

Learning Guide: SharePoint 2013



Whether you have 5 minutes or 5 hours, online courses, videos, reference material and books are available to you online 24 hours a day on SkillSoft, the CU learning management system.

If you have less than an hour:

Short on time for learning? Try out these resources for quick information.

Watch a short video



Microsoft SharePoint 2013: Overview of Office Web Apps. By David Santana. A walkthrough of how SharePoint 2013 works with Office Suite products including Word, Excel, PowerPoint and OneNote. Duration: 5 minutes

SkillSoft printable resources

These include summaries, key points and checklists.



Job Aids

Navigating SharePoint 2013
SharePoint and Other Office
Applications

Using Document Sets in SharePoint 2013
Refining Searches



1-Hour Course

Navigating, Lists, Libraries, Alerts, and Document Sets in SharePoint 2013. This course is targeted at personnel at any level who wish to acquire the skills necessary to work competently with Microsoft SharePoint 2013 in an individual setting. Duration: 1.0 hours. [Find it in SkillSoft by searching for: mo_speu_a01_dt_enu]

Community Sites, Search, and Office Integration in SharePoint 2013. This course is targeted for personnel at any level who wish to acquire the skills necessary to work competently with Microsoft SharePoint 2013 in a collaborative setting. Duration: 1.0 hours. [Find it in SkillSoft by searching for: mo_speu_a03_dt_enu]

Configuring Pages, Sites, and Content in SharePoint 2013. This course is targeted toward all personnel on any level who wish to acquire the skills necessary to manage pages on Microsoft SharePoint 2013. [Find it in SkillSoft by searching for: mo_sppu_a01_dt_enu]



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If you have more than an hour:

Take a SkillSoft course



Microsoft SharePoint Server 2013- Core Solutions: Installation. This course is targeted at senior SharePoint administrators with at least 4 years of experience who wish to acquire the skills to install SharePoint 2013. Duration: 1.5 hours. [Find it in SkillSoft by searching for: es_cosp_a03_it_enus]

If you want a Books24x7 title:

Don't forget the Books. You can access them anytime, anywhere 24x7, even with your mobile device.



SharePoint 2013 User's Guide: Learning Microsoft's Business collaboration Platform, Fourth Edition. By Tony Smith. Apress © 2013. Whether you are using SharePoint as an intranet or business solution platform, this book will show you how to best use the capabilities of SharePoint 2013 to support your information management, collaboration, and business process management needs.

Microsoft Office 2013 Core Essentials: SharePoint Designer 2013. By Daniel Nicholson. GTS Learning. Copyright Velsoft Training Materials, Inc. © 2013. Including a series of practical tasks, sample exercises and review questions, this customizable course guide begins with the basics of opening a site and using the Navigation pane, then demonstrates how to rename and delete objects, refresh and preview the page, create ASPX pages, restore a past version, create and rename columns, and much more.

How to Do Everything Microsoft SharePoint 2013. By Stephan Cawood. McGraw-Hill/Osborne. Copyright The McGraw-Hill Companies © 2013. Filled with real-world examples to help you accomplish tasks quickly and easily, this practical guide shows you how to get the most out of the latest release of this dynamic business collaboration platform.

SharePoint 2013 Branding and User Interface Design. By Randy Drisgill, John Ross and Paul Stubbs. John Wiley & Sons, Inc. © 2014. From specific technologies such as master pages, page layouts, and CSS to offering best-practices and real-world experience for creating successful branding projects through SharePoint 2013, this visual book will show you how to approach your branding project in effective new ways.

Access these materials:

You can find all the materials featured in this learning guide in SkillSoft.

Here's how to access them:

1. Log-on to your CU campus portal (my.cu.edu) and click on the **CU Resources tab**.
2. Select **Training**.
3. Select **Start SkillSoft**. SkillSoft will open in a separate window.



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