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QUESTION & ANSWER

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Exam : **77-886**

Title : **SharePoint 2010**

Version : **DEMO**

1.

Welcome to the Alpine Ski House Team Site. Here you will find the resources that will help all of us run a successful operation. When communicating with potential visitors, remember to let them know about everything we have to offer, including:

- We have five mountains with 140 trails for skiers and snow-boarders of all abilities.
- Our mountains feature an extensive lift network with two high-speed gondolas that service everything from wide groomed trails to classic tree runs to parks, pipes, bumps and steeps.
- Visitors can stay at one of the many lodging facilities in the area. There are accommodations for all price ranges.
- Encourage visitors to enjoy a spa treatment, visit the shops, then indulge in a meal at a variety of excellent restaurants.

Our Partners

- Ski Bird Resort

Documents

Type	Name	Modified	Modified By
Excel	2010 Trial Injury Data	11/24/2010 12:32 PM	ALPINE-SKI\AkersK
Word	Activities	11/3/2010 8:27 PM	ALPINE-SKI\Administrator
Word	Alpine ski house annual trail safety report	11/24/2010 12:32 PM	ALPINE-SKI\AkersK

Connect the Contacts to Outlook 2010.

[Reset Question](#)

Libraries	Type	Name	Modified	Modified By
Ski House Projects	Excel	2010 Trial Injury Data	11/24/2010 12:32 PM	ALPINE-SKI\AkersK
Site Pages	Word	Activities	11/3/2010 8:27 PM	ALPINE-SKI\Administrator
Drop Off Library	Word	Alpine ski house annual trail safety report	11/24/2010 12:32 PM	ALPINE-SKI\AkersK
Side Library	Word	Alpine Ski House Letterhead	11/24/2010 12:32 PM	ALPINE-SKI\AkersK
Press Releases	Word	Alpine Ski House Organizational Chart 2010	11/24/2010 12:32 PM	ALPINE-SKI\AkersK
Lodging	Word	Alpine Ski House Seasons	12/09/2010 7:01 AM	ALPINE-SKI\Administrator
Search	Word	Holiday Menu	11/24/2010 12:33 PM	ALPINE-SKI\TinaG
Ski House Wiki	Word	Holiday Tree Sales	11/3/2010 8:27 PM	ALPINE-SKI\Administrator
	Word	Lodging Survey Results	11/24/2010 12:44 PM	ALPINE-SKI\AkersK
	Excel	Marketing Budget Plan	11/24/2010 12:44 PM	ALPINE-SKI\AkersK
	Word	Marketing Event Flyer	11/24/2010 12:44 PM	ALPINE-SKI\AkersK
	Word	Photos From The Chalet	12/9/2010 5:42 AM	ALPINE-SKI\Administrator
	Word	Poster Advertising Senior Citizens Ski Event	11/24/2010 12:33 PM	ALPINE-SKI\AkersK
	Word	Ski Document	11/3/2010 8:58 PM	ALPINE-SKI\Administrator
	Word	Ski Instruction Class	12/10/2010 7:26 PM	ALPINE-SKI\Administrator
	Word	Ski Lift Project Poster	11/3/2010 8:58 PM	ALPINE-SKI\Administrator
	Word	Ski Lodging	11/24/2010 12:52 PM	ALPINE-SKI\liverL
	Excel	Ski Prices	11/14/2010 10:33 AM	ALPINE-SKI\Administrator
	Word	Ski Race Plans	11/24/2010 12:33 PM	ALPINE-SKI\AkersK
	Word	Ski Trail Scouting Report	11/16/2010 5:04 AM	ALPINE-SKI\AkersK
	Word	Snow Ball Fight	11/16/2010 5:04 AM	ALPINE-SKI\AkersK

Connect the Contacts to Outlook 2010.

