



# SHAREPOINT SERVER 2013

Stephen Markan

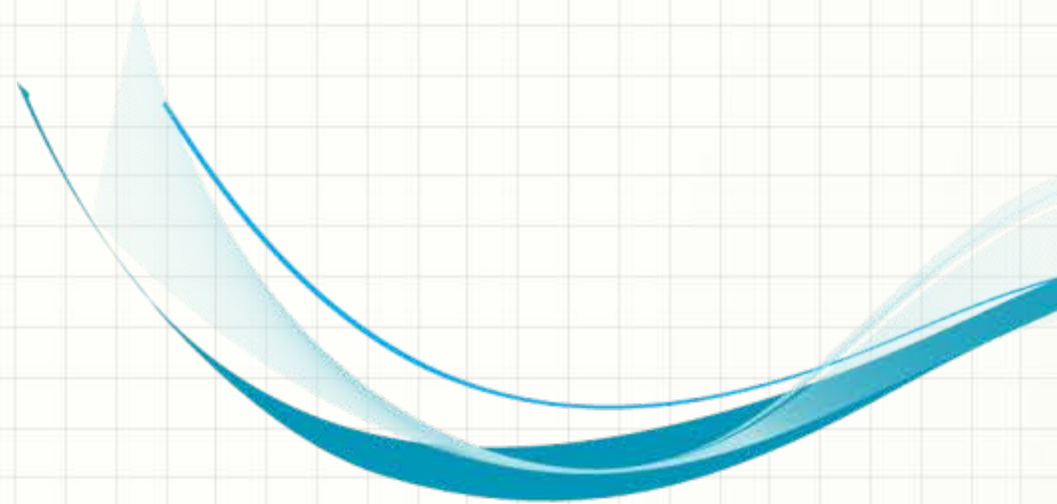


# SharePoint Timeline

- **COMPLETED**
  - October 30, 2013 – Site Cleanup
  - November 21, 2013 – Production Server Build
- **IN PROGRESS**
  - December , 2013 Security and Performance Testing
  - DEV Server Available for Administrator Testing:  
<https://spscdev1.uwaterloo.ca/sites>
- **Migration Date (if above goes well!):**
  - Saturday January 25, 2014

# Getting the Word Out...

- Communication
  - Message to Site Administrators
  - Campus-wide communication on next steps via email, presentations, and web updates
- Training
  - Four “What’s New in SharePoint 2013” courses scheduled in December
  - Updated SharePoint SEW Courses starting in January 2014
  - Also Departmental Presentation and Special Request Training



# Migration Process

# Original 2010 Site

The screenshot shows a web browser window displaying the SharePoint site for LibraryISR. The address bar shows the URL: <https://sharepoint.uwaterloo.ca/sites/LibraryISR/default.aspx>. The browser tab is labeled "Home - LibraryISR". The site's navigation bar includes "Site Actions", "Browse", and "Page". The main content area is titled "LibraryISR" and features a search bar with the text "Search this site...". The site is organized into several sections:

- Dashboard**: Porter, Davis, Accessibility, Info Desk Wiki
- Lists**: Discussions, Information Resource Decisions, Surveys (Instructional\_Spaces\_(FlexLab)\_Survey), Document Libraries (Administration, Desk Schedules--Masters, Info Resources, Instruction, Statistics & Reports), Sites (Projects, Committees & Groups), People and Groups (All People), Recycle Bin, All Site Content
- Committees & Groups**:
  - Ad Hoc Library Signage Group
  - AODA Working Group
  - Discovery and Access
  - ISD Training Committee
  - Library Assessment
  - LINC
  - Open Access
  - Porter Displays
  - SharePoint Administration
  - Systematic Reviews
  - TUG-IR
  - WebOps
- Projects**:
  - Annex Weeding
  - Beyond the Desk
  - Conference Proceedings
  - Desk Model Pilot
  - E-Science Institute
  - LibQuest
  - Library Channel
  - OAI Collaboration
  - Screencasting Working Group
  - Serials & Open Monographs Review
  - TUG Conference
  - Usability Protocols
  - Weeding-Porter
- Screencasting Guidelines and Best Practices**
- Links**:
  - Campus Events
  - Chat Schedule
  - CLA Digest
  - Daily Bulletin
  - ISR Naming Convention
  - Library Review SharePoint site
  - Library Zoning
  - MLIS Coop Student Manual
  - OLA Headlines
  - Outreach SharePoint site
  - Schedule Viewer
  - Staff Booking System
  - Start of Term FAQs
  - UW influenza website

At the bottom of each main section, there is an "Add new link" button.

# DAY 1: 2013 Migration

The screenshot shows a web browser window displaying the SharePoint 2013 interface for the LibraryISR site. The address bar shows the URL: <https://spscdev1.uwaterloo.ca/sites/LibraryISR/default.aspx>. The browser tab is titled "Home - LibraryISR".

