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**Exam** : **77-886**

**Title** : **SharePoint 2010**

**Version** : **DEMO**

1.

Welcome to the Alpine Ski House Team Site. Here you will find the resources that will help all of us run a successful operation. When communicating with potential visitors, remember to let them know about everything we have to offer, including:

- We have five mountains with 140 trails for skiers and snow-boarders of all abilities.
- Our mountains feature an extensive lift network with two high-speed gondolas that service everything from wide groomed trails to classic tree runs to parks, pipes, bumps and steeps.
- Visitors can stay at one of the many lodging facilities in the area. There are accommodations for all price ranges.
- Encourage visitors to enjoy a spa treatment, visit the shops, then indulge in a meal at a variety of excellent restaurants.

Our Partners

- Ski Bird Resort

Documents

| Type  | Name  | Modified            | Modified By              |
|-------|---|---------------------|--------------------------|
| Excel | 2010 Trial Injury Data                      | 11/24/2010 12:32 PM | ALPINE-SKI\AkersK        |
| Word  | Activities                                  | 11/3/2010 8:27 PM   | ALPINE-SKI\Administrator |
| Word  | Alpine ski house annual trail safety report | 11/24/2010 12:32 PM | ALPINE-SKI\AkersK        |

Connect the Contacts to Outlook 2010.

[Reset Question](#)

| Libraries          | Type  | Name   | Modified            | Modified By              |
|--------------------|-------|--|---------------------|--------------------------|
| Ski House Projects | Excel | 2010 Trial Injury Data                       | 11/24/2010 12:32 PM | ALPINE-SKI\AkersK        |
| Site Pages         | Word  | Activities                                   | 11/3/2010 8:27 PM   | ALPINE-SKI\Administrator |
| Drop Off Library   | Word  | Alpine ski house annual trail safety report  | 11/24/2010 12:32 PM | ALPINE-SKI\AkersK        |
| Side Library       | Word  | Alpine Ski House Letterhead                  | 11/24/2010 12:32 PM | ALPINE-SKI\AkersK        |
| Press Releases     | Word  | Alpine Ski House Organizational Chart 2010   | 11/24/2010 12:32 PM | ALPINE-SKI\AkersK        |
| Lodging            | Word  | Alpine Ski House Seasons                     | 12/09/2010 7:01 AM  | ALPINE-SKI\Administrator |
| Search             | Word  | Holiday Menu                                 | 11/24/2010 12:33 PM | ALPINE-SKI\TinaG         |
| Ski House Wiki     | Word  | Holiday Tree Sales                           | 11/3/2010 8:27 PM   | ALPINE-SKI\Administrator |
|                    | Word  | Lodging Survey Results                       | 11/24/2010 12:44 PM | ALPINE-SKI\AkersK        |
|                    | Excel | Marketing Budget Plan                        | 11/24/2010 12:44 PM | ALPINE-SKI\AkersK        |
|                    | Word  | Marketing Event Flyer                        | 11/24/2010 12:44 PM | ALPINE-SKI\AkersK        |
|                    | Word  | Photos From The Chalet                       | 12/9/2010 5:42 AM   | ALPINE-SKI\Administrator |
|                    | Word  | Poster Advertising Senior Citizens Ski Event | 11/24/2010 12:33 PM | ALPINE-SKI\AkersK        |
|                    | Word  | Ski Document                                 | 11/3/2010 8:58 PM   | ALPINE-SKI\Administrator |
|                    | Word  | Ski Instruction Class                        | 12/10/2010 7:26 PM  | ALPINE-SKI\Administrator |
|                    | Word  | Ski Lift Project Poster                      | 11/3/2010 8:58 PM   | ALPINE-SKI\Administrator |
|                    | Word  | Ski Lodging                                  | 11/24/2010 12:52 PM | ALPINE-SKI\liverL        |
|                    | Excel | Ski Prices                                   | 11/14/2010 10:33 AM | ALPINE-SKI\Administrator |
|                    | Word  | Ski Race Plans                               | 11/24/2010 12:33 PM | ALPINE-SKI\AkersK        |
|                    | Word  | Ski Trail Scouting Report                    | 11/16/2010 5:04 AM  | ALPINE-SKI\AkersK        |
|                    | Word  | Snow Ball Fight                              | 11/16/2010 5:04 AM  | ALPINE-SKI\AkersK        |

Connect the Contacts to Outlook 2010.

