### **Teaching Schedule**

**Course Objective:** To identify the benefits of application development in SharePoint Environment for managing workflow and customization of SharePoint Sites by using the knowledge of SharePoint Page authorization and security.

Course Outcomes: Upon completion of the course, students shall be able to

- **CO1:** Describe the benefits and features of SharePoint development platform.
- **CO2:** Identify the common and basic tasks of viewing, browsing, and finding information through SharePoint.
- **CO3** Manage files, lists and libraries in SharePoint.
- **CO4:** Create and manage views.
- **CO5:** Perform tasks that involve adding content to SharePoint and changing its appearance and looks.
- **CO6:** Develop, authorize and secure Web Parts with web part editing features in SharePoint.
- **CO7:** Design, develop and evaluate workflows as part of SharePoint solutions.
- **CO8:** Create and customize SharePoint sites.

Unit	Sub Unit	No. of Lecture(s)	Topics	Reference Chapter/Additional Reading	Teaching Methodology	Evaluation Parameters		
1		8	Introduction To SharePoint					
	1.0	1	General Discussion about the subject		Chalk +Talk			
	1.1	1	SharePoint: Overview, Need, Characteristics, Benefits	ISS#1, Page No.3-4	Power Point Presentation +Video	Quiz-1, Unit Test-1,		
	1.2	2	Basic Concepts in SharePoint: Site, Personal Site, Ribbon, Types of List, Types of Library, View, Web Parts, Alerts, Site Column, Content Type, Tagging, Metadata, Versions, Check-in-out, Workflow	ISS#1, Page No.4-28	Power Point Presentation +Video	Practical Quiz-1, Practical Internal 1, Self-Creation Parameter		
	1.3	2	Share Point Site: Introduction, Log on	ISS#2, Page No.29-38	Power Point Presentation +Video			
	1.4	2	Use, Edit, Navigate a SharePoint Site	ISS#2, Page No.39-44	Video demonstration			
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	8	SharePoint Environment				
2.1	2	List, Documents and Properties of Document in SharePoint	ISS#3, Page No.45-50			
2.2	3	Library in SharePoint: Changing, Sorting, Filtering, Switching and Use of Alerts	ISS#3, Page No.51-71	Power Point Presentation	Unit Test-1, Practical Quiz-1, Practical Internal 1,	
2.3	1	Searching in SharePoint	ISS#4, Page No.75-85	Demonstration	Self-Creation Parameter	
2.4	2	Social Networking, Personal Sites, Personal Details and SharePoint Server	ISS#5, Page No.93- 108			
	8	File and List Handling				
3.1	2	Creating Files, List Items and Forms in SharePoint	ISS#6, Page No.111- 149	D. D	Practical Quiz-1, Practical Internal 1, Self-Creation	
3.2	2	Managing Files, List Items and Forms in SharePoint	ISS#7, Page No.151- 205	Presentation		
3.3	2	Creating Lists		Demonstration	Parameter	
3.4	2	Creating Library				
	8	Managing List Views				
4.1	2	Creating a Personal and Public View	ISS#8, Page No.207- 214			
4.2	3	Specification: Columns, Order, Items in View and Operations, Enabling, Disabling in View	ISS#8, Page No.215- 233	Power Point Presentation	Unit Test-2, Practical Internal 2, Self-Creation Parameter	
4.3	2	Generating Mobile Views	ISS#8, Page No.215- 233	Demonstration		
4.4	1	Modifying and Deleting a View	ISS#8, Page No.234- 240			
	8	Authorization and Security	and Security			
5.1	2	Pages in SharePoint: Overview, Types of Pages, Edit Properties of Page	ISS#9, Page No.241- 251	D. D.I.	Unit Test-2, Practical Internal 2, Self-Creation Parameter	
5.2	2	Editing Contents of a Page, Wiki Syntax for Link, Picture Editing Control	ISS#9, Page No.252- 264	Presentation + Demonstration		
5.3		Web Part Management	ISS#9, Page No.265- 282	SCP		
5.4	2	Managing Security	ISS#10, Page No.285- 298			
	8	Workflow Management and Customization				
6.1	2	Workflow: Overview, Starting, Tracking, Association of Workflow	ISS#11, Page No.303- 308	Power Point Presentation + Demonstration by Students on SCP	Practical Internal 2, Self-Creation Parameter	
	2.2 2.3 2.4 3.1 3.2 3.3 3.4 4.1 4.2 4.3 4.3 4.4 5.1 5.2 5.2 5.3 5.4	2.1 $2$ $2.2$ $3$ $2.2$ $3$ $2.3$ $1$ $2.4$ $2$ $3.1$ $2$ $3.2$ $2$ $3.3$ $2$ $3.4$ $2$ $4.1$ $2$ $4.2$ $3$ $4.3$ $2$ $4.4$ $1$ $5.1$ $2$ $5.2$ $2$ $5.3$ $2$ $5.4$ $2$ $8$ $4.4$ $1$	2.12List, Documents and Properties of Document in SharePoint2.23Library in SharePoint: Changing, Sorting, Filtering, Switching and Use of Alerts2.31Searching in SharePoint2.42Social Networking, Personal Sites, Personal Details and SharePoint Server8File and List Handling3.12Creating Files, List Items and Forms in SharePoint3.22Managing Files, List Items and Forms in SharePoint3.32Creating Library4.12Creating Library4.12Creating a Personal and Public View4.23Specification: Columns, Order, Items in View and Operations, Enabling, Disabling in View4.32Generating Mobile Views4.41Modifying and Deleting a View5.12Pages in SharePoint: Overview, Types of Pages, Edit Properties of Page5.22Editing Control5.32Workflow Management5.42Managing Security6.12Workflow: Overview, Starting, Tracking, Association	2.12List, Documents and Properties of Document in SharePointISS#3, Page No.45-502.23Library in SharePoint Changing, Sorting, Filtering, Switching and Use of AlertsISS#3, Page No.51-712.31Searching in SharePointISS#4, Page No.75-852.42Social Networking, Personal SharePoint ServerISS#5, Page No.93- 1083.12Creating Files, List Items and Forms in SharePointISS#6, Page No.111- 1493.22Managing Files, List Items and Forms in SharePointISS#7, Page No.151- 2053.32Creating Files, List Items and Forms in SharePointISS#8, Page No.207- 2144.12Creating a Personal and Public ViewISS#8, Page No.215- 2334.12Greating a Personal and Operations, Enabling, Disabling in ViewISS#8, Page No.215- 2334.41Modifying and Deleting a View Properties of PageISS#9, Page No.215- 2335.12Pages in SharePoint Overview, Types of Pages, Edit Properties of PageISS#9, Page No.241- 2515.22Editing Control Mit Syntax for Link, Picture Editing ControlISS#9, Page No.252- 2645.32Web Part Management Managing SecurityISS#9, Page No.265- 2825.42Managing SecurityISS#9, Page No.265- 2826.12Workflow Management and CustomizationISS#11, Page No.303- 308	2.12List, Documents and Properties of Document in SharePointISS#3, Page No.45-50Power Point2.23Library in SharePoint: Changing, Sorting, Filtering, Switching and Use of AlertsISS#3, Page No.51-71Power Point2.31Searching in SharePoint: Stearching in SharePointISS#4, Page No.75-85Power Point2.42Social Networking, Personal SharePoint ServerISS#5, Page No.93- 108Power Point3.12Creating Files, List Items and Forms in SharePointISS#6, Page No.111- 149Power Point Presentation3.22Creating ListsISS#7, Page No.151- 205Social Networking, Personal ISS#7, Page No.151- 205Power Point Presentation3.42Creating ListsISS#8, Page No.207- 214Power Point Presentation4.12Creating A Personal and Public ViewISS#8, Page No.215- 233Power Point Presentation4.41Modifying and Deleting a View ViewISS#8, Page No.215- 233Power Point Presentation4.41Modifying and Deleting a View Viek Syntax for Link, Picture Editing ControlISS#9, Page No.223- 2240Power Point Presentation + Live Demonstration5.12Pages in SharePoint: Overview, Types of Page, Edit Properties of Page 298Power Point Presentation + Demonstration by Students on SCP5.42Managing Security	

