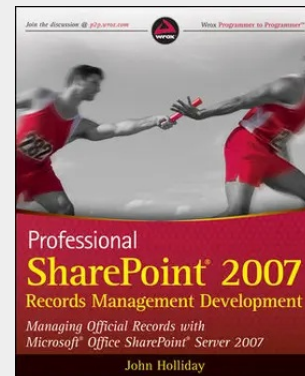


Professional SharePoint 2007 Records Management Development

Managing Official Records with Microsoft Office SharePoint Server 2007

Unique guide to records management methodologies for Microsoft Office SharePoint Server 2007. There may be books available on how to develop solutions for Microsoft Office SharePoint Server 2007, but this is the first book to provide step-by-step guidance for designing and building records management solutions on the SharePoint platform. You'll learn the five core services of any records management system—confidentiality, information integrity, high availability, adherence to policy, and audit ability—then explore the tools and techniques needed to implement them in SharePoint. The book helps you understand official records in the context of day-to-day collaboration and regulatory compliance; you'll also learn how to design extensible Windows Workflow Foundation (WF) components with records management as the central focus. * Reviews Office SharePoint Server and how it provides a solid foundation for managing official records using specially constructed web sites and custom components * Discusses the "File Plan", which describes where each record is stored, how long it is kept, and the manner and conditions under which it is destroyed * Shows you how to apply the powerful features of the SharePoint platform to convert collaborative documents into managed files in a record center site * Addresses best practices for creating records repositories, developing file plans to identify official records, controlling the creation and distribution of records using custom content types and information policy components, and more * The companion Web site includes downloadable code modules you can use as a starting point for building real-world records management solutions on the SharePoint platform. If you're a programmer, software architect, business analyst, or IT professional working in SharePoint, you'll want this unique book on your shelf.

Create successful records management solutions from the start. Building effective records management solutions on the SharePoint platform requires a comprehensive development strategy that integrates out-of-the-box components (document libraries, content types, and information policy) with more specialized custom components that can be applied at any stage of the content lifecycle. This helpful book introduces content modeling as an integral part of the development process and guides you through the creation of a reusable set of enterprise content management components that are designed specifically for records management. * Shows you how to quickly create and manage information policies to control document retention, build custom routers, manage electronic mail records, and more * Walks you through creating executable file plans that can be applied to multiple records management scenarios * Introduces invaluable techniques for setting up an effective records management development environment * Addresses methods for ensuring that incoming records have valid content and metadata * Reviews building a custom workflow activity library with built-in support for records management * Offers advice for installing and configuring the DoD 5015.2 Addon Pack and demonstrates how to use it to deploy DoD 5015.2 compliant solutions. Wrox Professional guides are planned and written by working programmers to meet the real-world needs of programmers, developers, and IT professionals. Focused and relevant, they address the issues technology professionals face every day. They provide examples, practical solutions, and expert education in new technologies, all designed to help programmers do a better job. Programmer Forums Join our Programmer to Programmer forums to ask and answer programming questions about this book, join discussions on the hottest topics in the industry, and connect with fellow programmers from around the world. Code Downloads Take advantage of free code samples from this book, as well as code samples from hundreds of other books, all ready to use. Read More Find articles, ebooks, sample chapters and tables of contents for hundreds of books, and more reference resources on programming topics that matter to you. wrox.com



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