



SharePoint – Developing InfoPath Forms



Overview:

The course will cover the creation and management of InfoPath to develop SharePoint lists and library forms.

Objectives:

To be confident in the use of InfoPath to develop SharePoint forms.

Target Audience:

This course is aimed at delegates who have a good basic understanding of SharePoint lists and libraries and would like to create bespoke user forms.

Pre-Requisites:

Basic understanding of SharePoint lists and libraries and the concept of columns (metadata). To use InfoPath in Form Design with SharePoint Lists you must have SharePoint Enterprise version.

Course Duration:

1 day

Cost:

£279 + vat

Course Code:

QSP-I01

Qdos Computer Consultants Limited

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Purley, CR8 2AD

Booking:

To register for this course, please call:

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Topics:

Basic Forms

- The data connection to InfoPath
- Adding and removing form fields
- Using form tables
- Refreshing fields
- InfoPath form views
- Updating SharePoint changes in InfoPath
- Resetting the SharePoint form
- Changing controls and control bindings
- Tailoring the look and feel of the form
- Adding Logos and company branding

Creating Views

- The default user view
- Creating a new page view
- Adding buttons to switch views
- The Submit button and rules

Rules

- Creating logic rules
- Hiding and showing sections
- Adding Additional Data connections
- Creating cascading drop down boxes

Security

- Creating an associated security list to control access to fields
- Linking the list to InfoPath
- Accessing the current users details
- Checking the current user against the security list
- Modifying filed access through security