At the top, there is a pink banner with the text: "Experience all that SharePoint 2013 has to offer. Start now or Remind me later".

The navigation bar includes "Site Actions", "Browse", and "Page". The user's name, "Stephen Markan (ismarkan)", is displayed in the top right corner.

The main content area is titled "LibraryISR" and features a search bar with the text "Search this site...".

The left sidebar contains a navigation menu with the following sections:

- Lists
- Discussions
- Information Resource Decisions
- Surveys
- Instructional\_Spaces\_(FlexLab)\_Survey
- Document Libraries
- Administration
- Desk Schedules--Masters
- Info Resources
- Instruction
- Statistics & Reports
- Sites
- Projects
- Committees & Groups
- People and Groups
- All People
- Recycle Bin
- All Site Content

The main content area is divided into three columns:

- Committees & Groups**
  - Ad Hoc Library Signage Group
  - AODA Working Group
  - Discovery and Access
  - ISD Training Committee
  - Library Assessment
  - LINC
  - Open Access
  - Porter Displays
  - SharePoint Administration
  - Systematic Reviews
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  - WebOps
- Projects**
  - Annex Weeding
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  - Serials & Open Monographs Review
  - TUG Conference
  - Usability Protocols
  - Weeding-Porter
- Screencasting Guidelines and Best Practices**

The right sidebar contains a "Links" section with the following items:

- Campus Events
- Chat Schedule
- CLA Digest
- Daily Bulletin
- ISR Naming Convention
- Library Review SharePoint site
- Library Zoning
- MLIS Coop Student Manual
- OLA Headlines
- Outreach SharePoint site
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At the bottom of the Links section, there is a link to "Add new link".



# 2013: Look and Feel Upgrade

The screenshot shows a web browser window with the URL <https://spccdev1.uwaterloo.ca/sites/LibraryISR/layouts/15/upgrade.aspx>. The browser tab is titled "Site Collection Upgrade". A pink banner at the top of the page reads "Experience all that SharePoint 2013 has to offer. Start now or Remind me later". The user is identified as Stephen Markan (ismarkan). The breadcrumb trail is "LibraryISR > Site Settings > Site Collection Upgrade". The left-hand navigation pane includes sections for Lists, Discussions, Surveys, Document Libraries, Sites, People and Groups, and Recycle Bin. The main content area features a heading "Prepare for takeoff!" followed by the text: "We'll start with a few pre-flight checks, and then prevent any changes to your sites while you're upgrading." Below this text is a blue button labeled "Upgrade this Site Collection". Two columns of text provide further information: "From project sites to team mailbox, SharePoint's got a hundred new ways to help you work smarter." with a "LEARN MORE" link, and "Before you take the leap, try a demo upgrade to see how it will turn out. We can set it up in 1-2 days." with a "TRY A DEMO UPGRADE" link.

Site Actions | Stephen Markan (ismarkan)

LibraryISR > Site Settings > Site Collection Upgrade

Dashboard | Porter | Davis | Accessibility | Info Desk Wiki | Search this site...

**Prepare for takeoff!**

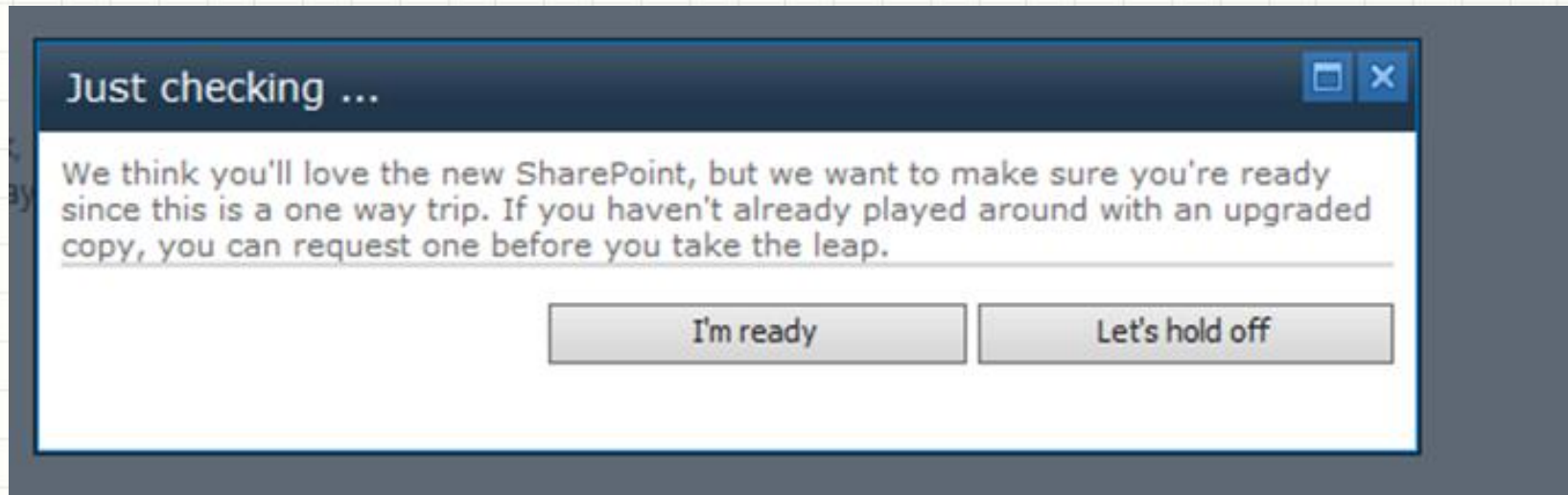
We'll start with a few pre-flight checks, and then prevent any changes to your sites while you're upgrading.

