

## What's new in Windows SharePoint Services v3

In this presentation, we will explore the new tools in Windows SharePoint Services version 3.0 that make it an ideal application for creating collaborative Web Sites. This video focuses on an overview of the new functionalities in WSS v3 that were not part of the previous version of Windows SharePoint Services known as WSS v2. For more detailed information on utilizing any of the features mentioned here in this video, please return to the [SharePoint-Screencasts.com](http://SharePoint-Screencasts.com) site for many free tutorial videos on configuring WSS. Here we go.

To start with, we are going to take a look at the Central Administration Site that gets installed when you set up Windows SharePoint Services Version 3.0. In the previous version, you had to focus the Central Administration utility on to Windows Sharepoint Services versus SharePoint Portal Server 2003. Now MOSS 2007 and WSS version 3.0 share one single Central Administration. If I head into Operations, the Auditing and Logging has gotten a lot better in WSS version 3. You have Diagnostic Logging available as well as Usage Analysis to determine just how popular your sites really are. You also can configure our overall policies for the web applications in IIS in order to make sure that the Web Application is configured the same for all Team Sites or just specifically give a Team Site a different set of configuration parameters.

Now here we are on a WSS version 3.0 Team Collaboration Site called Triple H Farms. You will notice the layout is very different from the previous version and then we have a Security Center at the top that shows you who you are logged in as and allows you to Log In as a Different User or Sign Out altogether. We also have a quick link to My Site if MOSS is installed and My Sites are available. If WSS version 3 is the only product you installed, My Site and My Links will not appear. While the Windows SharePoint Services logo still appears in the right corner, we now have global navigation across the top and current navigation or a quick launch bar along the left side.

The first thing you are going to notice about the quick launch bar is the presence of a Recycle Bin. Yippee!!! We finally have a way to allow users to delete items from lists or delete lists themselves and still be able to go back and retrieve them if they were deleted in error.

Now the Recycle Bin is a multistage Recycle Bin. There are two stages - one for the Individual User and another for the Site Collection Administrator. If an Individual User deletes something, the Site Collection Administrator can get it back for them. Speaking of Site collection Administrators, we are going to take a look at the Site Settings → and in here we are going to go to People and Groups, now you are going to notice that we no longer call the folks visiting the site Members, they are called Users, we organize them together in SharePoint Groups, and then we grant those SharePoint Group objects a certain level of authority into the content by assigning them to a predefined permission level. The permission levels are pretty self explanatory. For more information about Security, the vocabulary and how to set it up, please return to [SharePoint-Screencasts.com](http://SharePoint-Screencasts.com) and take a look at our security videos.

If we take a look at Site Actions → Site Settings → and head to the Site Collection Administration, here we can take a look at the Usage Reports for the entire Site Collection, Auditing, Audit Log in, and it will take advantage of the configuration settings over in the Central Administration that we looked at earlier. We also have the ability to Backup the Site Collection. You can back it up in Central Administration. I head to Operations → I have Backup and Restore utilities, and these will back up a specific site and everything within it. If you want to back up the entire Site Collection, you are going to want to launch a Command Prompt and take a look at STSADM and you can see that STSADM gives you a lot of functionality, one of which is to back up a Site Collection. For more information on using STSADM to perform backups, please return to [SharePoint-Screencasts.com](http://SharePoint-Screencasts.com) for more backup videos.

Another new feature here in STSADM is the ability to rename the Server itself or rename the Web Application as it is hosted in IIS on the Server. We now can do this without reinstalling the WSS. Back here at Central Administration, on the Application Management tab, you now can select Authentication Providers besides just Microsoft Active Directory. Any LDAP compliant directory will do. I am going to come back here to Central Administration, take a look at Application Management, more specifically the Site Collection Administrators and notice that the Local Administrators group is not listed as a Site Collection Administrator by default.

Back at Triple H Farms WSS site, if I go under Site Actions to create a new List, Library or Site underneath, and I head to the Sites and Workspaces, you can see that the Collaboration Templates have grown up a little bit. We still have Team, Blank, and Document Workspace, but we now also have Wikis and Blogs. WSS version 3.0 now gives you the ability to set up User Blogs and Wiki sites for free thought collaboration. But probably one of the most anticipated new functionalities in WSS version 3 is the ability to apply work flow to your documents in a document library. Here I am going to visit the Shared Documents document library of a Team Site and take a quick look at the Settings for the Document Library.

Under Workflow Settings, there are four workflows included by default in the UI that allow users to place True, Serial and Parallel workflow steps on any new document into the library or any update to an existing document in the library. For more information on setting up workflows, please take a look at [SharePoint-Screencasts.com](http://SharePoint-Screencasts.com) for workflow videos.

It is also important to keep in mind that WSS version 3.0 was written specifically to interact with the Office 2007 suite of Productivity Applications and the integration between the Office 2007 Apps and WSS version 3 is very extensive. For example, I am going to look at a Calendar and one of the options on Actions is to Connect the Calendar to Outlook, literally creating a copy of this Calendar in my Outlook application with bi-directional relationships established, which means any appointments I add to this Triple H Farms calendar while in Outlook will show up here and any new appointments I add here will show up on the Calendar on Outlook. Also new to WSS version 3.0 is the ability to alert folks to changes in any List or Library, not via E-mail but rather via an RSS Feed. Users can subscribe to a syndication feed about the List or Site and be notified every time new content has been added. For more information on connecting Calendars, Tasks, Discussion Boards, or Document Libraries to Outlook or for more information on RSS Feeds, please return to [SharePoint-Screencasts.com](http://SharePoint-Screencasts.com) for more free tutorial videos on these functionalities.

Last but not least, one quick look at Office Word 2007. Word 2007 has been written specifically to interact with WSS version 3.0 document libraries.

And back at the home of Triple H Farms, I am going to return to the Shared Documents document library and I am going to directly open one of the documents that was written in Word. Notice that WSS version 3 pops a message informing me that it would like to open the document in Read Only mode. If I were truly going to be making edits to this document, I might choose the second radio button. And notice, by default, Word 2007 opens the document in Read view. Like a book, I can flip between the pages. If I wanted to edit, however, I have this Server panel at the top, I click Edit Document, and it changes the view to a traditional word 2007. Notice the absence of the workspace on the right as seen in Word 2003, the previous version. You can bring the Workspace back if you like to see it. You have the ribbon across the top and on the Office menu, you have some Workflows available from WSS, you also at the Server menu so that you can View information about the item over in the document library that you opened to get a look at this document, you can also publish this straight to a Document Management Server or a blog posting on a Blog Site. So, the interoperability between Word 2007 and Windows SharePoint Services version 3 is very tightly knit. For more information on using Office applications against a WSS version 3 Site, please return to [SharePoint-Screencasts.com](http://SharePoint-Screencasts.com) for more free tutorials.

In this presentation, we took a quick look at the new version of Windows SharePoint Services Version 3.0. Windows SharePoint Services version 3.0 is a free service that ships with Windows Server 2003 Release 2. If you are running Windows Server 2003 prior to Release 2 you have to go to the Microsoft download Web Site and grab a copy of WSS, but it is free and it is no problem to install. Keep in mind that WSS will install Sequel Server 2005 Express Edition if you do not already have a Sequel Server for the Windows SharePoint Services to store their databases on. For more detailed information about any of the functionalities you have seen in this video, please feel free to return to [SharePoint-Screencasts.com](http://SharePoint-Screencasts.com) for more free 10-minute video tutorials on configuring Windows SharePoint Services version 3.0.