6	.2	2	Creating Subsites	ISS#12, Page No.313- 322						
6	.3	4	Customizing SharePoint Sites	ISS#13, Page No.323- 339						
Reference	es:				· · · · · · · · · · · · · · · · · · ·					
1.	Ishai Shagi, "SharePoint How-To", SAMS, Pearson, [ISS]									
2.	Dux Raymond, "Share Point 2010 for Project", O'Reilly,[DXR]									
3.	Ishai Shagi, "Share Point 2013 How-To", SAMS, Pearson,[ISS]									
4.	Steve Fox, Chris Johnson, Donovon Follette, "Beginning Share Point 2013 How-To", Wrox. [SCD]									
5.	Exploring Microsoft SharePoint 2013									
6	London and Danalana Coventmy, "Migracoft ShareDoint 2010 Stop by Stop" Migracoft [OLD]									

- 6. Olgo Londer and Penelope Coventry, "Microsoft SharePoint 2010 Step by Step", Microsoft [OLP]
- 7. Steven, Colin, Pablo, Chris, Christina, "SharePoint 2010 Field Guide", Wrox, [SCP]
- 8. Wictor Wilen, "SharePoint 2010 Web Parts In Action", Manning-O'Reilly, [WWN]

#### **Course Objectives and Course Outcomes Mapping:**

- > Understand the benefits of application development in SharePoint Environment : CO1,CO2
- Managing workflow: CO3, CO4, CO7
- Customization of SharePoint Sites: CO5, CO8
- > Using the knowledge of SharePoint Page authorization and security: CO6