	Ski Lodging	11/24/2010 12:52 PM	ALPNE-SKNOliverL
	Ski Prices	11/14/2010 10:33 AM	ALPNE-SKNAAdministrator
	Ski Race Plans	11/24/2010 12:33 PM	ALPNE-SKNAkersK
	Ski Trail Scouting Report	11/16/2010 5:04 AM	ALPNE-SKNAkersK
	Snow Ball Fight	11/16/2010 5:04 AM	ALPNE-SKNAkersK
	Snow Statistics	11/3/2010 8:59 PM	ALPNE-SKNAAdministrator
	Trade Show Booth layout diagram	11/24/2010 12:33 PM	ALPNE-SKNAkersK
	Trail Expansion Timeline	11/24/2010 12:33 PM	ALPNE-SKNAkersK
	Trail Map Data	11/14/2010 5:22 PM	ALPNE-SKNAAdministrator
	Visitor Data	11/3/2010 8:59 PM	ALPNE-SKNAAdministrator

Add document



Answer:

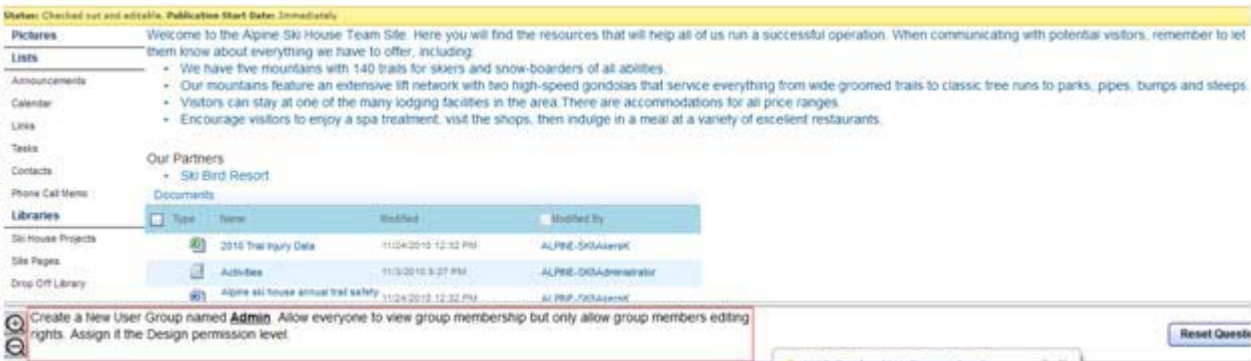
Step 1: Click Site Pages

Step 2: Click View All Site Content Page

Step 3: Open the List ribbon from the List Tools group. Then in the Connect & Export group, located the command Connect to Outlook.

Note: SharePoint transfers all items from the SharePoint list to the new folder in Outlook.

2.



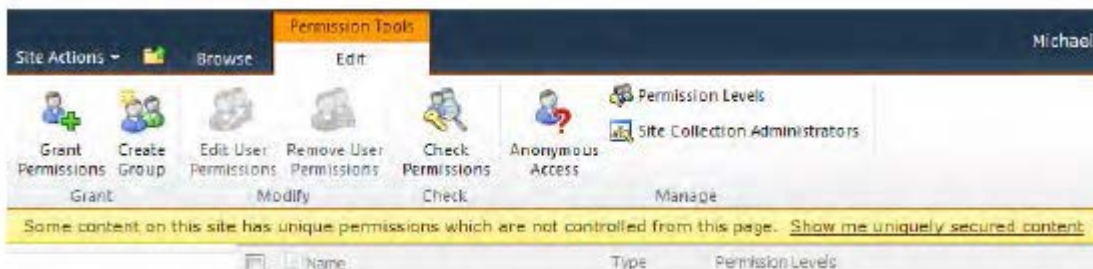
Answer:

Step 1: Click Site Pages

Step 2: Click on the Site Actions drop-down menu on the upper left of the page. Then select Site Settings.



Step 3: From the Site Settings page, select Site Permissions found in the Users and Permissions group of the Site Settings page.



Step 4: Click the Create Group button.

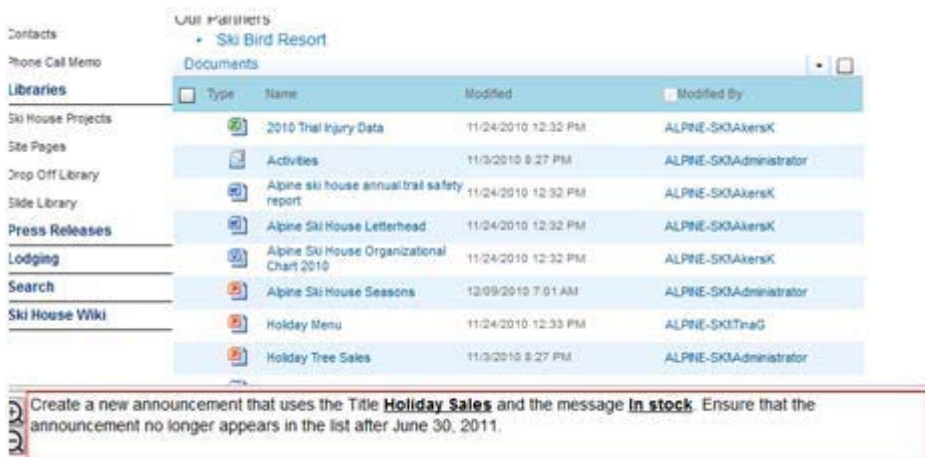
Step 5: On the New Group page, enter a group name Admin

