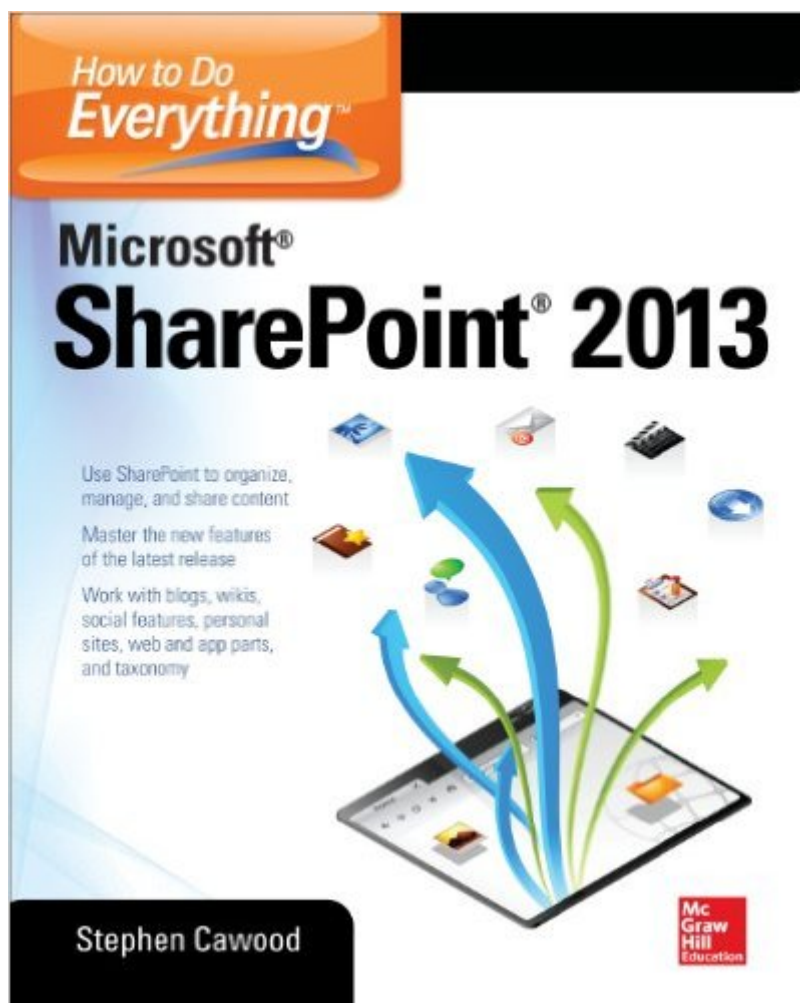# How To Do Everything Microsoft SharePoint 2013: Microsoft SharePoint 2013

Synopsis

Maximize Microsoft SharePoint 2013 Written by a former member of the SharePoint development team, How to Do Everything: Microsoft SharePoint 2013 shows you how to get the most out of the latest release of this dynamic business collaboration platform. Youâ ™ll learn to set up SharePoint sites and use document management, wikis, taxonomy, blogs, social features, and more to organize, manage, and share content. Real-world examples help you accomplish tasks quickly and easily. Basic information on SharePoint development and administration is also included in this practical guide. Work with sites, apps, lists, libraries, and items Upload documents, manage files with document libraries, and use document versioning and content approval features Collaborate via discussion boards, blogs, wikis, events, surveys, calendars, and newsfeeds Use social tagging, enable a folksonomy, and use enterprise keywords Create a taxonomy hierarchy using enterprise managed metadata Build publishing sites, personal sites, and websites Display data on pages using web and app parts Customize apps, lists, forms, and navigation Use SharePoint with client applications, including Microsoft Office, Outlook, InfoPath, SharePoint Designer, and third-party applications Learn the basics of SharePoint administration and development

Book Information

File Size: 8878 KB

Print Length: 290 pages

Page Numbers Source ISBN: 007180983X

Publisher: McGraw-Hill Education; 2 edition (March 26, 2013)

Publication Date: March 26, 2013

Sold by: Digital Services LLC

Language: English

ASIN: B00BPO7774

Text-to-Speech: Enabled

X-Ray: Not Enabled

Word Wise: Not Enabled

Lending: Not Enabled

Enhanced Typesetting: Not Enabled

Best Sellers Rank: #505,981 Paid in Kindle Store (See Top 100 Paid in Kindle Store)   #45 in Books > Computers & Technology > Business Technology > SharePoint   #160 in Books > Computers & Technology > Networking & Cloud Computing > Intranets & Extranets   #355

Customer Reviews

It is a good book for dipping into SP. Could of had more examples and case studies (my personal preference)

I enjoyed reading this book. In my opinion it is very well organized and written. I am able to find information on particular feature of SharePoint very fast. The only drawback is that book doesn't go into a lot of detail.

Although the cover says 'How To Do Everything', this book mostly goes over what can be done and doesn't provide step by step instructions on 'how to do' the action.

Only contains high overviews. nothing helpful, detailed or unique. the inside out book for sharepoint is much better than this

There aren't very many books on SharePoint 2013, so I was happy to see this one. It is just what I needed to recommend to my colleagues who are just starting with SharePoint 2013; or need answers to questions.

I hadn't touched SharePoint in years and after reading this easy to read and follow book, I'm not only familiar with the different versions of SharePoint 2013 and their features, I'm functional in the software.

If my mom wanted to use SharePoint for some reason, this is the book I would get for her. It would be a good companion to her copy of Twitter for Dummies.

If you are a developer, skip it. This is definitely for an end-user in an office that rolled out SharePoint with no training. Honestly, the "dummies" book will suit you just as well.

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