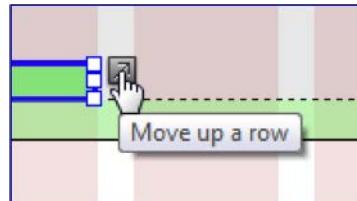


Your page should look like the screenshot below.



Hands-On Exercise 3.2: Working With Pages in Adobe Dreamweaver CS6 (continued)

25. Click the arrow in the top right corner of the Main div that says Move up a row.



26. Click through the Tablet and Mobile sizes in the bottom right.
27. Make sure you are in Split view, and examine the code.
28. In the top left corner of the screen, click `styles.css*` to review the cascading style sheets syntax, then return to the source code.

```
1 @charset "utf-8";
2 /* Simple fluid media
3  Note: Fluid media requires that you remove
4  the media's height and width attributes from
5  the HTML
6
7  http://www.alistapart.com/articles/fluid-images
8 */
9 img, object, embed, video {
10   max-width: 100%;
11 }
12 /* IE 6 does not support max-width so default
13 to width 100% */
14 .ie6 img {
15   width:100%;
16 }
17 /*
18  Dreamweaver Fluid Grid Properties
19 -----
20  dw-num-cols-mobile:      5;
21  dw-num-cols-tablet:      8;
22  dw-num-cols-desktop:     10;
23  dw-gutter-percentage:   25;
```

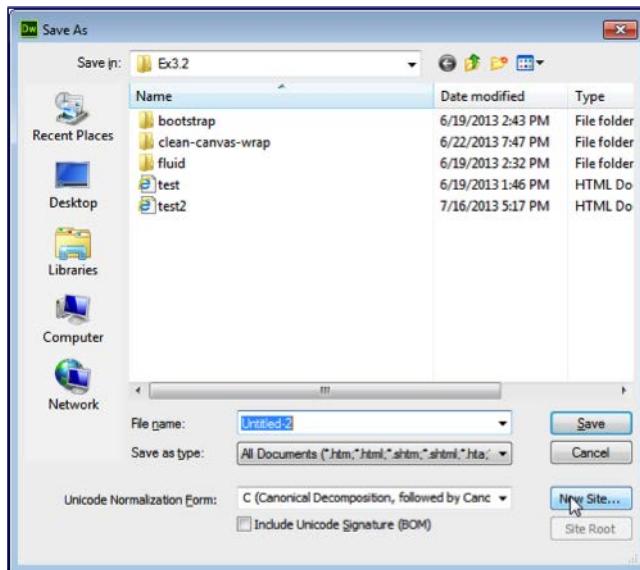


The Fluid Grid Layouts provide a quick way to design in HTML/CSS visually, and they also support different devices. We will work with CSS more in depth later and will review SharePoint's device channels feature, which is used to support multiple devices.

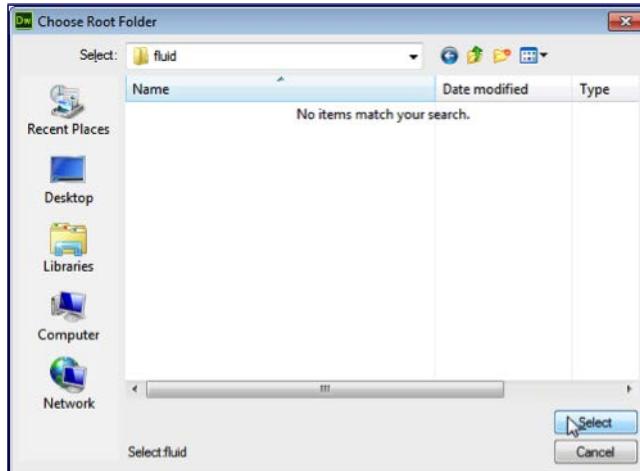


Hands-On Exercise 3.2: Working With Pages in Adobe Dreamweaver CS6 (continued)

29. Click **File | Save All**, then click **New Site...** in the bottom right corner of the Save As dialog.

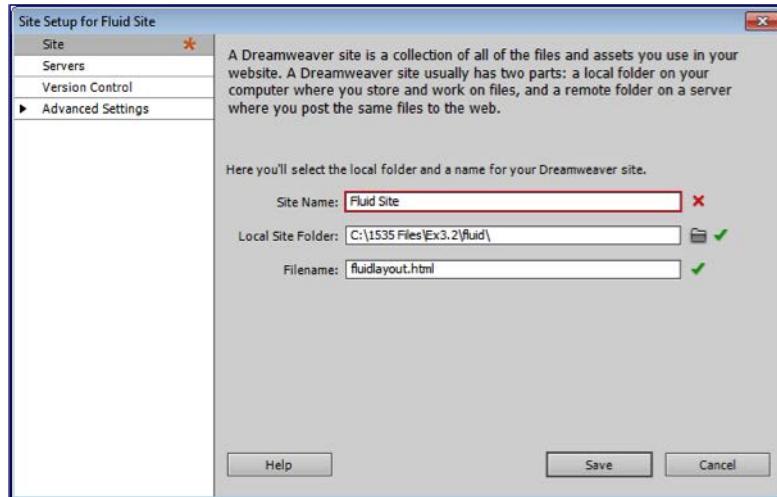


30. Name the site **Fluid Site**. Click the Browse icon next to Local Site Folder, navigate to **1535 Files\Ex3.2**, and click the **New Folder** icon in the top right of the Choose Root Folder dialog.
31. Name the folder **fluid**, click **Open**, and click **Select**.

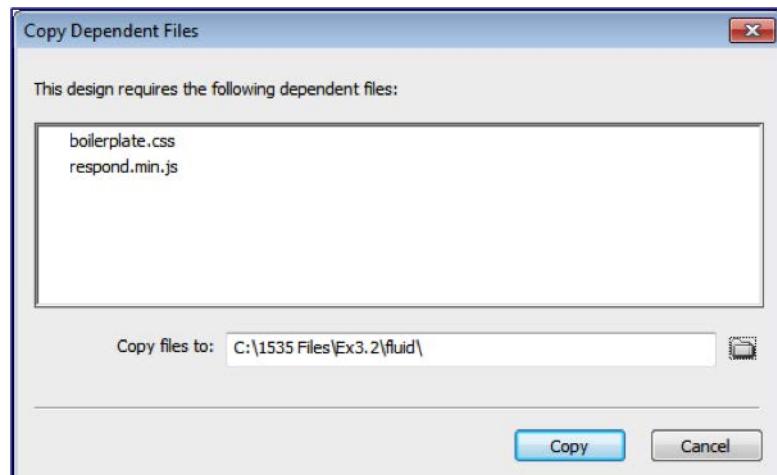


Hands-On Exercise 3.2: Working With Pages in Adobe Dreamweaver CS6 (continued)

32. Set the filename to **fluidlayout.html**, then click **Save**.

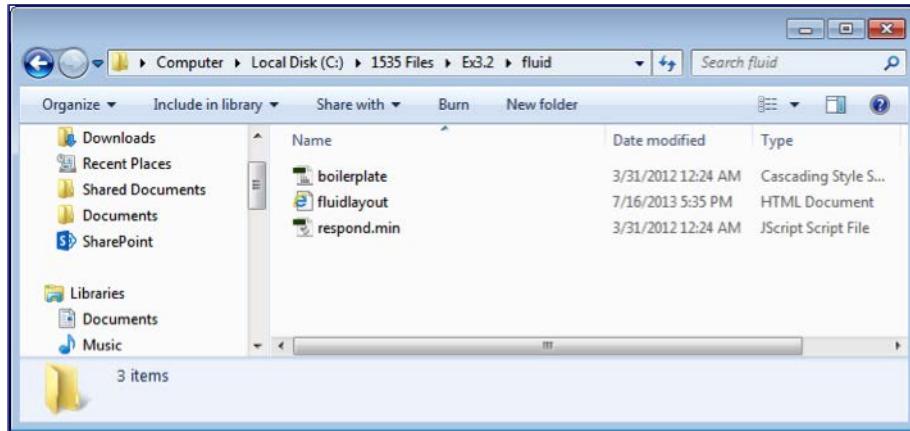


33. In the Copy Dependent Files dialog, click **Copy**.



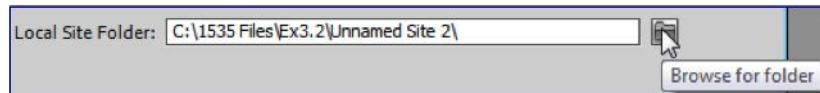
Hands-On Exercise 3.2: Working With Pages in Adobe Dreamweaver CS6 (continued)

34. Browse to your new folder in Windows Explorer to examine the files created.



Creating a new site from existing HTML

35. Return to Dreamweaver, and from the main menu, select **File | Close All**.
36. From the main menu, select **Site | New Site**.
37. Name the site **Bootstrap**, then click the **Browse** button next to Local Site Folder.

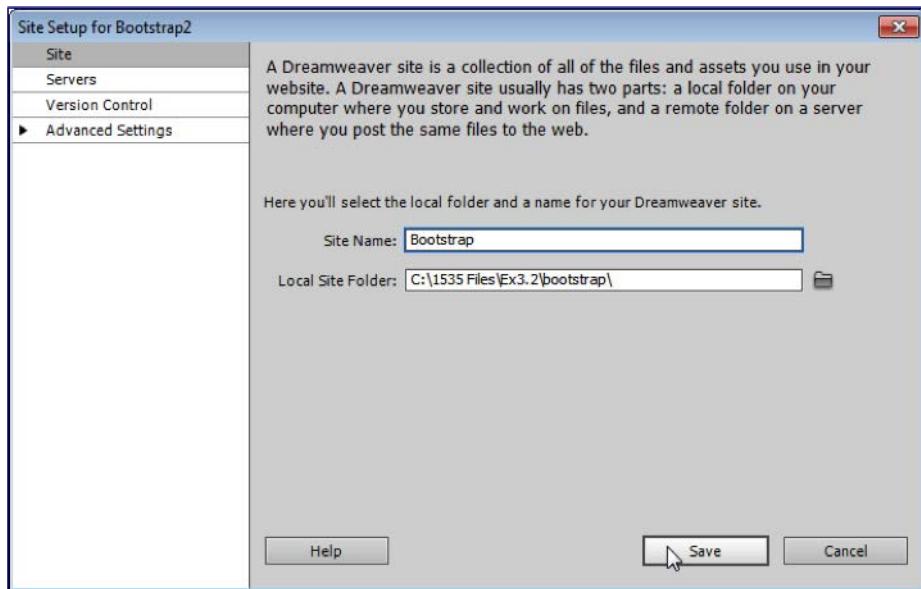


38. Double-click the **Bootstrap** folder to open it, then click **Select**.



Hands-On Exercise 3.2: Working With Pages in Adobe Dreamweaver CS6 (continued)

39. Ensure that your Site Setup for Bootstrap dialog appears as below, then click **Save**.



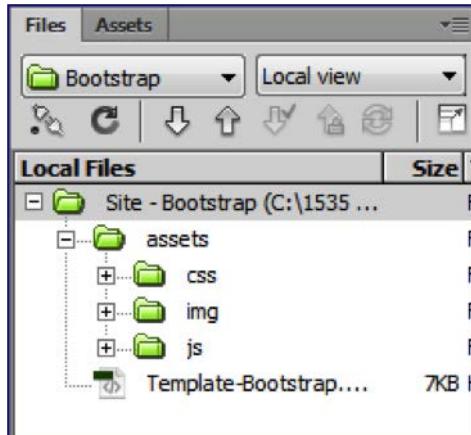
We will assume that we have existing HTML files to work with. The author has downloaded sample files from the Twitter Bootstrap site, an open source project offering an HTML/CSS layout using a 12-column layout. While not supported in the Design view in the same way as the layouts used previously, Bootstrap is powerful, flexible, and widely used.

40. Click your cursor just above the Files window in the bottom right and drag upward to resize this window to see more of the File assets.

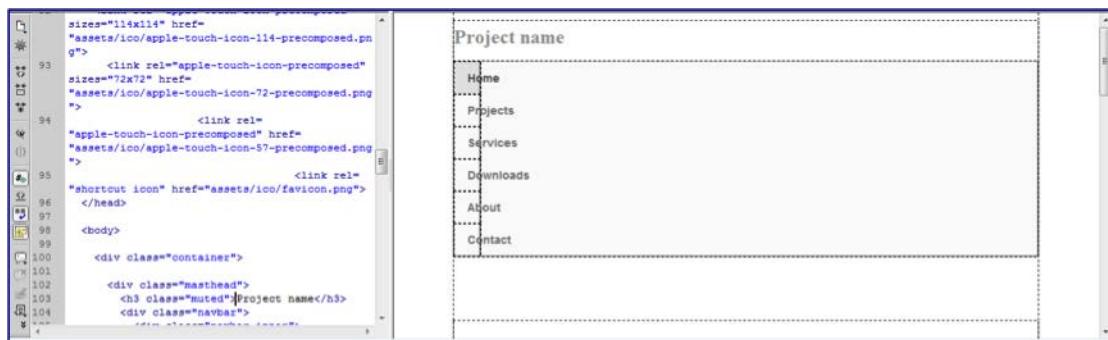


Hands-On Exercise 3.2: Working With Pages in Adobe Dreamweaver CS6 (continued)

41. Click the + icon to the left of assets to expand this folder.



42. Double-click the Template-Bootstrap.html file to open it for editing.



43. Review the design and the HTML code, then select **File | Preview in Browser | IEExplore**.
44. If Internet Explorer doesn't appear, click the blinking icon to preview in the browser.



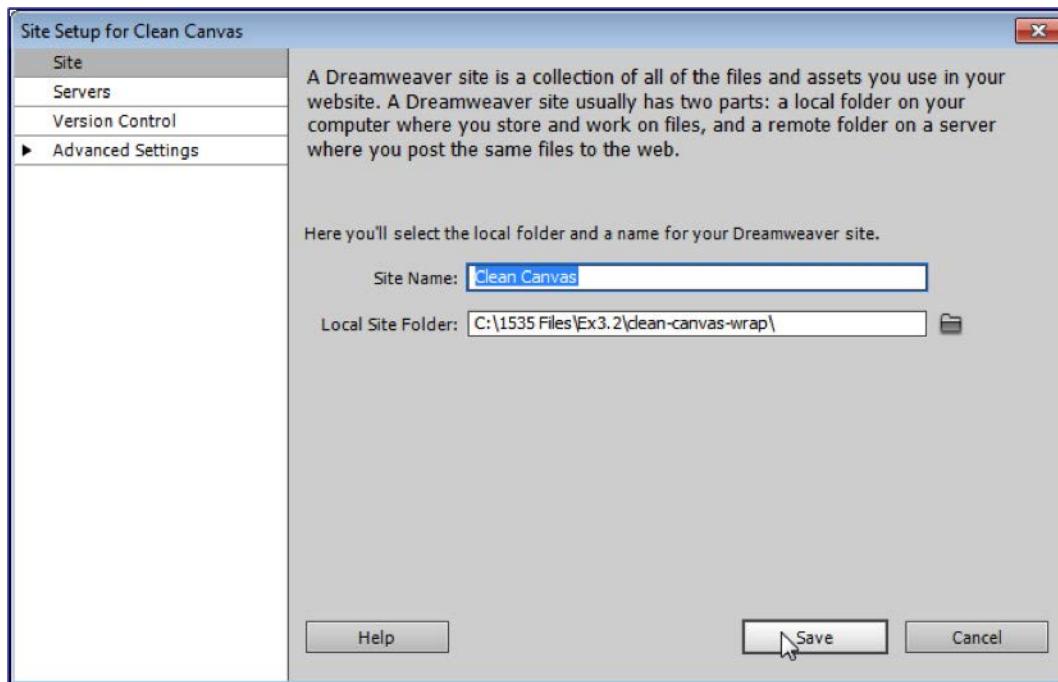
While the design doesn't render perfectly in Dreamweaver, we can still make many changes visually rather than working exclusively in Code view as in SharePoint Designer 2013.

45. Return to Dreamweaver and from the main menu, select **File | Close All**.
46. From the main menu, select **Site | New Site**.



Hands-On Exercise 3.2: Working With Pages in Adobe Dreamweaver CS6 (continued)

47. Name the site **Clean Canvas**, then click the **Browse** button next to Local Site Folder.
48. Double-click the `clean-canvas-wrap` folder to open it, then click **Select**.
49. Ensure that your Site Setup for Clean Canvas dialog appears as below, then click **Save**.

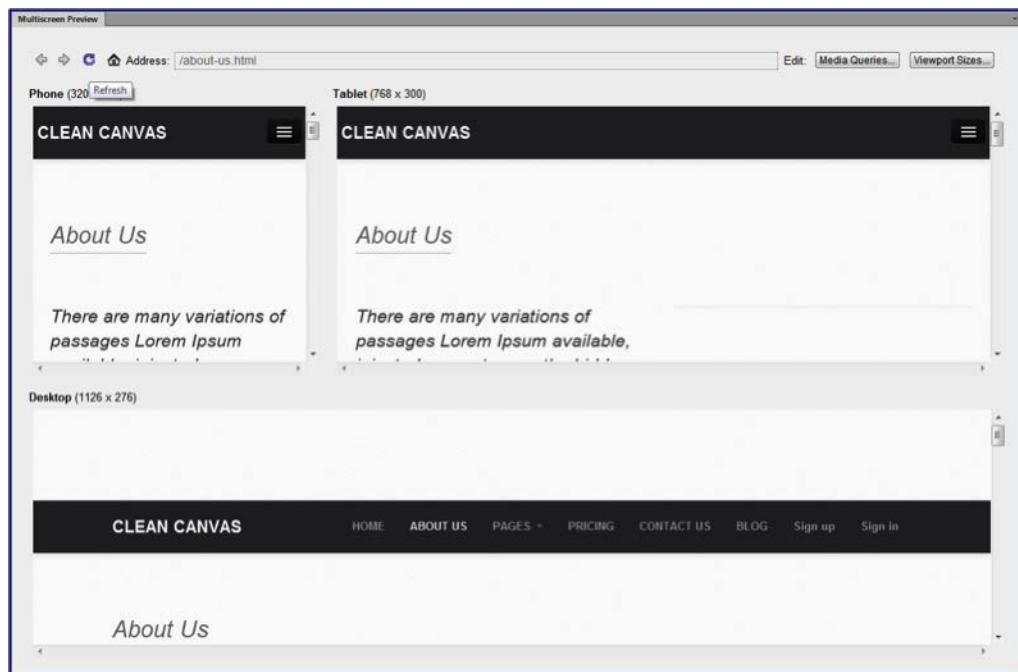


50. Double-click `about-us.html` to open it for editing, then review the code.



Hands-On Exercise 3.2: Working With Pages in Adobe Dreamweaver CS6 (continued)

51. Click **File | Multiscreen Preview** to see how the file looks in different rendering sizes.



Another Twitter Bootstrap file is available at Wrap Bootstrap (<http://www.wrapbootstrap.com>).

52. Close the Multiscreen Preview and select **File | Preview in Browser | Firefox** for a more accurate browser preview.



Congratulations! You have edited pages in Adobe Dreamweaver CS6, created new Fluid Grid Layout pages, and connected to two Bootstrap files containing completed HTML/CSS templates.



Hands-On Exercise 3.2: Working With Pages in Adobe Dreamweaver CS6 (continued)



- In Windows Explorer, create a duplicate of one of the site folders we just worked with.
- Create a new site for your new folder.
- Try to make some edits in design or code in the HTML.
- If you've worked with CSS before, try making some CSS changes.



This is the end of the exercise.



Hands-On Exercise 4.1: Browser-Based Branding in a SharePoint 2013 Team Site

Objectives

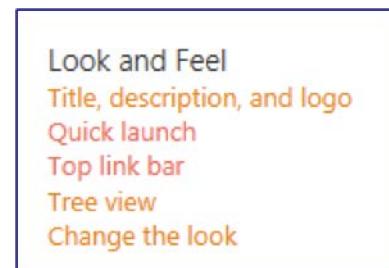
In this exercise, you will

- Review branding options in a collaboration site template
- Examine galleries for themes and composed looks
- Enable publishing features to activate Design Manager for more options



Reviewing limited branding options in a SharePoint 2013 team site

1. Launch Internet Explorer and open your team site, mscserver/sites/team[#]teamsite
2. Click **Settings | Site Settings**.
3. Notice that the options in Look and Feel are very similar to a team site in SharePoint 2010:



4. Open a new tab in Internet Explorer by clicking **New Tab** to the right of your open tab or <Ctrl><T>.
5. Open your publishing site, mscserver/sites/team[#]pubsite
6. Click **Settings | Site Settings**.



Hands-On Exercise 4.1: **Browser-Based Branding in a SharePoint 2013 Team Site** **(continued)**

7. Notice than the options in Look and Feel are quite different:

Look and Feel
Design Manager
Master page
Page layouts and site templates
Welcome Page
Title, description, and logo
Device Channels
Tree view
Change the look
Import Design Package
Navigation
Image Renditions

8. Return to the Team Site tab, click **Change the look**, and review the options that we worked with in Exercise 1.1.



What makes up a look in "Change the look?"

9. Click the **Back** button on your browser to return to the Site Settings page.



Hands-On Exercise 4.1: Browser-Based Branding in a SharePoint 2013 Team Site (continued)



Examining designer galleries

10. Click **Composed Looks** in the Web Designer Galleries section.

Composed Looks

[+ new item or edit this list](#)

All Items	Name	Master Page URL	Theme URL	Image URL	Font Scheme URL
Orange	/sites/solutionteamsite/_catalogs/masterpage/seattle.master	/sites/solutionteamsite/_catalogs/theme/15/palette015.spcolor			
Sea Monster	/sites/solutionteamsite/_catalogs/masterpage/oslo.master	/sites/solutionteamsite/_catalogs/theme/15/palette005.spcolor	/layouts/15/images/image_bg005.jpg		/sites/solutionteamsite/_catalogs/theme/15/palette005.spcolor
Green	/sites/solutionteamsite/_catalogs/masterpage/seattle.master	/sites/solutionteamsite/_catalogs/theme/15/palette013.spcolor			
Lime	/sites/solutionteamsite/_catalogs/masterpage/seattle.master	/sites/solutionteamsite/_catalogs/theme/15/palette026.spcolor			
Nature	/sites/solutionteamsite/_catalogs/masterpage/seattle.master	/sites/solutionteamsite/_catalogs/theme/15/palette006.spcolor	/layouts/15/images/image_bg006.jpg		/sites/solutionteamsite/_catalogs/theme/15/palette006.spcolor
Blossom	/sites/solutionteamsite/_catalogs/masterpage/seattle.master	/sites/solutionteamsite/_catalogs/theme/15/palette002.spcolor	/layouts/15/images/image_bg002.jpg		
Sketch	/sites/solutionteamsite/_catalogs/masterpage/oslo.master	/sites/solutionteamsite/_catalogs/theme/15/palette008.spcolor	/layouts/15/images/image_bg008.jpg		/sites/solutionteamsite/_catalogs/theme/15/palette008.spcolor
City	/sites/solutionteamsite/_catalogs/masterpage/seattle.master	/sites/solutionteamsite/_catalogs/theme/15/palette004.spcolor	/layouts/15/images/image_bg004.jpg		
Orbit	/sites/solutionteamsite/_catalogs/masterpage/seattle.master	/sites/solutionteamsite/_catalogs/theme/15/palette009.spcolor	/layouts/15/images/image_bg009.jpg		
Grey	/sites/solutionteamsite/_catalogs/masterpage/seattle.master	/sites/solutionteamsite/_catalogs/theme/15/palette032.spcolor			
Characters	/sites/solutionteamsite/_catalogs/masterpage/seattle.master	/sites/solutionteamsite/_catalogs/theme/15/palette007.spcolor	/layouts/15/images/image_bg007.jpg		/sites/solutionteamsite/_catalogs/theme/15/palette007.spcolor
Office	/sites/solutionteamsite/_catalogs/masterpage/seattle.master	/sites/solutionteamsite/_catalogs/theme/15/palette001.spcolor			



Look familiar?

Yes No



So what makes up a Composed Look?

11. Click the checkmark icon to the left of one of the Composed Looks to select it.

Green /sites/solutionteamsite/_catalogs/masterpage/seattle.master



Hands-On Exercise 4.1: Browser-Based Branding in a SharePoint 2013 Team Site (continued)

12. On the ribbon, click the **Items** tab, then click **Edit Item** in the Manage section.

Title *	Green
Name *	Green
Master Page URL	Type the Web address: (Click here to test) http://mscserver/sites/solutionteamsite/_catalogs/masterpage/seattle.master Type the description: /sites/solutionteamsite/_catalogs/masterpage/seattle.master
Theme URL	Type the Web address: (Click here to test) http://mscserver/sites/solutionteamsite/_catalogs/theme/15/palette013.aspx Type the description: /sites/solutionteamsite/_catalogs/theme/15/palette013.spcolor
Image URL	Type the Web address: (Click here to test) http:// Type the description:
Font Scheme URL	Type the Web address: (Click here to test) http:// Type the description:
Display Order	30
Created at 7/14/2013 7:29 PM by <input type="checkbox"/> System Account	
Last modified at 7/14/2013 7:29 PM by <input type="checkbox"/> System Account	
<input type="button" value="Save"/> <input type="button" value="Cancel"/>	



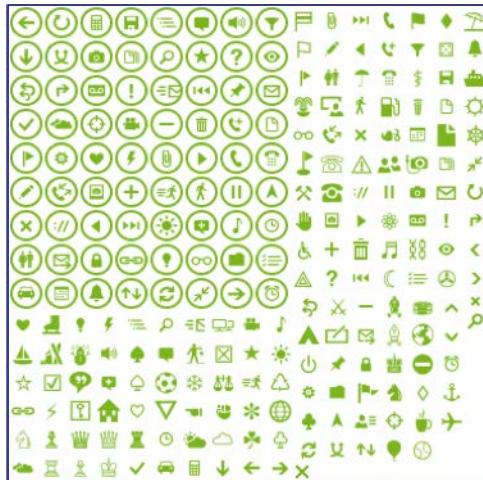
As you can see, a *Composed Look* consists of a *Master Page*, a *Theme*, and optionally an *Image URL*, a *Font Scheme URL*, a *title*, and a *name*. *Composed Looks* by default are the extent of branding options out of the box in a team site.

13. Click Back in the Browser twice, to return to Site Settings, or select **Settings | Site Settings**.
14. Click **Themes** in the Web Designer Galleries section, then click **Themed**.
15. Click any of the names of the folders to open the contents; these correspond to the Composed Look customizations that you made in Exercise 1.1.



Hands-On Exercise 4.1: Browser-Based Branding in a SharePoint 2013 Team Site (continued)

16. Click **accsvcthemed-accent-#####** to view this image.



When changes are made in Composed Looks, SharePoint must match the color schemes you have chosen to an image. The images stored in the Themed area of SharePoint are re-rendered each time a new Composed Look is altered. You may remember a slight delay after you chose your Composed Look and accepted it. This was the images being rendered into the theme. We will create a Composed Look and work with themes later in the course.

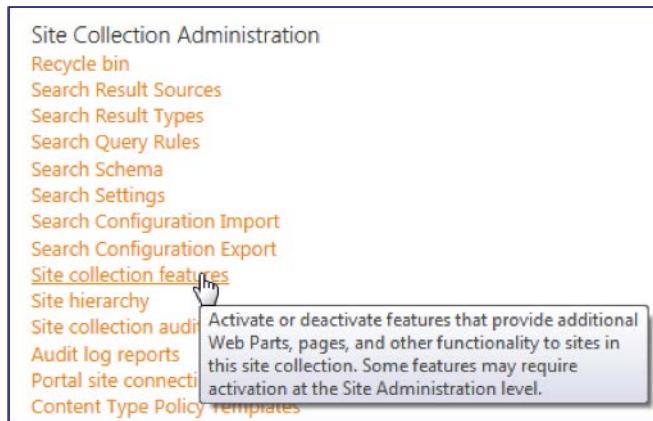


Enabling the Design Manager in a team site

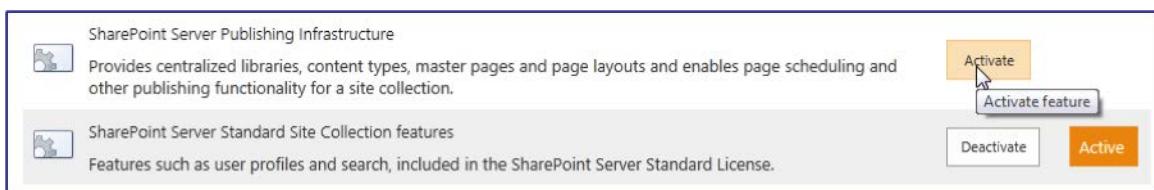
17. Click **Back** in the browser four times to return to the Site Settings page.

Hands-On Exercise 4.1: Browser-Based Branding in a SharePoint 2013 Team Site (continued)

18. Click **Site Collection Features** in the Site Collection Administration section.



19. Scroll down, and click **Activate** for the SharePoint Server Publishing Infrastructure feature.



Be patient. This feature takes a moment to activate.

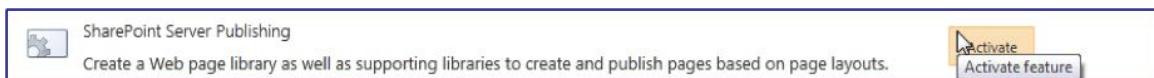
20. Click **Settings | Site Settings**.



Do not click any options yet, but notice that there are several additional options that were not previously available in the Look and Feel category, including Design Manager, Device Channels, Navigation, etc.

21. Click **Manage Site Features** in the Site Actions section.

22. Scroll down and click **Activate** for the SharePoint Server Publishing feature.

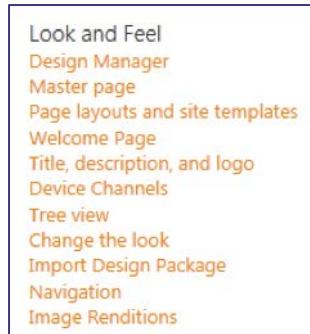


23. Click **Settings**. Notice that Design Manager is now available here.



Hands-On Exercise 4.1: Browser-Based Branding in a SharePoint 2013 Team Site (continued)

24. Click **Settings | Site settings**.



Notice any other new items?

25. Click **Home** in the Quick Launch to return to the home page.



The Design Manager is an enterprise feature. However, we can enable site collection features and site features to gain the same functionality in a collaboration template such as a team site.



Congratulations! You have examined branding features in a collaboration site template. You have also activated the site collection features and site features necessary to enable the Design Manager and more in a collaboration site.



Look through any of the new settings available in Look and Feel. We will review many of these features in upcoming exercises.



This is the end of the exercise.



1535-MA-74

© All rights reserved. Not to be reproduced without prior written consent.

Hands-On Exercise 4.2: Working With the Design Manager in a Publishing Site

Objectives

In this exercise, you will

- Examine functionality available in the Design Manager
- Map the publishing site as a network drive



Examining Design Manager options

1. From Internet Explorer, navigate to your department's publishing site, mscserver/sites/team[#]pubsite
2. Click **Settings | Site Settings**.
3. Click **Design Manager** under Look and Feel.



The Welcome screen provides a few options. At the end of this course, we will create a design package that will allow you to easily distribute a brand. You can also "pick a pre-installed look."

4. Click **Pick a pre-installed look**.

Design Manager: Welcome

The Design Manager helps you create your own site design in SharePoint. [Learn how SharePoint sites work](#)

If you aren't creating your own design, you may instead want to choose from one of the following options:

- Import a complete design package
- Pick a pre-installed look



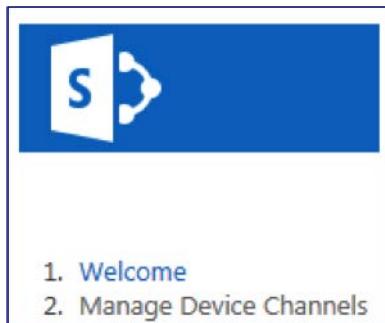
This should look familiar. Note that although publishing sites have much additional functionality, Composed Looks is the same with no additional "looks" available.

5. Close the Change the look tab to return to the Design Manager: Welcome tab.



Hands-On Exercise 4.2: Working With the Design Manager in a Publishing Site (continued)

6. Click **Manage Device Channels** on the left.



7. Click **Create a channel**.



We will not realize the power of a device channel until we have a custom master page to associate with it. Note that the device channel itself is largely just metadata, similar to a SharePoint list. We will lay the groundwork by creating a channel now, but we will not be able to harness its power until we have associated a custom master page with the device channel.

8. Add a new item with the following information:

Name: **Internet Explorer 10**

Alias: **IE10**

Description: **This is a test channel for IE10.**

Device Rules: **Mozilla/5.0 (compatible; WindowsNT 6.2; WOW64; Trident/6.0)**

Active: **Unchecked**



Hands-On Exercise 4.2: Working With the Design Manager in a Publishing Site (continued)

Device Channels - New Item

EDIT

Save Cancel Paste Cut Copy Spelling

Commit Clipboard Spelling

Name * The name used by authors and others to identify this channel

Alias * Pick a word to identify this channel in code, Device Channel panels, previews and other contexts. Warning: If you later change the channel alias, you will have to manually update Master Page mappings, Device Channel panels, and any custom code or markup.

Description

A quick description of the Device Channel

Device Inclusion Rules *

Specify one or more user agent substrings (for example: Windows Phone OS), placing each substring on its own line. When the user agent string of a

9. Click **Save** to save the new channel.



We will use this and create more channels later.

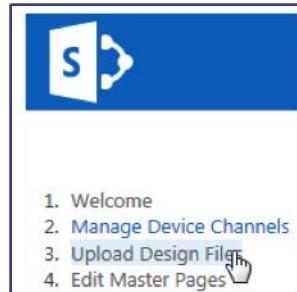


Hands-On Exercise 4.2: Working With the Design Manager in a Publishing Site (continued)



Mapping the Master Page Gallery as a network drive

10. Click **Upload Design Files** on the left.



11. Copy the link to your publishing site shown in the "Map the following location" line by selecting the text and copying.

A screenshot of the 'Design Manager: Upload Design Files' page. It shows a link to map a network drive: http://mscserver/sites/solutionpubsite/_vti_bin/_vti_imap.aspx. A context menu is open over this link, with the 'Copy' option highlighted.



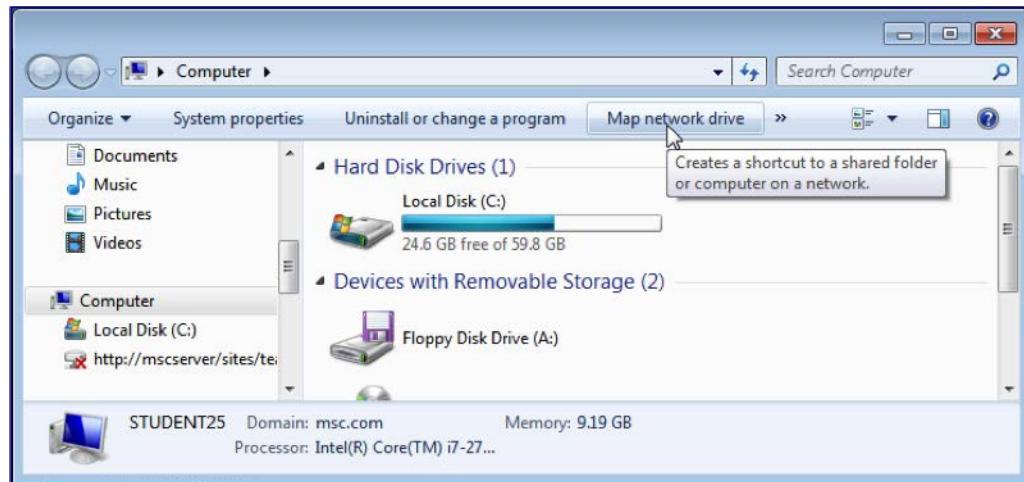
Note that right-clicking the link and selecting Copy Shortcut will not work.

12. Click **Start | Computer** in the Start bar to open Windows Explorer.



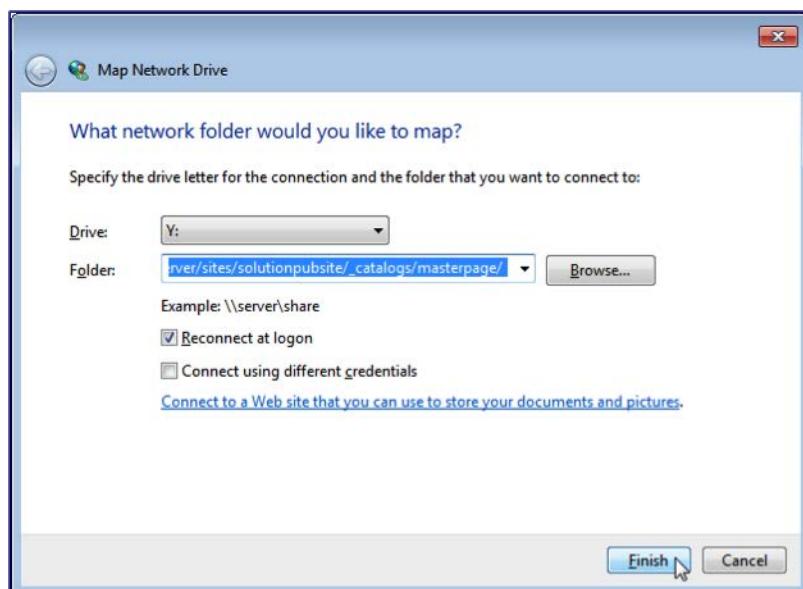
Hands-On Exercise 4.2: Working With the Design Manager in a Publishing Site (continued)

13. In the menu at the top of the window, click **Map network drive**.



14. Right-click in the Folder field and select **Paste**.

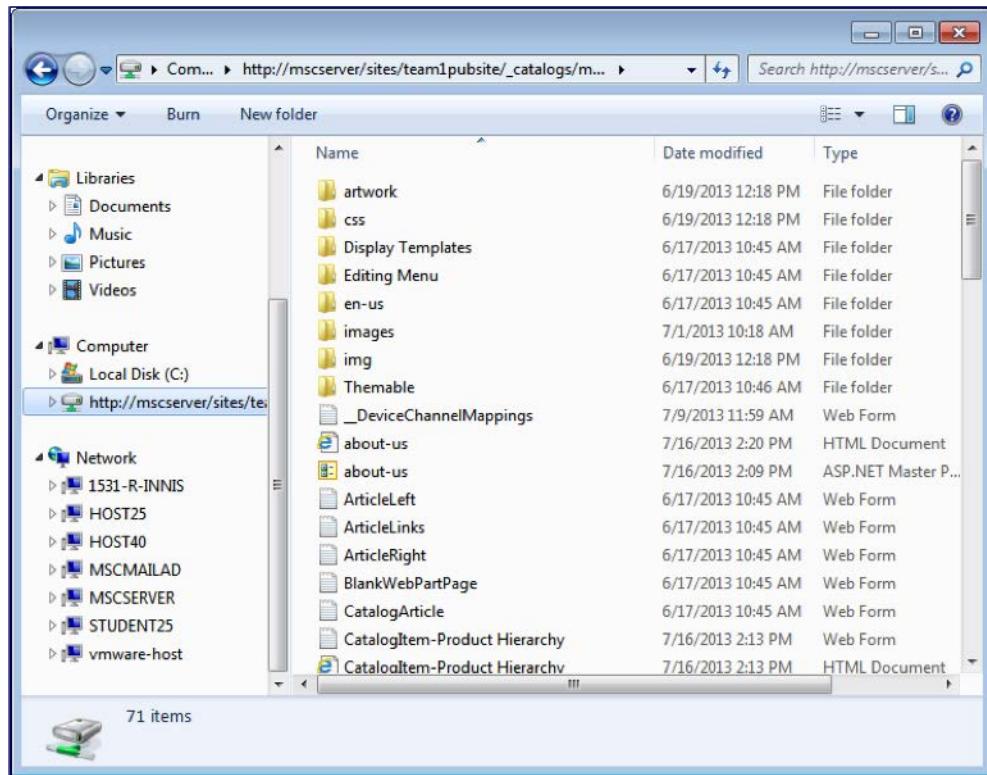
15. Click **Finish**.



