

SHAREPOINT FOUNDATION 2010: LEVEL 1

Available Dates: **Call For Dates**

Class Length: **1 day**

Cost: **\$399**

[Email Computer Visions about this class](#)

Class Outline:

Description:

This course is designed for the user who has been assigned contribute permissions to a SharePoint Foundation Team Web site and needs to learn how to navigate and add content to the site. This course assumes you are familiar with personal computers and have experience using Windows 7. During this course, you'll learn how to navigate and contribute to a Team Web site.

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Unit 1: Getting started

Topic A: SharePoint Foundation sites

Unit 2: Lists

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Topic B: Events

Topic C: Link lists

Topic D: Task lists

Topic E: Contacts

Topic F: Deleting list items

Unit 3: Libraries

Topic A: Document libraries

Topic B: Picture libraries

Topic C: Wiki pages

Topic D: Asset libraries

Topic E: Form libraries

Unit 4: Team communication

Topic A: Discussion boards

Topic B: Surveys

Topic C: Blog pages

Unit 5: Views

Topic A: Page views

Topic B: Personal views

Unit 6: Account information and notifications

Topic A: Personal and regional settings

Topic B: Alerts

Topic C: RSS feeds