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# **The Newcomer S Guide To Microsoft Office 2007**

**Zac Woodall** 

#### The Newcomer S Guide To Microsoft Office 2007:

Administrator's Guide to Microsoft Office 2007 Servers J. Peter Bruzzese, Ronald Barrett, 2007-12-20 Explore the features the installation and the configuration of these seven new servers and gain a conceptual understanding of how your users will be working with them Forms Server 2007 Groove Server 2007 Communications Server 2007 PerformancePoint Server 2007 Project Portfolio Server 2007 Project Server 2007 SharePoint Server 2007 for Search Along with the release of Windows Vista and the revamped suite of Office 2007 products Microsoft has released a line up of new servers Exchange Server 2007 and SharePoint Server 2007 are two of the major players but there are also seven additional Office 2007 Servers of which you may not be aware that can add productivity to your environment in a variety of ways Each of the seven servers is unique and requires distinct assessment to determine if your company can benefit from any given server This book provides you with the knowledge you need to determine the use of each server the prerequisites and procedures of server installation the post installation configuration options so you can set it and forget it and finally a look at the client side applications that interact with the new servers Detailed information on how to Install each of the seven Office 2007 Servers including both standalone and server farm installation Handle post installation configuration options for each of the seven Office 2007 Servers Create InfoPath forms to post to your InfoPath Forms Server Work with the Groove client once your Groove Servers are in place Communicate more efficiently within your company using a Communications Server and the new Communicator 2007 client Handle larger projects through Project Professional 2007 with your new Project Server and Project Portfolio Server Understand Business Intelligence BI in order to manage your company's future through PerformancePoint Server Improve your ability to search for content through your SharePoint Server for Search J Peter Bruzzese is an independent consultant and trainer for a variety of clients including CBT Nuggets New Horizons and ONLC com Over the past ten years Peter has worked for with Goldman Sachs CommVault Systems and Microsoft to name a few He focuses on corporate training and has had the privilege of working with some of the best trainers in the business of computer education In the past he specialized in Active Directory and Exchange instruction as well as certification training Peter is a contributor to Redmond Magazine WindowsITPro magazine and several tech sites and a speaker for the MCP TechMentor Conferences Ronald Barrett is the director of information technology for an accounting and financial services firm while also serving as chairman for the Technology Executive Committee for CPAmerica a national CPA network consisting of 15 000 professionals Guide to Microsoft Office Access 2007 Templates Zac Woodall, 2007 In this book Microsoft Program Manager Zac Woodall shows developers and IT pros how to use the new template architecture in Access 2007 to deliver rich data centric tracking applications He explains what Access templates are how they are used and how to create them His discussion of template design and customization includes details that every template designer should know such as design guidelines best practices and advice for overcoming technical hurdles Advanced topics include personalization designing for SharePoint template

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