Hands-On Exercise 4.2: Working With the Design Manager in a Publishing Site (continued)



Wait a moment and you should see the contents of the Master Page Gallery in a Windows Explorer mapped view. We will use this to edit files in Dreamweaver later.



16. Close the mapped location and return to Internet Explorer.

17. Click **Edit Master Pages**.



In the next chapter, we will edit the seattle master page, then later convert an HTML file to a SharePoint master page for a fully branded site.



Hands-On Exercise 4.2: Working With the Design Manager in a Publishing Site (continued)

18. Click **Edit Display Templates**.

Design Manager: Edit Display Templates

Search results and other search-related web parts rely on display templates to control the appearance and behavior of search results. The best way to display template is to copy an existing one that's similar to what you want and then change yours using any HTML editor. [Learn more](#)

	Title	Name	Status	Content Type	Target Control Type (Search)	Hidden Template
	Blank Control	Control_Bank	...	Control Display Template		No
	Default Catalog Result	Control_CatalogDefault	...	Control Display Template	Content Web Parts	Yes
	Tabular Exchange results	Control_eDiscoveryExchangeResult	...	Control Display Template	Content Web Parts	Yes
	Tabular SharePoint results	Control_eDiscoverySharePointResult	...	Control Display Template	Content Web Parts	Yes
	List	Control_List	...	Control Display Template	Content Web Parts	No
	List with Paging	Control_ListWithPaging	...	Control Display Template	Content Web Parts	No
	Query Builder	Control_QueryBuilderPreview	...	Control		No

19. Scroll through the list of items and review the metadata.



Display templates can be leveraged to control the display of commonly displayed content, such as a slideshow, or catalog displays for cross-site publishing. We will work with these later.

20. Scroll halfway down the list and look for "Large picture."

21. Click the **Item_LargePicture** link.

	Excel Item	Item_Excel	...	Item Display Template	SearchResults	No
	Excel Hover Panel	Item_Excel_HoverPanel	...	Item Display Template	SearchHoverPanel	No
	Large picture	<u>Item_LargePicture</u>	...	Item Display Template	Content Web Parts	No
	Microblog Item	Item_MicroBlog	...	Item Display Template	SearchResults	No



Hands-On Exercise 4.2: Working With the Design Manager in a Publishing Site (continued)

22. Click **Save** on the dialog at the bottom of the page, then click **Open Folder**.



23. Right-click **Item_LargePicture**, and select **Edit with Adobe Dreamweaver CS6**.
24. Ensure you are in Split view, and examine the design and the code.

```
30     * Surround any JavaScript logic as
31     * shown below using a "pound underscore" (#_ ...
32     *_#) token
33
34     * Use the values assigned to your
35     * variables using an "underscore pound equals"
36     * (_#= ... =#_) token.
37     -->
38     <!--#
39     var encodedId =
40     $htmlEncode(ctx.ClientControl.get_nextUniqueId()
41     ) + "_largePicture_";
42
43     var linkURL = $getItemValue(ctx, "Link URL");
44     linkURL.overrideValueRenderer($urlHtmlEncode);
45
46     var line1 = $getItemValue(ctx, "Line 1");
47     var line2 = $getItemValue(ctx, "Line 2");
48
49     var pictureURL = $getItemValue(ctx, "Picture
50     URL");
```



Each display template is different. You can think of these as snippets that SharePoint uses to display information. We can alter these or create our own.

25. Close Dreamweaver and return to Internet Explorer.
26. Scroll to the top of the page, and click **Edit Page Layouts**.



Page layouts define the look and feel of a set of pages by styling page field and Web Part zones within the common elements of a master page. You may be surprised to find that there are no page layouts present. We will come here to edit page layouts after we have edited a page layout from within our mapped network drive later in the course.

27. Click **Publish and Apply Design**, and review the information.



Hands-On Exercise 4.2: Working With the Design Manager in a Publishing Site (continued)

28. Click **Create Design Package**.

Design Manager: Create Design Package

You can create a package of your design for easy import to other site collections. The package does not include default SharePoint design files.

Choose a name for this design. Even if you change this package's name later, we'll still recognize it as related to all packages exported from this site collection.

Design Name
Version v1.0

Include Search Configuration in this package.

 We will come here at the end of the course to package up the files we have created to be deployed and imported to other sites.



Congratulations! You have examined the Design Manager and reviewed functionality we will use throughout the course. You have also mapped a network drive to better prepare us to use Dreamweaver for editing SharePoint assets.



Continue to review functionality in the Design Manager.

Create a new device channel. (You may need an Internet connection to research user agent strings.)



This is the end of the exercise.





1535-MA-84

© All rights reserved. Not to be reproduced without prior written consent.

Objectives

In this exercise, you will

- Examine an existing style sheet in Dreamweaver
- Make modifications to CSS styles and view the results



We will view a simple HTML/CSS that uses cascading style sheets for positioning and style of elements.



Viewing HTML/CSS

1. Open the file 1535_Files/Ex5.1/msc_sharepointtraining.html in Internet Explorer, and review the design.



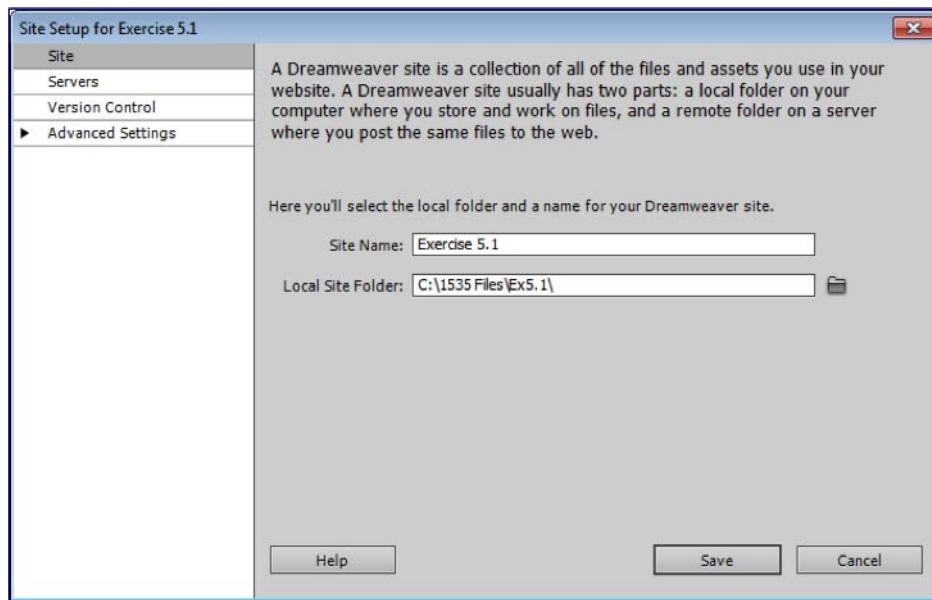
While not a SharePoint page, we will use this page to learn some CSS. Much of the design from this page will be later applied into a page master.

2. Minimize Internet Explorer.
3. Open Dreamweaver CS6 and select **Site | New Site**.

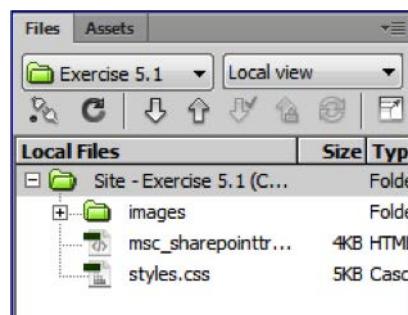


Hands-On Exercise 5.1: Modifying CSS Styles (continued)

4. Name the site **Exercise 5.1**, then click the **Browse for folder** icon to the right of the Local Site Folder.
5. Navigate to **1535 Files\Ex5.1**, then click **Select**.



6. Click **Save** to complete the Site Setup for Exercise 5.1 dialog.



You should see your *Files* window in the bottom right of the screen with an images folder, an HTML file, and a CSS file. If your *Files* window isn't visible, you may need to click *Window | Files* or press **<F8>**.

7. Double-click **msc_sharepointtraining.html** to open it for editing.
8. Change to Split view and review the code, selecting various elements in the Design section to highlight the associated HTML in the Code section.



Hands-On Exercise 5.1: Modifying CSS Styles (continued)



a. Are there any tables in the document?

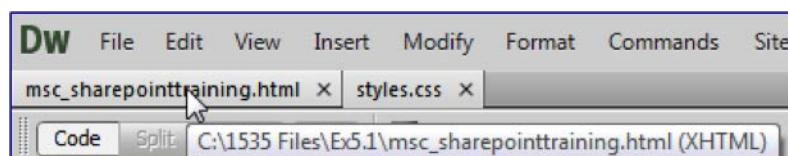
Yes No

b. What is providing the structural formatting?

9. Double-click styles.css in the Files panel to open it, and review the CSS code used by the HTML file. Note the comment sections identifying certain formatting by section.

```
113 /* main-nav */
114 .main-nav {
115     width: 586px;
116     background: #000;
117     text-align: right;
118     padding: 0 11px 0 0;
119     margin: 0 0 0 163px;
120     font-size: 120%;
121 }
122 .main-nav li {
123     color: #fff;
124     display: inline;
125     font: bold 12px/20px arial, tahoma, verdana, "trebuchet ms", sans-serif;
126 }
127 .main-nav li a {
128     margin: 0 4px 0 1px;
129     color: #fff;
130 }
131
132 .wrap-content {width: 760px;}
133
134 /* secondary-content */
135 .secondary-content,
```

10. Return to msc_sharepointtraining.html by clicking its tab.



How does the HTML file know where to find the CSS styles?



Hands-On Exercise 5.1: Modifying CSS Styles (continued)

11. In Split View, scroll to line 10 in the Code section, and add comments around the <link> tag to hide it as shown below.

```
10  <!-- <link type="text/css" rel="stylesheet"  
      href="styles.css" /> -->
```



HTML comments are used to "hide" statements from the browser and are defined as follows: <!--This is a comment in html. Note that CSS comments differ. -->

12. Click into the Design section to see the changes.



When making changes in code, they must be applied to be seen in Design view. All of the styles are coming from the CSS. There is true separation of content from presentation in this document.

13. Select **Edit | Undo Edit Source** or <Ctrl><Z> to roll back your edits.
14. Return to the `styles.css` tab.
15. Review the formatting for the primary sections in the document (line numbers are approximate):
- `#page` (line 61)
 - `#header` (line 69)
 - `#footer` (line 172)
 - `div#content-2` (line 192)



Hands-On Exercise 5.1: Modifying CSS Styles (continued)

16. Temporarily comment out the background image statements for the following lines by adding a **Q** in front of the background property, as shown below:

- body (line 12)
- #header (line 73)
- .logo (line 84)
- div#content-2 (line 194)

```
191 /* page-2 */
192 div#content-2 {
193     width: 760px;
194     background: url(images/containergradient.jpg) no-repeat;
195 }
```



This is a common technique to temporarily turn off a formatting property. It is generally safer than removing the property altogether and less time consuming than using CSS comments.

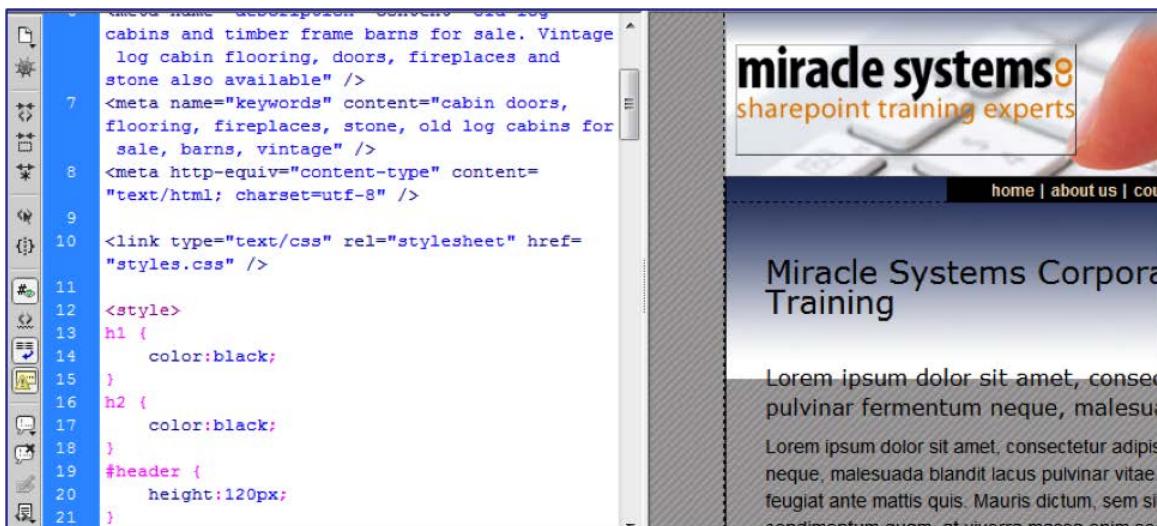
17. Click the `msc_sharepointtraining.html` tab to view changes.
18. Return to the CSS document tab and undo all the changes.
19. In the HTML file, scroll to line 12 in the code section, and insert the cursor between the opening and closing style tags.
20. Add two styles to make the headers black as shown below. Note that Dreamweaver will autocomplete much of the code for you.

```
11
12 <style>
13 h1 {
14     color:black;
15 }
16 h2 {
17     color:black;
18 }
19 </style>
20
21 </head>
```



Hands-On Exercise 5.1: Modifying CSS Styles (continued)

21. Add a style for the header ID to reduce its height to 120px as shown below (you will need to click into the Design area to see the changes):



The screenshot shows a web editor interface with two panes. The left pane displays the page's HTML code, specifically the section for the header:

```
cabins and timber frame barns for sale. Vintage
log cabin flooring, doors, fireplaces and
stone also available" />
<meta name="keywords" content="cabin doors,
flooring, fireplaces, stone, old log cabins for
sale, barns, vintage" />
<meta http-equiv="content-type" content=
"text/html; charset=utf-8" />
<link type="text/css" rel="stylesheet" href=
"styles.css" />
<style>
h1 {
    color:black;
}
h2 {
    color:black;
}
#header {
    height:120px;
}
```

The right pane shows the visual representation of the page. It features a logo with the text "miracle systems sharepoint training experts". Below the logo, the page title "Miracle Systems Corporate Training" is displayed. The overall layout includes a header bar with navigation links like "home | about us | cou".

22. Add a style to the embedded style sheet in msc_sharepointtraining.html to move the logo down as shown below:



The screenshot shows the same web editor interface after modifying the CSS. The code now includes a style for ".logo" with a "top:40px;" property:

```
<style>
h1 {
    color:black;
}
h2 {
    color:black;
}
#header {
    height:120px;
}
.logo {
    top:40px;
    height:60px;
}
```

The visual representation shows the logo moved down by 40 pixels from its original position. The rest of the page content remains the same.

23. Try different values for top and add a left property (`left: 40px`) to examine how simple it is to move the logo into different positions.



Notice the <cite> tag in the left column (in the code near line 44); this is a section of citation text. It is in a container called .secondary-content-2. What is positioning it on the left? Look into the CSS file on line 137.



Hands-On Exercise 5.1: Modifying CSS Styles (continued)

24. Add another style to the head of the HTML document as done previously to float the .secondary-content-2 region right, then click the design view to see your changes:



25. Expand the width of the primary content container by adding the following, then click into the Design area to preview the change:

The code editor shows the following CSS rules:

```
18 } color: black;
19 #header {
20   height: 120px;
21 }
22 .logo {
23   top: 40px;
24   height: 60px;
25 }
26 .secondary-content-2 {
27   float: right;
28 }
29 .primary-content-2-wide {
30   width: 560px;
31 }
```

The line '30 width: 560px;' is highlighted in yellow.



Wait. . . what happened?



There was not enough space in the parent container to accommodate our increased width. We will reduce the padding to correct this.



Hands-On Exercise 5.1: Modifying CSS Styles (continued)

26. Add an additional property to the `.primary-content-2-wide` selector created previously to set the right padding of the container to 0 as shown below, then click **Refresh Design View** (or press **<F5>**).

```
19 #header {  
20     height:120px;  
21 }  
22 .logo {  
23     top:40px;  
24     height:60px;  
25 }  
26 .secondary-content-2 {  
27     float:right;  
28 }  
29 .primary-content-2-wide {  
30     width:560px;  
31     padding-right:0px;  
32 }
```



Our top navigation bar has too much space on the left, and the color is a bit drab. We will address this.

27. Click one of the links in the top nav, and identify the HTML for this section.



If you're new to CSS, you may be surprised that it is an unordered list.

```
<ul class="main-nav">  
    <li><a href="index.html">home</a></li>  
    <li><a href="#">about us</a></li>  
    <li><a href="#">course  
locations</a></li>
```

28. Click the tab for `styles.css`, scroll to line 113, and review the CSS being used to style the `main-nav` from lines 113 to 130.

29. Return to the HTML file and add the following CSS to fix the margin:

```
.main-nav { width:585px; }
```



Code shown is on one line. You can enter it all on one line or follow Dreamweaver's code completion to enter it on multiple lines.

30. Add another style in the HTML file to change the link colors:

```
.main-nav li a { color:#f8dfbd; }
```



31. Preview the page in IE (press <F12> to preview).



Our footer is also an unordered list. It is somewhat misaligned and could have its link color changed to be more visible.

32. Return to Dreamweaver, and click the word **home** in the footer nav.



Is the footer actually misaligned? What's happening?

33. Add another style to the HTML file to change the span color:

```
#footer ul li span {color: #000; }
```

34. Preview the page in IE to view the change.

35. Return to the HTML file in Dreamweaver and refresh to view the change.



Which style is making the links in the footer orange?

36. In the HTML file, in the Code section, add the style

```
#footer ul li a { color:#314888; }
```

37. Click **Refresh Design View** (or press <F5>) to see your changes.

38. Select **File | Save All** to save the changes you made to both the HTML file and the CSS file.

39. Select **File | Preview in Browser | IExplore** to view your changes.



Congratulations! You have examined CSS styles in an HTML document and made adjustments to the page design.

Hands-On Exercise 5.1: Modifying CSS Styles (continued)



Continue to identify any change you want to make to the file, finding the HTML and the associated CSS.



This is the end of the exercise.



Hands-On Exercise 5.2: Working With Tools to Analyze SharePoint CSS Styles

Objectives

In this exercise, you will

- Examine CSS styles in SharePoint using Internet Explorer developer tools
- Examine and manipulate CSS styles in SharePoint using Firebug and the Web Developer toolbar

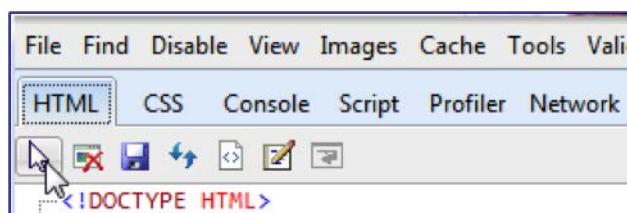


SharePoint is full of CSS styles. Finding the styles responsible for styling an element can be challenging. We will examine several tools that will help get the job done.



Using Internet Explorer developer tools

1. From Internet Explorer, navigate to your department's team site, mscserver/sites/team[#]pubsite
2. Press the <Alt> key to reveal the Internet Explorer menu bar, then click **Tools | F12 Developer Tools**, or press <F12>.
3. If necessary, resize the two windows so you can see some of the design window along with the associated code, similar to Split View in Dreamweaver CS6.
4. In the left corner of the Developer Tools frame, click **Select Element by Click**, which is an arrow icon.



With Select Element by Click, you can easily select elements on the page to reveal their selector and styles.

5. Click the Welcome to your Publishing Site text in the main window.



The right frame in the Developer window will show the associated CSS being applied to the element. You may need to scroll down to isolate styles specific to the h2. The element may get some of its styles from the h2 tag and some of the styles from various classes.



Hands-On Exercise 5.2: **Working With Tools to Analyze SharePoint CSS Styles** **(continued)**



What selector is applying the color and size to the h2 tag?

- The h2 tag An attached class

6. In the right frame of the Developer Tools window, review the styles that are being applied.



Values for any properties for the currently selected element can be applied to test design changes quickly and easily without making changes to the actual server code. Your changes are immediately reflected in the browser.



Why are there so many different selectors setting styles on the h2?

7. Click **Select by Click** once again in the Developer Tools window, then click the **Site Contents** link at the bottom of the Quick Launch.
8. In the code section of Developer Tools, click each of the tags above it individually to step through the HTML hierarchy (visually clicking each of the parent containers that contain the link we clicked on in Step 7), until you arrive at the container for Site Contents, the div with a class of `ms-core-listMenu-verticalBox` as shown below:

```
<div class="ms-core-listMenu-verticalBox">
    Text - Empty Text Node
    <a class="ms-core-listMenu-item ms-core-listMenu-heading" id="ctl00_PlaceHolderLe
        <span class="ms-splinkbutton-text">
            Text - Empty Text Node
    </span>
</a>
```

9. Make adjustments to the `font-size` property to see how the region is affected.



Using Firebug and the Web Developer toolbar



We will perform similar adjustments and examination using tools in Firefox.

10. Open Firefox and navigate to your department's team site, `mscserver/sites/team[#]teamsite`

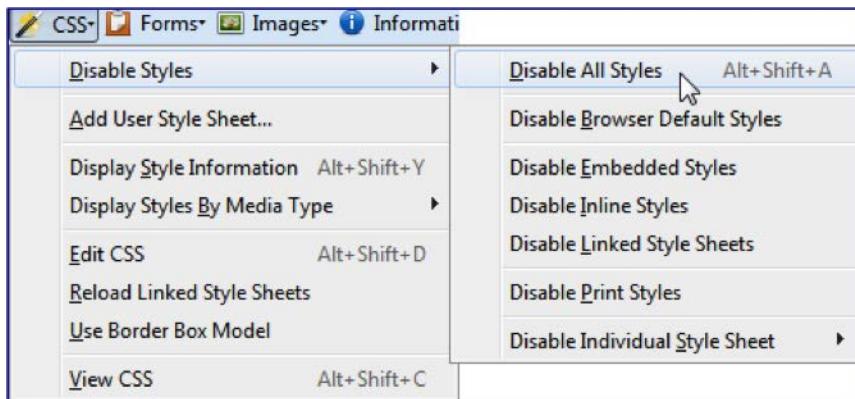


Hands-On Exercise 5.2: Working With Tools to Analyze SharePoint CSS Styles (continued)

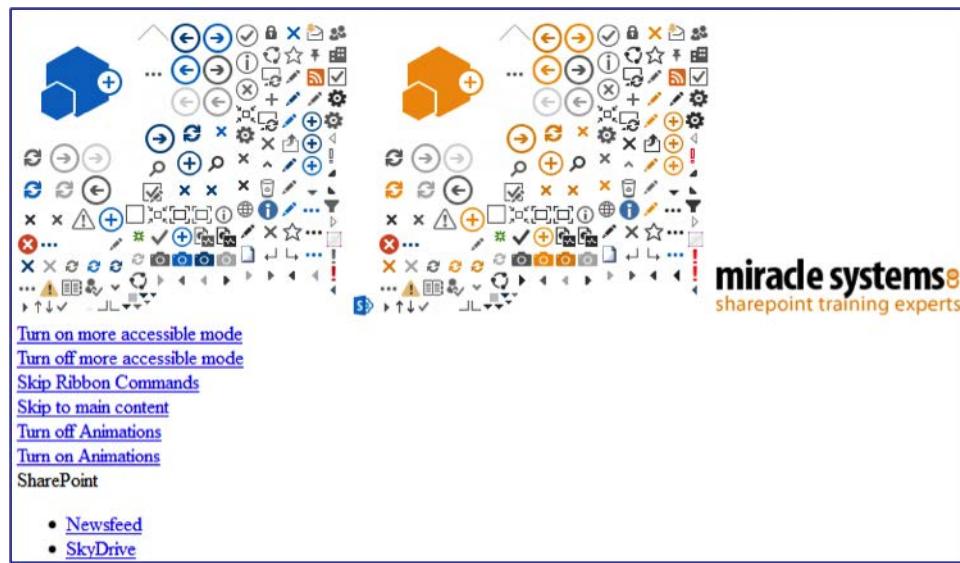


*If prompted for credentials, enter
user: team[#]
password: pw*

11. In the Web Developer toolbar that shows directly beneath the URL field, click **CSS | Disable Styles | Disable All Styles**.



12. Scroll through the page to see how it renders with no CSS. You may find that without CSS, the site is fairly unusable.

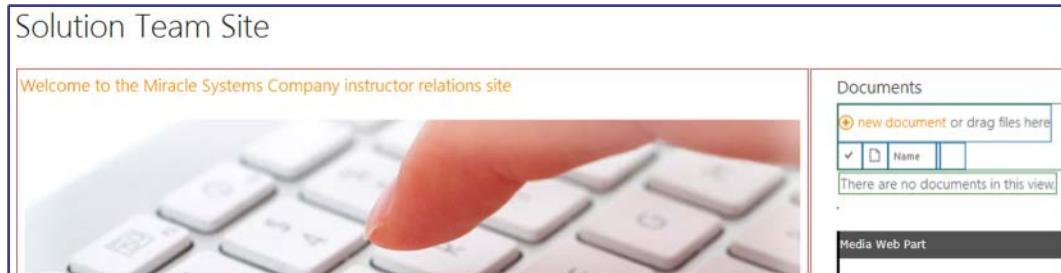


13. Click **Refresh** in the address bar to refresh the page and return the CSS formatting.



Hands-On Exercise 5.2: Working With Tools to Analyze SharePoint CSS Styles (continued)

14. In the Web Developer toolbar, click **Outline | Outline Tables | Table Cells** to reveal the underlying table formatting for this SharePoint page.



 *Tables have been virtually eliminated for page layout in SharePoint 2013 but are still present in some places.*

15. Click **Information | Display DIV Order** to reveal all the divs used in the document.



 *Divs are block-level elements that allow us to attach CSS selectors to apply styles. Generally, divs are helpful, but you may find this is an overwhelming amount of sections to the document.*

16. Click **Information | Display DIV Order** to return to the original view.
17. Click **Images | View Image Information**, and review the images used in this page, complete with dimensions and file size.



Hands-On Exercise 5.2: Working With Tools to Analyze SharePoint CSS Styles (continued)



SharePoint uses a single sprite that displays each of the graphics used in the ribbon, using CSS positioning techniques to show specific portions of the image. You will find it midway through the document, a 271 x 268 pixel image, spcommon.png.

The screenshot shows the SharePoint Designer interface. At the top, there's a navigation bar with tabs for 'Images', 'Documents', and 'Images' (with dropdown arrows). Below the navigation bar is a toolbar with various icons. A large preview window displays a grid of small icons representing different ribbon functions like back, forward, search, and settings. Below this preview is a table showing the properties of one of the icons:

Property	Value
Src	http://mscserver/_layouts/15/images/spcommon.png
Width	271
Height	268

18. Close this tab and refresh the front page of the publishing site.



Using Firebug in Firefox

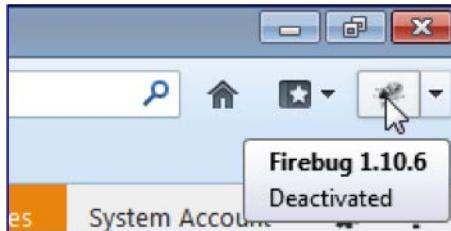


The Web Developer toolbar is great for revealing information about the HTML and CSS on a page. But Firebug expands upon this to allow changing of HTML and CSS, similar to what we saw in Developer Tools in Internet Explorer. A combination of all of these tools provides a suite of options to extend your toolbox beyond just SharePoint Designer 2013.

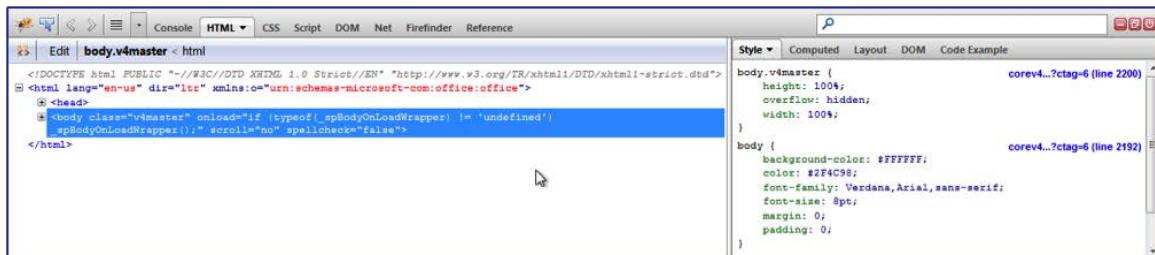


Hands-On Exercise 5.2: Working With Tools to Analyze SharePoint CSS Styles (continued)

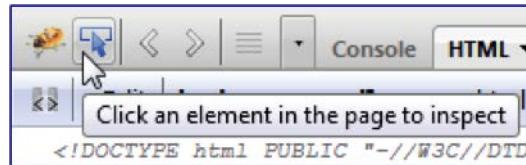
19. In the top right corner of the Firefox window, click the **Firebug** icon.



20. Take a few minutes to examine the Firebug console that appears at the bottom of the window, which is very similar to the Developer Tools used previously.



21. Click the inspect arrow in the top left corner of the Firebug frame.



22. Roll over elements on the page without clicking, and see how the HTML and CSS in the Firebug console changes.
23. Click the **Team [#] Team Site** link in the Top Link Bar at the top of the page.
24. Review the CSS being applied, shown in the right frame of Firebug. Note that Firebug also shows the line number of the CSS file that is applying the style.



Firebug shows the line number for the CSS and also shows styles that have properties with CSS styles that are not being applied with a strikethrough.



Why would a CSS style not be applied?



Hands-On Exercise 5.2: Working With Tools to Analyze SharePoint CSS Styles (continued)

25. Click the inspect arrow, and click the heading **Courses** that appears beneath the hands-on-keyboard image.
26. In the CSS section of the Firebug console, scroll down to the style for `.ms-webpart-titleText` and change the font-size to `2.0em`.
27. Double-click to the right of the semicolon after `2.0em` to add another CSS property: `font-weight:bold;`
28. Double-click to the right of the semicolon after `bold` to add another CSS property: `font-family: Arial, Helvetica, sans-serif;`



Note that it is easy to add additional CSS properties. You can tab through to add properties and set their values.

29. Click **Inspect Element**, then click the text **SkyDrive** in the top right.
30. Notice the bold `span` tag in the tag selector at the top of the left frame in the Firebug console. Click through the tags from left to right, and notice the selected element is highlighted in the web page. Stop when you have selected `ul.ms-core-suiteLinkList`.



Similar to the tag selector in Dreamweaver CS6 and SharePoint Designer 2013, the tag selector in Firebug allows you to select through the HTML hierarchy. This can be useful when trying to identify a selector that is styling an element. We will use it to demonstrate how we could hide the Suite Links using CSS. This can also be used to hide other elements such as the Site Contents links, the Recently Modified section of wiki page libraries, and other items that we wish to make invisible.

31. In the CSS section of Firebug, right-click in the `.ms-core-suiteLinkList` CSS and click **New Property**.



This is another way to add an additional property, similar to double-clicking as we did previously.



Hands-On Exercise 5.2: Working With Tools to Analyze SharePoint CSS Styles (continued)

32. Add a new property of `display: none;`
33. Finally, click through each of the tabs (Computed, Layout, DOM, Code Example) at the top of the two windows in Firebug to review the extended functionality available in this free tool.



Congratulations! You have examined and manipulated CSS styles in Internet Explorer using Developer Tools, and in Firefox using the Web Developer toolbar and Firebug.



Continue to make updates using the tools in this exercise. Try to follow the processes outlined to duplicate the same change throughout all three of the tools, noting the pros and cons of each.



This is the end of the exercise.



Hands-On Exercise 5.3: Creating a New Composed Look

Objectives

In this exercise, you will

- Examine the Theme Gallery through `spfont` and `spcolor` files
- Create a new theme with the SharePoint Color Palette Tool
- Create a new Composed Look in the Gallery
- Change the Look to our new Composed Look



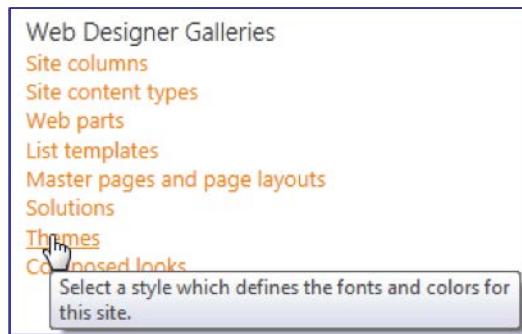
Examining the theme gallery `spfont` and `spcolor` files

1. From Internet Explorer, navigate to your department's team site, `mscserver/sites/team[#]teamsite`



Close the Developer Tools panel if it is still open from the previous exercise.

2. Click **Settings | Site Settings**.
3. Click **Themes** under Web Designer Galleries.



4. Click **15**.
5. Click **fontheme001**, then click **Save** in the dialog at the bottom of the screen.

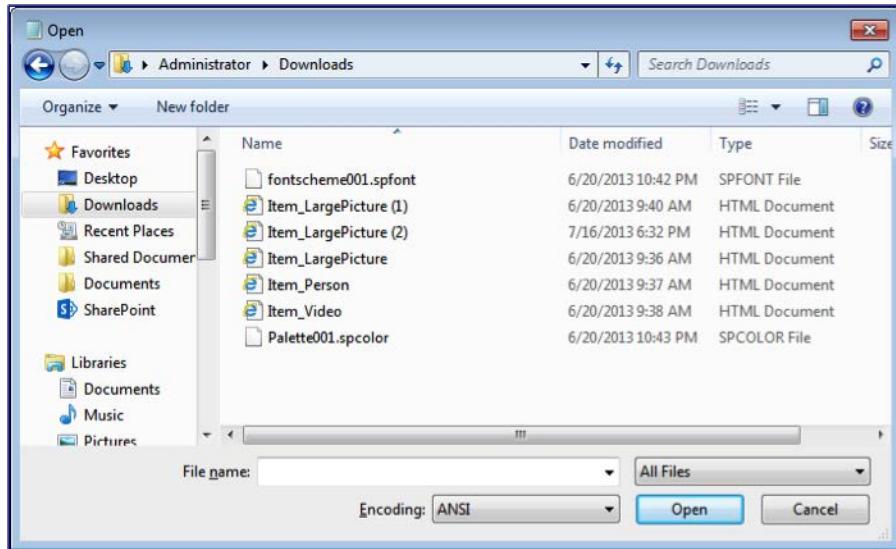


6. Click **Palette001**, then click **Save** in the dialog at the bottom of the screen.
7. Click **Start | Notepad** from the Start menu.



Hands-On Exercise 5.3: Creating a New Composed Look (continued)

8. Click **File | Open**, click **Downloads** on the left under Favorites and change the **File Type** from **Text Documents (*.txt)** to **All Files**.



9. Double-click **fontscheme001.spfont** to open and review the file.

```
<?xml version="1.0" encoding="utf-8"?>
<s:fontscheme name="Bodoni" previewSlot1="title" previewSlot2="body" xmlns:s="http://schemas.microsoft.com/sharepoint/"/>
<s:fontslots>
  <s:fontslot name="title">
    <s:latin typeface="Bodoni Book" eotsrc="/_layouts/15/fonts/BodoniBook.eot"
woffsrc="/_layouts/15/fonts/BodoniBook.woff" ttfsrc="/_layouts/15/fonts/BodoniBook.ttf"
svgrsc="/_layouts/15/fonts/BodoniBook.svg" largeimgsrc="/_layouts/15/fonts/BodoniBookLarge.png"
smallimgsrc="/_layouts/15/fonts/BodoniBookSmall.png" />
    <s:ea typeface="" />
    <s:cs typeface="Segoe UI Light" />
    <s:font script="Arab" typeface="Segoe UI Light" />
    <s:font script="Deva" typeface="Nirmala UI" />
    <s:font script="Gujr" typeface="Malayalam UI" />
    <s:font script="Hang" typeface="Malayalam Gothic" />
    <s:font script="Hans" typeface="Microsoft YaHei UI" />
    <s:font script="Hant" typeface="Microsoft JhengHei UI" />
    <s:font script="Hebr" typeface="Tahoma" />
    <s:font script="Hira" typeface="Meiryo UI" />
    <s:font script="Thai" typeface="Tahoma" />
    <s:font script="Armn" typeface="Segoe UI Light" />
    <s:font script="Beng" typeface="Nirmala UI" />
    <s:font script="Cher" typeface="Gadugi" />
    <s:font script="Ethi" typeface="Ebumi" />
    <s:font script="Geor" typeface="Segoe UI Light" />
    <s:font script="Gujr" typeface="Nirmala UI" />
    <s:font script="Guru" typeface="Nirmala UI" />
    <s:font script="Knda" typeface="Nirmala UI" />
    <s:font script="Khmr" typeface="Khmer UI" />
```



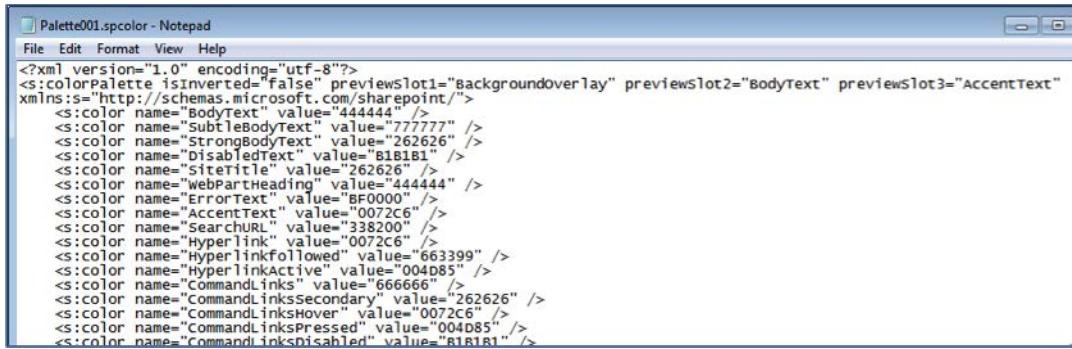
A font scheme file is simply an XML file that assigns fonts to be used. We will leverage an existing font scheme file, but we could create a new one.

10. Click **File | Open**, then change the **File Type** from **Text Documents (*.txt)** to **All Files**.



Hands-On Exercise 5.3: Creating a New Composed Look (continued)

11. Double-click Palette001.spcolor to open and review the file.



The screenshot shows a Windows Notepad window titled "Palette001.spcolor - Notepad". The menu bar includes File, Edit, Format, View, and Help. The content of the window is an XML file with the following code:

```
<?xml version="1.0" encoding="utf-8"?>
<s:colorPalette isInverted="false" previewSlot1="BackgroundOverlay" previewSlot2="BodyText" previewSlot3="AccentText"
  xmlns:s="http://schemas.microsoft.com/sharepoint/">
  <s:color name="BodyText" value="444444" />
  <s:color name="SubtleBodyText" value="777777" />
  <s:color name="StrongBodyText" value="262626" />
  <s:color name="DisabledText" value="B1B1B1" />
  <s:color name="SiteTitle" value="262626" />
  <s:color name="WebPartHeading" value="444444" />
  <s:color name="ErrorText" value="BF0000" />
  <s:color name="AccentText" value="0072C6" />
  <s:color name="SearchURI" value="338200" />
  <s:color name="Hyperlink" value="0072C6" />
  <s:color name="HyperlinkFollowed" value="663399" />
  <s:color name="HyperlinkActive" value="004D85" />
  <s:color name="CommandLinks" value="666666" />
  <s:color name="CommandLinksSecondary" value="262626" />
  <s:color name="CommandLinksHover" value="0072C6" />
  <s:color name="CommandLinksPressed" value="004D85" />
  <s:color name="CommandLinksDisabled" value="B1B1B1" />
```



Like the font scheme file, this is an XML file. It assigns specific hex colors to be used in specific areas, such as Hyperlink, Errortext, BodyText, and SiteTitle. We will create a new file, but we will use a tool to do so.