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|  |                                 |                     |                         |
|--|---------------------------------|---------------------|-------------------------|
|  | Ski Lodging                     | 11/24/2010 12:52 PM | ALPNE-SKNOliverL        |
|  | Ski Prices                      | 11/14/2010 10:33 AM | ALPNE-SKNAAdministrator |
|  | Ski Race Plans                  | 11/24/2010 12:33 PM | ALPNE-SKNAkersK         |
|  | Ski Trail Scouting Report       | 11/16/2010 5:04 AM  | ALPNE-SKNAkersK         |
|  | Snow Ball Fight                 | 11/16/2010 5:04 AM  | ALPNE-SKNAkersK         |
|  | Snow Statistics                 | 11/3/2010 8:59 PM   | ALPNE-SKNAAdministrator |
|  | Trade Show Booth layout diagram | 11/24/2010 12:33 PM | ALPNE-SKNAkersK         |
|  | Trail Expansion Timeline        | 11/24/2010 12:33 PM | ALPNE-SKNAkersK         |
|  | Trail Map Data                  | 11/14/2010 5:22 PM  | ALPNE-SKNAAdministrator |
|  | Visitor Data                    | 11/3/2010 8:59 PM   | ALPNE-SKNAAdministrator |

Add document



**Answer:**

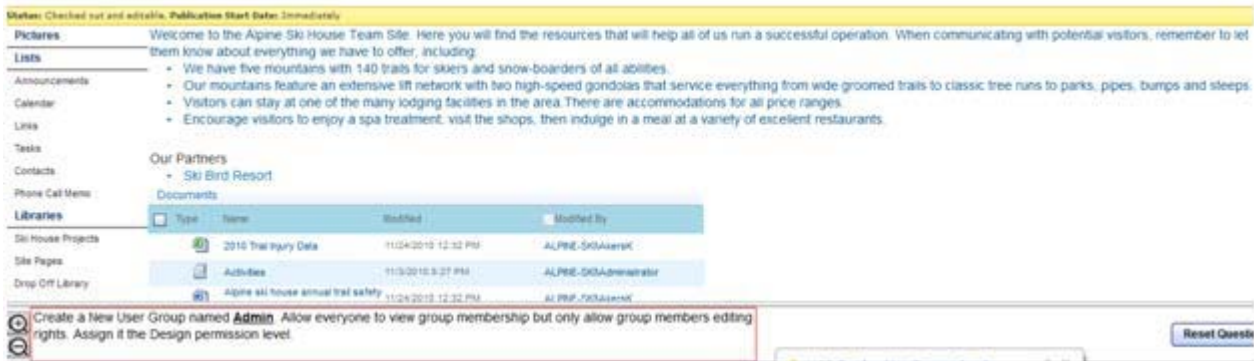
Step 1: Click Site Pages

Step 2: Click View All Site Content Page

Step 3: Open the List ribbon from the List Tools group. Then in the Connect & Export group, located the command Connect to Outlook.

Note: SharePoint transfers all items from the SharePoint list to the new folder in Outlook.

2.



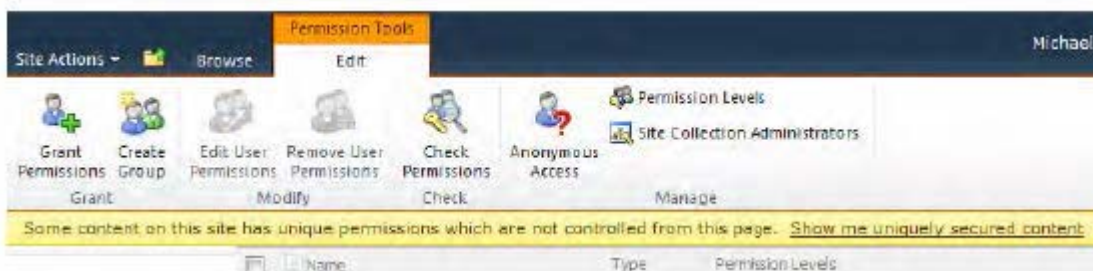
**Answer:**

Step 1: Click Site Pages

Step 2: Click on the Site Actions drop-down menu on the upper left of the page. Then select Site Settings.



Step 3: From the Site Settings page, select Site Permissions found in the Users and Permissions group of the Site Settings page.



Step 4: Click the Create Group button.

