

# Making the Most of the Out of Box Web Parts

LAURA ROGERS

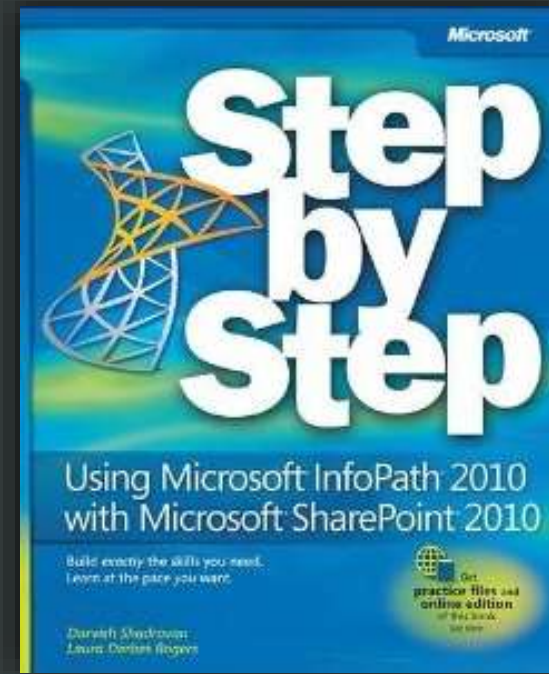
# Laura Rogers

- IW Mentor
- SharePoint Trainer at [iwMentor.com](http://iwMentor.com)
- Microsoft MVP for 6 years
- Live in Birmingham, Alabama
- Blog: [www.wonderlaura.com](http://www.wonderlaura.com)
- Author on 7 SharePoint books
- Twitter : [@WonderLaura](https://twitter.com/WonderLaura) & [@IWMentor](https://twitter.com/IWMentor)



# Latest Books

- Beginning SharePoint 2013: Building Business Solutions
- Using Microsoft InfoPath 2010 with Microsoft SharePoint 2010 Step by Step



# Agenda

- Introduction to Web Parts
- Web Part Examples
- Best Practices
- Web Part Connections
- New Modern Web Parts



Excel Web Access

FILE	OPEN IN EXCEL	DATA	FIND
Row Labels	Sum of SquareFeet	Sum of MarketValue	Sum of kWh
2010s			
2000+	20,417	\$965,000	286,011.59
2500+	13,164	\$727,650	188,253.79
2000s			
1000+	5,580	\$675,840	49,654.16
1500+	82,963	\$9,788,590	839,652.27
2000+	51,898	\$6,237,230	607,502.23
2500+	16,314	\$1,554,580	229,281.68
3000+	3,418	\$301,540	66,177.90
3500+	14,093	\$2,221,070	246,926.01
1990s			
1000+	27,213	\$3,061,120	364,683.67
1500+	164,378	\$19,426,220	2,589,384.71
2000+	262,101	\$27,788,910	4,347,436.09
2500+	172,139	\$16,907,890	3,617,452.29
3000+	138,068	\$11,729,810	3,034,506.87
3500+	174,617	\$24,793,400	4,543,150.62
1980s			
<1000	72,869	\$5,598,540	823,684.99

Activity

Activity feed showing recent training documents and workflows:

- Training: PU Training Manual - NEW.pptx (Laura Rogers, Edited 2 hours ago)
- Training: Power User Lab.docx (Laura Rogers, Edited 2 hours ago)
- Training: Beginners Fast Class.pptx (Laura Rogers, Edited 2 hours ago)
- Workflows & Forms (Laura Rogers, Edited 2 hours ago)
- Training: Workflows and forms.pptx (Laura Rogers, Edited 2 hours ago)
- Training: Workflows Forms Lab.docx (Laura Rogers, Edited 2 hours ago)
- Training: Beginner's Fast Class Lab.docx (Laura Rogers, Edited 2 hours ago)

Visio Web Access

OPEN IN VISIO REFRESH SHAPE INFO

Visio Web Access interface showing a world map with call center data points. The map is titled "Call center data" and includes a legend for "Call center data". The interface also shows "PAGE 1 OF 1" at the bottom.

News + all

**Workflows & Forms Training**  
Don't miss our 4 day course coming up in December, all about SharePoint workflows and forms. You'll build your own custom no-code solution in SharePoint, a...

**New! Microsoft Teams**  
This is a new article all about the new teams.microsoft.com that launched this week. There is also an app for your phone and for your desktop.

