

HOW SHAREPOINT FITS TOGETHER – FOR END USERS

SHAREPOINT FARM (on separate servers to your file shares, it is presented to you through Internet Explorer)

Based on
SharePoint
2007

LICENSE TYPE
Standard or Enterprise features installed and configured here.

CENTRAL ADMIN

Made up of databases, has a Farm (Tier 1) Administrator; set site quotas, create web apps and site collections here, etc.

SHARED SERVICE PROVIDER (SSP)

Made up of databases, has an SSP (Tier 2) Administrator; configure search settings, audience targeting, Enterprise feature settings, etc.

Administration and Licensing Model

Back-end.
IT Department's responsibility.
No business user access.

WEB APPLICATIONS

Created by Tier 1 or 2 Administrators.
Each on its own database, the most common split is:
Teamsites, Intranet, My Sites, Operational Sites.
Separate web applications are needed to manage backups, restores and search requirements.
Each web application is made up of multiple site collections.

SITE COLLECTIONS

Has Site Collection (Tier 3) Administrators.
Each site collection is made up of top level sites with a logical split. For example, the teamsite web application might consist of the following site collections:
Finance, HR, Ops, Sales, Marketing, IT.
Site columns, content types, search scopes and keywords etc created on the top level here affect the entire structure from this point.

SITES (TOP LEVEL SITES AND SUBSITES)

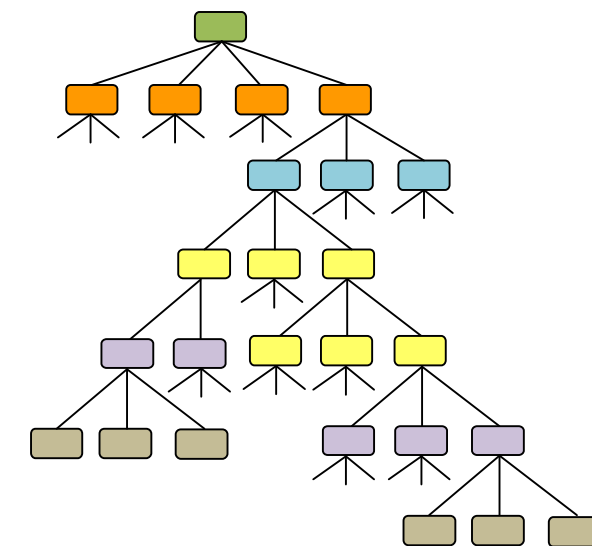
Has Site Owners, Site Members and Site Visitors.
Consists of many top level sites with subsites under them, for example, if this was the HR site collection, the top level sites might be:
Recruitment, Policies and Procedures, Training and Performance.
Permissions get tricky from here - top level sites would usually be created with unique permissions; subsites can have inherited or unique permissions.
Subsites can become top level sites and vice versa.
List and library templates created here become available to all sites in the site collection.

LISTS, LIBRARIES (WEB PARTS)

Sites are made up of many lists and libraries, eg: document libraries, custom lists, surveys, wikis, blogs, discussion forums, calendars – these are all web parts.

DOCUMENTS, LIST ITEMS, FOLDERS

The lowest level of the hierarchy, your everyday working documents that are uploaded from file servers and your computer and managed, eg: Word, PowerPoint or PDF documents; as well as line items you create inside a list.



Site Hierarchy Model

Front-end.
Business user's responsibility.
This is where user adoption takes place.
Governance and Information Architecture are crucial.

REMEMBER:
PLAN, PLAN, PLAN
Everything is connected!

Least access and users.
(Server Administrators)

As you move down the hierarchy, everything gets bigger – number of items, number of users and complexity of permissions.

Most access, activity and users.
(Site Members and Visitors)

FILE SERVER

Has folders and sub-folders.
Link is broken when files are uploaded into SharePoint – they become 2 separate documents.

YOUR COMPUTER

Has folders and sub-folders.
Link is broken when files are uploaded into SharePoint – they become 2 separate documents.

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