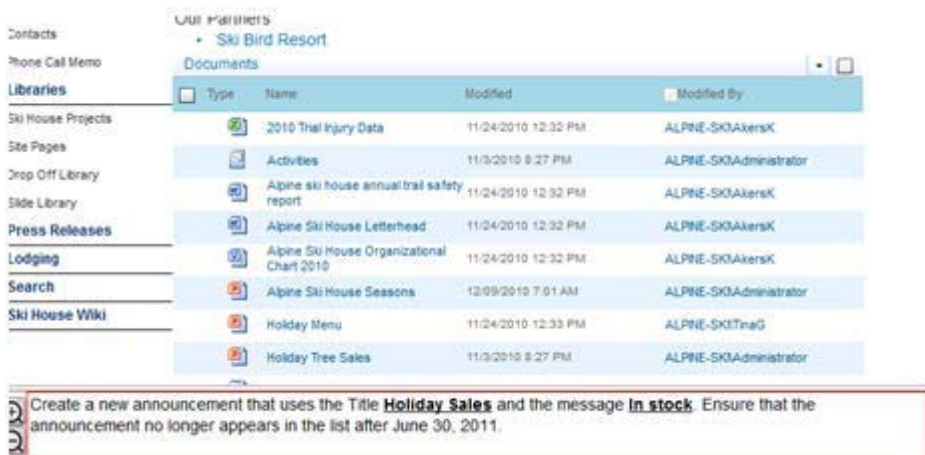
Step 5: On the New Group page, enter a group name Admin

Step 6: Grant everyone permission to view group membership.

Step 7: Grant group members editing rights by assigning the Design permission.

Step 8: Finish creating the group by clicking the Create button at the bottom of the page.

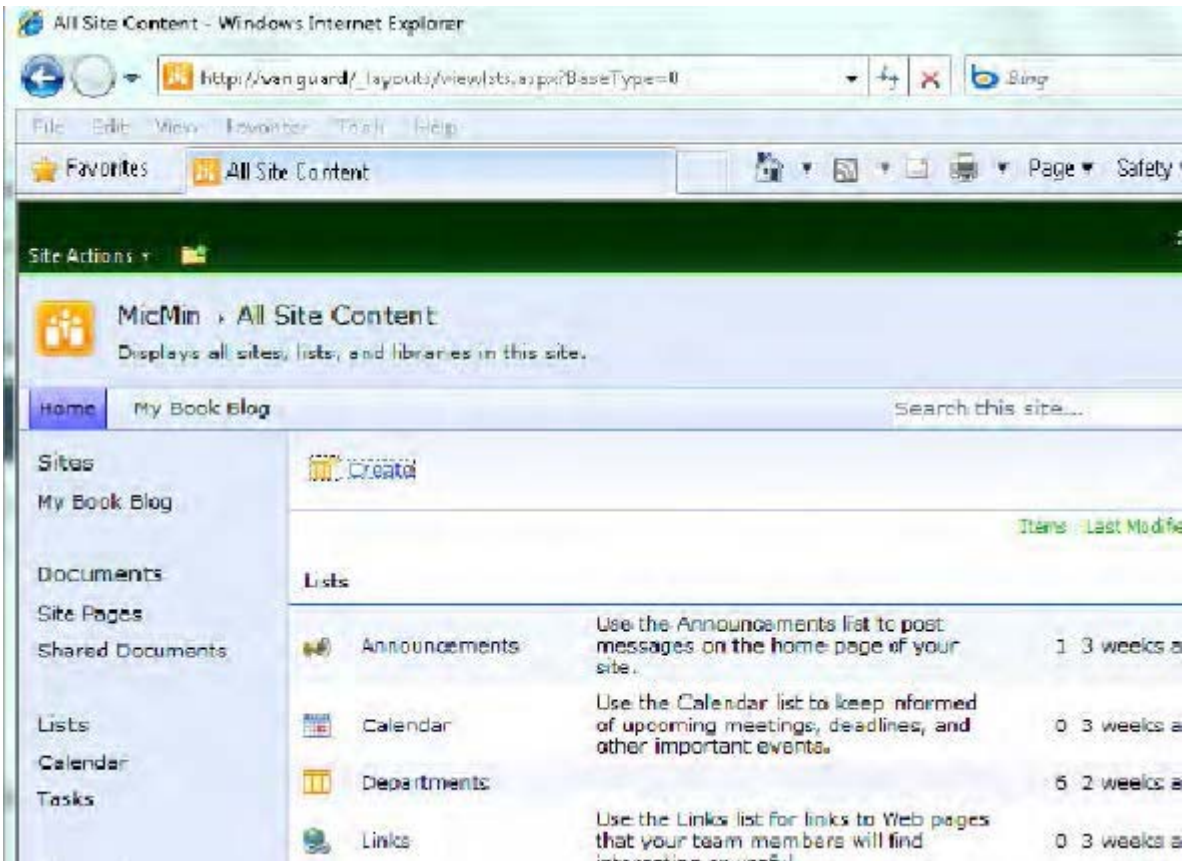
3.