12. Close Notepad and return to Internet Explorer.



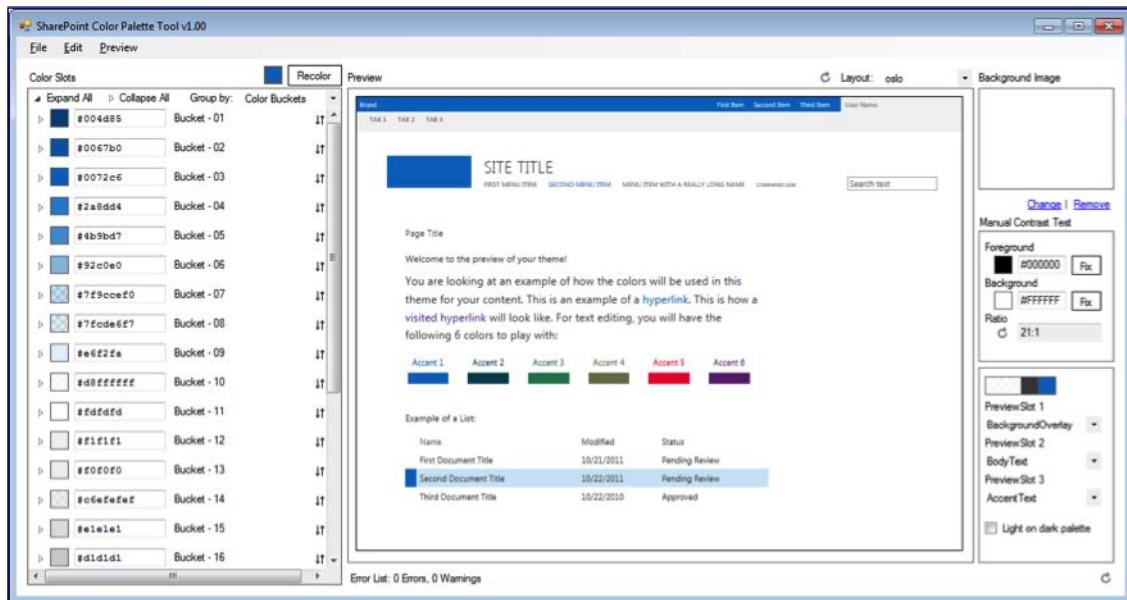
Creating a new theme with the SharePoint Color Palette Tool

13. Select **Start | All Programs | SharePoint Color Palette Tool** from the Start menu.

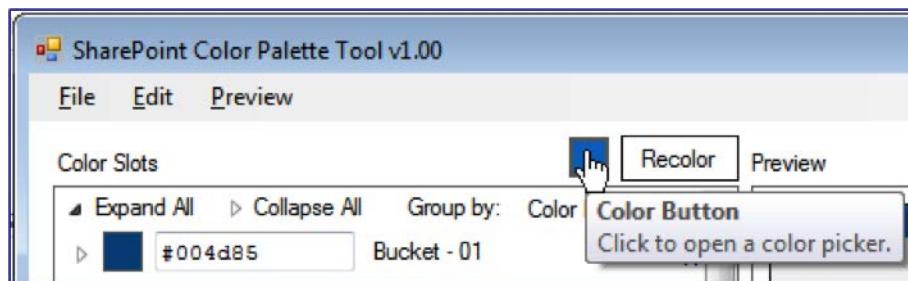


Hands-On Exercise 5.3: Creating a New Composed Look (continued)

14. Scroll through the Color Slots on the left, and examine the colors that are used for each.



15. In the Color Slots on the left, click the blue swatch (**Color Button**) to the left of Bucket - 03.



Hands-On Exercise 5.3: Creating a New Composed Look (continued)

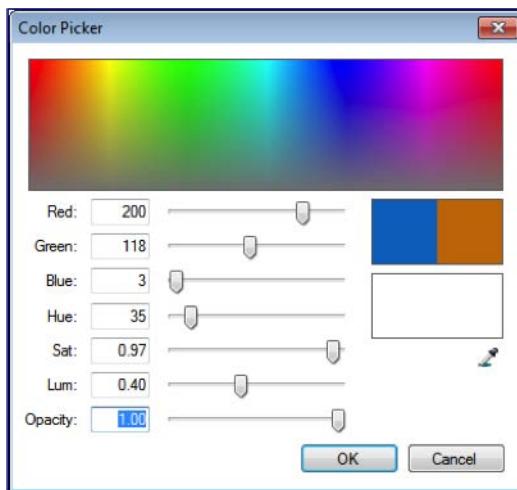
16. Enter the following colors, which correspond to the orange used in the Miracle Systems Company logo:

Red: 228

Green: 135

Blue: 4

Lum: 0.40



17. Click **OK**, then click **Recolor**.
18. Scroll to the very bottom and expand **Bucket 25**.
19. Click the color swatch to the left of Hyperlinkfollowed.



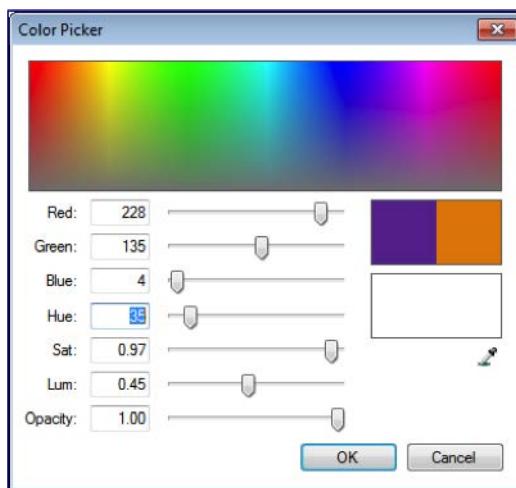
Hands-On Exercise 5.3: Creating a New Composed Look (continued)

20. Enter the following colors for visited hyperlinks, then click **OK**:

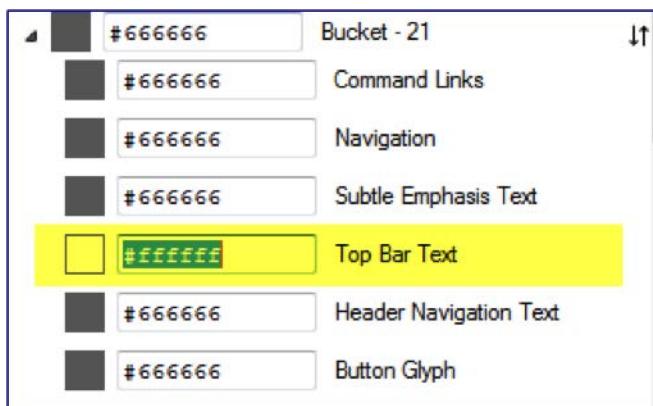
Red: 228

Green: 135

Blue: 4



21. Scroll up and expand **Bucket 21**.
22. Click the color swatch to the left of Top Bar Text.
23. Enter #fffffff in the **Top Bar Text** color field.



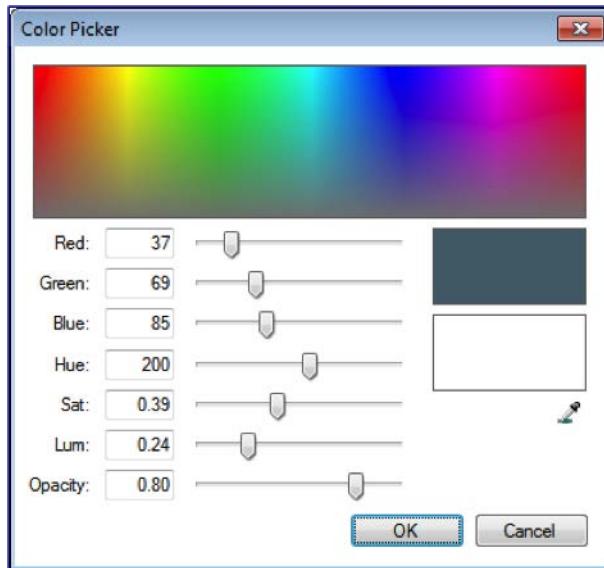
24. Scroll up and expand **Bucket 14**.
25. Click the color swatch to the left of Top Bar Background.



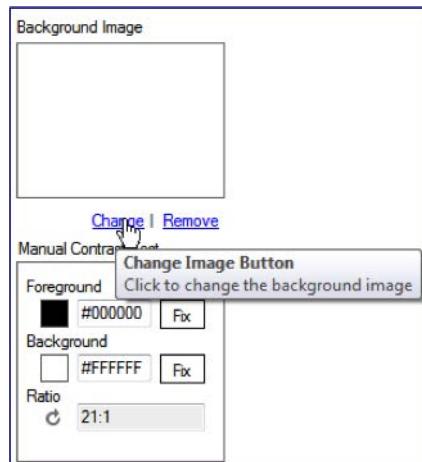
Hands-On Exercise 5.3: Creating a New Composed Look (continued)

26. Enter the following colors for **Top Bar Background**, then click **OK**:

Red: 37
Green: 69
Blue: 85
Opacity: 0.80

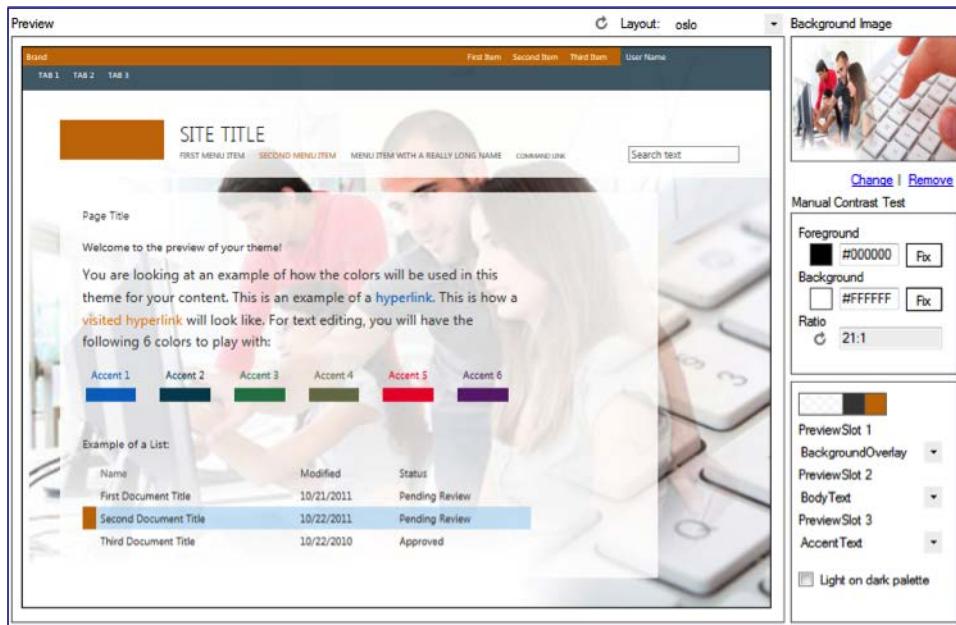


27. Click **Change** in the top right corner under **Background Image**.

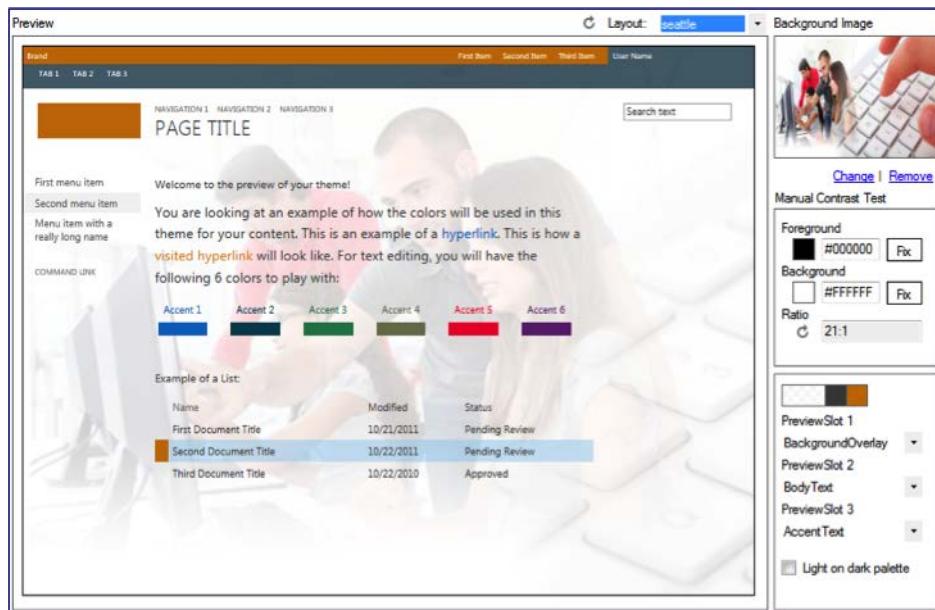


Hands-On Exercise 5.3: Creating a New Composed Look (continued)

28. Browse to 1535 Files\Ex5.3, select miraclesystemsbackground, then click **Open**.



29. In the Layout drop-down at the top of the screen, change **oslo** to **seattle** to see the differences between the two master pages.



30. Click **File | Save**, name the file **mscthem**e and save it to 1535 Files\Ex5.3.



Hands-On Exercise 5.3: Creating a New Composed Look (continued)

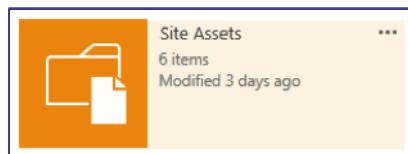
31. Click **OK** on the confirmation dialog, and close the SharePoint Color Palette Tool.



Next we will upload the background image to make it available for the Composed Look.

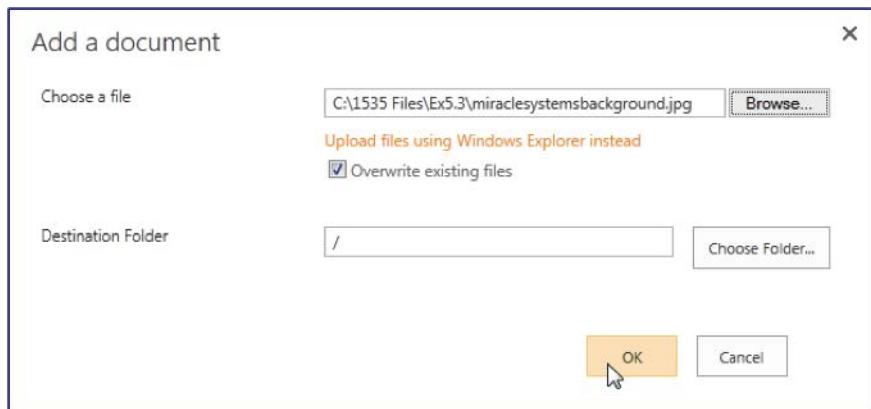
32. Return to Internet Explorer. You should still have the Team Site Theme Gallery open.

33. Click **Settings | Site Contents**, then click **Site Assets**.



34. Click **new document**, then click **Browse**.

35. Navigate to 1535 Files\Ex5.3, select **miraclesystemsbackground**, then click **Open**.



36. Click **OK**.



Hands-On Exercise 5.3: **Creating a New Composed Look** **(continued)**



Creating a new Composed Look



Next we will upload the new theme and create the new Composed Look gallery item.

37. In Internet Explorer, click **Settings | Site Settings**, then click **Themes** in Web Designer Galleries.
38. Click **15**, then click **new document**.

A screenshot of the 'Themes' gallery in Internet Explorer. At the top, there's a placeholder text '+ new document or drag files here'. Below it, a table lists three themes: 'fontscheme001', 'fontscheme002', and 'fontscheme003'. Each item has a file icon, a 'Name' column, an 'Edit' button, and a 'Modified' column showing 'Sunday at 7:29 PM'.

	Name	Edit	Modified
	fontscheme001	...	Sunday at 7:29 PM
	fontscheme002	...	Sunday at 7:29 PM
	fontscheme003	...	Sunday at 7:29 PM

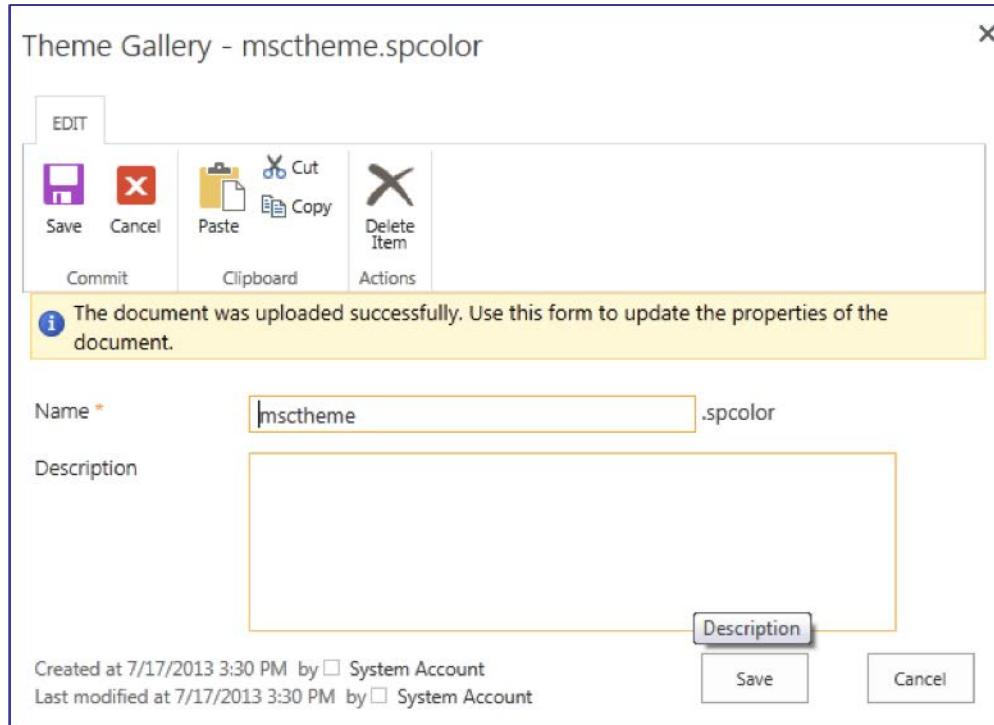
39. Click **Browse**, then navigate to **1535 Files\Ex5.3**.
40. Select **msctheme.spcolor**, then click **Open**.

A screenshot of the 'Add a document' dialog box. It has a title bar 'Add a document' and a close button 'X'. Under 'Choose a file', the path 'C:\1535 Files\Ex5.3\msctheme.spcolor' is entered in a text input field with a 'Browse...' button to its right. Below it is a link 'Upload files using Windows Explorer instead'. A checked checkbox 'Overwrite existing files' is present. Under 'Destination Folder', there's a text input field with '/15' and a 'Choose Folder...' button. At the bottom are 'OK' and 'Cancel' buttons.



Hands-On Exercise 5.3: Creating a New Composed Look (continued)

41. Click **OK** in the "Add a document" dialog, then click **Save**.



42. Click **Settings | Site Settings**, then click **Composed Looks** in Web Designer Galleries.
43. Click **New item**.



Hands-On Exercise 5.3: Creating a New Composed Look (continued)

44. Enter the following information (all descriptions can be left blank):

Title:	Miracle Systems Company
Name:	Miracle Systems Company
Master Page URL:	http://mscserver/sites/team[#]teamsite/_catalogs/masterpage/oslo.master
Theme URL:	http://mscserver/sites/team[#]teamsite/_catalogs/theme/15/msctHEME.spcolor
Image URL:	http://mscserver/sites/team[#]teamsite/SiteAssets/miraclesystemsbackground.jpg
Font Scheme URL:	Blank (we will let the user decide this)
Display Order:	1

Form showing the configuration of a new Composed Look:

Title *	Miracle Systems Company
Name *	Miracle Systems Company
Master Page URL	Type the Web address: (Click here to test) http://mscserver/sites/solutionteamsite/_catalogs/masterpage/oslo.r Type the description: http://mscserver/sites/solutionteamsite/_catalogs/masterpage/oslo.r
Theme URL	Type the Web address: (Click here to test) http://mscserver/sites/solutionteamsite/_catalogs/theme/15/msctHEME Type the description: http://mscserver/sites/solutionteamsite/_catalogs/theme/15/msctHEME
Image URL	Type the Web address: (Click here to test) http://mscserver/sites/solutionteamsite/SiteAssets/miraclesystemsbackground.jpg Type the description: http://mscserver/sites/solutionteamsite/SiteAssets/miraclesystemsbackground.jpg
Font Scheme URL	Type the Web address: (Click here to test) http:// Type the description: http://
Display Order	1

Created at 7/17/2013 3:34 PM by System Account
Last modified at 7/17/2013 3:34 PM by System Account



"Click here to test" might not give you the results you would expect. If you click it and get errors, don't worry. It will not actually test links to master pages, themes, font schemes, etc.

45. Click **Save**.



Hands-On Exercise 5.3: Creating a New Composed Look (continued)



Changing the look to our new Composed Look

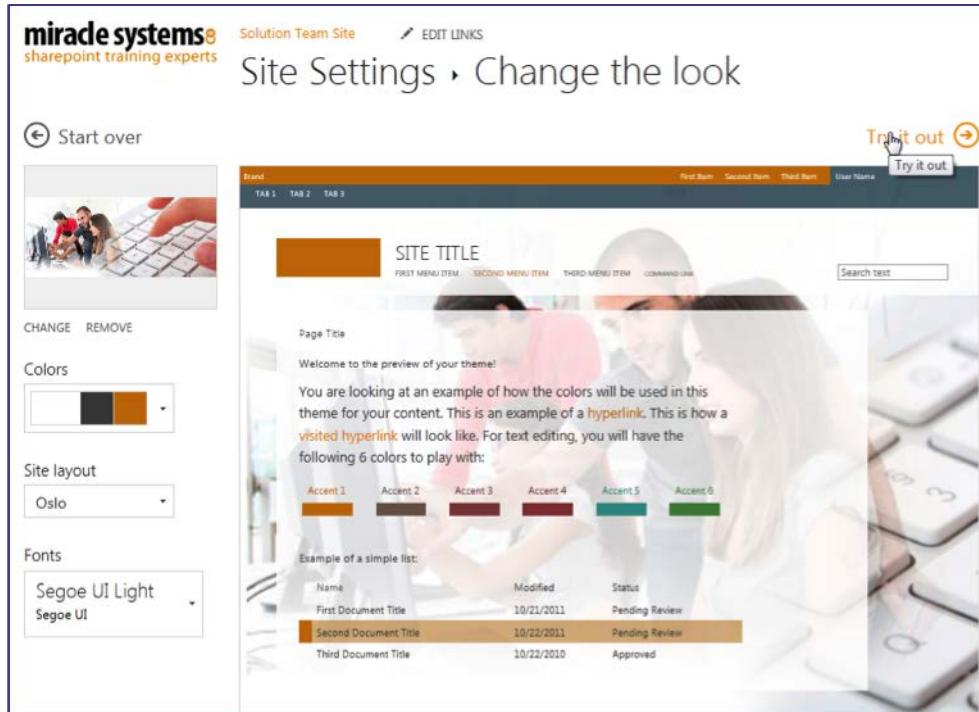
46. Click **Settings | Site settings**.
47. Click **Change the look** under Look and Feel.
48. Click **Miracle Systems Company**.

The screenshot shows the 'Site Settings' page with the 'Change the look' option selected. It displays two side-by-side preview cards. The left card, labeled 'Current', shows the original SharePoint theme with a blue header and footer. The right card, labeled 'Miracle Systems Company', shows the new composed look with a white header and footer and a different color scheme for the ribbon. A cursor points to the 'Miracle Systems Company' preview card.



Hands-On Exercise 5.3: Creating a New Composed Look (continued)

49. Make changes to font settings if you wish, then click **Try it out**.



50. Click **Yes, keep it** in the preview of your site.



While not necessarily intuitive, nor as powerful or flexible as the options available in the Design Manager, creating a Composed Look is always an option for intermediate branding. Combining it with custom CSS or a custom master page expands the options greatly. We will expand upon this site's design in upcoming sections.

51. Click **Home** in the Top Link Bar to return to your home page.



Congratulations! You have created a SharePoint theme, integrated it into a new Composed Look, and selected that new Composed Look in the Change the Look site settings.



Hands-On Exercise 5.3: Creating a New Composed Look (continued)



Choose one of the themes from Change the Look, save the Color Palette, then open it in the SharePoint Color Palette Tool.

Experiment with other settings, and generate a new Color Palette.

If you have an Internet connection, search for other background images, test them in the SharePoint Color Palette Tool, and create another Color Palette.



This is the end of the exercise.





1535-MA-118

© All rights reserved. Not to be reproduced without prior written consent.

Hands-On Exercise 5.4: Creating and Adding an External Style Sheet

Objectives

In this exercise, you will

- Add a custom style sheet to the team site
- Remove header suite links
- Create styles to redesign the header



Adding a custom style sheet to a team site



Since we enabled the publishing features in our team site, we can also use Master Page Settings in Site Settings. We will examine master pages next. The master page would need to be modified in our team site to use a custom style sheet were the publishing features not activated.

1. From Internet Explorer, navigate to your department's team site, mscserver/sites/team[#]teamsite.
2. Click **Settings | Site Settings**, then click **Master page** under Look and Feel.

Look and Feel
Design Manager
Master page
Page layouts and site templates
Welcome
Title, description, and logo
Device Channels
Tree view
Change the look
Import Design Package
Navigation
Image Renditions

3. Scroll down, and expand **Alternate CSS URL**.

▲ **Alternate CSS URL**
Typically, Master Pages define CSS styles for your site. If you would like to apply a separate CSS style sheet independent of your master page, specify it here.
Choose the first option to inherit these settings from the parent site. Choose the second option to rely only on the styles defined in master pages. Choose the third option to apply a separate CSS style sheet.

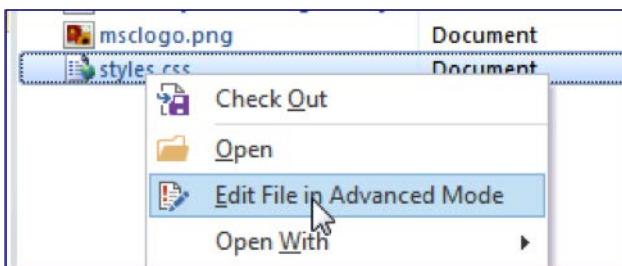
Inherit Alternate CSS URL from parent of this site
 Use default styles and any CSS files associated with your Master Page
 Specify a CSS file to be used by this site and all sites that inherit from it:
All Channels



Once we have a custom style sheet, we can connect it here.

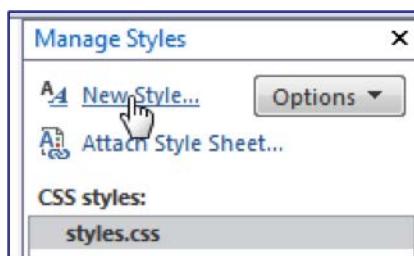
Hands-On Exercise 5.4: Creating and Adding an External Style Sheet (continued)

4. Open SharePoint Designer 2013 if it is not already open.
5. Open your team site from Recent Sites if it is not already open.
6. Click **Site Assets** on the left under Site Objects.
7. Click **Asset | CSS** in the New section and name the file **styles.css**.
8. Right-click the **styles.css** file, and click **Edit File in Advanced Mode**.



We will add a simple style just to test that the file is working. The top right header uses a `#suiteBarLeft` ID, so creating an ID with an obvious property will be a good start.

9. Click **View | Task Panes | Manage Styles** to open the Manage Styles task pane.
10. In the Manage Styles task pane, click **New Style...**



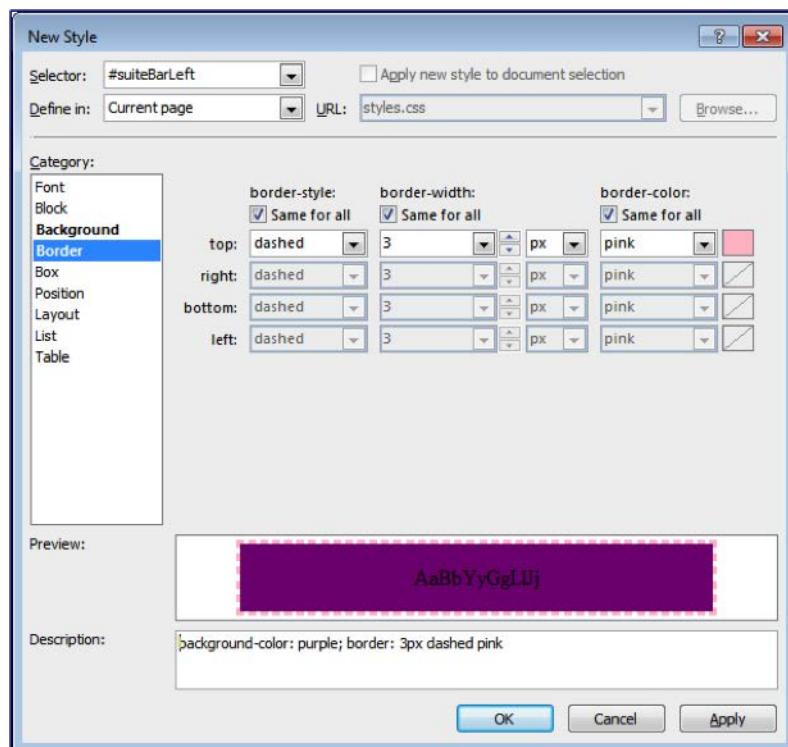
11. Type an ID of `#suiteBarLeft`, then click the **Background** category.
12. Type purple in the background-color field, then click the **Border** category.



Hands-On Exercise 5.4: Creating and Adding an External Style Sheet (continued)

13. Set the following properties (leave **Same for all** checked on all three):

border-style: dashed
border-width: 3px
border-color: pink



It won't be pretty, but it will do the trick.

14. Click **OK** to close the New Style dialog, then click **Save** in the Quick Access Toolbar at top left.
15. Return to Internet Explorer. Your Master Page Settings page should still be open.

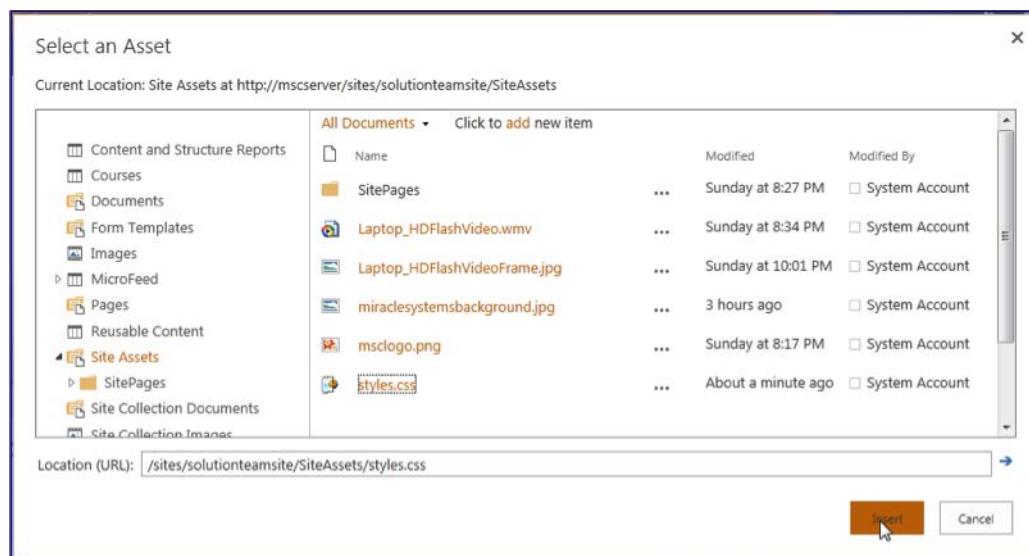


Hands-On Exercise 5.4: Creating and Adding an External Style Sheet (continued)

16. In the Alternate CSS URL section, select **Specify a CSS file to be used by this site and all sites that inherit from it**, and click **Browse**.



17. Click **Site Assets** on the left, select **styles.css**, and click **Insert**.



18. Click **OK**.

 Lovely! Now we know our styles are working, and we can easily add more styles to the style sheet in SharePoint Designer. We could certainly use any WYSIWYG tool, but SharePoint Designer is the easiest tool in this case for adding styles.



Hands-On Exercise 5.4: Creating and Adding an External Style Sheet (continued)



Removing header suitelinks

19. Return to your team site in SharePoint Designer. Your CSS file should still be open.
20. Delete the style we created earlier, and type the following:

```
div#suiteLinksBox {  
display:none;  
}
```

```
1 div#suiteLinksBox {  
2   display:none;  
3 }  
4
```

Click **Save** in the Quick Access Toolbar.



Creating styles to redesign the header

21. Open Firefox and browse to your team site.
22. Activate Firebug if it is not open, and click **Inspect** in the Firebug console, then click the site title, **Team[#] Team Site**.



Tools like Firebug are indispensable in isolating CSS styles.

23. Review the **.ms-core-pageTitle**, **.ms-core-pageTitle a** selector in the right CSS window in the Firebug console.



Hands-On Exercise 5.4: Creating and Adding an External Style Sheet (continued)

24. Return to SharePoint Designer 2013. Add a selector of `.ms-core-pageTitle, .ms-core-pageTitle a`. Add the following properties:

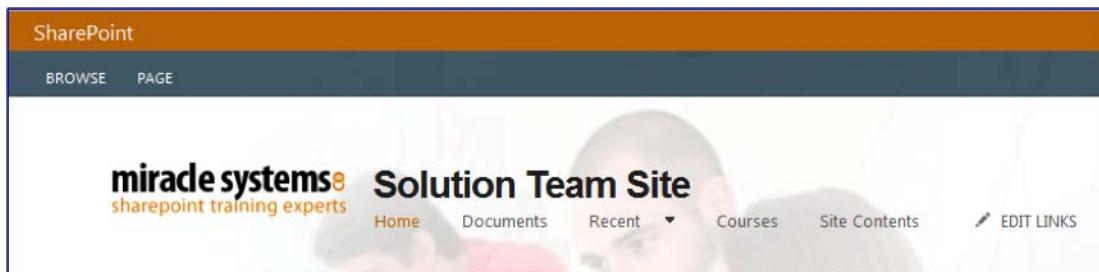
```
font-family: Arial, Helvetica, sans-serif;  
font-size: 1.5em;  
font-weight: bold;  
letter-spacing: -1px;
```

```
1 div#suiteLinksBox {  
2     display:none;  
3 }  
4  
5 .ms-core-pageTitle, .ms-core-pageTitle a {  
6     font-family: Arial, Helvetica, sans-serif;  
7     font-size: 1.5em;  
8     font-weight: bold;  
9     letter-spacing: -1px  
10 }
```



Options are endless. We will add these four simple modifications.

25. Save your changes. Return to Firefox and refresh to confirm your changes were applied.

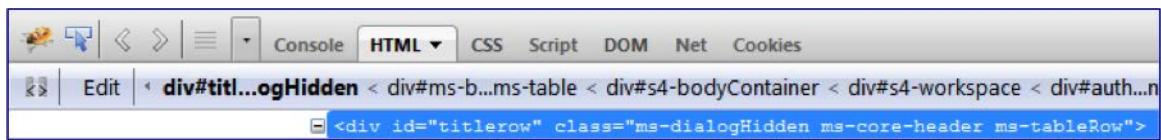


Hands-On Exercise 5.4: Creating and Adding an External Style Sheet (continued)

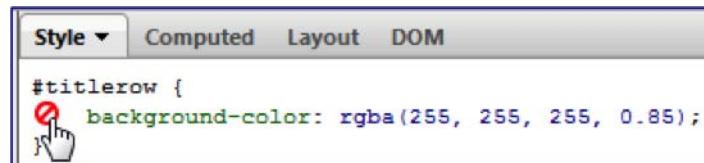
26. Click **Inspect** in the Firebug console, and click to the left of the site logo.



What is the selector for this box?



27. In the right window of the Firebug console, click the icon to the left of the background-color property to disable it and confirm that this selector is responsible for the semi-transparent box.

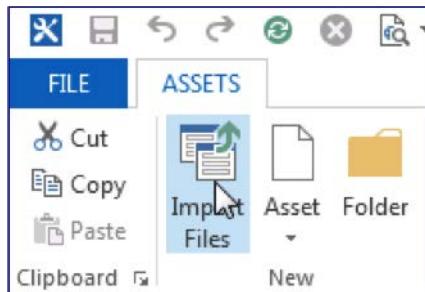


We will replace this with a gradient image.

28. Return to your `styles.css` document in SharePoint Designer, and click the **Site Assets** tab.

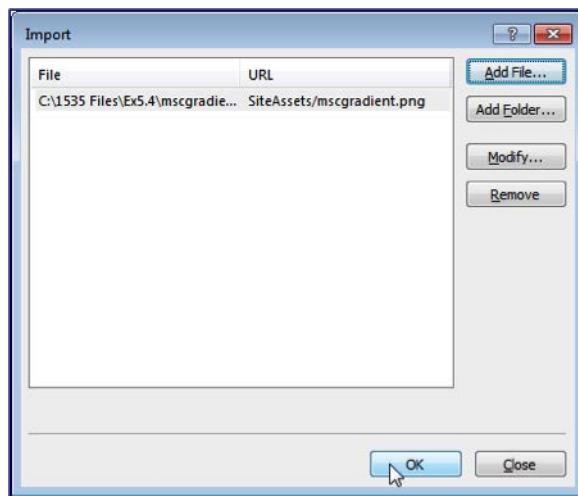
Hands-On Exercise 5.4: Creating and Adding an External Style Sheet (continued)

29. Click **Import Files** in the New section of the ribbon.



 We need to import the background image. It could also be uploaded in the browser or dragged and dropped into SharePoint Designer.

30. Click **Add File**, browse to 1535 Files\Ex5.4, and select mscgradient. Click **Open**, and click **OK** to close the Import dialog.

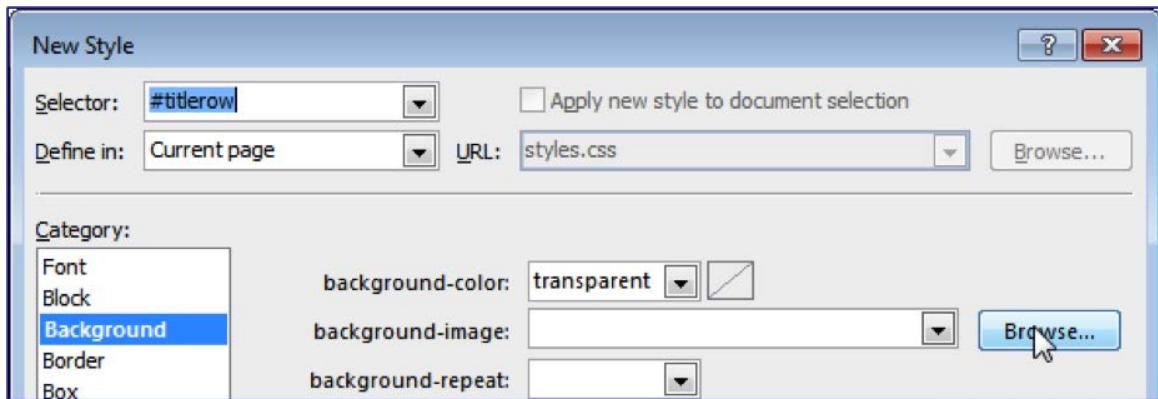


31. Click the **styles.css** tab, and click **New Style** in the Manage Styles dialog.
32. Enter **#titlerow** for the selector, and click the **Background** category.