Step 6: Grant everyone permission to view group membership.

Step 7: Grant group members editing rights by assigning the Design permission.

Step 8: Finish creating the group by clicking the Create button at the bottom of the page.

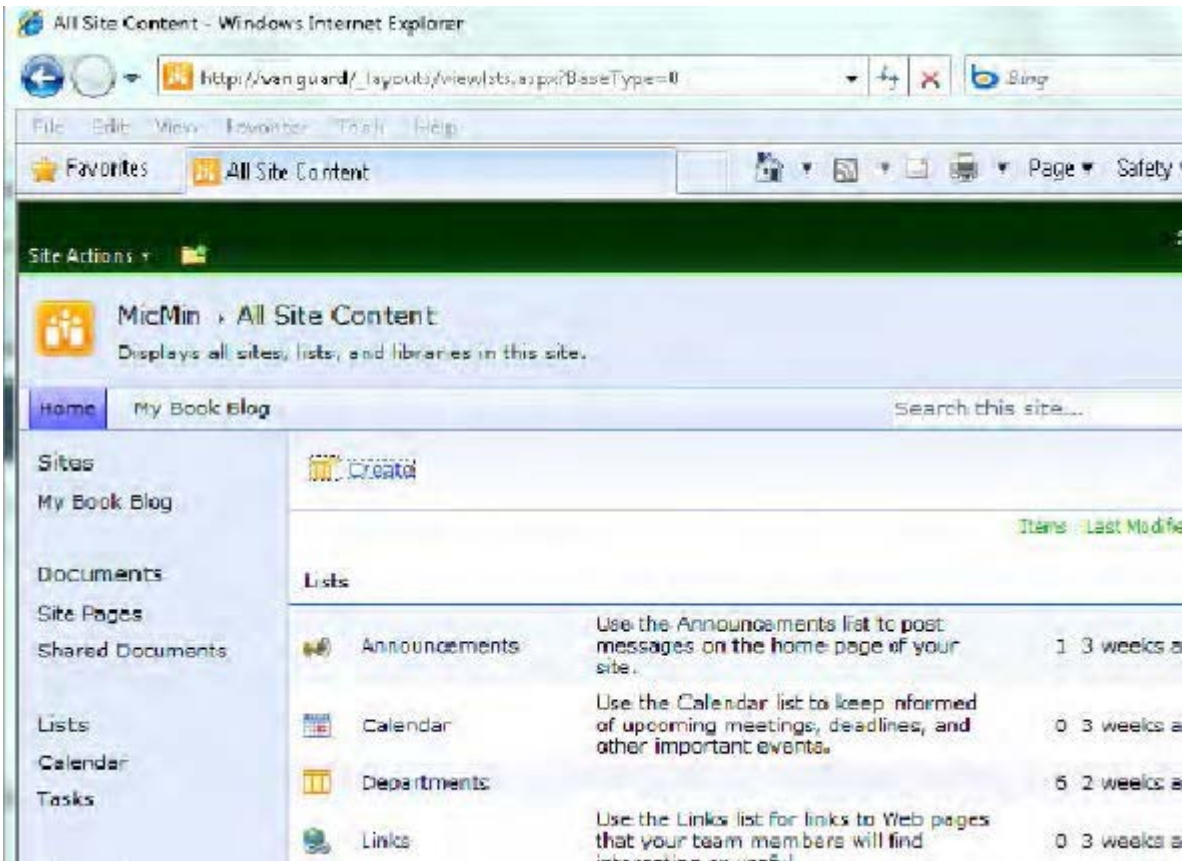
3.



