

Microsoft

Microsoft Office SharePoint Server 2007



Pricing for SharePoint:

<u>Included Users</u>	<u>100</u>	<u>500</u>	<u>1000</u>	<u>Unlimited</u>	<u>Unlimited</u>	<u>Unlimited</u>
Included Storage	500 MB	1 GB	2 GB	5 GB	10GB	20GB
Monthly Contract Service Fee	\$49.95	\$69.95	\$109.95	\$159.95	\$269.95	\$425.95

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Introduction

Office SharePoint Server 2007 helps organizations gain better control and insight over their content, streamline their business processes, and access and share information. In addition, Office SharePoint Server 2007 gives IT professionals the tools they need for server administration along with application extensibility and interoperability.

Office SharePoint Server 2007 provides a single, integrated location where employees can efficiently find organizational resources, access corporate knowledge, and leverage business insight to make better-informed decisions.

Office SharePoint Server 2007 helps you to:

- **Get more out of your information** Make better-informed decisions through centralized access to information and improved abilities to locate relevant content; implement comprehensive control over the storage, security, distribution, reuse, and management of documents and other electronic content such as Web pages, PDF files, and e-mail messages; submit work from collaborative sites to portals by using tools that simplify content reuse and publishing; simplify management of multilingual content through document library templates designed to maintain a relationship between original and translated versions of documents; use slide libraries as an easy way to share and reuse Microsoft Office PowerPoint® 2007 slides.
- **Streamline your business processes** Accelerate internal and external shared business processes, share business information within and outside of your organization; make business process initiation, participation, tracking, and reporting easy and flexible by providing a simple, consistent user experience through familiar client applications; optimize the way people, content, and processes interact within and across organizations.
- **Simplify the way people work together** Simplify content reuse and information repurposing; take advantage of workflows to automate and gain more visibility into common business activities such as document review and approval, issue tracking, and signature collection; focus on strategic, value-added tasks instead of redundant activities; improve and extend team collaboration; enhance your relationships with customers, partners, and suppliers by making forms-based business processes easily accessible to them, even if they haven't installed client software; have customized document management policies enable item-level access rights, retention periods, expiration

actions, and document-auditing settings; see how policy integration with familiar client applications makes compliance transparent and easy for employees.

- **Ease server administration, extensibility, and interoperability** Use a single, integrated platform with a consistent administrative interface to manage intranet, extranet, and Internet applications; employ powerful programming APIs and XML Web services to extend the reach and functionality of your portal implementation.

Office SharePoint Server 2007

When considering Microsoft Office SharePoint Server 2007 for enterprise Web solutions, there are six major feature areas to explore, as represented in the following figure:



Figure 1 – Office SharePoint Server 2007 feature areas

The feature areas are as follows:

- 1. Collaboration** The enabling technologies that allow teams to work together effectively, providing intuitive, flexible, and secure mechanisms for sharing information through the use of wikis and blogs, collaborating on and publishing documents, maintaining task lists, conducting surveys, developing and maintaining site templates customized for specific business uses, and implementing workflows.
- 2. Portal** The facilities that provide the capabilities to personalize the user experience of an enterprise Web site, to target content to various audiences based on sets of rules, to automatically facilitate intuitive navigation through the Web site while tailoring the navigation to the individual rights of the user, to deliver comprehensive site content management and structural facilities, and more.
- 3. Enterprise Search** The critical ability to quickly and easily locate relevant content distributed across a wide range of sites, document libraries, business application data repositories, and other sources, including files shares, various Web sites, Microsoft Exchange public folders, and Lotus Notes Databases — and to find the appropriate people who can help answer questions or be involved in projects.
- 4. Content Management** The facilities for the creation, publication, and management of content, regardless of whether that content exists in discrete documents or is published as Web pages. Content management scenarios include document management, records management, and Web content management.
- 5. Business Forms and Integration** The ability to rapidly and effectively implement forms-based business processes, from design to publication to user access, by using standard Web browsers or a rich client application such as Microsoft Office InfoPath 2007. Also includes the ability to connect with structured systems such as databases and line-of-business applications, and the ability to access that information in a number of ways.
- 6. Business Intelligence** The ability to deliver information critical to business objectives through a wide range of mechanisms, from server-based spreadsheets accessing business data in real time and performing sophisticated analyses to the presentation of key performance indicators (KPIs) through enterprise Web sites.