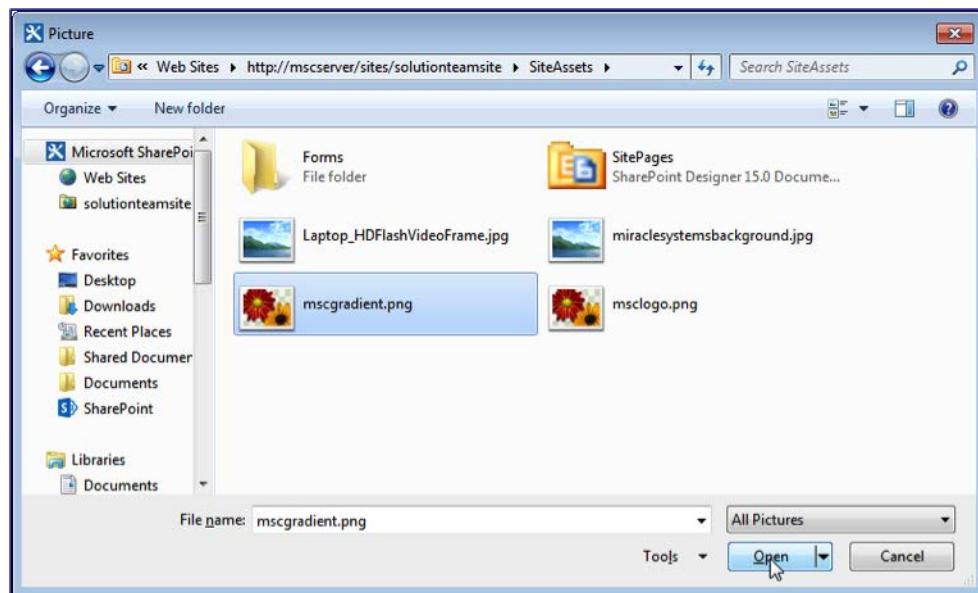


Hands-On Exercise 5.4: Creating and Adding an External Style Sheet (continued)

33. Type **transparent** for the background color, then click **Browse** to the right of the background-image property.



34. Open the Site Assets folder, select **mscgradient.png**, and click **Open**.

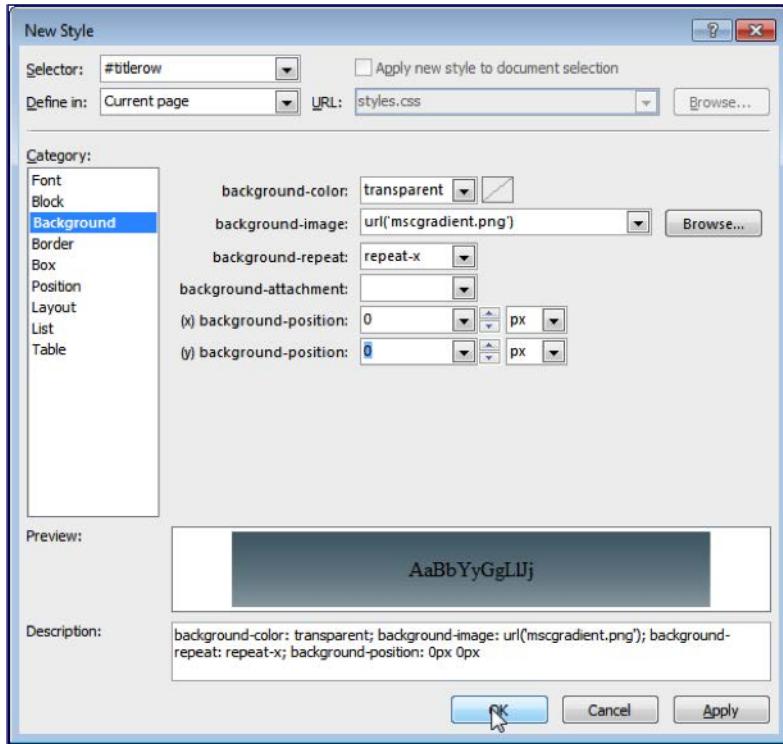


35. Select the menu for **background-repeat**, and select **repeat-x**.



Hands-On Exercise 5.4: Creating and Adding an External Style Sheet (continued)

36. Type 0 for both the (x) background-position and the (y) background-position.



37. Take a moment to review the Description at the bottom of the dialog that displays the entire style, then click **OK**.
38. Save your changes, then return to Firefox and refresh to see the new gradient header.



Hands-On Exercise 5.4: Creating and Adding an External Style Sheet (continued)



A few last changes to tidy up and we'll be done. It would be nice to remove the border that shows at the top of the page and to make the top nav a bit more visible.

39. Return to SharePoint Designer and add the following CSS styles:



You can copy and paste this text from 1535 Files
\Ex5.4\headerstyles.txt.

```
.ms-cui-topBar2 {  
    border-bottom: 1px solid transparent;  
}  
.ms-core-header .ms-core-listMenu-item,  
.ms-core-header .ms-core-listMenu-item:link,  
.ms-core-header .ms-core-listMenu-item:visited {  
    color: #000;  
}
```

```
18 .ms-cui-topBar2 {  
19     border-bottom: 1px solid transparent;  
20 }  
21 |  
22 .ms-core-header .ms-core-listMenu-item,  
23 .ms-core-header .ms-core-listMenu-item:link,  
24 .ms-core-header .ms-core-listMenu-item:visited {  
25     color: #000;  
26 }
```

40. Save your changes, return to Firefox, and refresh to see the final product.



Hands-On Exercise 5.4: **Creating and Adding an External Style Sheet** **(continued)**



Congratulations! You have created a style sheet and modified styles in a SharePoint team site.



Use Firebug to isolate any other selectors that you'd like to restyle.

Add these changes into your style sheet.

Use CSS comments to put them into a section you can easily locate later.



This is the end of the exercise.



Hands-On Exercise 6.1: Collaboration and Publishing Master Pages

Objectives

In this exercise, you will

- Examine a team site master page in SharePoint Designer 2013
- Examine a team site master page in Dreamweaver CS6
- Examine a publishing site master page in the Design Manager

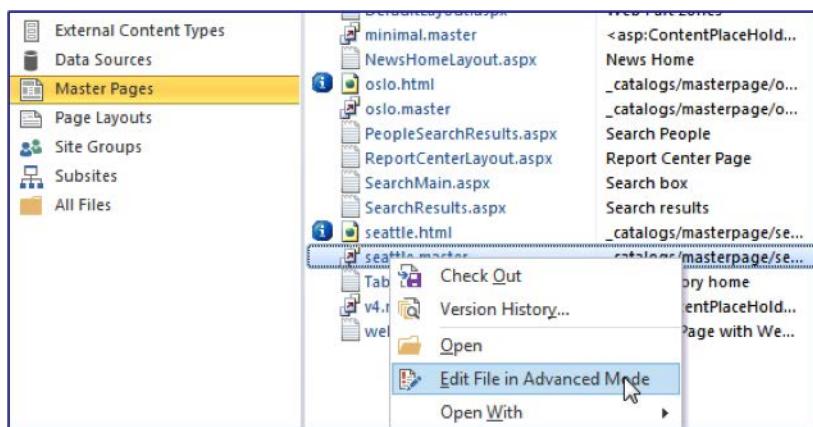


So far, we have applied some custom CSS to the asset library. The custom CSS was connected to the master page with master page settings. Master pages can be edited directly in SharePoint Designer 2013, a downloaded copy can be edited in a WYSIWYG editor, or the Design Manager can be used to manage master pages. We will investigate all three.



Examining v4.master

1. Open SharePoint Designer 2013 and open your department's team site. It may be open from the last activity: mscserver/sites/team[#]teamsite
2. Click **Master Pages** in the Site Objects panel.
3. Right-click **seattle.master** and select **Edit File in Advanced Mode**.

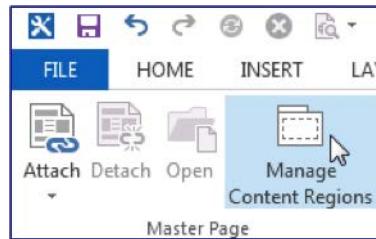


Hands-On Exercise 6.1: Collaboration and Publishing Master Pages (continued)

4. Scroll to the top of the page and find these items in the head of the document:
- Page title
 - Core JavaScript
 - Core CSS
 - Themable CSS link

```
9 <head runat="server">
10   <meta name="GENERATOR" content="Microsoft SharePoint" />
11   <meta http-equiv="Content-type" content="text/html; charset=utf-8" />
12   <meta http-equiv="X-UA-Compatible" content="IE=10" />
13   <meta http-equiv="Expires" content="0" />
14   <SharePoint:SPPinnedSiteTile runat="server" TileUrl="/_layouts/15/images/SharePointMetroAppTile.png" TileColor="#0072C6" />
15   <SharePoint:RobotsMetaTag runat="server"/>
16   <SharePoint:PageTitle runat="server">
17     <asp:ContentPlaceHolder id="PlaceHolderPageTitle" runat="server">
18       <SharePoint:ProjectProperty Property="Title" runat="server" />
19     </asp:ContentPlaceHolder>
20   </SharePoint:PageTitle>
21   <SharePoint:SPShortcutIcon runat="server" IconUrl="/_layouts/15/images/favicon.ico?rev=23" />
22   <SharePoint:StartScript runat="server" />
23   <SharePoint:CssLink runat="server" Version="15"/>
24   <SharePoint:CacheManifestLink runat="server"/>
25   <SharePoint:ScriptLink language="javascript" name="core.js" OnDemand="true" runat="server" Localizable="false" />
26   <SharePoint:ScriptLink language="javascript" name="menu.js" OnDemand="true" runat="server" Localizable="false" />
27   <SharePoint:ScriptLink language="javascript" name="callout.js" OnDemand="true" runat="server" Localizable="false" />
28   <SharePoint:ScriptLink language="javascript" name="sharing.js" OnDemand="true" runat="server" Localizable="false" />
29   <SharePoint:ScriptLink language="javascript" name="suitelinks.js" OnDemand="true" runat="server" Localizable="false" />
30   <SharePoint:CustomJSUrl runat="server" />
31   <SharePoint:SoapDiscoveryLink runat="server" />
32   <SharePoint:AjaxDelta id="DeltaPlaceHolderAdditionalPageHead" Container="false" runat="server">
33     <asp:ContentPlaceHolder id="PlaceHolderAdditionalPageHead" runat="server" />
34     <SharePoint:DelegateControl runat="server" ControlId="AdditionalPageHead" AllowMultipleControls="true" />
35     <asp:ContentPlaceHolder id="PlaceHolderBodyAreaClass" runat="server" />
36   </SharePoint:AjaxDelta>
37   <SharePoint:CssRegistration Name="Themable/corev15.css" runat="server" />
38 </head>
```

5. Click the **Style** tab in the ribbon, then click **Manage Content Regions** in the Master Page section.

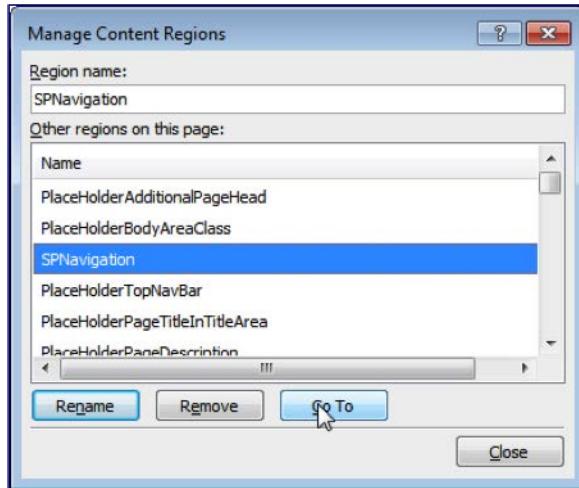


Manage Content Regions allows you to see all of the Placeholders in a definitive list. This can be useful for isolating specific placeholders.



Hands-On Exercise 6.1: Collaboration and Publishing Master Pages (continued)

6. Select **SPNavigation**, then click **Go To**.



7. Select the following placeholders, and examine the SharePoint code:

- **PlaceHolder TopNavBar**
- **PlaceHolder SearchArea**
- **PlaceHolder Main**



While it is more challenging with no Design view, isolating placeholders can be helpful when you are adding CSS or HTML to modify the layout.

8. Click **Close** to close the Manage Content Regions dialog, then click **Master Pages** in the Site Objects panel.



OOTB master pages are available in a .master file and a .html file. The .html file allows us to see the structural formatting more clearly. Since we're in SharePoint Designer, it's still code.

9. Right-click **seattle.html** and select **Edit File in Advanced Mode**.



Do you see any placeholders? What do you see in this file?



Hands-On Exercise 6.1: Collaboration and Publishing Master Pages (continued)

10. Scroll down to line 385 and view the HTML.

```
382      <!--SPM:<SharePoint:AjaxDelta id="DeltaPlaceHolderMain" BlockElement="true" IsMainContent="true" runat="server">-->
383      <a id="mainContent" name="mainContent" tabindex="-1">
384      </a>
385      <!--SPM:<asp:ContentPlaceHolder id="PlaceHolderMain" runat="server">-->
386      <div class="DefaultContentBlock" style="border:medium black solid; background:yellow; color:black;">
387      This area will be filled in by content you create in your page layouts.
388
389      </div>
```



Of the placeholders we viewed in seattle.master, which one does this HTML correspond to?

11. Close SharePoint Designer.



Viewing master pages in Dreamweaver

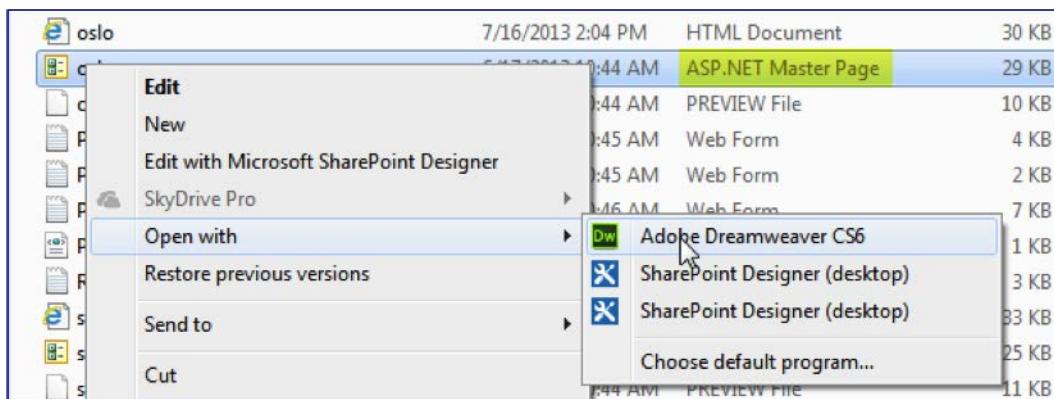
12. Open Windows Explorer and click your mapped drive (mscserver/sites...) on the left under Computer.

13. Look for the file oslo with a file type of ASP.NET Master Page.



We will not be editing the HTML version of the file yet.

14. Right-click the oslo master page and select **Open with | Adobe Dreamweaver CS6**.

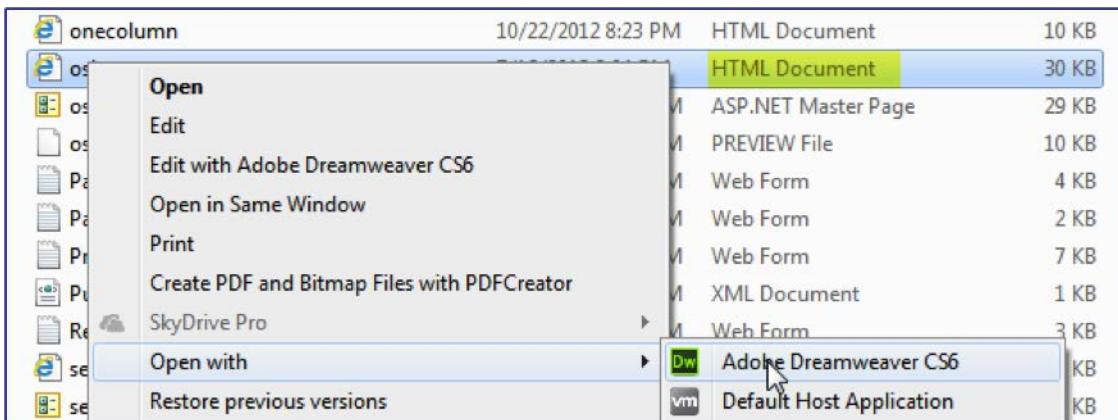


Hands-On Exercise 6.1: Collaboration and Publishing Master Pages (continued)



Just as in SharePoint Designer, master pages can only be edited in code view in Dreamweaver. If Adobe Dreamweaver CS6 does not show as an option, you may need to click Choose default program to add it.

15. Close oslo.master, return to Windows Explorer, right-click oslo.html, and select **Open with | Adobe Dreamweaver CS6**.



16. Scroll through the file to explore the HTML and design.



While the HTML provides somewhat of a design view, it is likely not very accurate.

17. Click **File | Preview in Browser | IEExplorer**, then click the flashing Internet Explorer icon below.



Or perhaps Dreamweaver's preview was not so bad after all. Don't forget that the master page represents the common elements on all pages. The HTML preview generally excludes the ribbon. You should expect to see site title, logo, search area, top navigation, and content area. In a fully designed site, you will see much more.

18. Close Dreamweaver.



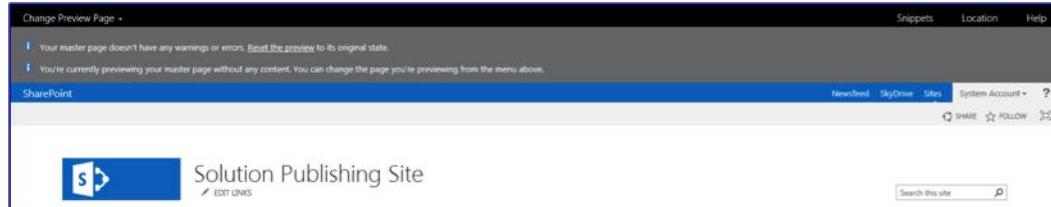
Viewing master pages in the Design Manager

19. In Internet Explorer, open your publishing site, mscserver/sites/team[#]pubsite



Hands-On Exercise 6.1: Collaboration and Publishing Master Pages (continued)

20. Click **Settings | Design Manager**.
21. Click **Edit Master pages** on the left.
22. Click **oslo**.



This should look familiar. This shows the same HTML preview we saw from Dreamweaver, with the addition of the ribbon.

23. Click the **Back** button in the browser, then click **Settings | Site settings**.
24. Click **Master pages and page layouts** under Web Designer Galleries.

Master Page Gallery <small>①</small>				
Type	Name	Modified	Modified By	
Display Templates	7/14/2013 7:30 PM	System Account		
Editing Menu	7/14/2013 7:30 PM	System Account		
en-us	7/14/2013 7:30 PM	System Account		
TaxonomyLocalData	7/14/2013 7:33 PM	System Account		
Themable	7/14/2013 7:30 PM	System Account		
_DeviceChannelMappings.aspx	7/14/2013 7:30 PM	System Account		
ArticleLeft.aspx	7/14/2013 7:30 PM	System Account		
ArticleLinks.aspx	7/14/2013 7:30 PM	System Account		
ArticleRight.aspx	7/14/2013 7:30 PM	System Account		
BlankWebPartPage.aspx	7/14/2013 7:30 PM	System Account		
CatalogArticle.aspx	7/14/2013 7:30 PM	System Account		
CatalogWelcome.aspx	7/14/2013 7:30 PM	System Account		
EnterpriseWiki.aspx	7/14/2013 7:30 PM	System Account		
ErrorLayout.aspx	7/14/2013 7:30 PM	System Account		
minimal.master	7/14/2013 7:30 PM	System Account		
oslo.html	7/14/2013 7:30 PM	System Account		
oslo.master	7/14/2013 7:30 PM	System Account		
oslo.preview	7/14/2013 7:30 PM	System Account		



Hands-On Exercise 6.1: Collaboration and Publishing Master Pages (continued)



If we hadn't used Dreamweaver to directly connect to the Master Page Gallery, we could copy files from here to open to Dreamweaver or any WYSIWYG editor.



Congratulations! You have examined multiple master pages in SharePoint Designer 2013, Dreamweaver CS6, and the Design Manager.



Download a copy of a master page from Design Manager | Edit Master Pages, and open it in Dreamweaver for editing.



This is the end of the exercise.



1535-MA-138

© All rights reserved. Not to be reproduced without prior written consent.

Hands-On Exercise 6.2: Modifying Existing Master Pages

Objectives

In this exercise, you will

- Create a minimal master page
- Add a third-party starter master page
- Review the code and structure of a starter master page
- Apply some formatting changes to seattle.master



Master pages have changed significantly in SharePoint 2013. In SharePoint 2010, developers typically turned to third-party master pages, either from Microsoft or from Codeplex. In SharePoint 2013, more options are available. The Design Manager facilitates multiple ways to work with and create master pages. We will investigate the possibilities in this exercise.



Creating a minimal master page

1. Open Internet Explorer and open your department's publishing site. It may be open from a previous activity: mscserver/sites/team[#]pubsite
2. Click **Settings | Design Manager**, then click **Edit Master Pages** on the left.
3. Click **Create a minimal master page**.

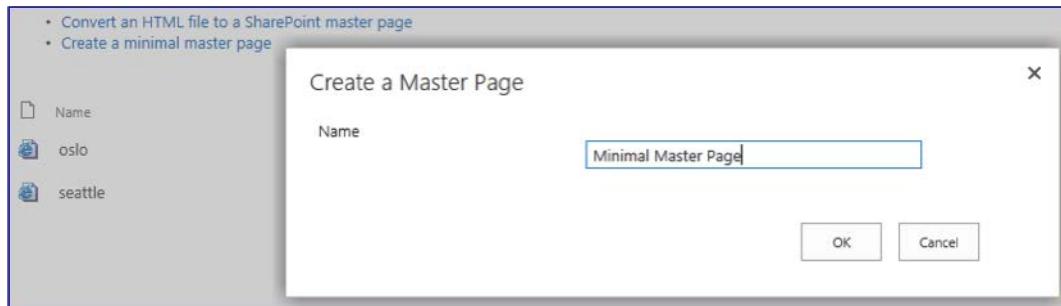
The screenshot shows the SharePoint Design Manager interface. A callout box points to the 'Create a minimal master page' link in the 'Create' section of the ribbon. The 'Create a Master Page by starting with a minimal HTML template and adding your own content.' tooltip is displayed. Below the ribbon, there is a table with two rows:

Name	Status	Approval Status
oslo	Conversion successful.	Draft
seattle	Conversion successful.	Draft

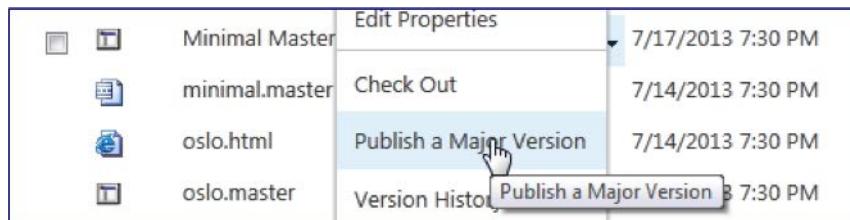


Hands-On Exercise 6.2: Modifying Existing Master Pages (continued)

4. Name the master page **Minimal Master Page**, then click **OK**.



5. Click **Settings | Site settings**, then click **Master pages and page layouts** under Web Designer Galleries.
6. Scroll down to **Minimal Master Page.html**, roll over it, click the drop-down menu, and select **Publish a Major Version**.

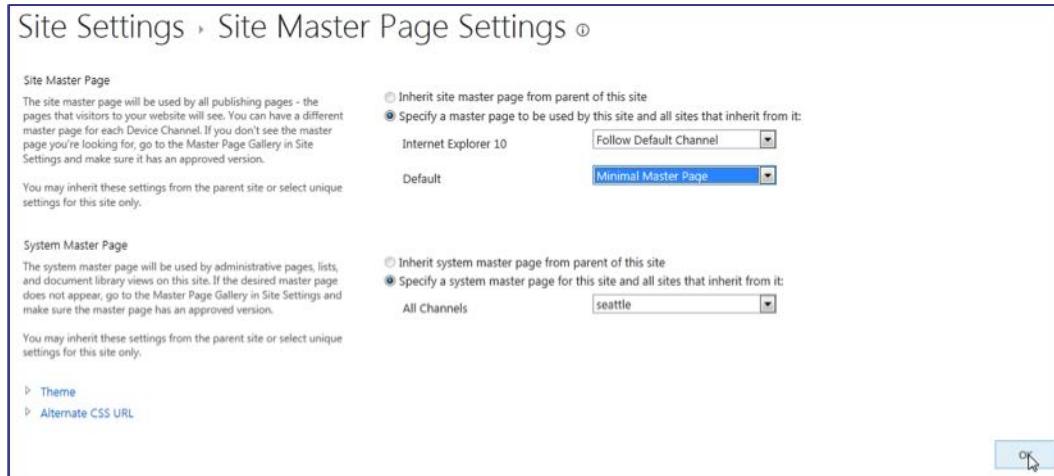


7. Click **OK** in the Publish Major Version dialog.
8. Click **Settings | Site Settings**, then click **Master page** under Look and Feel.

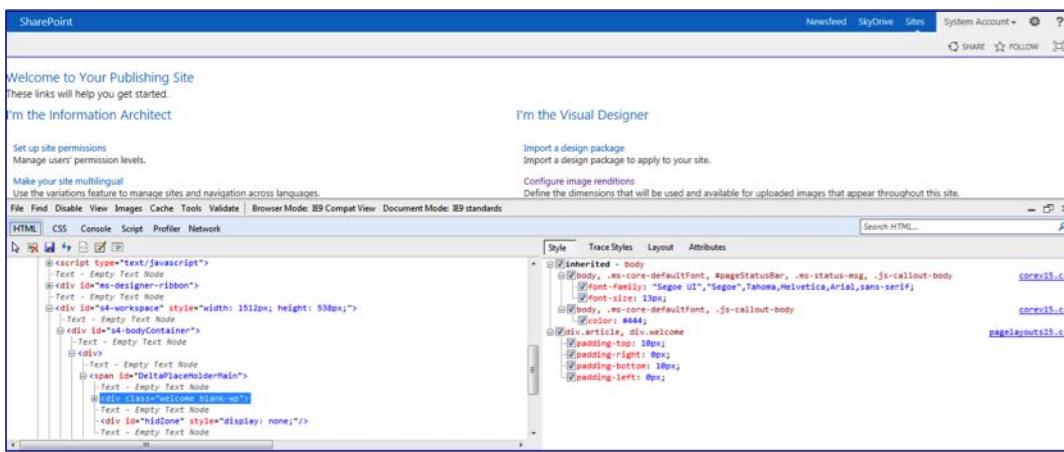


Hands-On Exercise 6.2: Modifying Existing Master Pages (continued)

9. Set the Default field to **Minimal Master Page**, then click **OK**.



10. Click the logo to return to the Home page.
11. Press **<F12>** to open Developer Tools. (Or press **<Alt>** to reveal the menu, then click **Tools | F12 developer tools**.)
12. Click the arrow for **Select element by click**.
13. Click above Welcome to Your Publishing Site.



14. Review the selected tag in the developer tools, then scroll up slightly to see the rest of the HTML.



Hands-On Exercise 6.2: Modifying Existing Master Pages (continued)



What is the HTML that is the container for the main area?



Where is the page formatting coming from, if not from the master page?



What is "DeltaPlaceHolderMain?"



The master page provides HTML for the overall container, or main div of the page. All other formatting and layout is contained in the page layout. We will create and edit page layouts in the next chapter.



Adding a third-party master page



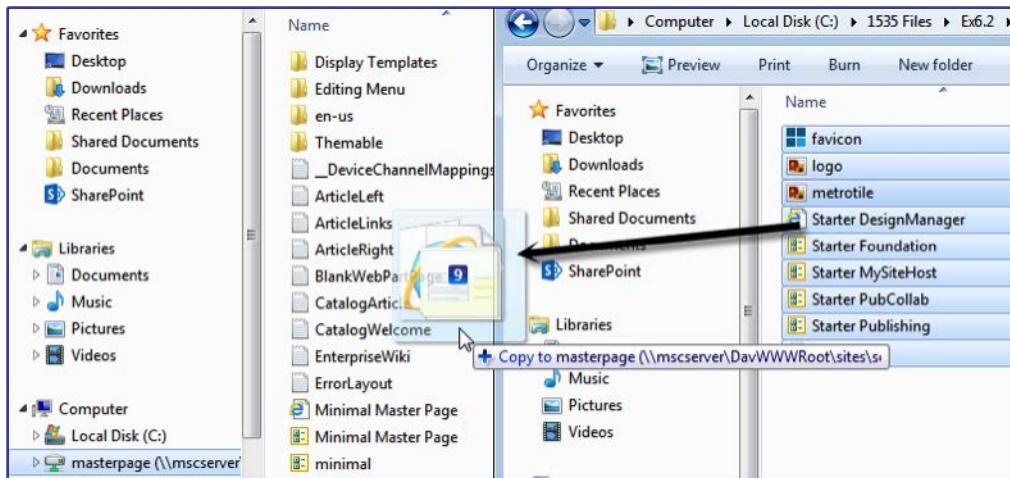
We will add one of Randy Drisgill's master pages from startermasterpages.codeplex.com. If you are using SharePoint Foundation, this is one of a few options available to you.

15. Open Windows Explorer, then click **masterpage** under Computer on the left.
16. Click **Start | Computer** to open another Windows Explorer window.
17. Navigate to C:\1535 Files\Ex6.2\StarterBranding - V1.3.



Hands-On Exercise 6.2: Modifying Existing Master Pages (continued)

18. Select all the contents, then drag and drop to your masterpage mapped drive (z:) folder window.



In SharePoint Foundation, we would not have the Design Manager and would need to use SharePoint Designer 2013 for this. However, we will rely on Design Manager, since it is convenient.



Reviewing the code and structure of a starter master page

19. Open SharePoint Designer 2013, and click **Open Site**.
20. In the Site name field, type `http://mscserver/sites/team[#]pubsite`
21. Click **OK**, then click **Open**.
22. When Windows Explorer has finished copying the files, right-click **Starter Publishing**, and select **Edit** from the menu.



You will need to scroll to the bottom of the window in Windows Explorer to see the imported files.

23. Review the code in this file in SharePoint Designer 2013.

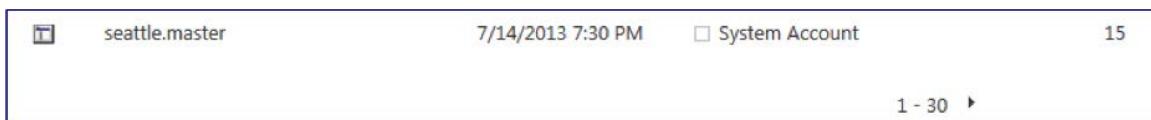


Hands-On Exercise 6.2: Modifying Existing Master Pages (continued)

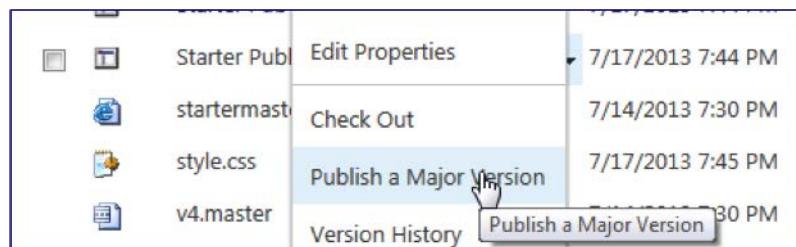


Randy Drisgill's master page is very similar to the minimal master page that we worked with previously. However, it is better commented, so it is easier to add structural formatting and CSS to build a design with the minimal master as a foundation.

24. Return to your open publishing site in Internet Explorer, and click **Settings | Site settings**.
25. Click **Master Pages and page layouts** under Web Designer Galleries.
26. Scroll to the bottom of the page, and click the right arrow next to 1 - 30 to scroll to the next page of master pages and page layouts.



27. Roll over `Starter Publishing.master`, then click to reveal the drop-down menu. Select **Publish a Major Version**, then click **OK**.

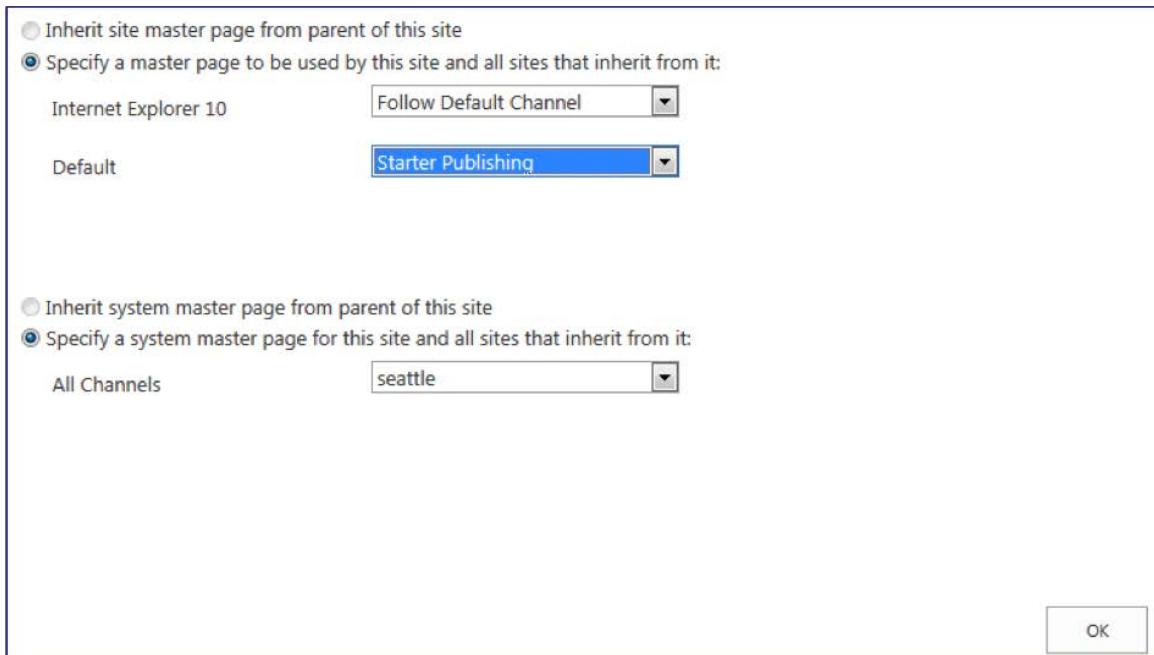


28. Click **Settings | Site settings**, then click **Master page** under Look and Feel.



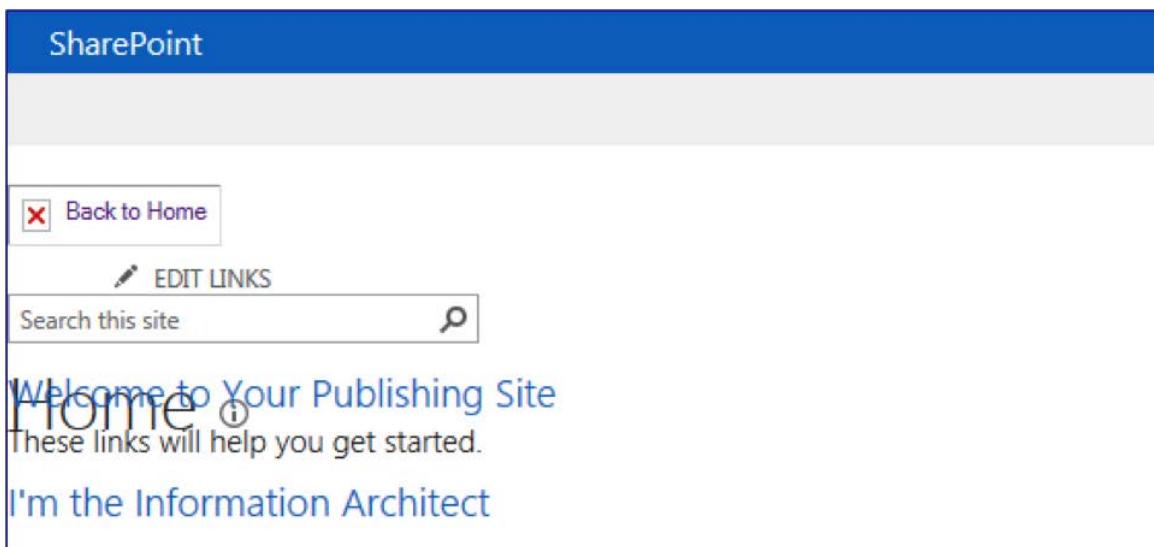
Hands-On Exercise 6.2: Modifying Existing Master Pages (continued)

29. Set the **Default** field in Site Master Page to **Starter Publishing**, then click **OK**.



30. Click the logo to return to the home page.

 Generally, this is the same as the minimal master page, but there are a few more placeholders present, such as the search area, the site logo, and the page title. There would clearly need to be additional formatting applied to work with this master page.



Hands-On Exercise 6.2: Modifying Existing Master Pages (continued)



Applying formatting changes to seattle.master

31. Click **Settings | Site Settings**, then click **Master page** under Look and Feel.
32. Change **Master Page Default** from Starter Publishing to **seattle**, then click **OK**.
33. Click the site logo in the top left corner to return to the home page.
34. Make sure your publishing site is already open in SharePoint Designer.
35. Click **Master Pages** in Site Objects, then right-click **seattle.html**, and select **Edit File in Advanced Mode**.
36. In the code area, scroll to the top of the page just before the closing `</head>` tag near line 88. Type the following all on one line:

```
<link rel="stylesheet" href=".../SiteAssets/styles.css" type="text/css" />
```

Click **Save** in the Quick Access Toolbar.

```
73  
74      <link rel="stylesheet" href=".../SiteAssets/styles.css" type="text/css" />  
75    </head>
```



Note that code completion may close some tags or complete some attributes for you. Examine your code for any errors. This file does not exist yet; we will create it next.

37. Click **Site Assets** under Site Objects.
38. Click **Asset | CSS** in the ribbon in the New category on the left.
39. Name the new CSS file **styles.css**.
40. Right-click **styles.css**, and select **Open**.



Hands-On Exercise 6.2: Modifying Existing Master Pages (continued)

41. Type the following CSS, then click **Save**.



You can copy and paste this CSS from 1535 Files \\Ex6.2\\masterpagestyles.txt.

```
#suiteLinksBox {  
    display: none;  
}  
  
.item .link-item a {  
    font-weight: bold;  
}  
  
.ms-core-pageTitle, .ms-core-pageTitle a {  
    font-family: Georgia, Times New Roman !important;  
    letter-spacing: 1px;  
}
```

42. Open Internet Explorer. Navigate to your publishing site (`mscserver/sites/team[#]pubsite`), and view the changes you've applied.



While the changes aren't necessarily dramatic, since they are purely CSS, we could have made changes to HTML, CSS, JavaScript, jQuery, etc.



Congratulations! You have examined and edited an out-of-the-box master page.



Make a duplicate of `seattle.master` and `seattle.html`. Navigate to the Master Page gallery and check the file in. Edit the file to make any additional changes to the code, based on your HTML/CSS/JavaScript experience.



This is the end of the exercise.



1535-MA-148

© All rights reserved. Not to be reproduced without prior written consent.

Hands-On Exercise 6.3: Creating a Fully Branded Master Page

Objectives

In this exercise, you will

- Add custom HTML to the master page gallery
- Convert an HTML file to a custom master page
- Attach a master page to a publishing site
- Add code snippets to introduce SharePoint functionality



The SharePoint 2013 Design Manager allows you to convert HTML into a master page. The Design Manager will add any required controls to allow the file to function as a master page, and it will create two files: a .master and an .html. Any changes to the .html file will automatically be applied to the .master file. In addition, a snippets capability allows you to introduce SharePoint functionality to your converted master page.



Adding custom HTML to the Master Page gallery

1. Open Windows Explorer and click **masterpage** under Computer on the left.
2. Click **Start | Computer** to open a second Windows Explorer window.
3. Click **Local Disk (C:)**, and navigate to **1535 Files\Ex6.3**.
4. Open the **html5templates_citrusy** folder.