[Upgrade this Site Collection](#)

From project sites to team mailbox, SharePoint's got a hundred new ways to help you work smarter. [LEARN MORE](#)

Before you take the leap, try a demo upgrade to see how it will turn out. We can set it up in 1-2 days. [TRY A DEMO UPGRADE](#)

# One Way Trip







→ [https://spsccdev1.uwaterloo.ca/sites/LibraryISR/\\_layouts/ufrogradestatus.aspx](https://spsccdev1.uwaterloo.ca/sites/LibraryISR/_layouts/ufrogradestatus.aspx)



Site Collection Upgrade



Experience all that SharePoint 2013 has to offer. Start now or Remind me later



Site Actions -

Stephen Markan (ismarkan)



LibraryISR > Site Settings > Upgrade Status



I Like It



Tags & Notes



## Waiting To Upgrade

Upgrade will start shortly, but if you want to remove yourself from the line, click Don't Upgrade Now. Once upgrade starts though, you won't be able to stop it until it's finished.

Automatically refresh every minute

Refresh Now

Don't Upgrade Now



https://spscdev1.uwaterloo.ca/sites/Library/SPS/Layouts/15/siteupgrade/status.aspx



Site Collection Upgrade

IST\_SPS2013 - Home



We're doing work to improve the site. Please bear with us if you experience temporary delays or glitches.

SharePoint

Newsfeed SkyDrive Sites

Stephen Markan (smarkan) -



SHARE FOLLOW



Dashboard Porter Davis Accessibility Info Desk Wiki EDIT LINKS

## Site Settings › Upgrade Status

### Upgrade In Progress

- Status: Upgrade In Progress
- Errors: 0
- Warnings: 18
- Upgrade Started: 2013-11-26 3:51 PM
- Last Updated: 2013-11-26 3:53 PM
- Log File: 20131126-155157-849.txt

Automatically refresh every minute

Refresh Now



https://spccdev1.uwaterloo.ca/sites/Library/DefaultLayouts/15/siteupgrade/status.aspx



Site Collection Upgrade

IST\_SPS2013 - Home



SharePoint

Newsfeed SkyDrive Sites

Stephen Markan (ismarkan) -



SHARE FOLLOW



[Dashboard](#) [Porter](#) [Davis](#) [Accessibility](#) [Info Desk Wiki](#) [EDIT LINKS](#)

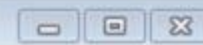
## Site Settings › Upgrade Status

### Upgrade Completed Successfully

- Status: Upgrade Completed Successfully
- Errors: 0
- Warnings: 18
- Upgrade Started: 2013-11-26 3:51 PM
- Last Updated: 2013-11-26 3:54 PM
- Upgrade Completed: 2013-11-26 3:54 PM
- Log File: 20131126-155157-849.txt

What's New

Let's see the new site



## SharePoint Help -

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### Learn what's possible

- Get started with SharePoint
- Introduction to lists
- Introduction: Control user access with permissions
- Introduction to information management policies
- Introduction to Document Sets
- Enterprise Content Management in SharePoint
- Introduction to External Data

### Build your sites

- Create a site
- Add, change, or delete a list or library on a page
- Add or delete files in a library
- Add, edit, or delete list items
- Document collaboration and co-authoring
- Create, change, or delete a column in a list or library

### Let it work for you

- View and set up your profile
- Synchronize a list with a spreadsheet program
- Business intelligence capabilities in SharePoint
- Enable and configure versioning for a list or library
- Use the List View Web Part
- About the workflows included with SharePoint
- Create and configure a new document set content type



BROWSE PAGE

SHARE FOLLOW



Dashboard Porter Davis Accessibility Info Desk Wiki EDIT LINKS

Search this site

Lists

Discussions

Information Resource Decisions

Surveys

Instructional\_Spaces\_(FlexLab)\_Survey

Document Libraries

Administration

Desk Schedules--Masters

Info Resources

Instruction

Statistics & Reports

Sites

Projects

Committees & Groups

People and Groups

All People

EDIT LINKS

Site Contents

Home

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- Usability Protocols
- Weeding-Porter

Add new link

Screencasting Guidelines and Best Practices

Links

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