

<<精通Windows SharePoint>>

图书基本信息

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## <<精通Windows SharePoin>>

### 内容概要

《精通Windows SharePoint Services3.0》将指导您深入学习如何掌握Windows SharePoint Services 3.0，书中包含了上百个情况分析、除错小贴士以及工作环境，不但简洁易懂，而且深入浅出。您将学会如何简化信息共享、强化团队协作以及提升个人能力。您还将学会如何为SharePoint站点设计工作流程和方案，管理设计团队和资源控制，以及使用层叠样式表来控制站点外观。

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## 章节摘录

插图：Creating a Shared OneNote Notebook in SharePoint

Users can easily create a shared notebook within a WSS 3.0 document library. When the notebook is shared within the library, it becomes a folder, and each section of the notebook is stored as a file. To create a shared OneNote notebook within SharePoint, perform the following steps:

1. From the Share menu, select Create Shared Notebook, as in Figure 4-24.2. The New Notebook Wizard will start. Do the following:
  - In the Name box, enter the name for the shared notebook. You have the option to select a color for the new notebook's cover, which will be displayed as the icon on the notebook's navigation bar.
  - In the From Template list, you have the option to select a template to be used for all the pages in the shared notebook.
3. After the fields in step 2 are populated, click Next.
4. Under Who Will Use This Notebook ? , select Multiple People Will Share The Notebook, choose the On A Server option, and click Next.
5. In the Path selection box, enter the location of the SharePoint library where you want to store your notebook. Click Browse to browse for the proper SharePoint site and then click Select when it is located.
6. Send an e-mail to the users you want to notify about the new shared notebook by checking the Create An E-Mail With A Link To This Notebook That I Can Send To Other People check box and then clicking Create.

Figure 4-24 A OneNote user can create a shared notebook and specify the permissions of the users who can read or contribute to the notes.

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