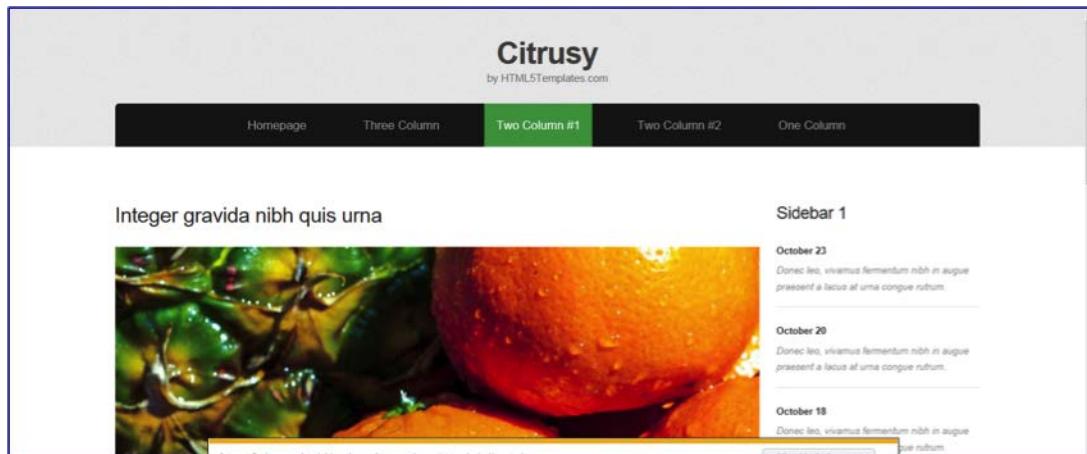


Numerous HTML5 templates are available online. We're using a template available from www.html5templates.com, which publishes responsive web templates under a free, open-source Creative Commons license.



Hands-On Exercise 6.3: Creating a Fully Branded Master Page (continued)

5. Double-click `twocolumn1.html` to view the file we will use for our master page in Internet Explorer.



6. Return to Windows Explorer, select all the contents in the folder, right-click, and select **Copy**.

Name	Date modified	Type	Size
css	7/1/2013 10:18 AM	File folder	
images	7/1/2013 10:18 AM	File folder	
index	7/2/2012 8:23 PM	HTML Document	10 KB
onecolumn	7/2/2012 8:23 PM	HTML Document	10 KB
threecolumn	7/2/2012 8:25 PM	HTML Document	8 KB
twocolumn	7/2/2012 8:26 PM	HTML Document	7 KB
twocolumn1	7/2/2012 8:26 PM	HTML Document	7 KB

A context menu is open over the "twocolumn1" file, showing options: Open, Open in new window, SkyDrive Pro, Snagit, Send to, Cut, and Copy. The "Copy" option is highlighted with a cursor icon.

7. Navigate to your open masterpage mapped drive (Z:) folder, right-click, and select **Paste**.



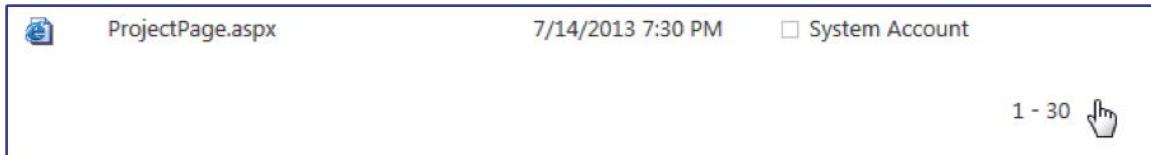
Converting an HTML file to a custom master page

8. Open Internet Explorer, navigate to your publishing site, and click **Settings | Site Settings**. Click **Master pages and page layouts** under Web Designer Galleries.



Hands-On Exercise 6.3: Creating a Fully Branded Master Page (continued)

9. Scroll down, and click the right arrow to the right of 1 - 30 to navigate to the next page of results.



10. Confirm that the files that you just pasted appear. You should see `twocolumn1.html` in the list.

	threecolumn.html	7/17/2013 8:39 PM	<input type="checkbox"/> System Account
	twocolumn1.html	7/17/2013 8:31 PM	<input type="checkbox"/> System Account
	twocolumn2.html	7/17/2013 8:31 PM	<input type="checkbox"/> System Account
	v4.master	7/14/2013 7:30 PM	<input type="checkbox"/> System Account
	VariationRootPageLayout.aspx	7/14/2013 7:30 PM	<input type="checkbox"/> System Account
	WelcomeLinks.aspx	7/14/2013 7:30 PM	<input type="checkbox"/> System Account
	WelcomeSplash.aspx	7/14/2013 7:30 PM	<input type="checkbox"/> System Account

4 15 15 15

◀ 31 - 49

11. Click **Settings | Design Manager**, then click **Edit Master Pages**.

12. Click **Convert an HTML file to a SharePoint master page**.

Design Manager: Edit Master Pages

A master page defines common elements across all the pages of your site. You can use the net click on its file name or status. While previewing your HTML master page, use the Snippet Galle

- [Convert an HTML file to a SharePoint master page](#)
- [Create a minimal master page](#)

SharePoint will convert the uploaded HTML file of your choice to a Master Page by adding the required functionality.

Name

Status

Approval Status



Hands-On Exercise 6.3: Creating a Fully Branded Master Page (continued)

13. Scroll down and select `twocolumn1.html`, then click **Insert**.



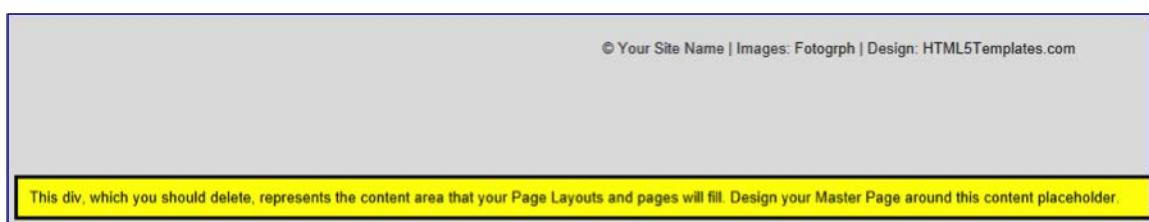
Wait a moment for SharePoint to process the conversion. You will see `twocolumn1` appear at the bottom of the list. If you see the words "Conversion successful," there were no errors in the conversion. If there were errors, SharePoint would prompt you to correct these before allowing you to use the master page.

14. Click the **Conversion successful** link.

Name	Status	Approval Status
Minimal Master Page	Conversion successful.	Draft
oslo	Conversion successful.	Draft
seattle	Conversion successful.	Draft
twocolumn1 #*	Conversion successful.	Draft

15. Read the messages at the top of the screen, then scroll through the page to examine the results of the conversion.

16. Scroll to the bottom of the screen and read the div text in yellow.

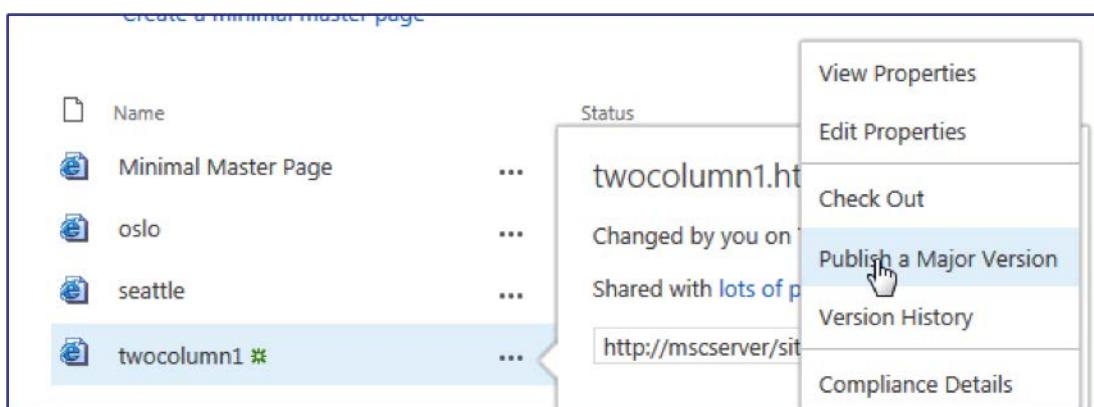


Hands-On Exercise 6.3: Creating a Fully Branded Master Page (continued)



Note that while this page appears, and the conversion was successful, there is not yet any SharePoint capability beyond the fact that the page can be attached as a master. A page based on this master would not have its contents appear in the design section with the white or grey background; we will need to incorporate that functionality.

17. Click the back button in Internet Explorer, then click the ellipsis (...) to the right of twocolumn1 to reveal the dialog.
18. Click the Open Menu ellipsis (...) and select **Publish a Major Version**.



19. Type any comments you wish, then click **OK**.



Although the master page can be easily connected, there is more work to be done.

Attaching the master page to the publishing site

20. Click **Settings | Site settings**, then click **Master page** under Look and Feel.
21. In the Site Master Page section, click the menu next to Default and change it to **twocolumn1**.



Hands-On Exercise 6.3: Creating a Fully Branded Master Page (continued)

22. Leave System Master Page settings as is, then click **OK**.

The screenshot shows the 'Site Master Page' settings dialog box. It has two main sections: 'Site Master Page' and 'System Master Page'.
Site Master Page:
Description: The site master page will be used by all publishing pages - the pages that visitors to your website will see. You can have a different master page for each Device Channel. If you don't see the master page you're looking for, go to the Master Page Gallery in Site Settings and make sure it has an approved version.
Setting: Inherit site master page from parent of this site (radio button selected).
Device Channel: Internet Explorer 10, Follow Default Channel (dropdown set to 'twocolumn1').
Default: Default (dropdown set to 'seattle').
Note: You may inherit these settings from the parent site or select unique settings for this site only.
System Master Page:
Description: The system master page will be used by administrative pages, lists, and document library views on this site. If the desired master page does not appear, go to the Master Page Gallery in Site Settings and make sure the master page has an approved version.
Setting: Inherit system master page from parent of this site (radio button selected).
Device Channel: All Channels, seattle (dropdown set to 'seattle').
Note: You may inherit these settings from the parent site or select unique settings for this site only.
Links: Theme, Alternate CSS URL.



The System Master Page is the master page used on pages such as Site Settings that we are viewing right now. Since we left it as is, we will not see our changes.

23. Click the logo in the top left to view the home page.
24. Review the effect of the master page.
25. Click **Settings | Edit page**.

The screenshot shows the 'Edit Page' interface. At the top, there is a yellow header bar with a warning icon and the text: 'Checked out to you Only you can see your recent changes. [Check it in.](#)' Below the header is a content area.
Content Area:
Title: Home
Page Content:
Welcome to Your Publishing Site
These links will help you get started.

26. Note that all of the editing functionality is available, if not exactly where we want it.



The position of the Web Parts is not a component of the master page.



Hands-On Exercise 6.3: Creating a Fully Branded Master Page (continued)



If it is not a component of the master page, then where does this information come from?



Adding code snippets to introduce SharePoint functionality



The master page obviously includes the ribbon. But note that it does not even include a working top nav. The top nav is completely static; it came over from the custom HTML we added. We must swap out the static navigation for the SharePoint nav. You might imagine there will also be some CSS work to be done to fine tune the appearance. We have other controls to add to this page as well.

27. Click **Settings | Site settings**, then click **Master pages and page layouts**.
28. Scroll down, and click the arrow to the right of 1-30 to advance to the next set of results.
29. Find **twocolumn1.html**, roll over to reveal the menu, click it, and select **Check Out**.
30. Click **Settings | Design Manager**.



Hands-On Exercise 6.3: Creating a Fully Branded Master Page (continued)

31. Click **Edit Master Pages** on the left, then click **twocolumn1**.

The screenshot shows the 'Design Manager: Edit Master Pages' interface. At the top, there is a brief description: 'A master page defines common elements across all the pages of your site. You can use the new master page feature to quickly create a new master page or edit an existing one. Click on its file name or status. While previewing your HTML master page, use the Snippet Gall...' Below this is a list of master pages:

Name	Status	Approval Status
Minimal Master Page	Conversion successful.	Draft
oslo	Conversion successful.	Draft
seattle	Conversion successful.	Draft
twocolumn1 *	Conversion successful.	Approved



Note that although the page may look like our home page, we are in the Master page preview.

Note the grey info bar and also the black bar with Change Preview Page on the left and Snippets and other buttons on the right.

The screenshot shows the SharePoint ribbon. The 'Snippets' button is highlighted with a blue box and a cursor. A tooltip 'HTML snippets of SharePoint components' is visible above the button. Other buttons in the ribbon include 'Change Preview Page', 'Reset the preview', 'Location', 'Help', 'Newsfeed', 'SkyDrive', 'Sites', and 'team5'.

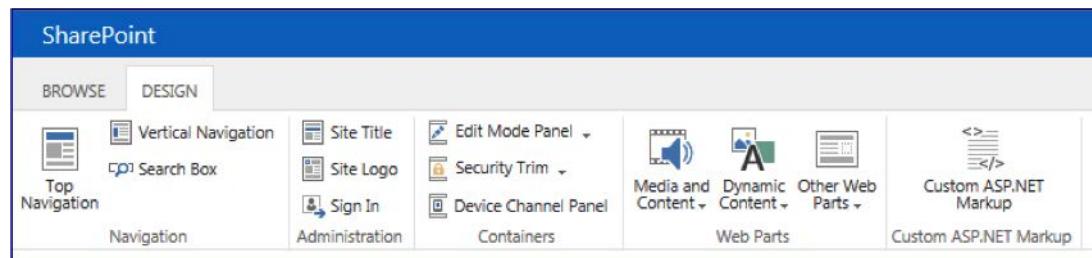
32. Click **Snippets** in the top right.

The screenshot shows the SharePoint ribbon with the 'Snippets' button highlighted by a cursor. A tooltip 'HTML snippets of SharePoint components' is displayed below the button. The ribbon also includes 'Change Preview Page', 'Reset the preview', 'Location', 'Help', 'Newsfeed', 'SkyDrive', 'Sites', 'System Account', and a question mark icon.



Hands-On Exercise 6.3: Creating a Fully Branded Master Page (continued)

33. Look through the items that appear in the Design tab in the ribbon.



34. Click **Site Title** in the Administration section.
35. On the right, expand each of the categories (Accessibility, Appearance, etc.) beneath the Customization headers.

The screenshot shows the 'Site Elements' dialog box with the 'Important' header. It lists several properties under three main sections: 'Important', 'Accessibility', and 'Appearance'. The 'Important' section includes 'CssClass'. The 'Accessibility' section includes 'AccessKey' and 'TabIndex'. The 'Appearance' section includes 'BackColor', 'BorderColor', 'BorderStyle' (set to 'NotSet'), 'BorderWidth', 'Font', and 'ForeColor'.

Important	
CssClass	
Accessibility	
AccessKey	
TabIndex	0
Appearance	
BackColor	
BorderColor	
BorderStyle	NotSet
BorderWidth	
Font	
ForeColor	



Hands-On Exercise 6.3: Creating a Fully Branded Master Page (continued)

36. Review the Preview field and the code in the HTML Snippet field on the left, then click **Copy to Clipboard** beneath the HTML code.

HTML Snippet

Copy and paste this snippet at the desired location in your HTML design file. Note that many HTML preview regions are read-only but will render properly on your site.

```
<div data-name="SiteTitle"><!--CS: Start Site Title Snippet--><!--SPM:<%@Register Tagprefix="SharePoint"
Namespace="Microsoft.SharePoint.WebControls"
Assembly="Microsoft.SharePoint, Version=15.0.0.0, Culture=neutral,
PublicKeyToken=71e9bce111e9429c%"--><!--MS:<SharePoint:AjaxDelta
runat="server">--><!--PS: Start of READ-ONLY PREVIEW (do not modify)--><!--PE: End of READ-ONLY PREVIEW--><!--MS:<SharePoint:SPLinkButton
runat="server" NavigateUrl=~site/>--><!--PS: Start of READ-ONLY
PREVIEW (do not modify)--><!--PE: End of READ-ONLY PREVIEW--><!--
MS:<SharePoint:ProjectProperty Property="Title" runat="server">--><!--PS:
```

Copy to Clipboard

37. Open SharePoint Designer 2013 if it's not open already open, then open your publishing site (*not* your Team site).
38. Click **Master Pages** in Site Objects on the left, then click **Refresh** in the Quick Access Toolbar.
39. Right-click **twocolumn1.html**, and select **Edit File in Advanced Mode**.



Remember that changes made to the .html file will automatically be applied to the .master version.

40. Scroll to lines 132 and 133. Look at the code that displays the Citrusy title in the center of the page. Select all the code on lines 132 and 133:

```
<a href="#" class="mobileUI-site-name">Citrusy
</a>
```

```
132 <a href="#" class="mobileUI-site-name">Citrusy
133 </a>
134 </h1>
```

41. Right-click the selected code, and select **Paste**.

```
132 <div data-name="SiteTitle"><!--CS: Start Site Title Snippet--><!--SPM:<%@Register Tagprefix="SharePoint" Namespace="Microsoft.SharePoint.WebControls" Assembly="M
133 </div>
134 <p>by HTML5Templates.com
```



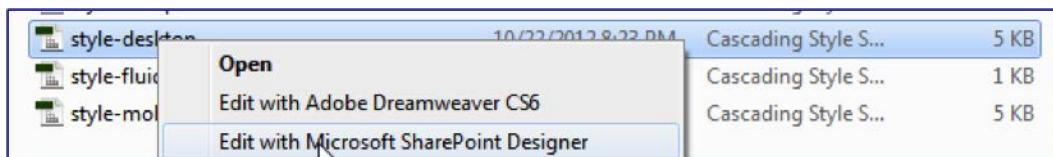
Hands-On Exercise 6.3: Creating a Fully Branded Master Page (continued)

42. Click **Save** in the Quick Access Toolbar.
43. Return to Internet Explorer and close the browser window with your Master page preview.
44. Open a new browser window, go to your publishing site, and review the changes on your home page.



The site title did come through. But we appear to have lost some formatting.

45. Open Windows Explorer, and click **masterpage** on the left, under Computer.
46. Double-click the CSS folder to open it, right-click **style-desktop**, and select **Edit with Microsoft SharePoint Designer**.



If we were to use Firebug on the original preview file, we would be able to try out any of the modifications that we'll make below before committing them to the style sheet.



Hands-On Exercise 6.3: Creating a Fully Branded Master Page (continued)

47. Scroll to line 35, find the selector `#logo h1 a` and change `font-weight: bold` to `font-weight: normal`

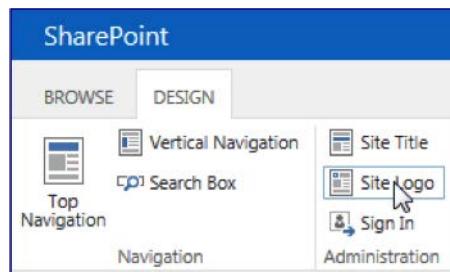
```
35 #logo h1 a {  
36     display: block;  
37     padding: 1em 0em 0em 0em;  
38     text-decoration: none;  
39     text-transform: none;  
40     font-size: 3.2em;  
41     font-weight: normal;  
42     color: #474747;  
43     outline: 0;  
44 }
```

48. Click **Save** in the Quick Access Toolbar, return to the browser, and refresh the publishing site home page to see your changes.



This is a minor change to the CSS. We will see more significant needs with more complex controls, such as top navigation.

49. Click **Settings | Design Manager**, then click **Edit Master Pages**.
50. Click **twocolumn1.html**, then click **Snippets** in the top right.
51. Click **Site Logo** in the ribbon in the Administration section.



Hands-On Exercise 6.3: Creating a Fully Branded Master Page (continued)

52. Click **Copy to Clipboard** beneath the HTML Snippet code window.

HTML Snippet

Copy and paste this snippet at the desired location in your HTML design file. Note that many HTML preview regions are read-only but will render properly on your site.

```
<div data-name="SiteLogo"><!--CS: Start Site Logo Snippet--><!--SPM:<%@Register Tagprefix="SharePoint"
Namespace="Microsoft.SharePoint.WebControls"
Assembly="Microsoft.SharePoint, Version=15.0.0.0, Culture=neutral,
PublicKeyToken=71e9bce111e9429c%"--><!--MS:<SharePoint:AjaxDelta
BlockElement="true" runat="server">--><!--PS: Start of READ-ONLY
PREVIEW (do not modify)--><!--PE: End of READ-ONLY PREVIEW--><!--
MS:<SharePoint:SPSimpleSiteLink CssClass="ms-siteicon-a" runat="server"
ID="x414ea7b330244c179c28d1bed2953f54">--><!--PS: Start of READ-ONLY
PREVIEW (do not modify)--><!--PE: End of READ-ONLY PREVIEW--><!--
```

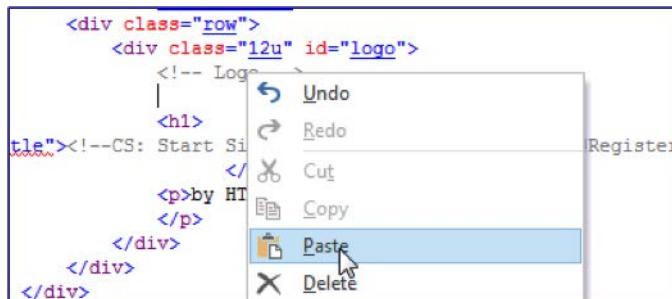
53. Return to SharePoint Designer 2013, and click the open tab for **twocolumn1.html**.



54. Click just after the Logo comment on line 130.

```
<!-- Logo -->
```

55. Press **<Enter>** to create a new line, right-click, and select **Paste**.



56. Save your changes by clicking **Save** in the Quick Access Toolbar at top left.



Hands-On Exercise 6.3: Creating a Fully Branded Master Page (continued)

57. Return to Internet Explorer, open your publishing site in a new tab, and refresh to see your changes.



We will be returning to the Snippets gallery for one more change, so you will want to leave it open. The change did take, but it doesn't look right stacked. We can handle this edit in CSS.

58. Return to SharePoint Designer, and click the open tab for **style-desktop.css**.
59. Scroll down to line 52 before the /* Menu */ comment menu line.
60. Press <Enter> to create a new line. Then add the following CSS:

```
#logo div div {  
    float: left;  
    position: relative;  
    top: 22px;  
}
```

```
53 #logo div div {  
54     float: left;  
55     position: relative;  
56     top: 22px;  
57 }  
58  
59 /* Menu */  
60
```



What HTML is this targeting?



Hands-On Exercise 6.3: Creating a Fully Branded Master Page (continued)

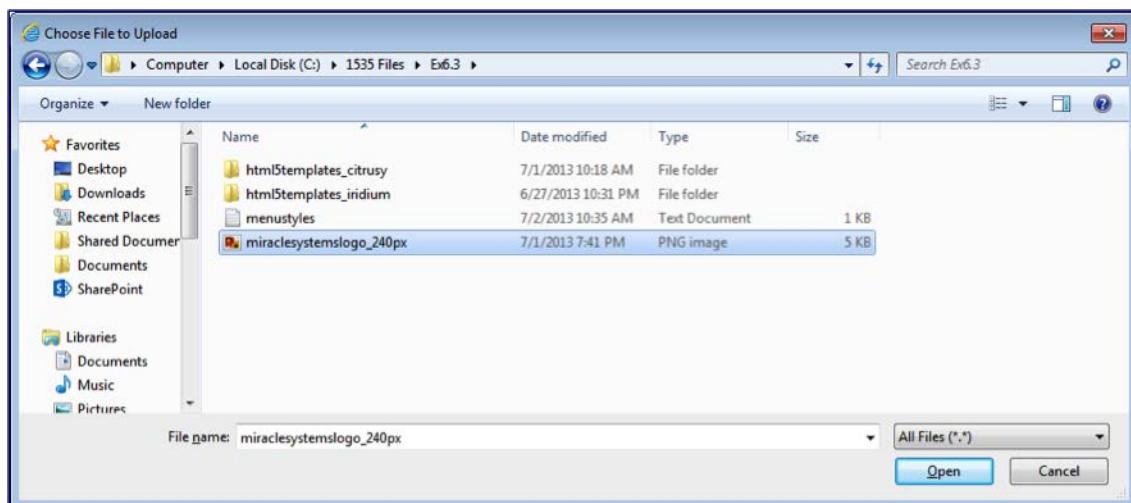
61. Save your changes and return to the browser to refresh and preview the front page of the publishing site.



Looks good, but let's get a real logo in there.



62. Click **Settings | Site settings**, then click **Title, description, and logo** under Look and Feel.
63. Click **FROM COMPUTER** beneath Insert Logo, then click **Browse** in the Add a document dialog.
64. Navigate to `1535 Files\Ex6.3`, select `miraclesystemslogo_240px`, and click **Open**.



65. Click **OK** to close the Add a document dialog.

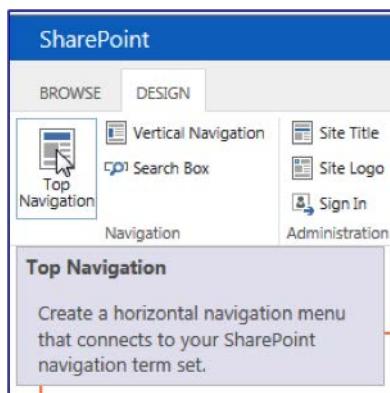


Hands-On Exercise 6.3: Creating a Fully Branded Master Page (continued)

66. In the Title field, select **Miracle Systems Intranet**, then click **OK**.



67. Click the logo in the top left corner to return to the home page to preview the changes with the new logo.
68. Click **Settings | Design Manager | Edit Master Page**.
69. Click **twocolumn1**, then click **Snippets** in the top right.
70. Click **Top Navigation** in the ribbon in the Navigation section.



71. Click the **Appearance** link in the Customization – Top Navigation (AjaxDelta) section to expand it.



Hands-On Exercise 6.3: Creating a Fully Branded Master Page (continued)

72. Enter #FFFFFF for the **ForeColor** field, then click the **Update** button.

Customization - Top Navigation (AjaxDelta)

Important	
CssClass	ms-displayInline ms-core-navigation ms-dialogHidden
Accessibility	
Appearance	
BackColor	
BorderColor	
BorderStyle	NotSet
BorderWidth	
Font	
ForeColor	#FFFFFF



We will make more adjustments to the CSS, but this is a start.

73. Click **Copy to Clipboard**.

HTML Snippet

Copy and paste this snippet at the desired location in your HTML design file.
Note that many HTML preview regions are read-only but will render properly on
your site.

```
<div data-name="TopNavigationNoFlyoutWithStartNode"><!--CS: Start Top  
Navigation Snippet--><!--SPM:<%@Register Tagprefix="SharePoint"  
Namespace="Microsoft.SharePoint.WebControls"  
Assembly="Microsoft.SharePoint, Version=15.0.0.0, Culture=neutral,  
PublicKeyToken=71e9bce111e9429c%"--><!--MS:<SharePoint:AjaxDelta  
runat="server" CssClass="ms-displayInline ms-core-navigation ms-  
dialogHidden" ForeColor="#FFFFFF" BlockElement="True"  
ID="DeltaTopNavigation">--><!--PS: Start of READ-ONLY PREVIEW (do not  
modify)--><!--PE: End of READ-ONLY PREVIEW--><!--  
MS:<SharePoint:DelegateControl runat="server" Id="topNavigationDelegate"
```

Copy to Clipboard



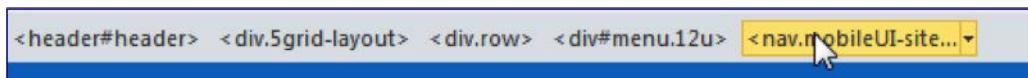
Hands-On Exercise 6.3: **Creating a Fully Branded Master Page** **(continued)**

74. Return to SharePoint Designer. Select the **twocolumn1.html** tab opened previously.



Open the twocolumn1.html tab from Site Objects if it is not still open.

75. Scroll down near line 150, and click your cursor inside the `<nav class="mobileUI-site-nav">` line.
76. In the tag selector at the bottom of the screen, click the `<nav.mobileUI-site...>` tag toward the right.



Hands-On Exercise 6.3: Creating a Fully Branded Master Page (continued)

77. Press <Enter> to delete the highlighted code and add a new line. Right-click, and select Paste.

The screenshot shows a code editor window with a context menu open over a portion of the HTML code. The menu options include Paste, Delete, Select All, Select Tag, Find Matching Tag, Select Block, Find Matching Brace, Find..., Replace..., Incremental Search, Create Code Snippet..., Go To Line..., Apply XML Formatting Rules, Reformat HTML, HTML..., and Tag Properties... . The code editor background shows lines 167 through 204 of an HTML file, with several links highlighted in blue.

```
167
168
169
170
171
172
173
174
175
176
177
178
179
180
181
182
183
184
185
186
187
188
189
190
191
192
193
194
195
196
197
198
199
200
201
202
203
204
```

Paste

Delete

Select All

Select Tag

Find Matching Tag

Select Block

Find Matching Brace

Find...

Replace...

Incremental Search

Create Code Snippet...

Go To Line...

Apply XML Formatting Rules

Reformat HTML

HTML...

Tag Properties...



Hands-On Exercise 6.3: Creating a Fully Branded Master Page (continued)

78. Click **Save**, then open your page in Internet Explorer to preview your new top navigation.



The navigation is there, but it obviously requires some CSS help. The drop-down menus are not available, but we will correct that in a future section.

79. Return to `style-desktop.css` in SharePoint Designer, and scroll near line 98.
80. Edit the `#menu a:hover` to read as follows:
- ```
#menu a:hover {
 background-color: #666;
}
```
81.  Scroll near line 102, place your cursor in the line before the `/* Page Wrapper */` comment, and press `<Enter>` to add a new line.
82.  Open Windows Explorer, and navigate to `1535 Files\Ex6.3`.
83.  Right-click the `menustyles` document, and select **Open with | Notepad**.
84.  Select all the contents, right-click, and select **Copy**.



## Hands-On Exercise 6.3: Creating a Fully Branded Master Page (continued)

85.  Return to SharePoint Designer, and paste the contents before the /\* Page Wrapper \*/ comment where we created the additional space.

```
102
103 #menu ul.static ul.static {
104 background-color: #181818;
105 margin-bottom: 0;
106 padding-bottom: 0;
107 position: absolute;
108 top: 193px;
109 display: none;
110 min-width: 138px;
111 }
112
113 #menu ul.static li:hover ul.static {
114 display: block;
115 }
116
117 #menu ul.static ul.static li.static {
118 padding: 0;
119 margin: 0;
120 display: block;
121 }
122
123 #menu ul.static ul.static li.static a {
124 background-color: #181818;
125 display: block;
126 width: 100%;
127 margin: 0;
128 padding: 0 10px;
129 }
130
131 #menu ul.static ul.static li.static a:hover {
132 background-color: #666;
133 }
134
135 /* Page Wrapper */
```



## Hands-On Exercise 6.3: Creating a Fully Branded Master Page (continued)

86.  Save your changes, then return to Internet Explorer to preview the drop-down menu formatting.



**Congratulations!** You have added new HTML files to SharePoint and converted to a new master page. With snippets, you have added SharePoint functionality and edited CSS to adapt the controls to your new page design.



Continue experimenting in `twocolumn1.html` and `style-desktop.css` to incorporate additional changes. If you make a mistake, use undo to roll back. You can also use Firebug to preview changes before you apply them.

Apply the master page to system pages as well. Then reset the system master page back to the default.



***This is the end of the exercise.***



## Hands-On Exercise 7.1: Working With Publishing Sites

### Objective

In this exercise, you will

- Edit content in a publishing site
- Create new pages from a page layout



*Editing pages in SharePoint 2013 is largely similar to SharePoint 2010 and is enhanced over SharePoint 2007. You have full WYSIWYG editing in basic pages, as well as the ability to edit HTML code in the browser. Publishing sites have page layouts supported by publishing workflows and a variety of features to support editing and managing content through a lifecycle. We will perform some basic edits on pages and create new ones.*



### Editing the publishing home page

1.  Launch Internet Explorer, and open your publishing site: mscserver/sites/team[ # ]pubsite
2.  Click **Settings | Edit Page**.
3.  Change the **Title** to **Miracle Systems Company Home**.

|                                                                           |
|---------------------------------------------------------------------------|
| <b>Title</b>                                                              |
| Miracle Systems Company Home                                              |
| <b>Page Content</b>                                                       |
| Welcome to Your Publishing Site<br>These links will help you get started. |

4.  Scroll through the page and review the top section of the page and the bottom of the page.

|                                                                           |
|---------------------------------------------------------------------------|
| © Your Site Name   Images: Fotograph   Design: HTML5Templates.com         |
| <b>Title</b>                                                              |
| Miracle Systems Company Home                                              |
| <b>Page Content</b>                                                       |
| Welcome to Your Publishing Site<br>These links will help you get started. |



## Hands-On Exercise 7.1: Working With Publishing Sites (continued)

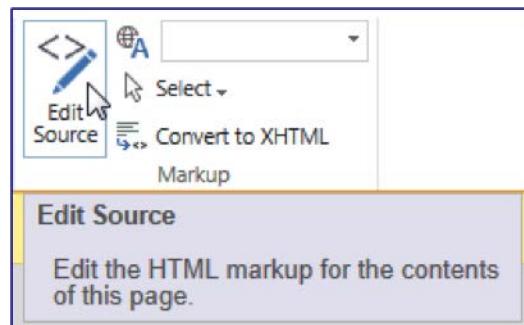


*On this page, where does the master page end and the page layout begin generally?*



*Note that the area of content on the page that is editable (the page layout) is rather disconnected from the rest of the page design (the master page).*

5.  Open Windows Explorer, and navigate to 1535 Files\Ex7.1.
6.  Right-click frontpagecontent, and select **Open with Notepad**.
7.  Select all of the contents, right-click and select **Copy**, close the file, and return to the browser.
8.  Click your cursor into the **Page Content** section that appears beneath the title field in the page layout area.
9.  Type anything into this area; it is simply a rich-text field.
10.  Use the **Format Text** tab on the ribbon to review the text editing options.
11.  Click **Edit Source** on the ribbon in the Markup section on the right of the ribbon (in the Format Text tab).



12.  Review the HTML markup for this section.

### HTML Source

```
<h2>Welcome to Your Publishing Site</h2>
<h3 class="ms-rteElement-H3">These links will help you get started.</h3>
```



## Hands-On Exercise 7.1: Working With Publishing Sites (continued)



*The markup in SharePoint 2013 is much cleaner overall than markup generating in a rich-text area in previous versions of SharePoint.*

13.  Select all of the code in the HTML Source window, right-click, and select **Paste** to paste the content we copied from Notepad.

14.  Find the text in the center that reads:

```

```

Replace team1 with your own team number, then click **OK**.

HTML Source

```
<section>
 <div class="post">
 <h2>Integer gravida nibh quis urna</h2>
 <p>

 Vestibulum sem magna, elementum ut, vestibulum eu, facilisis quis nunc. Praesent pellentesque facilisis elit. Class aptent taciti sociosqu ad litora torquent per conubia nostra, per inceptos hymenae et vulputate aliquam. Pellentesque erat erat, tincidunt in, eleifend accumsan, malesuada eget, augue. Suspendisse sit amet tellus volutpat nulla. Maecenas pede nisl, elementum eu ornare.
 <p class="button-style3">
 Read Full Article
 </p>
 </p>
 </div>
</section>
```

15.  Review the content. It should look familiar.

16.  Scroll up and compare what we pasted with what appears in the master page.

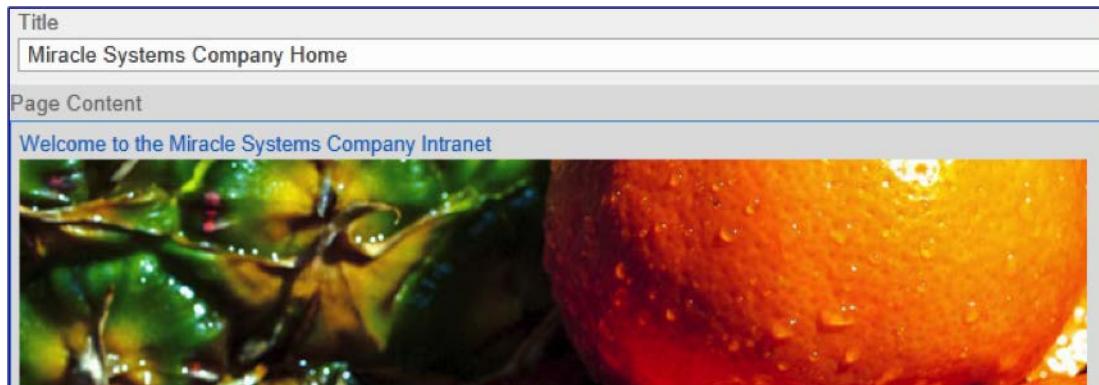


*Aside from formatting issues, the content appears the same. Now that we have migrated the page content into the page layout, we can remove it from the master page. If you used Firebug, you would see that the HTML we have pasted is identical to the HTML that appears in the master page. In the next exercise, we will move the Page Content placeholder and replace the static area above. This process will be very similar to how we replaced static sections in the master page with dynamic ones, such as the page title and site logo.*

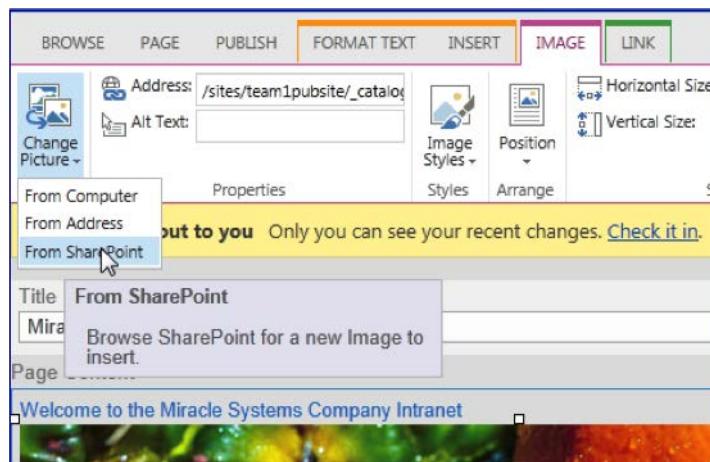


## Hands-On Exercise 7.1: Working With Publishing Sites (continued)

17.  Select the Integer gravida nibh quis uma text in the Page Content area and change it to Welcome to the Miracle Systems Company Intranet.



18.  Select the image of oranges in the Page Content area.
19.  On the ribbon, click the **Image** tab.
20.  On the left side of the ribbon, click **Change Picture | From SharePoint** in the Select category.



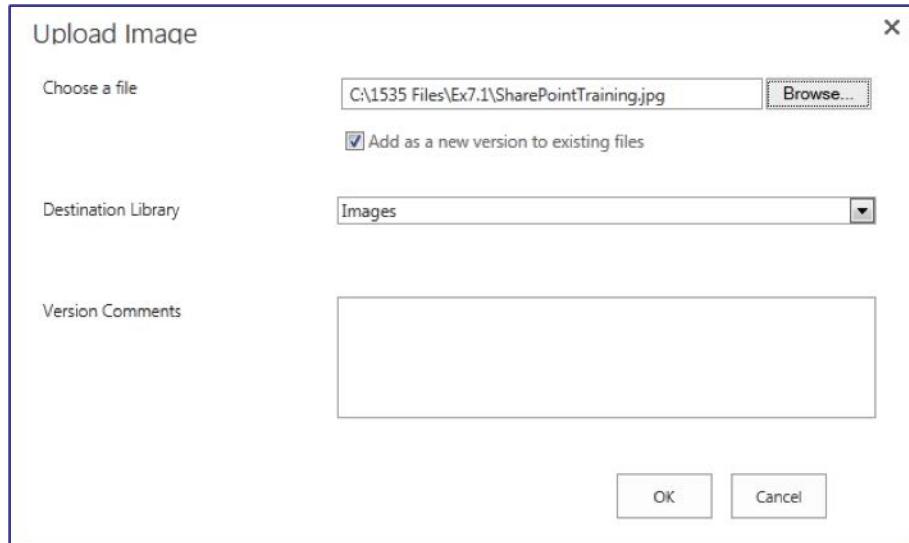
If we had access to images in any area of the publishing site, we could easily select one of them to use here.

21.  Click **Cancel**, then select **Change Picture | From Computer**.
22.  Click **Browse** next to the "Choose a file" field.



## Hands-On Exercise 7.1: Working With Publishing Sites (continued)

23.  Navigate to 1535 Files\Ex7.1.
24.  Select SharePointTraining and click **Open**.
25.  Click **OK** to close the Upload Image dialog.