#### **Course Units and Course Outcomes Mapping:**

Unit No.	Unit	Course outcome								
		C01	CO2	CO3	CO4	CO5	C06	CO7	C08	
1	Introduction To SharePoint	✓								
2	SharePoint Environment	✓	✓							
3	File and List Handling	✓	✓	$\checkmark$						
4	Managing List Views		~		~					
5	Authorization and Security				√	✓	✓			
6	Workflow Management and							1	<ul> <li>✓</li> </ul>	
0	Customization							•	•	

**Course Outcomes Mapping with Programme Objectives:** 

Course Outcomes	Programme Objectives						
course outcomes	P01	P02	P03	P04	P05	P06	
C01	✓			~	~		
CO2	~	~		~			
CO3	✓	~					
CO4			✓	~			
CO5	~			~	✓	✓	
C06	~				~	~	
C07	✓					~	
C08						~	

#### **Computing Environment:**

A student must have the following computing environment available in the laboratory:

- An instance (or access to an instance) of SharePoint set-up (Office 365, SharePoint Foundation 2013, or SharePoint  $\triangleright$ Server 2013).
- Microsoft Office 2013 Professional
- SharePoint Designer 2013  $\geq$

#### Modes of Transaction (i.e. Delivery)

Appropriate methods of teaching shall be decided depending on the objectives of the content taught.

Lecture method supplemented with demonstration & various appropriate audio-visual aids shall be used for all the units.

#### **Activities/Practicum:**

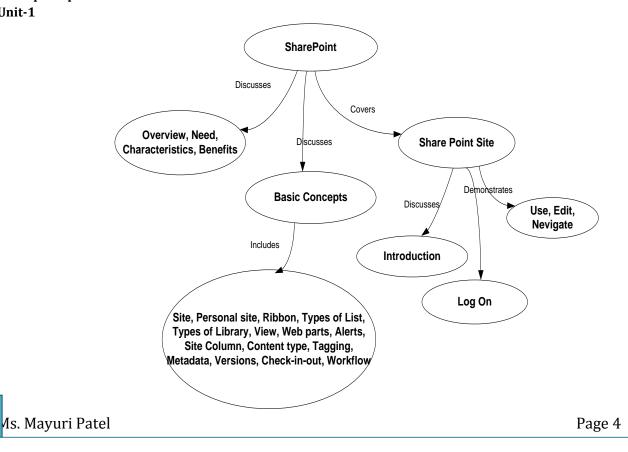
The following activities shall be carried out by the students.

History of SharePoint and various versions. 1.

The following activities shall be carried out by the teacher.

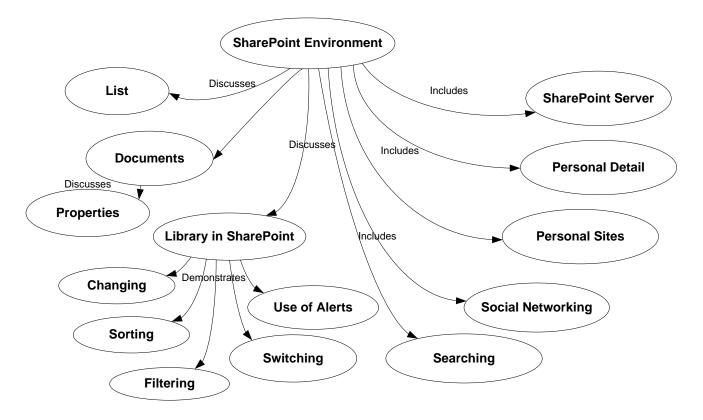
- SharePoint Architecture 1.
- Integration of SharePoint with ASP.NET 2.

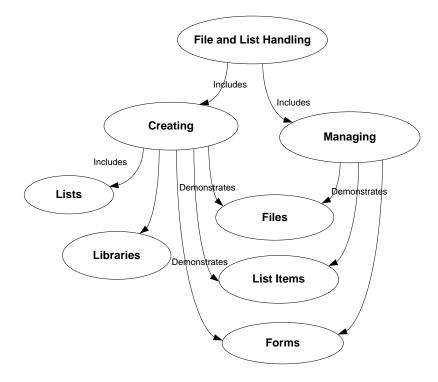
### **Concept Map:**

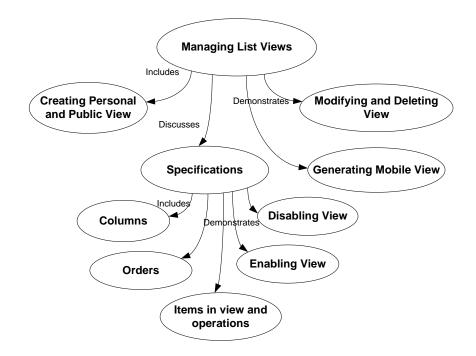


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Unit-2







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Unit-5