Answer:

Step 1: Click Site Pages

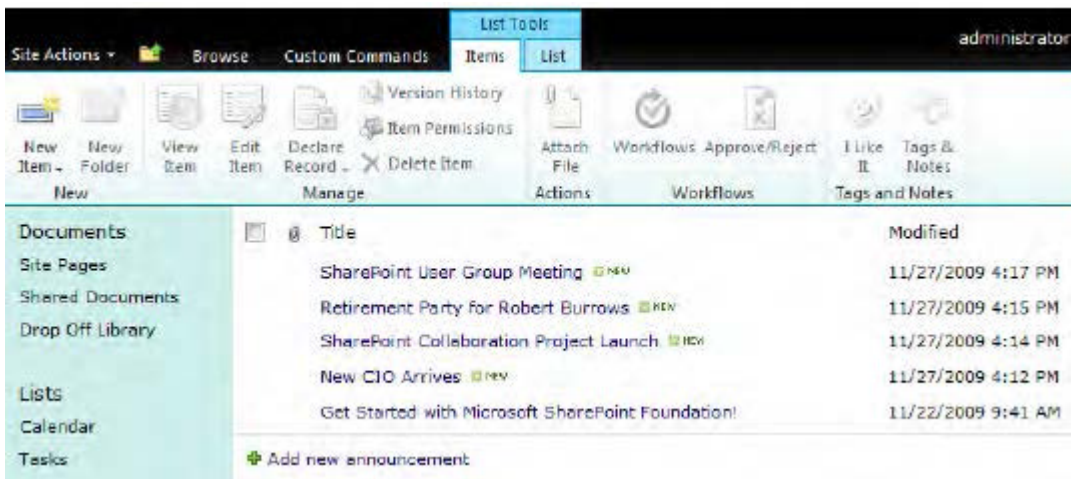
Step 2: Choosing View All Site Content from the Site Actions.



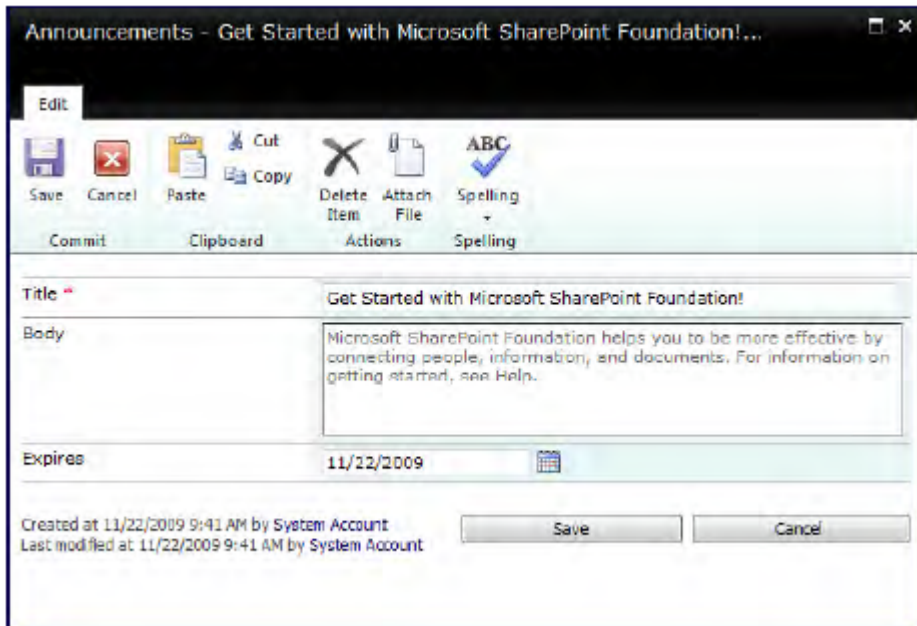
Step 3: Click Announcements.

Note:

Since you want to add a new announcement, you need to display the Items ribbon in the List Tools ribbon group. The Items ribbon allows you to add new items as well as edit and delete items.



Step 4: Click New Item in the New group to add another announcement (or click Add new announcement). This action opens the edit dialog for the list item, letting you supply the column values for a new item in the list using the same dialog as shown below.



- Step 5: Enter Title: Holiday Sales.
- Set body to: In stock.
- Set Expires to: June 30, 2011.
- Step 6: Click Save.