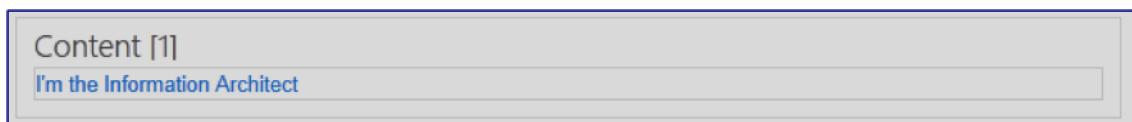
*Where is this image being uploaded?*

- 
26.  Add a title of **MSC SharePoint Training in Action** and click **Save**.



*This image and content will replace the section showing the oranges when we modify the page layout.*

27.  Scroll down to the Content[1] Web Part.



28.  Click inside the text of the Content[1] Web Part to select it.



*You may find that the Web Parts jump around a bit.*

## Hands-On Exercise 7.1: Working With Publishing Sites (continued)

---

29.  Click the **Web Part** tab on the ribbon, then click **Web Part Properties** on the left of the ribbon in the Properties category.
30.  The Web Part Properties window shows in the top right.



*What kind of Web Part is this?*

---

31.  Follow the steps above to examine the other three Web Parts on the page.



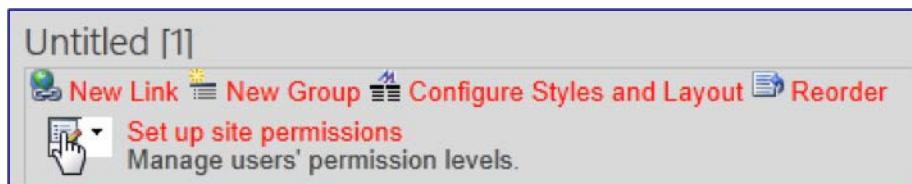
*What kind of Web Parts are Content[2], Untitled[1], and Untitled[2]?*

---



*Publishing page layouts is very similar to publishing team sites. But in this case, we can see this page is made up of a rich-text "Page Content" area and four Web Parts inside Web Part zones. This is the default page for a publishing site and a page that Microsoft created for us. It consists simply of a mixture of content editor Web Parts for more rich text areas and Summary Links Web Parts, for adding groups of links. This could also have been done in a content editor Web Part, but the Summary Links Web Part better facilitates the process.*

32.  In the Untitled[1] Summary Links Web Part, click the edit icon to the left of "Set up site permissions," then click **Edit** on the menu to examine it.



33.  Open Windows Explorer, navigate to 1535 Files\Ex1.1, and open Miracle Systems Company SharePoint Courses.



## Hands-On Exercise 7.1: Working With Publishing Sites (continued)

34.  Copy content from the 1535 course (use just the first sentence for description) to enter the title, description, and link as follows:

Title	<b>Branding and Customizing SharePoint 2013 Sites: Hands-On</b>
Description	<b>This course provides extensive hands-on experience creating, customizing, and branding SharePoint sites with the Design Manager and other tools.</b>
Link URL	#



*The # is just an anchor placeholder until we have a proper link to assign to this page.*

**Edit Link**

Specify the information for this summary link. The title is the link text displayed for the link URL. The information that the summary link displays depends on the style you choose.

Create a link to an item  
 Create a link to a person

**Title:**  
Customizing SharePoint® 2013 Sites: Hands-On

**Description:**  
This course provides extensive hands-on experience creating, customizing, and branding SharePoint sites with the Design Manager and other tools.

**Link URL:** (Test link)  
#

Open link in new window

35.  Click **Browse** to the right of the Image URL field.

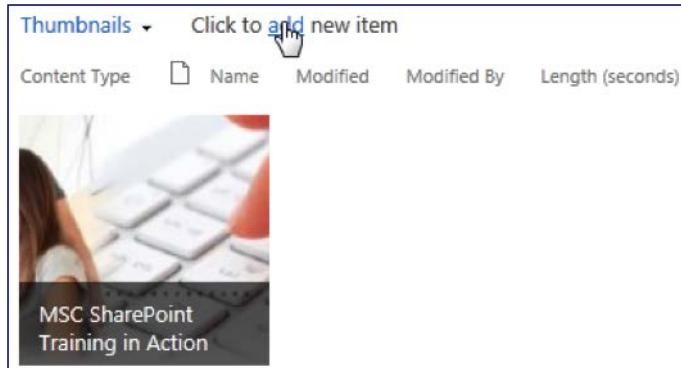


*We will upload all of the course images at once.*

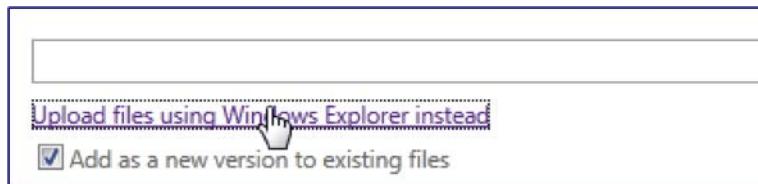
## **Hands-On Exercise 7.1: Working With Publishing Sites (continued)**

---

36.  Click **add** at the top of the dialog where it reads, "Click to add new item."



37.  Click **Upload files using Windows Explorer instead**.



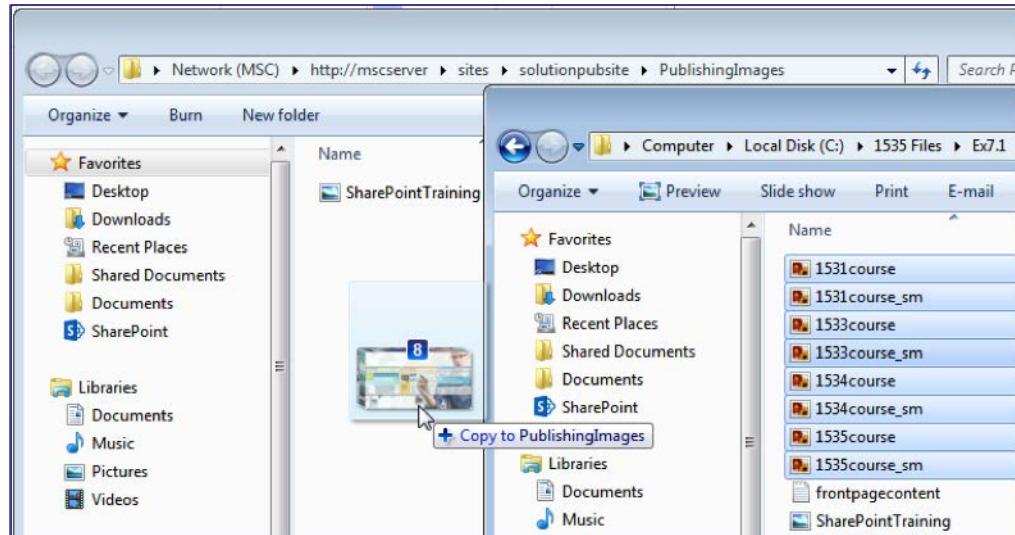
*Wait a moment for Windows Explorer to open.*

38.  To open a second Windows Explorer window, click **Start | Computer** and navigate to 1535 Files\Ex7.1.
39.  Select all of the course images (1531course, 1531course\_sm, 1533course, 1533course\_sm, 1534course, 1534course\_sm, 1535course, and 1535course\_sm).



## Hands-On Exercise 7.1: Working With Publishing Sites (continued)

40.  Drag the files to the open window for \PublishingImages.



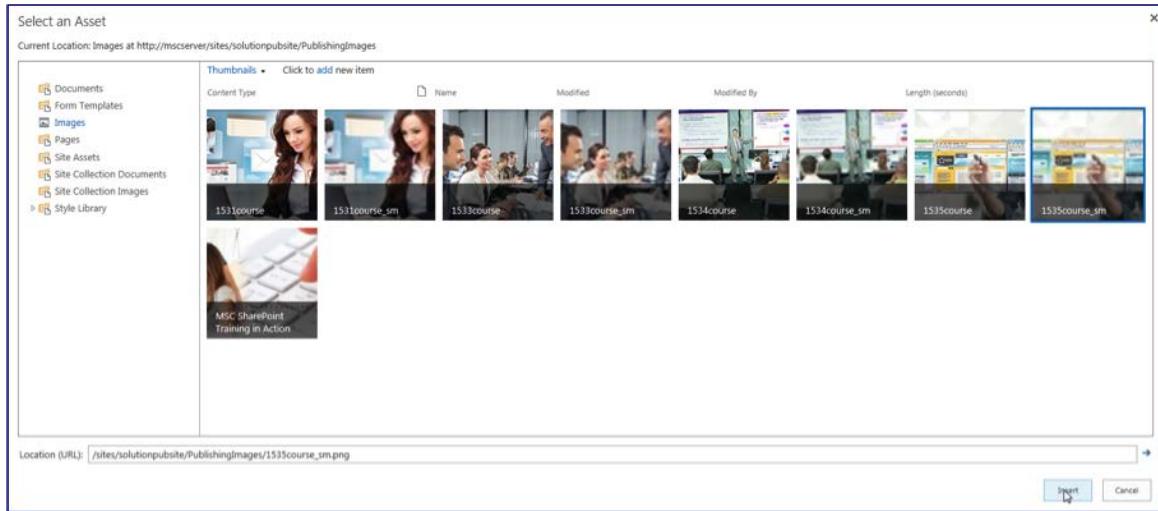
You may need to drag the *Ex7.1* window over to see both.

41.  Return to the "Add a document" dialog in Internet Explorer.
42.  Click **Cancel**, then click **Cancel** again.
43.  Click **Browse** to the right of the Image URL field again. You should see the images you just added.



## Hands-On Exercise 7.1: Working With Publishing Sites (continued)

44.  Select 1535course\_sm.png, then click **Insert**.



45.  Scroll down and review the options available in Style, but leave the settings at "Image on left." Click **OK**.



*The Style options will change the way each of the link sections appears.  
What might these Styles consist of?*

- 
46.  In the Untitled[1] Summary Links Web Part, click **Edit** next to "Make your site multilingual," then click **Edit** on the menu.



## Hands-On Exercise 7.1: Working With Publishing Sites (continued)

47.  Following the steps above, replace the other items with information for our other three courses—1534, 1533, and 1531.

The screenshot shows a SharePoint page with a 'Summary Links' web part. The title bar says 'Untitled [1]'. The web part has a toolbar with 'New Link', 'New Group', 'Configure Styles and Layout', and 'Reorder'. Below the toolbar are four course cards:

- Branding and Customizing SharePoint® 2013 Sites: Hands-On**  
This course provides extensive hands-on experience creating, customizing, and branding SharePoint sites with the Design Manager and other tools.
- Building No-Code Solutions for SharePoint® 2013 Enterprise Edition: Hands-On**  
In this course, participants extend their knowledge and skills to maximize SharePoint to design, plan and implement enterprise solutions without the need to write application-level code.
- Hands-On SharePoint® Designer 2013: Building Workflows and Data-Driven Solutions**  
In this course, participants gain the knowledge and skills to automate complex business processes with workflows and integrate external data sources without the need to write application-level code.
- SharePoint® 2013 Technologies: A Comprehensive Hands-On Introduction**  
This course provides a comprehensive introduction to SharePoint 2013 for the management, aggregation and centralization of enterprise content.



*Since the images are already uploaded, you will be able to choose them immediately upon Browsing. Copy and paste the text from the Word document if it is easier.*

48.  Click **Edit | Delete** next to each of the links for "Create and configure site content" and "Customize your search center" to delete them.
49.  Click **Reorder** at the top of the Summary Links Web Part.

The screenshot shows the same SharePoint page and 'Summary Links' web part as the previous one, but with a mouse cursor hovering over the 'Reorder' button in the toolbar. The 'Reorder' button is highlighted with a red box and a cursor arrow pointing to it. The rest of the web part and its content remain the same.



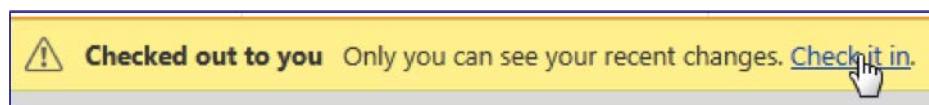
## Hands-On Exercise 7.1: Working With Publishing Sites (continued)

50.  Select **A Comprehensive Hands-On Introduction**, and click **Move Up** to make it the first link in the list, then click **OK**.

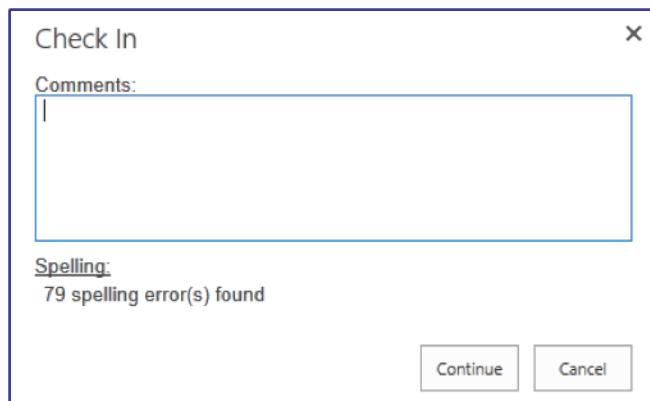


*Summary Links are optional, but they make adding a group of links with similar formatting easy.*

51.  Click **Check it in** in the yellow bar at the bottom of the ribbon, then click **Continue**.



*Since we are the only ones currently viewing the page, we won't bother with the full publishing process. However, you could click "Publish this draft" in the yellow bar below the ribbon to complete the publishing process. Interesting that it found 79 spelling errors. Lorem ipsum dolor sit amet?*



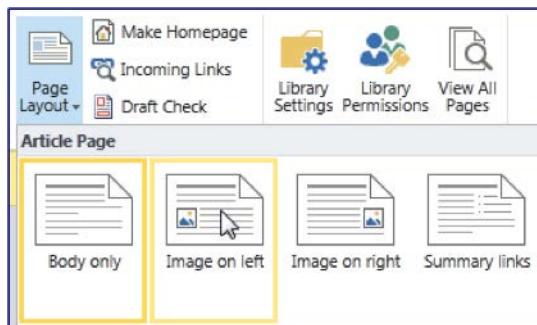
### Changing page layouts and adding new pages

52.  Click **Settings | Site Contents | Pages**.
53.  Click **Branding and Customizing SharePoint 2013 Sites: Hands-On** to open it.
54.  Click **Page | Edit Properties**.

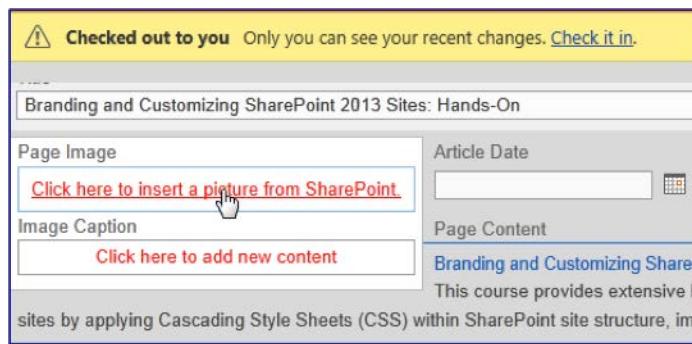


## Hands-On Exercise 7.1: Working With Publishing Sites (continued)

55.  Return to the Miracle Systems Company SharePoint Courses document in Word (located in 1535 Files\Ex1.1).
56.  Copy the content on Page 2 about Course 1535.
57.  Return to Internet Explorer, paste this content into the Page Content (not Comments) field, then scroll down and click **Save**.
58.  Click the **Page** tab and click **Edit**, then click **Edit Page Template**, if presented a dialog.
59.  In the Page tab, Page Actions section, click **Page Layout** and review the available layouts.
60.  Select **Image on left** in the Article page section.



61.  Click **here to insert a picture from SharePoint** beneath the Page Image label.

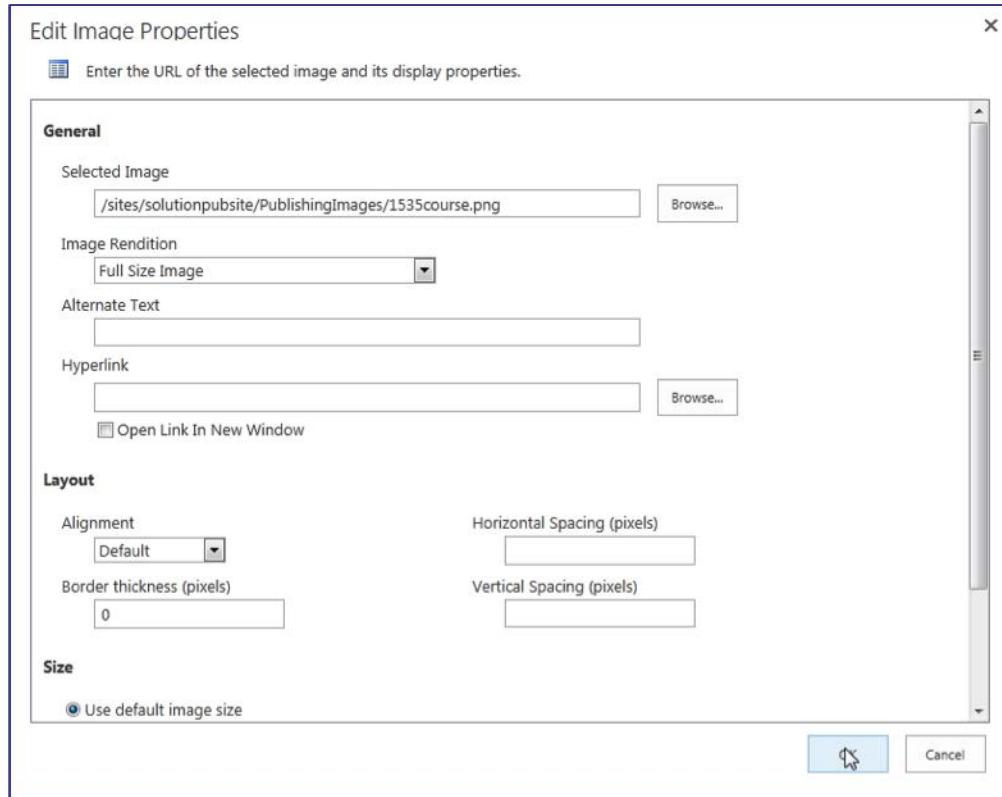


62.  Click **Browse** next to Selected Image.
63.  Select 1535course.png, then click **Insert**.



## Hands-On Exercise 7.1: Working With Publishing Sites (continued)

64.  Review the other options, then click **OK**.



65.  Click **here to add new content** beneath the Image Caption label.  
66.  Type **Changing layouts in SharePoint 2013**

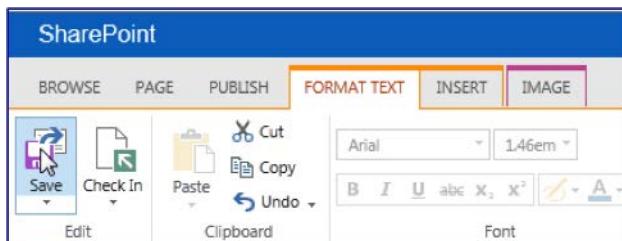


67.  Scroll down and click **here to insert a picture from SharePoint** beneath the Rollup Image label.



## Hands-On Exercise 7.1: Working With Publishing Sites (continued)

68.  Click **Browse** next to Selected Image.
69.  Select 1535course\_sm.png, then click **Insert**.
70.  Review the other options, then click **OK**.
71.  Click **Check In** on the ribbon in the Edit section.



72.  Click **Settings | Site Contents | Pages**, and repeat the above steps 53-71 to edit the page for Course 1531.

A screenshot of the SharePoint Page Editor. The title bar says "SharePoint". The main content area has several sections: "Page Image" showing a woman at a computer, "Article Date" and "Byline" fields, "Page Content" which contains course information, and "Image Caption" which says "Collaborating with SharePoint 2013".



We can add content and new pages easily, and also choose new layouts based on our requirements. The layout is currently displaying incorrectly. However, we can build new page layouts and modify the master page to tighten things up. We will do that in the next exercise.



Congratulations! You have worked with editing pages in the browser in a SharePoint publishing template and created a new page based on a page layout.



## **Hands-On Exercise 7.1: Working With Publishing Sites (continued)**

---



**Edit course pages for 1533 and 1534 with the content in the Miracle Systems SharePoint Courses document.**

**Continue experimenting with the 1535 course page. Try editing HTML and adding custom HTML, CSS, and images.**

**Edit the links in the Summary Links to direct to your new pages.**



***This is the end of the exercise.***



## Hands-On Exercise 7.2: Working With Page Layouts

### Objective

In this exercise, you will

- Modify the master page to remove the static content
- Create new page layouts in the Design Manager to hold content and display properly



Pages are easily modifiable in the browser. But we must use master pages, CSS, and page layouts to make sure that the information displays properly. In this exercise, we will create new page layouts and make adjustments to the master page to tighten up our design and better integrate it with SharePoint.



### Preparing the master page for page layout content

1.  Open SharePoint Designer to your publishing site, mscserver/sites/team[#]pubsite and open twocolumn1.html for editing in Advanced Mode (from Master Pages in Site Objects) if it is not already open from a previous activity.  
 Remember from the last activity that we want to move the editable content into the area with the white background in the master page.
2.  Scroll to the bottom of the page (about eight lines from the bottom), look for This div, which you . . . , and click your cursor directly in this line.

```
<div class="DefaultContentBlock" style="border:medium bla
This div, which you should delete, represents the content area that your

</div>
<!--ME:</asp:ContentPlaceholder>-->
<!--ME:</SharePoint:AjaxDelta>-->
<!--CE: End PlaceHolderMain Snippet-->
</div>
</div>
</body>
</html>
```



## Hands-On Exercise 7.2: Working With Page Layouts (continued)

---

3.  In the tag inspector at the bottom of the window, click the `<div>` to the left of `<div.DefaultContent...>`.

```
<div data-name="ContentPlaceHolderMain">
 <!--CS: Start PlaceHolderMain Snippet-->
 <!--SPM:<%@Register Tagprefix="SharePoint" Namespace="-->
 <!--MS:<SharePoint:AjaxDelta ID="DeltaPlaceHolderMa
 <div class="DefaultContentBlock" style="bor
 This div, which you should delete, represents the content a

 </div>
 <!--ME:</asp:ContentPlaceholder>-->
 <!--ME:</SharePoint:AjaxDelta>-->
 <!--CE: End PlaceHolderMain Snippet-->
</div>
</div>
...
</div#s4-workspace> <div#s4-bodyContainer> <div> <div.DefaultContent...>
```

4.  Right-click the code, and select **Cut**.
5.  Open Firefox, and open your publishing site.
6.  Open Firebug by clicking the Firebug icon to the right of the URL and search fields.
7.  Click the Inspect arrow in the Firebug console, then click the large image of oranges on the page.



## Hands-On Exercise 7.2: Working With Page Layouts (continued)

8.  In the tag inspector at the top of the Firebug console, click through the tags from left to right to see the HTML hierarchy until you reach `div.row`:



```
img <a <p <div.post <section <div#cont...-content <div.9u <div.row
```



*This div makes up the content area in white. We will replace this with Placeholder main.*

9.  Return to SharePoint Designer.
10.  Scroll near line 154. Look for `<div class="row">`, and click your cursor in this row.



*Your line number may vary depending on previous activities, bonuses, etc. Be sure that your div is beneath `<div id="wrapper">`, `<div id="page">`, and `<div class="5grid-layout">`.*

11.  Type HTML comments `<!--` above this line as shown below:

```
<div id="wrapper">
 <div id="page">
 <div class="5grid-layout">
 <!--
 <div class="row">
 <div class="9u">
 <div class="mobileUI-main-content" id="content">
```

12.  Scroll near line 261 and look for `<div id="footer-wrapper">`.



## Hands-On Exercise 7.2: Working With Page Layouts (continued)

13.  Add closing comments --> as shown below, positioned above the three closing divs above `<div id="footer-wrapper">` as shown below.

```
</div>
</div>
-->
</div>
</div>
</div>
<div id="footer-wrapper">
<div class="5grid-layout">
```

14.  Scroll back up near line 154, and insert another blank line above your comments.  
15.  Right-click and select **Paste** to paste the Placeholder Main that you copied earlier.  
16.  Make sure your code looks similar to the code below:

```
210 <div id="wrapper">
211 <div id="page">
212 <div class="5grid-layout">
213 <div data-name="ContentPlaceHolderMain">
214 <!--CS: Start PlaceHolderMain Snippet-->
215 <!--SPM:<%@Register Tagprefix="SharePoint" Namespace="Microsoft.S
216
217 Assembly="Microsoft.SharePoint, Version=15.0.0.0, Culture=neutral, PublicKeyToken=71e
218 <!--MS:<SharePoint:AjaxDelta ID="DeltaPlaceHolderMain" IsMainCont
219 <!--MS:<asp:ContentPlaceHolder ID="PlaceHolderMain" runat="se
220 <div class="DefaultContentBlock" style="border:medium bla
221
222 color:black; margin:20px; padding:10px;">
223 This div, which you should delete, represents the content area that your I
224
225 Design your Master Page around this content placeholder.
226
227
228 </div>
229 <!--ME:</asp:ContentPlaceHolder>-->
230 <!--ME:</SharePoint:AjaxDelta>-->
231 <!--CE: End PlaceHolderMain Snippet-->
232 </div>
233
234
235
236
```

17.  Click **Save** to save your changes.



## Hands-On Exercise 7.2: Working With Page Layouts (continued)

18.  Click **Preview in Browser**, and open in Internet Explorer to preview your changes. They should appear as below:

This div, which you should delete, represents the content area that your Page Layouts and pages will fill. Design your Master Page around this content placeholder.



*Not bad, but it has too much space at the top.*

19.  Return to SharePoint Designer, and select the **style-desktop.css** tab. (If it is not still open from a previous activity, return to your mapped drive in Windows Explorer. Right-click and select **Open with SharePoint Designer**).
20.  Scroll near line 142 and change the #page selector to **padding: 2em 0em 0em 0em** from **padding: 6em 0em 0em 0em**.

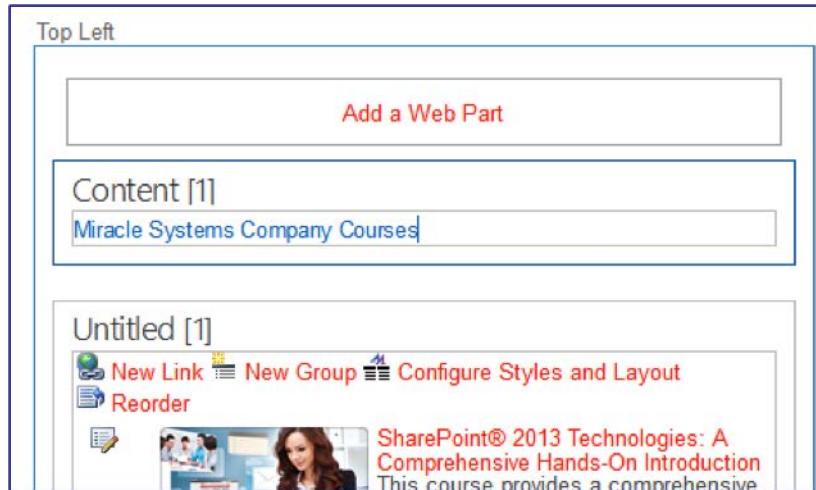
```
141 #page {
142 padding: 2em 0em 0em 0em;
143 }
```

21.  Click **Save**, then return and refresh in the browser to preview.
22.  Click **Miracle Systems Company** logo to navigate to the home page, then click **Settings | Edit Page**.

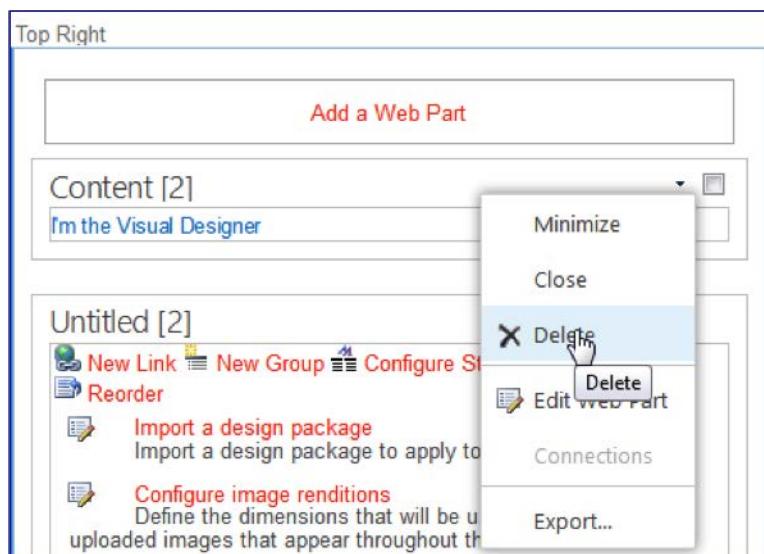


## Hands-On Exercise 7.2: Working With Page Layouts (continued)

23.  Edit I'm the Information Architect to read **Miracle Systems Company Courses** in the Content[1] Web Part.



24.  Select the menu in the top right of the Content[2] Web Part tab and click **Delete**.



25.  Click **OK** to confirm.
26.  Repeat the above two steps to delete the Untitled[2] Web Part.
27.  In the top right corner of the page, click **Save** and review your changes.





## Creating new page layouts



*Big improvement, but it would be nice to have that column to the right of the main content area similar to the original HTML. Then we could move the Summary Links Web Part with course information directly to the right of the existing image and paragraph. We will create a page layout in the Design Manager and add an additional div with a Web Part zone.*

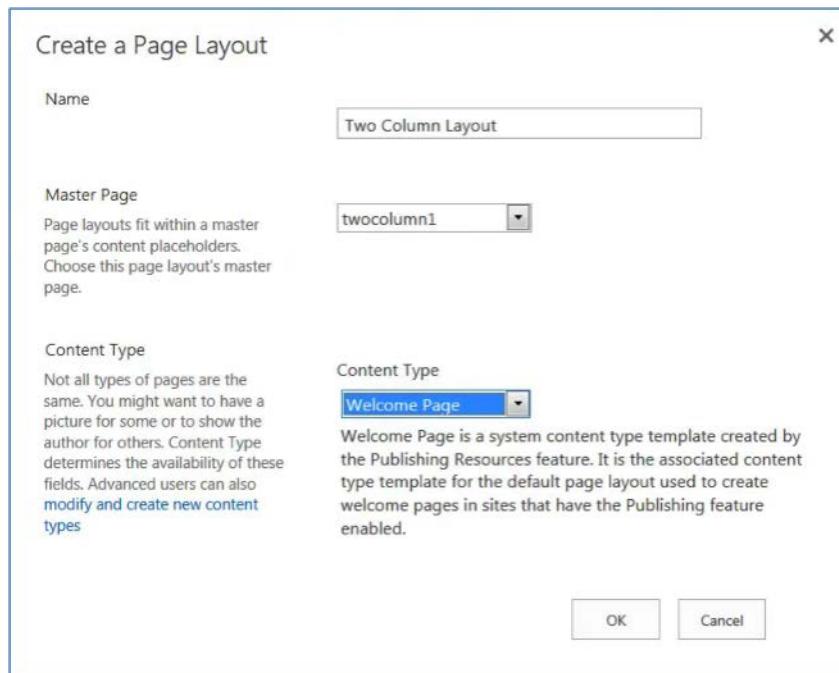
28.  Click **Settings | Design Manager**, then click **Edit Page Layouts**.

29.  Click **Create a page layout**.



*Note that unlike master pages, new page layouts are created. You do not convert existing HTML. You can, however, create a new page layout and add custom HTML.*

30.  Name the page layout **Two Column Layout**, select a **Master Page** of **twocolumn1**, set the **Content Type** set to **Welcome Page**, then click **OK**.

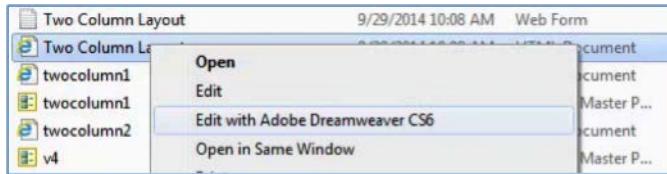


31.  Open Windows Explorer, and click **masterpage** under Computer on the left.



## Hands-On Exercise 7.2: Working With Page Layouts (continued)

32.  Scroll down, right-click **Two Column Layout** (the HTML Document, not the Web Form), and click **Edit with Adobe Dreamweaver CS6**.



**i** As you will see, there is not much advantage to using a Design view as not much design is supported in modifying the CSS layout. In fact, none of the CSS that makes the page layout look the way it does is even present.



33.  Close Dreamweaver.
34.  Return to SharePoint Designer and click **Page Layouts** in Site Objects.
35.  Click **Refresh** in the Quick Access Toolbar.
36.  Right-click **Two Column Layout.html** and select **Edit File in Advanced Mode**.
37.  Open Windows Explorer and navigate to **1535 Files\Ex7.2**.
38.  Double-click **sidebar** to open it in Notepad.

**i** Note that this is the exact sidebar content that was commented in the master page in the previous exercise. This version has the contents of the div commented out so that we can easily add a Web Part zone in its place.

39.  Select all of the contents of the file, right-click, select **Copy**, and close the file.



## Hands-On Exercise 7.2: Working With Page Layouts (continued)

40.  Return to SharePoint Designer, scroll near line 109, and look for the Page Content div as shown below:

```
111 <div>
112 <!--CS: Start Page Field: Page Content Snippet-->
113 <!--SPM:<%@Register Tagprefix="PageFieldRichHtmlField" Namespace="Microsoft.SharePoint.Publishing.WebControls" AssemblyName="Microsoft.SharePoint.Publishing, Version=15.0.0.0, Culture=neutral, PublicKeyToken=71e9bce1cd3bc75a" %>>
114 <!--MS:<PageFieldRichHtmlField FieldName="f55c4d88-1f2e-4ad9-aaa8-819af4ee7eed" runat="server">-->
115 <!--PS: Start of READ-ONLY PREVIEW (do not modify)--><div id="ctl02_label" style="display:none">Page Content</div>
116 <!--ME:</PageFieldRichHtmlField:RichHtmlField>-->
117 <!--CE: End Page Field: Page Content Snippet-->
118 </div>
```

41.  Add a style attribute with `float:left` and `width:890px` as shown below:

```
<div style="float:left; width:890px;">
 <!--CS: Start Page Field: Page Content Snippet-->
 <!--SPM:<%@Register Tagprefix="PageFieldRichHtmlField" Namespace="Microsoft.SharePoint.Publishing.WebControls" AssemblyName="Microsoft.SharePoint.Publishing, Version=15.0.0.0, Culture=neutral, PublicKeyToken=71e9bce1cd3bc75a" %>>
 <!--MS:<PageFieldRichHtmlField FieldName="f55c4d88-1f2e-4ad9-aaa8-819af4ee7eed" runat="server">-->
 <!--PS: Start of READ-ONLY PREVIEW (do not modify)-->
 <!--ME:</PageFieldRichHtmlField:RichHtmlField>-->
 <!--CE: End Page Field: Page Content Snippet-->
</div>
```

42.  Scroll near line 118, and insert a new line beneath the closing div and before the Summary Links div as shown below.

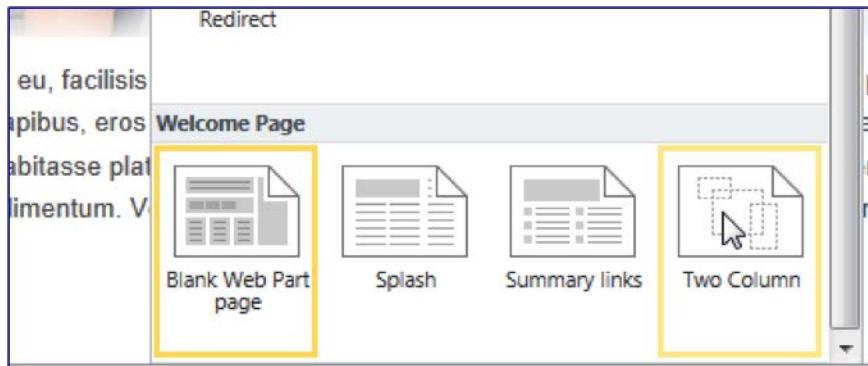
```
116 <!--ME:</PageFieldRichHtmlField:RichHtmlField>-->
117 <!--CE: End Page Field: Page Content Snippet-->
118 </div>
119 <div>
120 <!--CS: Start Page Field: Summary Links Snippet-->
121 <!--SPM:<%@Register Tagprefix="PageFieldSummaryLinkFieldControl" %>>
```

43.  Right-click in the new line and select **Paste**.
44.  Click **Save** to save your changes.
45.  Return to your publishing site in Internet Explorer. Click **Settings | Site Settings**.
46.  Click **Master pages and page layouts**.
47.  Scroll to the bottom of the page, and click the right arrow next to 1 - 30 to advance to the next set of results.
48.  Roll over `Two Column Layout.html` to reveal the menu, click and select **Publish a Major Version**, then click **OK**.
49.  Click the **Miracle Systems Company** logo to return to the home page.
50.  Click **Settings | Edit Page**.



## Hands-On Exercise 7.2: Working With Page Layouts (continued)

51.  Click the **Page** tab, scroll to the bottom of page layouts options and click **Page Layout | Two Column** in the Welcome Page category, then click **Save**.



52.  Review the changes, and confirm that you see the empty sidebar heading on the right side.

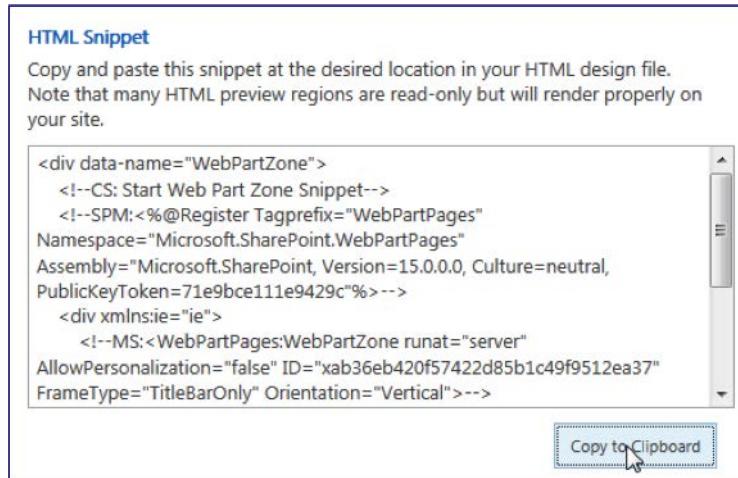


53.  In Internet Explorer, click **Settings | Design Manager**.
54.  Click **Edit Page Layouts | Two Column Layout | Snippets**.
55.  Click **Web Part Zone** in the ribbon in the Containers section.

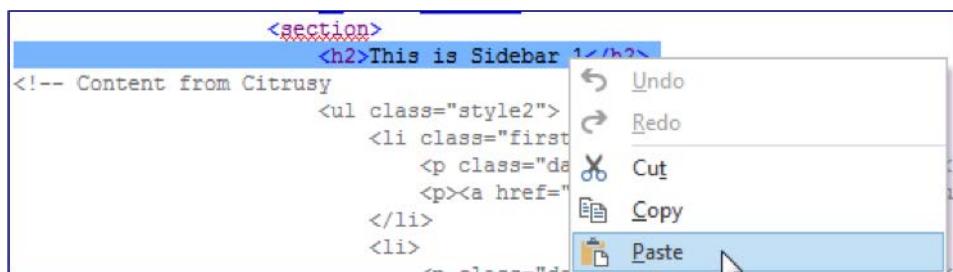


## Hands-On Exercise 7.2: Working With Page Layouts (continued)

56.  Scroll down to the HTML Snippet section and click **Copy to Clipboard** beneath the code field.



57.  Return to Two Column Layout.html in SharePoint Designer. Scroll near line 120, and look for the `<h2>This is Sidebar 1</h2>` line.
58.  Select this entire line, right-click, and select **Paste**.



59.  Click **Save** to save your changes.



## Hands-On Exercise 7.2: Working With Page Layouts (continued)

60.  Open your publishing site home page in Internet Explorer. You should now see the Miracle Systems Company Courses on the right.