**Answer:**

Step 1: Click Site Pages

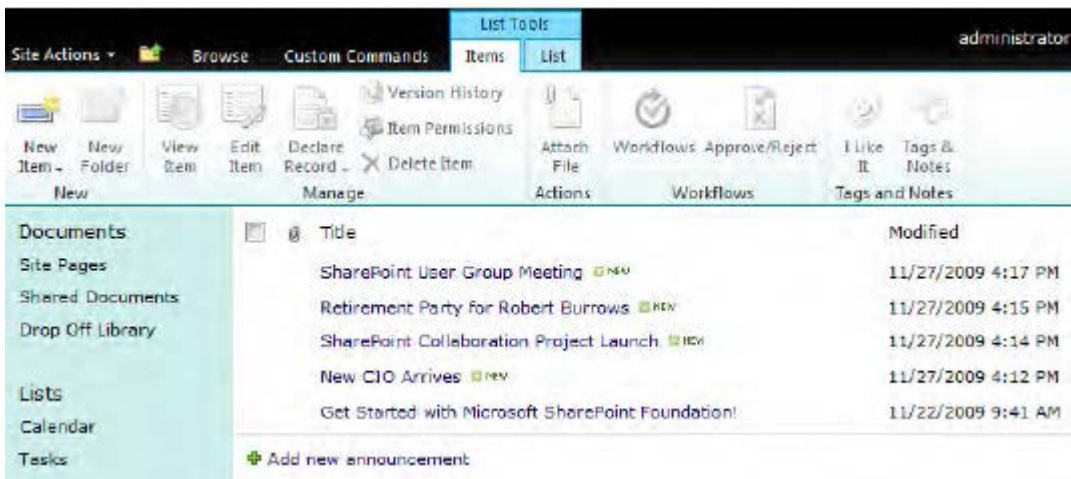
Step 2: Choosing View All Site Content from the Site Actions.



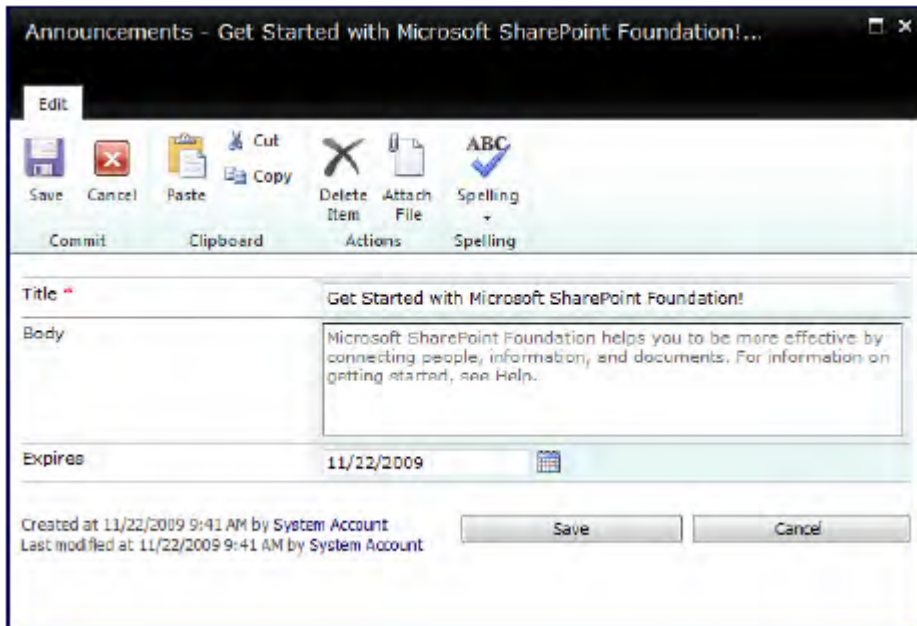
Step 3: Click Announcements.

Note:

Since you want to add a new announcement, you need to display the Items ribbon in the List Tools ribbon group. The Items ribbon allows you to add new items as well as edit and delete items.



Step 4: Click New Item in the New group to add another announcement (or click Add new announcement). This action opens the edit dialog for the list item, letting you supply the column values for a new item in the list using the same dialog as shown below.



- Step 5: Enter Title: Holiday Sales.
- Set body to: In stock.
- Set Expires to: June 30, 2011.
- Step 6: Click Save.