The screenshot shows a SharePoint page with a header image of a person's hand on a white keyboard. Below the image, the text "SharePoint Training by Miracle Systems" is displayed. To the right, there is a section titled "Miracle Systems Company Courses" containing two course descriptions:

- SharePoint® 2013 Technologies: A Comprehensive Hands-On Introduction**  
This course provides a comprehensive introduction to SharePoint 2013 for the management, aggregation and centralization of enterprise content.
- Branding and Customizing SharePoint® 2013 Sites: Hands-On**  
This course provides extensive hands-on experience creating, customizing, and branding SharePoint sites with the Design Manager and other tools.



*You may wonder why this Web Part mysteriously appeared; after all, we only added a Web Part zone. However, we edited this Web Part in an earlier exercise in a Welcome Page layout that contained a Web Part zone. When we added the Web Part zone to the new page layout, it automatically added the Web Part that we had worked with previously rather than leaving the Web Part hidden or "closed."*

61.  Click **Settings | Edit Page**.
62.  Beneath Zone 1 on the right, select **Miracle Systems Company Courses**, and select **Heading 3** in the Styles section of the ribbon.



## Hands-On Exercise 7.2: Working With Page Layouts (continued)

63.  Click **Save** in the top right corner of the page.

64.  Review the changes you have just made.



**Congratulations! You have just built a new page layout using the Designer Manager and SharePoint Designer 2013. You could use this same technique to continue to build all of the additional page layouts you need for your site.**



**Continue experimenting by building a new page layout. Try out sample HTML code to test your new page layout. Build any new pages you wish using this or any other page layouts. Use the page editing tools in the browser to add and style your content.**



***This is the end of the exercise.***





**1535-MA-200**

---

© All rights reserved. Not to be reproduced without prior written consent.

## Objectives

In this exercise, you will

- Examine a catalog site
- Connect the publishing portal to the catalog site
- Edit display templates for the catalog item display
- Add a Content Search Web Part



*Cross-site publishing is new to SharePoint, and it is very useful for displaying items that have things in common. Miracle Systems Company has courses, which are not exactly objects for sale but could be referenced in a catalog. We also sell replacement Course Notes, Exercise Manuals, CD-ROMs, and file downloads for each of our courses. We feature these items in a catalog, and we will use the catalog to show these items on the appropriate course page.*



### Examining a catalog site

1.  Open Internet Explorer and navigate to the Miracle Systems Company product catalog site at: mscserver/sites/team1catalogsite



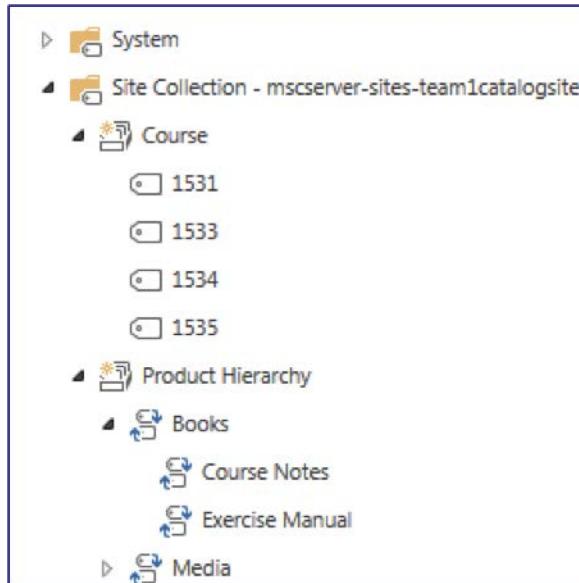
*Note that unlike previous activities, each team does not have its own catalog site. Team 1 maintains the catalog site and has opened up access to all of us. We will all connect to this site collection to deliver the content to each of our site collections.*

2.  Review the information on the front page of the site and note that this is largely an OOTB catalog site template.
3.  Click **Manage item hierarchy in term store**.

**Manage item hierarchy in Term Store**  
Add terms to the term set *Product Hierarchy*. This term set represents

## Hands-On Exercise 8.1: Content Search Web Parts (continued)

4.  In the Taxonomy Term Store section on the left, expand **Site Collection | Product Hierarchy | Books** and **Media** to review the products that MSC sells.



5.  Click the back button, then click the **Products** header on the Products List Web Part at the bottom of the page.

A screenshot of the SharePoint Products List Web Part. The title is 'Products'. The table displays three items:

All Items	Approve/reject Items	My submissions	...	Find an item	Search icon
✓   Title			...		
1531 Course Notes	...	1531CN	CN	en-US	Course Notes
1531 Exercise Manual	...	1531EM	EM	en-US	Exercise Manual
1531 CD-ROM	...	1531CD	CD	en-US	CD-ROM

6.  Examine the products that MSC sells.



*Any items added to Miracle Systems' inventory could be added here and immediately available to other site collections.*



## Hands-On Exercise 8.1: Content Search Web Parts (continued)

7.  Click the **List** tab, then click **List Settings**.
8.  Click **Catalog Settings**.
9.  Review the information regarding the indexing of this list.

Search Information	
Last crawl time:	7/18/2013 12:58:59 AM
Full crawl:	At 1:00 AM every day, starting 3/13/2013
Incremental crawl:	Every 5 minute(s) from 12:00 AM for 24 hour(s) every day, starting 3/13/2013
Continuous crawl:	Continuous crawl is not configured for the content source that this list belongs to.
Taxonomy Timer Information	
Last completed job:	7/18/2013 5:51:07 PM
Update timer job schedule:	Hourly
Reindex list	
Visit the advanced settings page to enable or disable search indexing, or trigger full reindexing of content.	<a href="#">Advanced settings page</a>
Catalog Sharing	
Make content in this list available to other sites and site collections through search.	<input checked="" type="checkbox"/> Enable this library as a catalog



*Note that the catalog includes anonymous access, so that the product catalog can be connected to sites where the user is not logged in.*

10.  Click **Settings | Site settings**.
11.  Click **Site Collection Features** under Site Collection Administration.
12.  Note that Cross-Site Collection Publishing is enabled, which will be the key to displaying this content in our publishing portal.



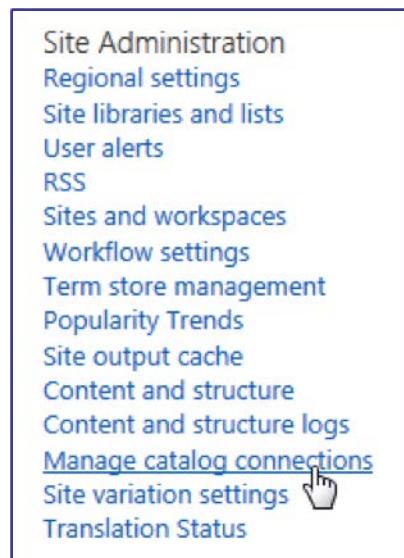
### Connecting the publishing portal to the catalog site

13.  Open Internet Explorer, and navigate to your publishing site, `mscserver/sites/team[ # ]pubsite`.



## Hands-On Exercise 8.1: Content Search Web Parts (continued)

14.  Click **Settings | Site Settings**, then click **Manage catalog connections** under Site Administration.



15.  Click **Connect to a catalog**.
16.  Click **Connect** on the right to connect to the Team 1 catalog site.
17.  On the Catalog Source Settings page, review the options, scroll to the bottom, and set the master pages for the Category Page and Item Page to **twocolumn1**, then click **OK**.

The screenshot shows the 'Category Page' and 'Item Page' sections of the Catalog Source Settings page. Both sections have a note about displaying catalog items under a category or item page. Below each note are two radio button options: 'Create a new page' (selected) with a dropdown menu set to 'twocolumn1', and 'Use an existing page'. The 'twocolumn1' option is highlighted in blue in both dropdown menus.

**Category Page**  
This page displays catalog items under this category. You can choose an existing page, or we'll create a new page and page layout using the master page of your choice.

**Item Page**  
This page displays a catalog item in detail. You can choose an existing page, or we'll create a new page and page layout using the master page of your choice.

Create a new page  
Select the master page:

Use an existing page

Create a new page  
Select the master page:

Use an existing page

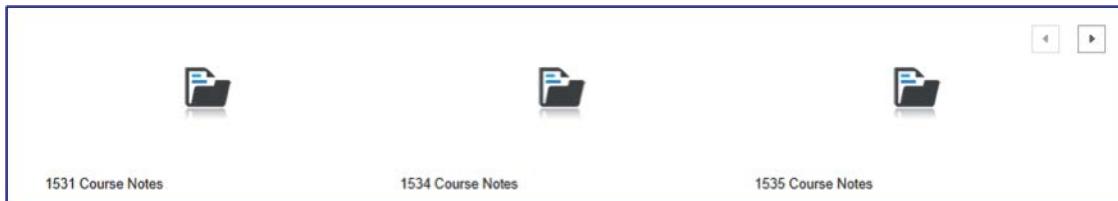


*Our goal is not necessarily to incorporate these items into the top navigation. We simply want these items to be used in a Search Web Part that displays on each of our course pages. However, having the items display in the top navigation will allow us to easily review the links.*



## Hands-On Exercise 8.1: Content Search Web Parts (continued)

18.  You should now see the catalog items display in the top navigation; click **Books | Course Notes**.
19.  Click **1531 Course Notes**.



*Not exactly pretty, but this is the default view of information from a catalog item. Not to worry. We can change this by modifying the display template.*



### Editing display templates for the catalog item display

20.  Return to your publishing site in SharePoint Designer, and click **Page Layouts** in Site Objects on the left.
21.  Click refresh in the Quick Access Toolbar.
22.  Right-click the HTML document (not the Web Form) CatalogItem-Product Hierarchy and select **Edit File in Advanced Mode**.
23.  Scroll down to line 163, and look for the <div> just above <!--CS: [ImageOWSIMG]....>
24.  Change <div> to <div style="float:right;">

```
<div style="float:right;">
<!--CS: [ImageOWSIMG] Start Catalog-Item Reuse Snippet-->
<!--SPM:<cc1:CatalogItemReuseWebPart runat="server" UseServer
```

25.  On line 165, delete the entire line that reads <!--DC: Renders value from search without any additional formatting.-->



## Hands-On Exercise 8.1: Content Search Web Parts (continued)

26.  In its place, type `<!--SPM:<Format Type="HTML" />-->`

```
<div style="float:right;">
 <!--CS: [ImageOWSIMGE] Start Catalog-Item Reuse Snippet-->
 <!--SPM:<ccl:CatalogItemReuseWebPart runat="server" UseServerSideRender="true" />-->
 <!--SPM:<Format Type="HTML" />-->
 <!--SPM:</Format>-->
 <!--SPM:</ccl:CatalogItemReuseWebPart>-->
 <!--CE:End Catalog-Item Reuse Snippet-->
</div>
```



A bit challenging in the HTML. But we are simply telling SharePoint not to render the HTML of the item, but rather write the actual HTML so that the image displays. If you've done this in previous versions of SharePoint Designer, this is equivalent to the disableoutputescaping property.

27.  Select the three divs from line 172 through line 203 (your line numbers may differ), from opening div to closing div as shown below.

```
172 </div>
173 <div>
174 <!--CS: [ListItemID] Start Catalog-Item Reuse Snippet-->
175 <!--SPM:<ccl:CatalogItemReuseWebPart runat="server" UseServerSideRender="true" />-->
176 <!--SPM:<RenderFormat>-->
177 <!--DC:Renders value from search without any additional formatting.-->
178 <!--SPM:</RenderFormat>-->
179 <!--SPM:</ccl:CatalogItemReuseWebPart>-->
180 <!--CE:End Catalog-Item Reuse Snippet-->
181 </div>
182 <div>
183 <!--CS: [ModifiedOWSDATE] Start Catalog-Item Reuse Snippet-->
184 <!--SPM:<ccl:CatalogItemReuseWebPart runat="server" UseServerSideRender="true" />-->
185 <!--SPM:<RenderFormat>-->
186 <!--SPM:<Format Type="DateTime" />-->
187 <!--DC:To render Date and Time, change this value to False.-->
188 <!--SPM:<DateOnly>-->
189 True
190 <!--SPM:</DateOnly>-->
191 <!--SPM:</Format>-->
192 <!--SPM:</RenderFormat>-->
193 <!--SPM:</ccl:CatalogItemReuseWebPart>-->
194 <!--CE:End Catalog-Item Reuse Snippet-->
195 <div>
196 <!--CS: [ProductCatalogGroupNumberOWSTEXT] Start Catalog-Item Reuse Snippet-->
197 <!--SPM:<ccl:CatalogItemReuseWebPart runat="server" UseServerSideRender="true" />-->
198 <!--SPM:<RenderFormat>-->
199 <!--DC:Renders value from search without any additional formatting.-->
200 <!--SPM:</RenderFormat>-->
201 <!--SPM:</ccl:CatalogItemReuseWebPart>-->
202 <!--CE:End Catalog-Item Reuse Snippet-->
203 </div>
```



28.  Press <Delete> to remove the nonessential fields.
29.  Click **Save** in the Quick Access Toolbar.
30.  Return to Internet Explorer, and select one of the catalog items from the top nav, such as **Books | Course Notes | 1531 Course Notes**.



*Not bad. But it could be improved by hand-editing the HTML.*

Catalog-Item Reuse  
System Account

Wednesday, July 03, 2013  
System Account  
1533CD  
Lorem ipsum dolor sit amet, consectetur adipiscing elit. Nulla at dapibus massa. Nullam et diam in tortor vestibulum sodales. Proin placerat lacinia metus ut cursus. In est felis, venenatis et laoreet nec, tristique a nisi. Nunc viverra turpis aliquet.  
1533 CD-ROM  
1533  
CD-ROM  
en-US





*A bit technical, but considering that this technique could be used to display hundreds or thousands of catalog items multiple times across our site environment, this is very powerful.*



### Adding a Content Search Web Part



*In the end, we want supplemental materials for a particular page to show up on the course page; i.e., if I'm on course 1531, I should see the Course Notes, Exercise Manual, etc. for course 1531. But our course pages do not have a column saying what course they are. We would need to add an extra column for the metadata to be available if we were adding the Content Search Web Part to a page layout.*

31.  Click **Settings | Site Settings**, then click **Site Content Types** in Web Designer Galleries.

## Hands-On Exercise 8.1: Content Search Web Parts (continued)

32.  Scroll down to the Page Layout Content Types section and click **Article Page**.

Page Layout Content Types  
[Article Page](#) [Page](#)

33.  Scroll down, click **Add from new site column**, and enter details as follows:

Column Name	<b>Course</b>
Type	<b>Choice</b>
Choice Values	1531 1533 1534 1535 (replaces Enter Choice #1, Enter Choice #2, Enter Choice #3)

and click **OK**.

Require that this column contains information:  
 Yes  No

Type each choice on a separate line:

1531  
1533  
1534  
1535

Display choices using:

Drop-Down Menu  
 Radio Buttons  
 Checkboxes (allow multiple selections)

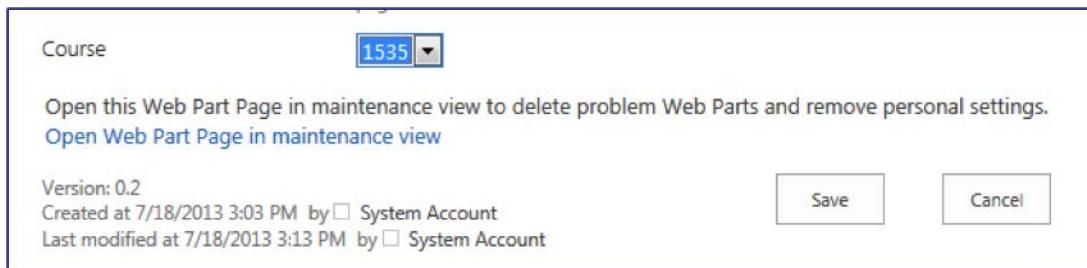
34.  Click **Settings | Site Contents**, then click **Pages**.

35.  Click **Branding-and-Customizing-SharePoint-2013-Sites—Hands-On**.

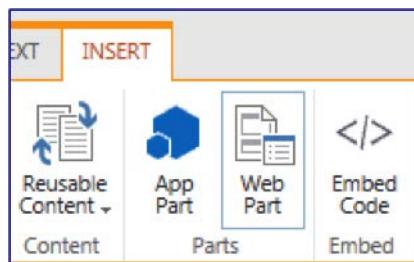


## Hands-On Exercise 8.1: Content Search Web Parts (continued)

36.  Click the **Page** tab on the ribbon and click **Edit Properties**. (Click **OK** if asked to check the item out first.)
37.  Scroll down, and change the **Course** field to **1535**, then click **Save**.



38.  Click **Settings | Edit Page**. (Click **Edit Page Template** if presented with the Edit Page dialog.)
39.  Insert your cursor beneath the text in the Page Content section, and press <Enter> a couple of times to create new space.
40.  Click the **Insert** tab on the ribbon, then click **Web Part**.



## Hands-On Exercise 8.1: Content Search Web Parts (continued)

41.  Click **Content Rollup** in Categories, click **Content Search** in Parts, then click **Add**.

The screenshot shows the SharePoint ribbon interface. On the left, under 'Categories', 'Content Rollup' is highlighted. On the right, under 'Parts', 'Content Search' is also highlighted. Both items have blue outlines around them.



*The Content Search Web Part is obviously not showing what we want, but it is already previewing some items.*

42.  Roll over the top corner of the Web Part, click the menu, and select **Edit Web Part**.
43.  Click **Change Query** in the Search Criteria section.

The screenshot shows the 'Content Search [1]' properties dialog. Under 'Search Criteria', the 'Change query' button is highlighted with a cursor. Other settings like 'Number of items to show' (set to 3) are also visible.



## Hands-On Exercise 8.1: Content Search Web Parts (continued)

44.  Change **Select a query** from Recently changed items to **Team 1 Catalog Site – Products Results (Site Collection)**.
45.  Examine the results that are returned in the Search Result Preview area.

The screenshot shows a list of 16 search results under the heading "SEARCH RESULT PREVIEW". The results are categorized by type: CD-ROM, File Download, Course Notes, Exercise Manual, and Books. Each result includes a URL link.

Category	Result
CD-ROM	1531 CD-ROM mscserver/sites/solutionpubsite/media/cd-rom/1531CD
	1533 CD-ROM mscserver/sites/solutionpubsite/media/cd-rom/1533CD
	1534 File Download mscserver/sites/solutionpubsite/download/1534DL
	1531 Course Notes mscserver/sites/solutionpubsite/course-notes/1531CN
	1531 Exercise Manual mscserver/sites/books/exercise-manual/1531EM
	1531 File Download mscserver/sites/solutionpubsite/download/1531DL
	1533 Exercise Manual mscserver/sites/books/exercise-manual/1533EM
	1533 File Download mscserver/sites/solutionpubsite/download/1533DL
	1534 Course Notes mscserver/sites/solutionpubsite/course-notes/1534CN
	1534 Exercise Manual mscserver/sites/books/exercise-manual/1534EM
Books	1531 Course Notes mscserver/sites/solutionpubsite/course-notes/1531CN
	1533 Exercise Manual mscserver/sites/books/exercise-manual/1533EM
	1533 File Download mscserver/sites/solutionpubsite/download/1533DL
	1534 Course Notes mscserver/sites/solutionpubsite/course-notes/1534CN
	1534 Exercise Manual mscserver/sites/books/exercise-manual/1534EM
	1535 Exercise Manual mscserver/sites/books/exercise-manual/1535EM

46.  Click the **Refiners** tab at top left, and review the possible refiners for the query.
47.  Scroll down to the Tags category, select **1535**, then click **Add**.
48.  Note that the result preview now shows us exactly what we want.

The screenshot shows the "Build Your Query" interface with the "REFINERS" tab selected. On the left, a sidebar lists various refiners like contentclass, ContentType, ContentTypeId, DisplayAuthor, and FileExtension. In the center, a panel shows the selected refiner "1535" with "Add" and "Remove" buttons. On the right, the "SEARCH RESULT PREVIEW" pane shows 4 relevant results, which are identical to the ones shown in the previous screenshot.

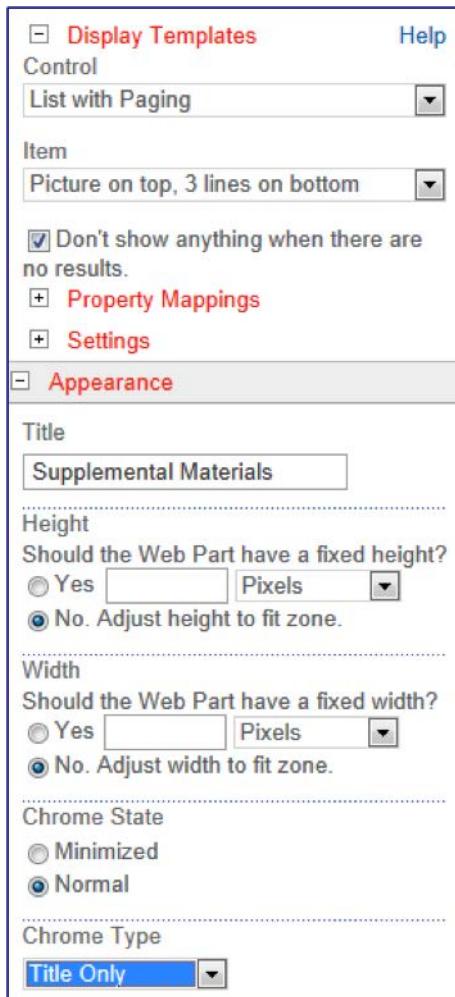
49.  Click **OK**.
50.  In the Display Templates section, change the **Control** from List to **List with Paging**.



## Hands-On Exercise 8.1: Content Search Web Parts (continued)

---

51.  Change **Item** from Picture on Left. . . to **Picture on top, 3 lines on bottom**.
52.  Expand the **Appearance** section, and set the **Title** to **Supplemental Materials**.
53.  Scroll down, and set **Chrome Type** to **Title Only**.



54.  Click **OK**, and **Save** the page.



As we saw previously with the catalog display, the default view leaves a bit to be desired. How would we remedy this? Hint: We did it to the catalog item display.

---



## Hands-On Exercise 8.1: Content Search Web Parts (continued)

---



*Is there any other way we could modify it slightly? Hint: We did this previously in the course.*

---



*The changes we've made will apply only to the 1535 page. For a more global change, we could add this Web Part to the page layout instead of to a page.*



**Congratulations!** You have examined a SharePoint catalog site, connected your publishing portal to the catalog site, edited display templates for the catalog item display, and added and configured a Content Search Web Part to a course page.



**Add the Content Search Web Part to your other course pages. Examine the snippet options for Content Search Web Parts in master pages or page layouts.**



***This is the end of the exercise.***





**1535-MA-214**

---

© All rights reserved. Not to be reproduced without prior written consent.

## Hands-On Exercise 8.2: Rolling Up Content With CQWP and Leveraging Managed Navigation

---

### Objective

In this exercise, you will

- Add some additional CSS
- Prepare the course page to be queried by adding a byline
- Use a Content Query Web Part to show other SharePoint courses dynamically on the front page
- Finish the Managed Navigation to link terms to your course pages



*In a previous activity, we configured the Summary Links Web Part on the front page of the site. While that was quick and easy, it was also a manual process. If additional courses were added to the course catalog, the Summary Links Web Part would also need to be modified. We will make it dynamic by using a Content Query Web Part that looks into the Pages library. For starters we will add some additional CSS to style our byline and clean up some other styles.*



### Adding some additional CSS to clean up the header

1.  Open Windows Explorer, and click masterpage on the left under Computer.
2.  Navigate to `css\images`.
3.  Click **Start | Computer** to open another Windows Explorer window.
4.  Navigate to `C:\1535 Files\Ex8.2`.
5.  Drag and drop `mscblueheader` from `Ex8.2` to the `images` folder.
6.  Click the back button in the Explorer window with the images folder to return to the `css` folder.
7.  Scroll to the bottom, right-click `style-desktop`, and select **Edit with Microsoft SharePoint Designer**.
8.  In Windows Explorer, navigate to `1535 Files\Ex8.2`, and double-click `additionalstyles` to open it in Notepad.
9.  Select all the contents, right-click, and select **Copy**.



## Hands-On Exercise 8.2: Rolling Up Content With CQWP and Leveraging Managed Navigation (continued)

10.  Return to SharePoint Designer, scroll to the bottom of styles-desktop, right-click at the bottom of the file, and select **Paste**.
11.  Review the styles, then click **Save** in the Quick Access Toolbar.

```
374 /*Additional Content Styles */
375
376 .ms-rtestate-field h1, h1.ms-rteElement-H1, .ms-rtestate-field h2, h2.ms-rteElement-H2 {
377 font-size: 160%;
378 }
379
380 .ms-rtestate-field h3, h3.ms-rteElement-H3 {
381 font-size: 120%;
382 }
383
384 #logo p, .article-header .by-line {
385 display: none;
386 }
387
388 .article-left .captioned-image, .welcome .welcome-image {
389 padding-right: 30px;
390 }
391
392 div.article-content ul li {
393 padding: 5px 0;
394 }|
```

12.  Open your publishing site in the browser and refresh to see the new blue header background.



### Adding a byline



*Our courses have a description, which consists of a whole paragraph, but we want to add a one-sentence, condensed blurb about the course in the byline.*

13.  Click **Settings | Site Contents**, then click **Pages**.
14.  Click your **Branding-and-Customizing...** page to open it.

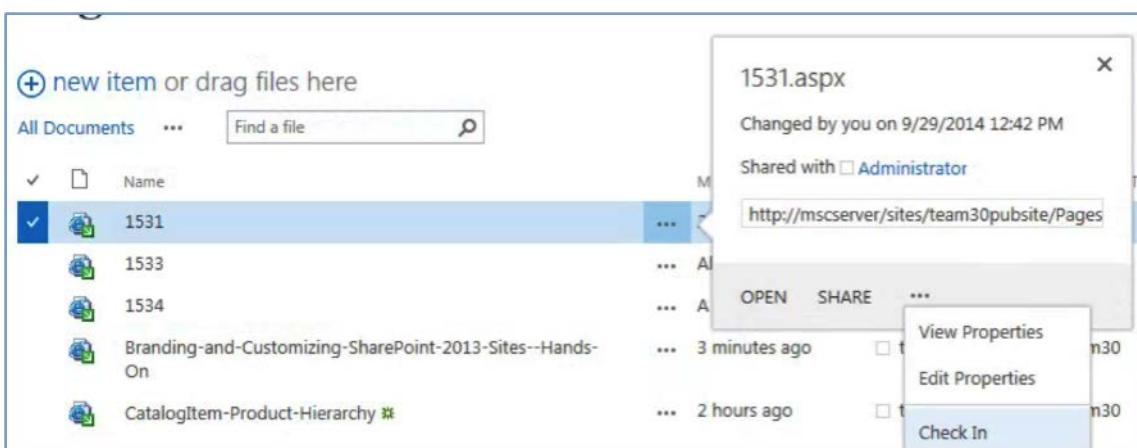


## Hands-On Exercise 8.2: Rolling Up Content With CQWP and Leveraging Managed Navigation (continued)

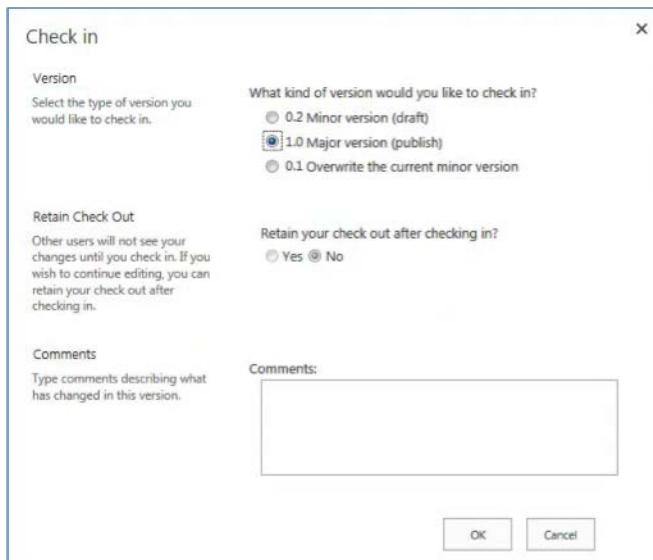
15.  In the ribbon, click the **Page** tab, then click **Edit Properties** in the Manage section on the left.
16.  Select the first sentence from the Page Content section (**This course provides extensive hands-on experience. . .**), right-click it, and select **Copy**.



17.  Scroll down to the empty **Byline** field, paste the sentence, then scroll down and click **Save**.
18.  Repeat the steps above to open your additional 1–3 course pages to copy the first sentence into the byline.
19.  Check each of the four course pages by clicking . . . next to the file, then . . . to reveal the contextual menu. Select **Check-In**. In the Check-In dialog, publish each file to a major version and click **OK**.



## Hands-On Exercise 8.2: Rolling Up Content With CQWP and Leveraging Managed Navigation (continued)



### Using a Content Query Web Part

20.  Click the **Miracle Systems Company** logo to return to the home page.
21.  Click **Settings | Edit Page**.
22.  Click **Add a Web Part** in Zone 1.
23.  Click **Content Rollup** in Categories, click **Content Query** in the Parts section, then click **Add**.

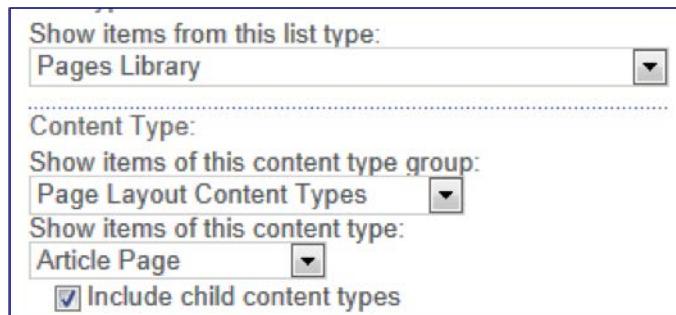
A screenshot of the 'Add a Web Part' dialog box. The 'Categories' section on the left lists 'Content Rollup' under 'Content Rollup'. The 'Parts' section on the right lists several options: 'Content Query' (which is selected and highlighted in blue), 'Content Search', 'Relevant Documents', 'Summary Links', 'Table Of Contents', 'Term Property', and 'Timeline'. A small arrow points from the 'Content Query' item in the list towards the 'Content Query' item in the category list.



**Hands-On Exercise 8.2:**  
**Rolling Up Content With CQWP and Leveraging Managed Navigation**  
**(continued)**

---

24.  Click **open the tool pane** in the Content Query Web Part.
25.  Expand the **Query** section.
26.  In the Content Type area, set the content type group to **Page Layout Content Types** and the content type to **Article Page**.

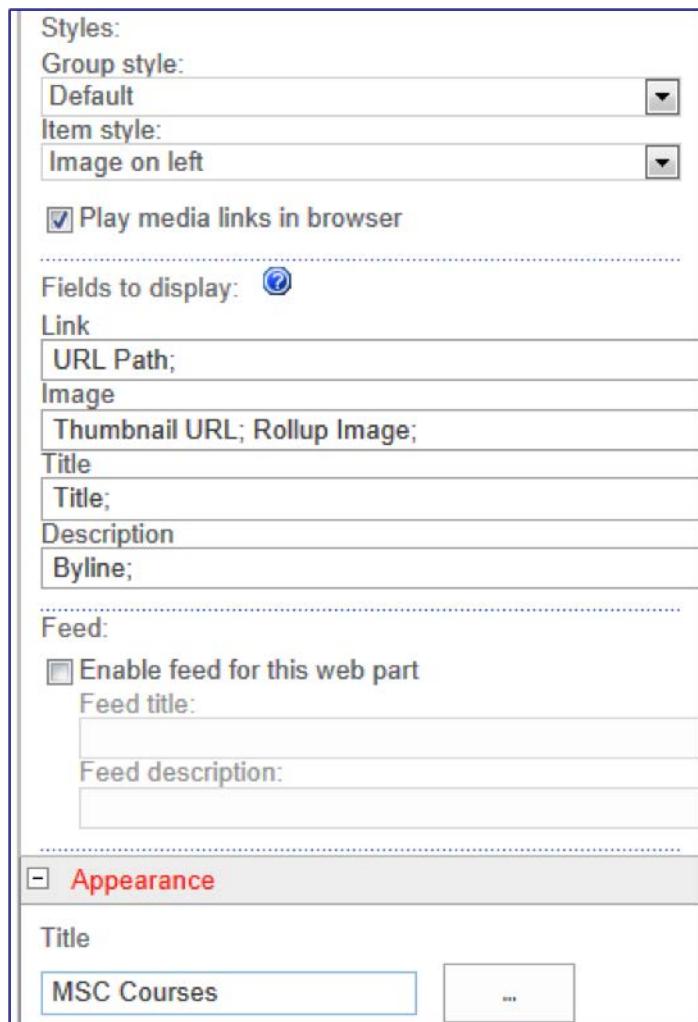


27.  Expand the **Presentation** section.
28.  Review the Styles and the Fields to display.
29.  Change the **Description** field from Comments; to **Byline**;



## Hands-On Exercise 8.2: Rolling Up Content With CQWP and Leveraging Managed Navigation (continued)

30.  Expand the **Appearance** section and enter a **Title** of **MSC Courses**, then click **OK**.



*The Content Query Web Part provides an easy-to-configure way to display site content from elsewhere in your site. While it is somewhat similar to a Catalog Site, it can only show content from within the current site collection.*

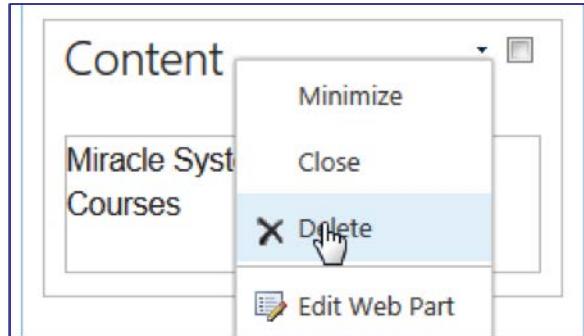
31.  Review the display differences between the Summary Links Web Part and the Content Query Web Part.



## Hands-On Exercise 8.2: Rolling Up Content With CQWP and Leveraging Managed Navigation (continued)

---

32.  Roll over the Content Web Part (displays "Miracle Systems Company Courses"), click the menu in the top right, and click **Delete**. Click **OK** on the confirmation dialog.

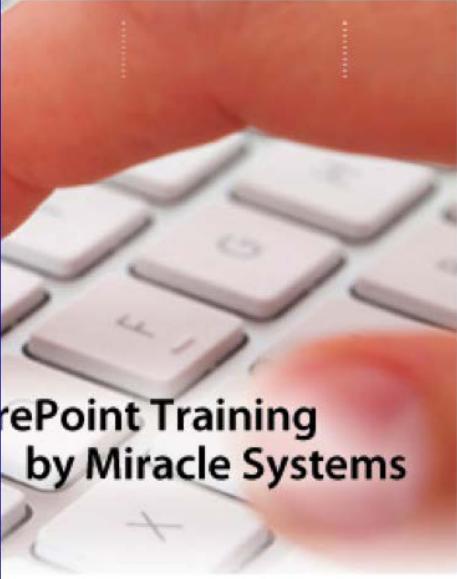


33.  Roll over the Summary Links Web Part (Untitled), click the menu in the top right, and click **Delete**. Click **OK** on the confirmation dialog.



## Hands-On Exercise 8.2: Rolling Up Content With CQWP and Leveraging Managed Navigation (continued)

34.  Click **Save** to save your work.



**SharePoint Training by Miracle Systems**

um sociis natoque penatibus et magnis dis eros justo auctor lectus, a lobortis lorem nubia nostra, per inceptos hymenaeos. In t in, eleifend accumsan, malesuada eget, aecenas pede nisl, elementum eu ornare.

### MSC Courses



**Building No-Code Solutions for SharePoint® 2013 Enterprise Edition: Hands-On**

This course provides extensive hands-on experience creating, customizing, and branding SharePoint sites with the Design Manager and other tools.



**Hands-On SharePoint® Designer 2013: Building Workflows and Data-Driven Solutions – Course 1533**

This course provides extensive hands-on experience creating, customizing, and branding SharePoint sites with the Design Manager and other tools.



**SharePoint® 2013 Technologies: A Comprehensive Hands-On Introduction – Course 1531**

This course provides a comprehensive introduction to SharePoint 2013 for the management, aggregation and centralization of enterprise content.



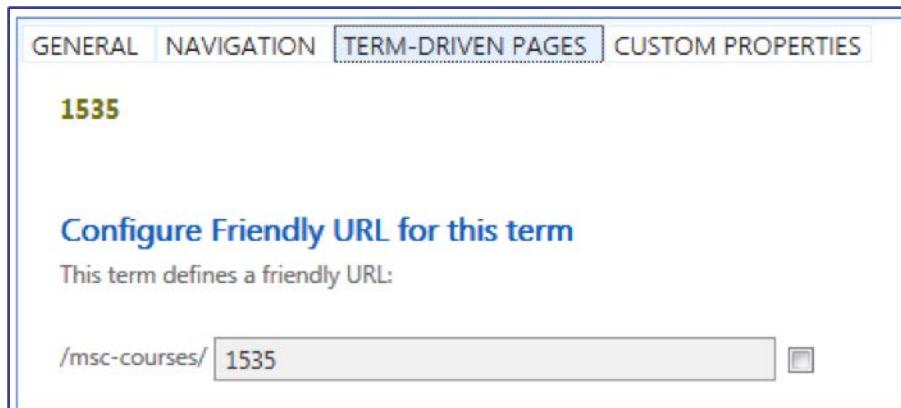
### Using managed metadata for friendly URLs

35.  Click **Settings | Site Settings**, then click **Term store management** under Site Administration on the left.
36.  Expand **Site Collection** for your publishing site, expand **Site Navigation**, and expand **MSC Courses**.



## Hands-On Exercise 8.2: Rolling Up Content With CQWP and Leveraging Managed Navigation (continued)

37.  Click **1535**, then click the **TERM-DRIVEN PAGES** tab at the top of the main window in the Term Store Management Tool.



38.  Make sure "Change target page for this term" is checked.  
39.  Click the logo in the top left to return to the home page.  
40.  Roll your cursor over the links in the MSC Courses Web Part on the right to review the URLs.



*Is the Web Part using friendly URLs?*

- Yes  No

41.  Roll your cursor over the links in the MSC Courses navigation dropdown to review the URLs.



*Is the navigation using friendly URLs?*

- Yes  No



*You may find it surprising, but friendly URLs are only used exclusively in navigation (top navigation and quick launch). When a page is referenced in a Web Part, it will use the standard long URL.*



**Congratulations!** You have cleaned up your content display by adding some additional CSS, prepared the course page to be queried by adding a byline, used a Content Query Web Part as a more dynamic way to reference the courses we offer, and examined Managed Navigation to link terms to the course pages we built in previous exercises.



## **Hands-On Exercise 8.2: Rolling Up Content With CQWP and Leveraging Managed Navigation (continued)**

---



**Add a section that shows a featured course on the home page. Add a column to the Article Page content type to determine whether a course is featured. Change the view on the MSC Courses Web Part to show only the featured courses.**



***This is the end of the exercise.***



### Objectives

In this exercise, you will

- Review existing responsive CSS functionality
- Create a device channel
- Create a new iPhone master page
- Edit the master page and assign the device channel
- Modify CSS styles in the master page



We are working with an HTML5 responsive master page that already has some functionality built around optimizing the CSS based on the display width. We can take this one step further by creating a separate master page exclusively for a specific device with device channels. The device channel-specific master page could be made to have entirely different content than the desktop master page had. In our case, we will simply add additional styles to the iPhone master via an embedded style sheet.



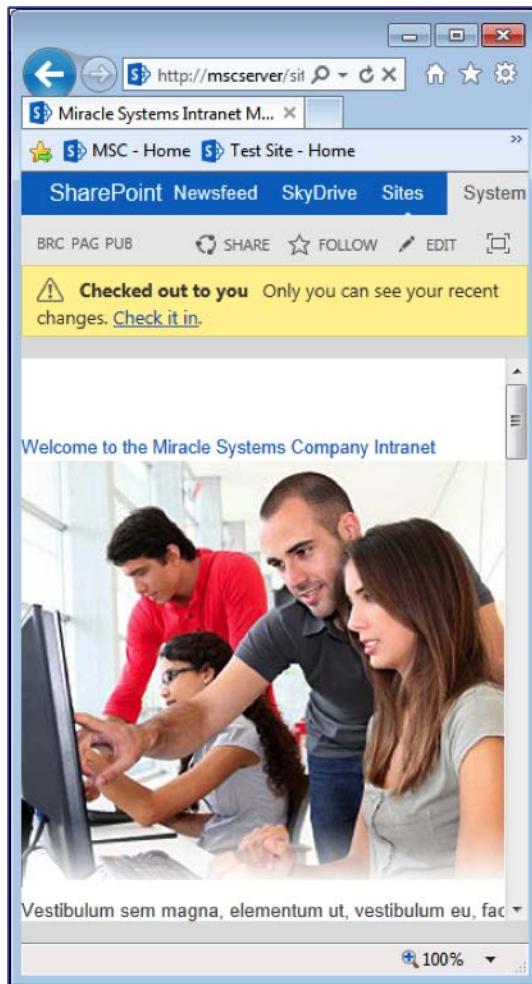
### Reviewing existing responsive CSS functionality

1.  Open Internet Explorer and open your publishing site, mscserver/sites/team[#]pubsite.

## Hands-On Exercise 8.3: Creating Device Channels (continued)

---

2.  Resize the browser window to a width similar to what is shown below, then refresh the browser.



*You must set the page very narrow in order to see the results in a later step.*



## Hands-On Exercise 8.3: Creating Device Channels (continued)

---

3.  Scroll through the page and review the content, considering what is part of the master page and what is part of the page layout.



*What are the biggest problems with this page for users viewing it on an iPhone? How might these problems be corrected?*

---

---

4.  Open another tab in Internet Explorer, then press the <Alt> key to reveal the Internet Explorer menu bar.
5.  Click **File | Open**, then click **Browse**.
6.  Navigate to 1535 Files\Ex6.3\html5templates\_citrusy, double-click **twocolumn1.html**, then click **OK**.
7.  Click **Allow Blocked Content** at the bottom of the screen to allow IE to run scripts that determine which style sheet to apply.



## **Hands-On Exercise 8.3: Creating Device Channels (continued)**

8.  Refresh the browser, and take a moment to compare the two pages.



9.  Resize the width of the window, and note how changing the width changes how the content is displayed.





*The original template uses a mobile style sheet that should resize image widths. However, SharePoint automatically assigned width and height attributes to the image. More importantly, the original template included a mobile version of navigation. But when we converted to a master page, we lost the functionality. We will address this with CSS.*



### **Creating a device channel**

10.  Click the publishing site tab, then resize Internet Explorer to full size.
11.  Click **Settings | Design Manager**.
12.  Click **Manage Device Channels** on the left.
13.  Click **Create a channel**.
14.  Enter the following information:

Name: **iPhone**  
Alias: **iphone**
15.  Click **Start | Computer** to open Windows Explorer.
16.  Navigate to **1535\Ex8.3**, and double-click **iphoneuseragent**.
17.  Review the user agent information, select all the contents, right-click, and select **Copy**.
18.  Close the file, and return to Internet Explorer.
19.  Paste the text into the **Device Inclusion Rules** field.



## Hands-On Exercise 8.3: Creating Device Channels (continued)

20.  Check the box for **Active**, then click **Save**.

Device Channels - New Item

EDIT

Save Cancel Paste Cut Copy ABC Spelling Commit Clipboard Spelling

Name \* iPhone  
The name used by authors and others to identify this channel

Alias \* iphone  
Pick a word to identify this channel in code, Device Channel panels, previews and other contexts. Warning: If you later change the channel alias, you will have to manually update Master Page mappings, Device Channel panels, and any custom code or markup.

Description  
A quick description of the Device Channel

Device Inclusion Rules \* Mozilla/5.0 (iPhone; CPU iPhone OS 6\_1\_3 like Mac OS X)  
AppleWebKit/536.26 (KHTML, like Gecko) Version/6.0  
Mobile/10B329 Safari/8536.25  
Specify one or more user agent substrings (for example: Windows Phone OS), placing each substring on its own line. When the user agent string of a visiting device contains any of the specified substrings, the channel will force site pages to display using that channel's optimizations, like a different Master Page or Device Channel Panel. You can also trigger this special



*Creating a Device Channel sets the stage. However, nothing will change until we build a new master page and assign it to the device channel.*



### Creating an iPhone master page

21.  Open SharePoint Designer, and open your publishing site if it is not open already.
22.  Click **Master Pages** in Site Objects, then right-click `twocolumn1.html` (not `.master`), and select **Copy**.
23.  Right-click anywhere else in the window, and select **Paste**.



## Hands-On Exercise 8.3: Creating Device Channels (continued)

24.  Right-click `twocolumn1_copy.html` and select **Rename**.
25.  Name the file `iphone.html`, then click **Yes** on the Rename window.
26.  Click **Refresh** in the Quick Access Toolbar.

	<code>_catalogs/masterpage/t...</code> <code>Citrusy by HTML5Templat...</code> <code>&lt;asp:ContentPlaceHold...</code> <code>_catalogs/masterpage/ip...</code> <code>Citrusy by HTML5Templat...</code>	<b>Html Master Page</b> <b>ASP.NET Master Page</b> <b>Master Page</b>
-----------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------



*Note that a new .master file has automatically been created.*

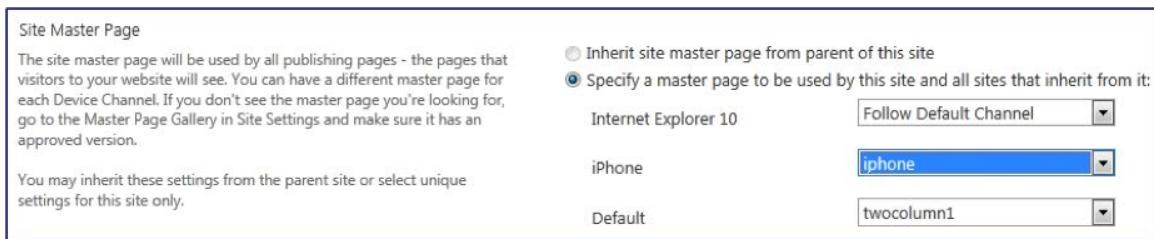


### Editing the master page and assigning the device channel

27.  Right-click `iphone.html` and select **Edit File in Advanced Mode**.
  28.  Scroll down to line 100 and change `<body>` to `<body style="background-color: red;">`
- ```
100 </xml><![endif]-->
101   </head>
102   <body style="background-color: red;">
103     <!--CS: Start Ribbon Snippet-->
104     <!--SPM:<%@Register Tagprefix="SharePoint" -->
```
29. Click **Save** on the Quick Access Toolbar.
 30. After the file has finished saving, return to Internet Explorer, and click **Settings | Site settings**.
 31. Click **Master pages and page layouts** under Web Designer Galleries.
 32. Roll over `iphone.html`, click the menu, and click **Publish a Major Version**.
 33. Enter comments if you wish, then click **OK**.
 34. Click **Settings | Site Settings**.

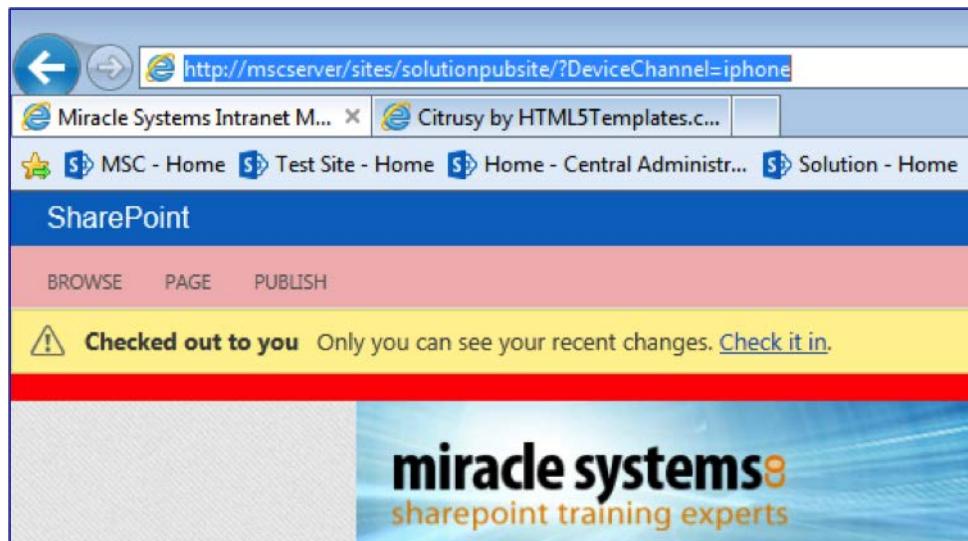
Hands-On Exercise 8.3: Creating Device Channels (continued)

35. Click **Master page** under Look and Feel.
36. Next to iPhone, change the dropdown menu from Follow Default Channel to **iphone**, then click **OK**.



 *The page should display only to iPhones. Thankfully, we can test it in the browser with a query string parameter.*

37. In the URL, delete the end of the URL after team[#]pubsite/ and enter ?DeviceChannel=iphone so that the URL reads http://mscserver/sites/team[#]pubsite/?DeviceChannel=iphone and press <Enter>.



 *If you can see the red band at the top of the header, the device channel is working properly.*

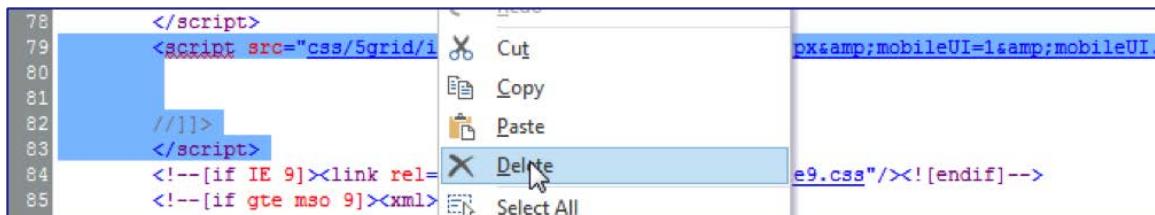




Modifying CSS styles in the master page

38. Return to SharePoint Designer, and remove the inline style we added to line 100 so that the body tag simply reads <body>.
39. Scroll to line 73, and delete everything from the opening <noscript> tag in line 73 to the closing </noscript> tag in line 80, including the noscript tags.
40. Type <link rel="stylesheet" href="css/style-mobile.css" /> and allow the code completion feature to assist with the code.
41. Scroll near line 79. Select and delete the following:

```
<script src="css/5grid/init.js?use=mobile, desktop,1000px&amp; mobileUI=1&amp;mobileUI.theme=none"> //<![CDATA[ // ]]>  
</script>
```



Review your code to confirm there are no errors. You should see no yellow highlighted code. If you need help, notify your instructor.

42. Click **Save** in the Quick Access Toolbar.



Hands-On Exercise 8.3: Creating Device Channels (continued)

43. Return to Internet Explorer and refresh.

Welcome to the Miracle Systems Company Intranet

Vestibulum sem magna, elementum ut, vestibulum eu, facilisis quis, arcu. Mauris a dolor. Nulla facilisi. Cum sociis natoque penatibus et magnis dis parturient montes, nascetur ridiculus mus. Sed blandit. Phasellus pellentesque, ante nec iaculis dapibus, eros justo auctor lectus, a lobortis lorem mauris quis nunc. Praesent pellentesque facilisis elit. Class aptent taciti sociosqu ad litora torquent per conubia nostra, per inceptos hymenaeos. In hac habitasse platea dictumst. Nullam id ante eget dui vulputate aliquam. Pellentesque erat erat, tincidunt in, eleifend accumsan, malesuada eget, augue. Suspendisse si amet tellus in eros bibendum condimentum. Vestibulum suscipit volutpat nulla. Maecenas pede nisl, elementum eu ornare.

[Read Full Article](#)



Make sure the DeviceChannel parameter (`?DeviceChannel=iphone`) is included in the URL.

44. Open Windows Explorer, and click masterpage under Computer.
45. Open the `css` folder, right-click `style-mobile`, and click **Edit with Microsoft SharePoint Designer**.
46. Place your cursor at the end of the file, and press `<Enter>` to create a new line.
47. Type `/* iPhone Styles */`, then press `<Enter>` twice to create two more line breaks.



We will place all iPhone styles beneath this CSS comment.



Hands-On Exercise 8.3: Creating Device Channels (continued)

48. Open Windows Explorer, navigate to 1535 Files\Ex8.3, and double-click mobilestyles to open it in Notepad.
49. Select all the contents, right-click, and select **Copy**.
50. Return to SharePoint Designer, and paste the styles beneath the iPhone Styles comment.

```
307
308 /* iPhone Styles */
309
310 .post img {
311     max-width: 640px !important;
312     width: 100% !important;
313     height: inherit !important;
314     display: block !important;
315 }
316
317 #DeltaPlaceHolderMain > div {
318     width: 100% !important;
319 }
320
321 .post {
322     padding: 4px;
323 }
```



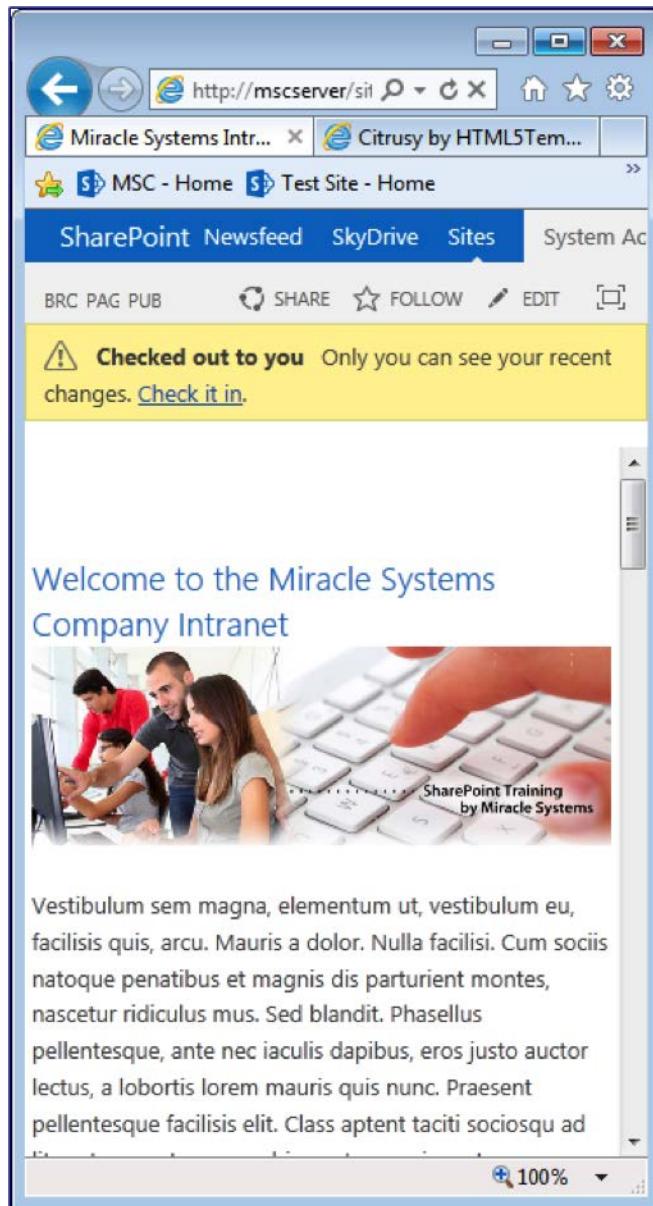
These styles resize the main image that flowed outside of the page by setting widths on the image and the container that it resides in. A padding statement provides more room on the edges.

51. Click **Save** to save your changes. Return to the browser and refresh to preview.



Hands-On Exercise 8.3: Creating Device Channels (continued)

52. Resize the width of your window to determine whether the image does effectively resize.





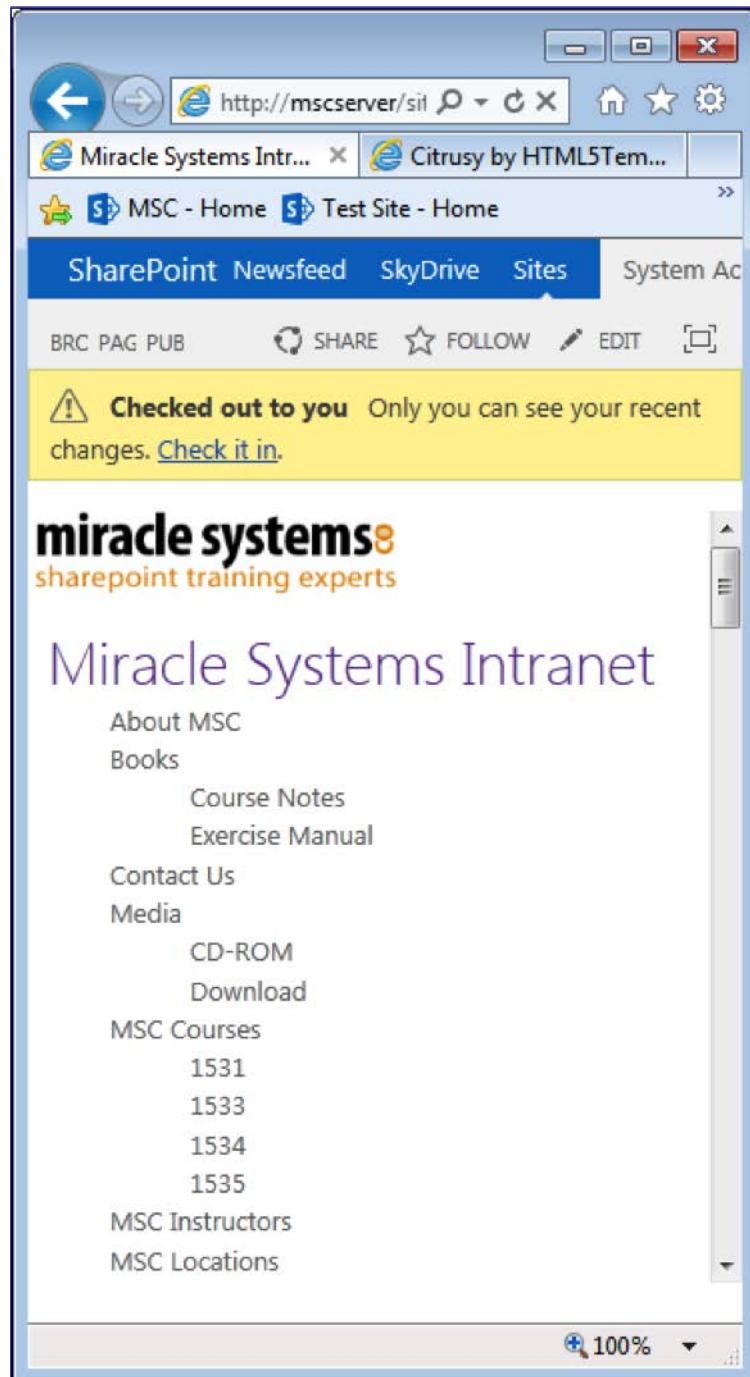
We must now resolve the navigation issue.

53. Open Windows Explorer, navigate to 1535 Files\Ex8.3, and double-click navstyles to open it in Notepad.
54. Select all the contents, right-click, and select **Copy**.
55. Return to SharePoint Designer, and paste the styles at the bottom of the style sheet, beneath the styles we just added.



Hands-On Exercise 8.3: Creating Device Channels (continued)

56. Review the styles, then click **Save** to save your changes. Return to the browser and refresh to preview.



Hands-On Exercise 8.3: Creating Device Channels (continued)



These styles make sections visible that were hidden near the top by the mobile style sheet. Since showing this much navigation at the top of the screen is not desirable, we will allow the menu to hide/reveal the top link bar in the next section with jQuery.



Congratulations! You have added a device channel for an alternate viewing experience for users on an iPhone.



There are still some formatting issues here and there. Try to clean up the mobile view a bit.



This is the end of the exercise.



1535-MA-240

© All rights reserved. Not to be reproduced without prior written consent.

Hands-On Exercise 9.1: Using jQuery in SharePoint 2013

Objectives

In this exercise, you will

- Review the jQuery script library in the template we've been using
 - Add jQuery to the iPhone master page to hide/show the top link bar

A practical use for jQuery is to hide and show an object. We will review the jQuery file already referenced within the template we started with. Every time the master page loads, jQuery's power is available. We will set up an event listener to an element we will add to the master page, which will hide and show the top navigation div with a slider effect.



Reviewing the jQuery script library in the local CSS folder

1. Open Windows Explorer, and click `masterpage` on the left under Computer.
 2. Navigate to `masterpage\css\5grid`.
 3. Right-click `jquery`, and click **Edit with Adobe Dreamweaver CS6**.
 4. Review the file, and digest its contents in full.

A small blue circular icon containing a white letter 'i', representing an information or help symbol.

Just kidding! The jQuery file is quite lengthy and is also compressed to remove any white space to make it as small as possible. We will examine the uncompressed version of jQuery in the next step, though it is still quite lengthy.



Hands-On Exercise 9.1: Using jQuery in SharePoint 2013 (continued)



Adding jQuery slider functionality to iphone.master

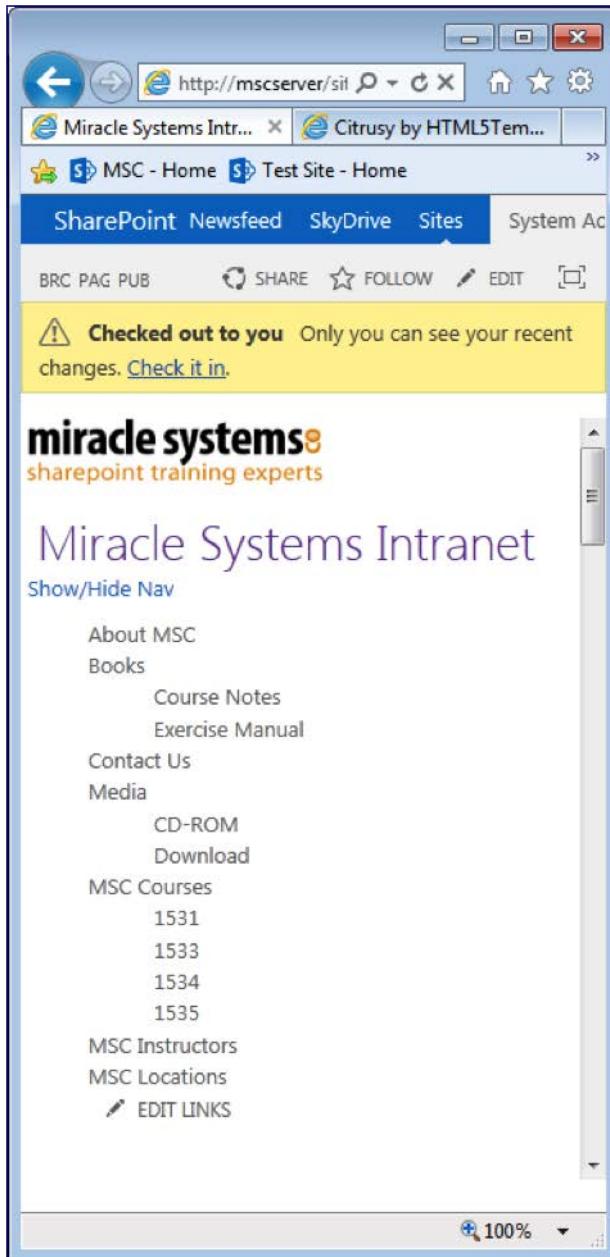
5. Close Dreamweaver, open your publishing site in SharePoint Designer, and open `iphone.html` (it may be open from a previous exercise).
6. Scroll near line 168 and look for `<div class="row">` and `<div class="12u" id="menu">`.
7. Insert your cursor just after `<div class="row">` and press `<Enter>` to create a new line.
8. Type:

```
<div style="clear:both; margin-left:4px">
<a class="show_hide" href="#">
Show/Hide Nav</a>
</div>
```
9. Click **Save** in the Quick Access Toolbar to save your changes.



Hands-On Exercise 9.1: Using jQuery in SharePoint 2013 (continued)

10. Preview the home page in Internet Explorer. Make sure the URL is `http://mscserver/sites/team[#]pubsite/?DeviceChannel=iphone` and confirm that the link is visible.



11. Click **Start | Computer** to open a new window in Windows Explorer.
12. Navigate to `1535\Files\Ex9.1`.



Hands-On Exercise 9.1: Using jQuery in SharePoint 2013 (continued)

13. Open another window in Windows Explorer and navigate to masterpage\css.
14. Drag and drop slider.js from Ex9.1 to css.
15. Return to SharePoint Designer.
16. Scroll to the closing </head> tag near line 88, and add a link to our slider script file as follows:

```
<script src="css/slider.js">
//<!CDATA[
//]>
</script>
```

```
88 </xml><![endif]-->
89 <script src="css/slider.js">
90 //<!CDATA[
91 //]>
92 </script>
93 </head>
94 <body>
```

17. Scroll near line 175, and look for <div class="12u" id="menu">.
18. Add an additional class of slideme by "double-classing" this div so that it reads:
<div class="12u slideme" id="menu">

```
<a class="show hide" href="#">
Show/Hide Nav</a>
</div>
<div class="12u slideme" id="menu">
```

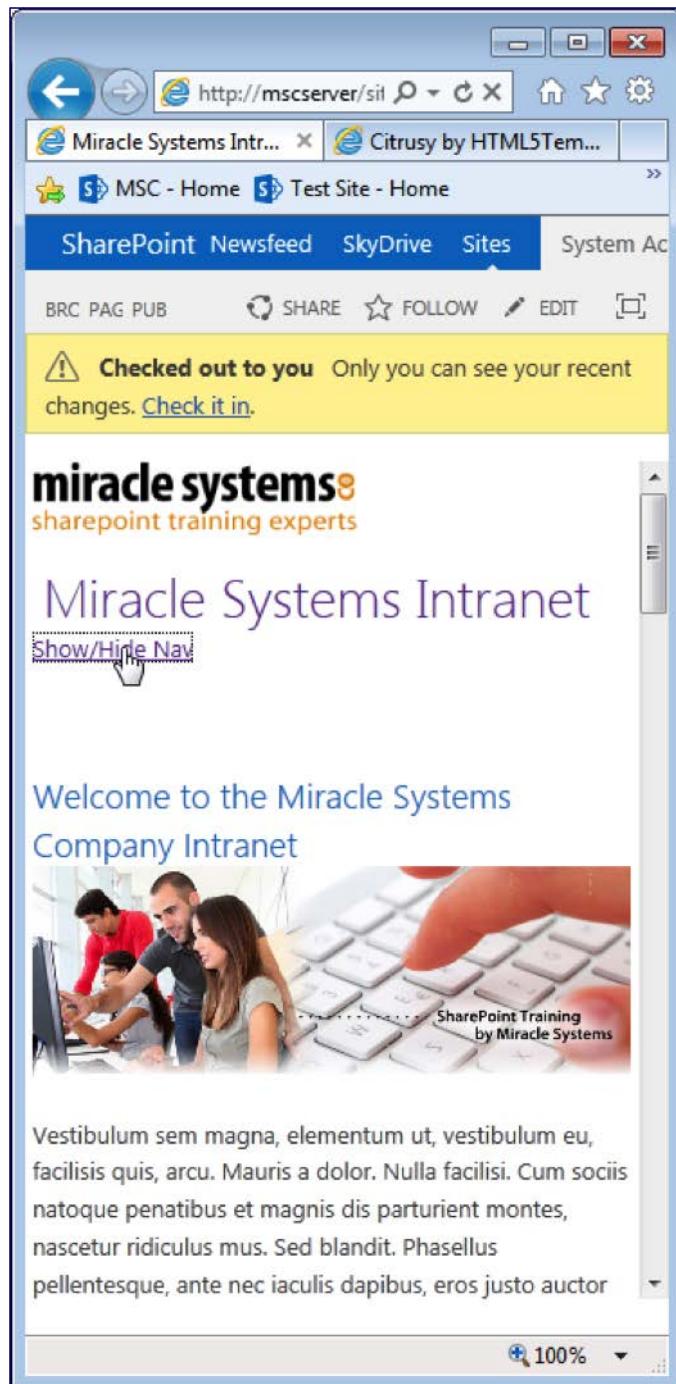


The slider will be handled by the <a> tag, with the show_hide class. The script says to show and hide the object with a slideme class, which in this case is the div that surrounds the top navigation control.



Hands-On Exercise 9.1: Using jQuery in SharePoint 2013 (continued)

19. Save your changes, and preview in the browser (Remember to use the iPhone Device Channel). Clicking on **Show/Hide Nav** should reveal and hide the top navigation.



Hands-On Exercise 9.1: **Using jQuery in SharePoint 2013** **(continued)**



In a real-world scenario, we would likely visually indicate to the user that this is an interactive control. But for our purposes, it's adequate. This technique can be applied to many objects in our site to easily show and hide all types of content.



Congratulations! You have added jQuery functionality to `iphone.master` to handle hiding and showing the top navigation.



Find any other elements on the page that you would like to apply this technique to. Identify a selector with a custom class or ID, then ID or class an event listener hyperlink to make the action happen.



This is the end of the exercise.



Hands-On Exercise 10.1: Creating a Design Package for Branding in SharePoint 2013

Objectives

In this exercise, you will

- Create a design package
- Examine the design package contents
- Upload and apply the design package to a new site



We need a way to deploy our custom branding files to other site collections in our SharePoint environment. We will create a solution package and deploy this to a site, activating the feature to make the resources available.



Creating a design package

1. Open Internet Explorer, and open your publishing site, mscserver/sites/team[#]pubsite.
2. Click **Settings | Design Manager**, then click **Create Design Package** on the left.
3. For the **Design Name**, type **MSC**, then click **Create**.

Design Manager: Create Design Package

You can create a package of your design for easy import to other site collections. The package does not contain any files or assets.

Choose a name for this design. Even if you change this package's name later, we'll still recognize it as:

Design Name
Version v1.0

Include Search Configuration in this package.



Creating the design package will take a bit of time. So be patient while SharePoint is "working on it..."

Hands-On Exercise 10.1: Creating a Design Package for Branding in SharePoint 2013 (continued)



Examining the design package contents

4. When the package is complete, click **Your package is ready. Click here to download** beneath the Create button.

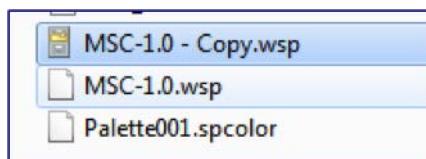


5. Click the **Save** button at the bottom of the screen, then click **Open Folder**.



We'll make a copy to examine the design package more closely.

6. Right-click **MSC-1.0.wsp**, then click **Copy**.
7. Right-click elsewhere in the window, then click **Paste**.
8. Add **.cab** to the end of the name of the file you just created by pasting, then click **Yes** to confirm the rename.



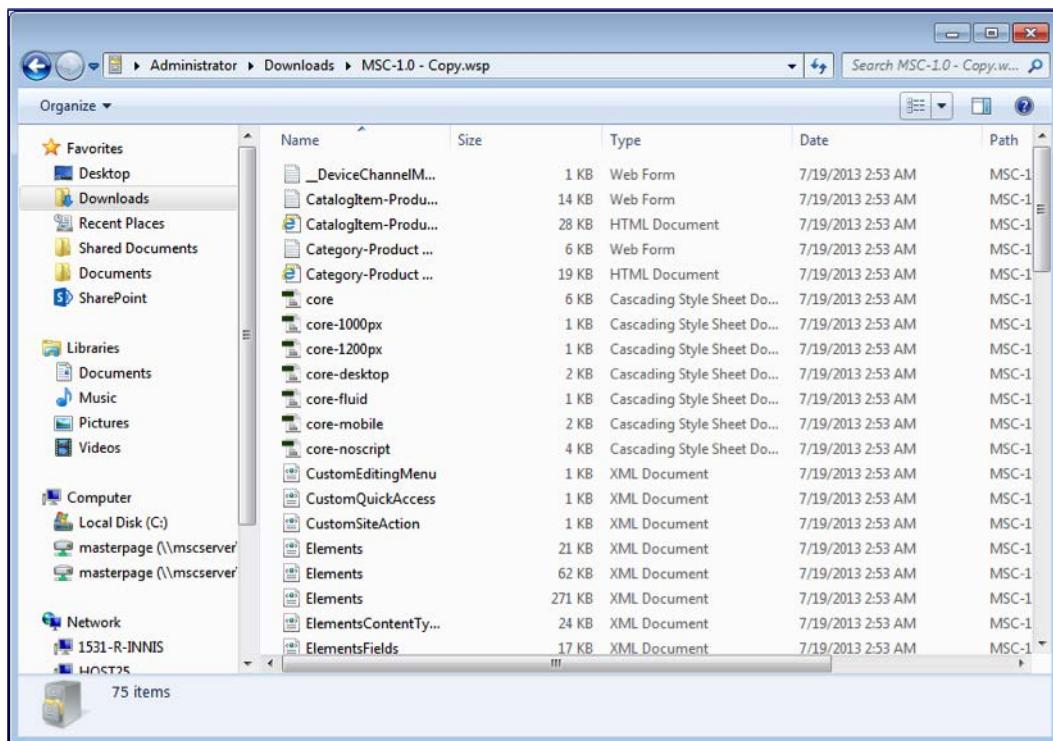
*The file is more or less a zip archive with the contents of the site.
Assigning a .cab extension allows Windows to open it easily.*

9. Double-click **MSC-1.0 - Copy** to open it.



Hands-On Exercise 10.1: Creating a Design Package for Branding in SharePoint 2013 (continued)

10. Click the **More Options** menu at the top of the window, and change the view to **Details**.



11. Click the **Type** heading to sort by file type.
12. Review the contents contained in the archive.



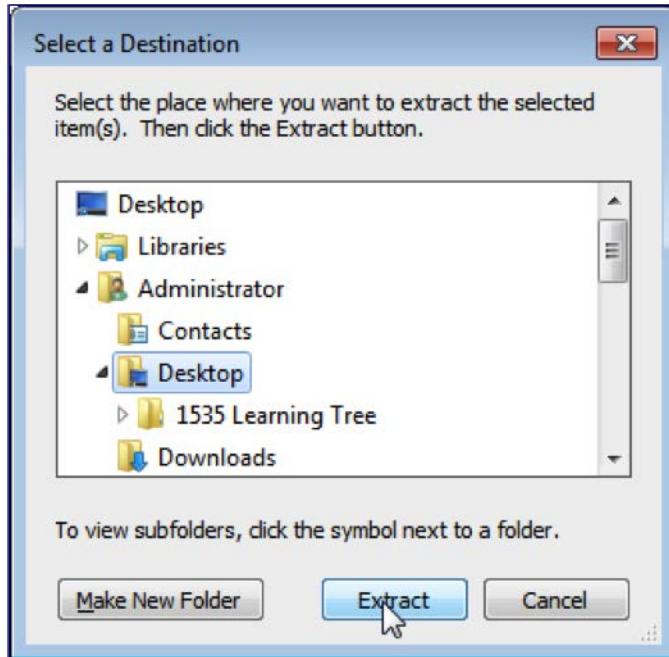
Are there any folders in the archive? How will SharePoint know the subfolder organization of these files?

13. Scroll down, and double-click the file named Feature.



Hands-On Exercise 10.1: Creating a Design Package for Branding in SharePoint 2013 (continued)

14. Navigate to your Desktop, and click **Extract**.



15. Click **Desktop** on the left under Favorites, then double-click **Feature**.



The file should open by default into Dreamweaver.



Hands-On Exercise 10.1: Creating a Design Package for Branding in SharePoint 2013 (continued)

16. Scroll through the file, and examine the locations where the files will be extracted.

```
<Feature Id="{484f15d7-ddfd-44f7-81ab-92a796038bc1}" Title="Modules feature of exported w
Scope="Site" Hidden="TRUE" RequireResources="TRUE" xmlns="http://schemas.microsoft.com/sh
<ElementManifests>
  <ElementManifest Location="Elements.xml" />
  <ElementFile Location="Files\_catalogs\masterpage\css\5grid\core.css" />
  <ElementFile Location="Files\_catalogs\masterpage\css\5grid\core-1000px.css" />
  <ElementFile Location="Files\_catalogs\masterpage\css\5grid\core-1200px.css" />
  <ElementFile Location="Files\_catalogs\masterpage\css\5grid\core-desktop.css" />
  <ElementFile Location="Files\_catalogs\masterpage\css\5grid\core-fluid.css" />
  <ElementFile Location="Files\_catalogs\masterpage\css\5grid\core-mobile.css" />
  <ElementFile Location="Files\_catalogs\masterpage\css\5grid\core-noscript.css" />
  <ElementFile Location="Files\_catalogs\masterpage\css\5grid\html5shiv.js" />
  <ElementFile Location="Files\_catalogs\masterpage\css\5grid\init.js" />
  <ElementFile Location="Files\_catalogs\masterpage\css\5grid\jquery.js" />
  <ElementFile Location="Files\_catalogs\masterpage\css\5grid\mobileUI-beveled.css" />
  <ElementFile Location="Files\_catalogs\masterpage\css\5grid\mobileUI-flat.css" />
  <ElementFile Location="Files\_catalogs\masterpage\css\images\img01.png" />
  <ElementFile Location="Files\_catalogs\masterpage\css\images\img10.png" />
  <ElementFile Location="Files\_catalogs\masterpage\css\images\img11.jpg" />
  <ElementFile Location="Files\_catalogs\masterpage\css\images\img12.png" />
  <ElementFile Location="Files\_catalogs\masterpage\css\images\mscblueheader.png" />
  <ElementFile Location="Files\_catalogs\masterpage\css\images\spacer.gif" />
  <ElementFile Location="Files\_catalogs\masterpage\css\slider.js" />
  <ElementFile Location="Files\_catalogs\masterpage\css\style.css" />
```

17. Close Dreamweaver.



Upload and apply the design package

18. Open Internet Explorer, and navigate to mscserver/sites/team[#]newpubsite.



This is simply an out-of-the-box publishing site that requires our branding.

19. Click **Settings | Design Manager**.

20. Click **Import a complete design package**.

21. Click **Browse** next to the package name, then click **Downloads** on the left under Favorites.

22. Select **MSC-1.0.wsp**, then click **Open**.

Hands-On Exercise 10.1: Creating a Design Package for Branding in SharePoint 2013 (continued)

23. Click **Import**.
24. After the import shows it has succeeded, click the logo in the top left corner.



The design package was deployed and activated, including all CSS, etc. You won't see the top navigation simply because there is no global navigation specified yet in Site Settings. Also, it didn't overwrite any of the content, so don't expect the front page of the site to show the content that we added.

25. Click **Settings | Site Settings**, then click **Title, description, and logo** under Look and Feel.
26. Under Insert Logo in the Logo and Description section, click **FROM SHAREPOINT**.
27. Click **Site Assets** on the left, and select `Miraclesystemslogo_240px.png`. Click **Insert**, then click **OK**.
28. Click the logo to return to the home page.

The screenshot shows a SharePoint Publishing Site titled "Solution New Pub Site". The top navigation bar includes "Edit Links" and "Solution New Pub Site". The main content area features two columns of cards:

- I'm the Information Architect**
 - Set up site permissions
 - Manage users' permission levels
 - Make your site multilingual
 - Define content types
 - Configure navigation
 - Create and configure site content
 - Customize your search center
- I'm the Visual Designer**
 - Import a design package
 - Configure image renditions
 - Design your site
 - Choose availability of site templates



Hands-On Exercise 10.1: Creating a Design Package for Branding in SharePoint 2013 (continued)



Note that although the logo wasn't specified in Site Settings when the design package was applied, it was still moved into the Site Assets as a resource that could be used. You will find that any of the images used in branding or page contents have been moved over as part of the design package. This represents a significant advance over previous versions of SharePoint in packaging and distributing branding between sites.



Congratulations! You have created a design package using the Design Manager and applied the design package to a new site using the Design Manager, realizing our brand in a few clicks. A good conclusion to all your hard work!



This is the end of the exercise.



1535-MA-254

© All rights reserved. Not to be reproduced without prior written consent.