Keep your team updated with Team News

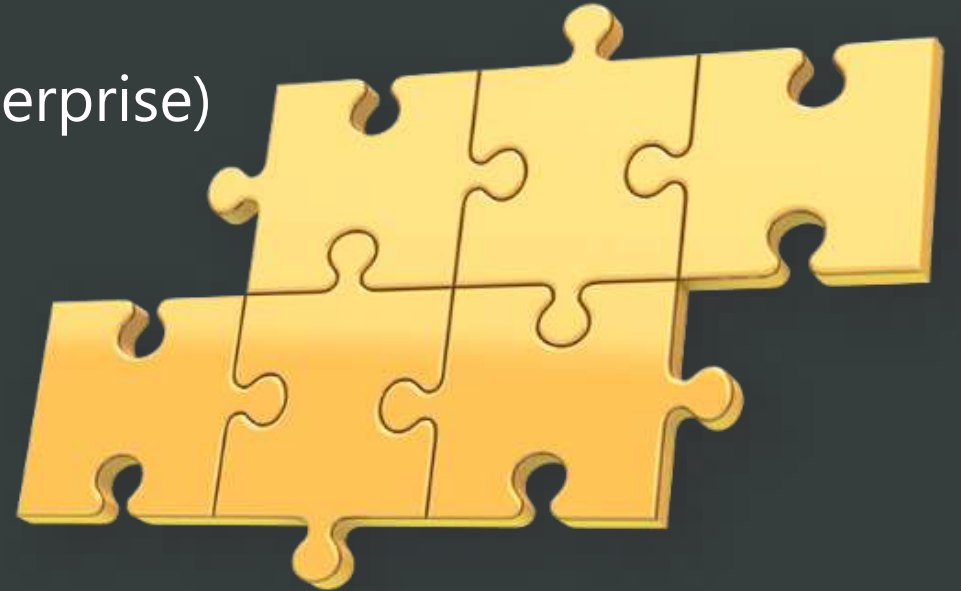
# Introduction

WHAT ARE WEB PARTS?

# Introduction

## What are web parts?

- They are modular
- There are about 70 of them (SharePoint Enterprise)
- They are in Office 365
- They can be connected to each other:
  - Allow filtering
  - Pass Parameters
- Learn these before writing custom code



# Introduction

Blog

Web part categories

Filters

Forms

Search-Driven Content

Social Collaboration Apps

Content Rollup

Media and Content

Business Data

Document Sets

Community

Search

Content Query

Home

- Wash the laundry
- Do the dishes
- Get chores done
- test task
- Phase I close meeting

Project Summary

Project Summary

Primary Task List

Tasks

Headlines

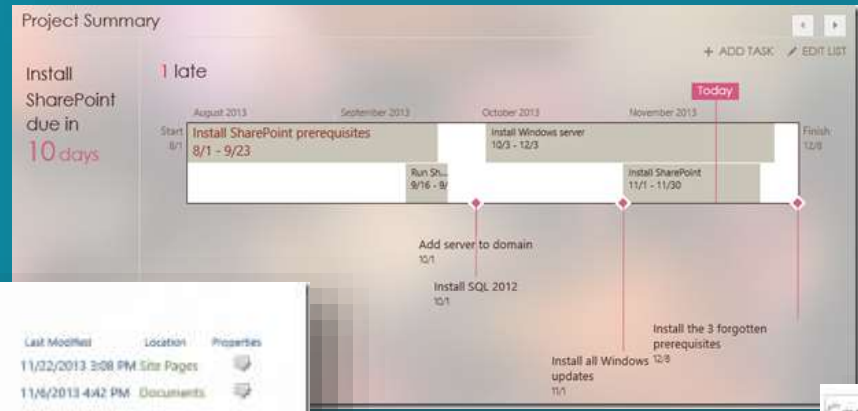
Display	Panel Name	Modify
<input checked="" type="checkbox"/>	Count Down	
<input checked="" type="checkbox"/>	Timeline	
<input checked="" type="checkbox"/>	late	(edit)
<input checked="" type="checkbox"/>	upcoming	(edit)

+ Appearance

+ Layout

+ Advanced

OK Cancel Apply



Relevant Documents

Type	Name	Last Modified	Location	Properties
Home	Home	11/22/2013 3:08 PM	Site Pages	
Documents	SPTechCon Boston - Integration better together	11/6/2013 4:42 PM	Documents	
Documents	2010 SharePoint Web Parts - Laura Rogers	11/5/2013 10:52 AM	Documents	
Documents	IT Tasks	12/28/2012 8:42 AM	Documents	
Documents	2009-05-08-In-HouseWorkshopTemplate	12/18/2012 9:52 PM	Documents	
Documents	2009-05-20-In-HouseWorkshopTemplate	12/18/2012 9:52 PM	Documents	

Content Search

- Conflict of Interest  
Tuesday, July 17, 2012
- Dress Code Policy  
Tuesday, July 17, 2012
- Jury Duty  
Tuesday, July 17, 2012
- Religious Holidays  
Tuesday, July 17, 2012
- Risk Management  
Tuesday, July 17, 2012

# Content Roll Up

PROJECT SUMMARY | RELEVANT DOCUMENTS | CONTENT SEARCH | CONTENT QUERY



# Demo

DEMO OF CONTENT SEARCH WEB PART, SEVERAL CONFIGURATIONS, LIST OF PEOPLE

Excel Web Access

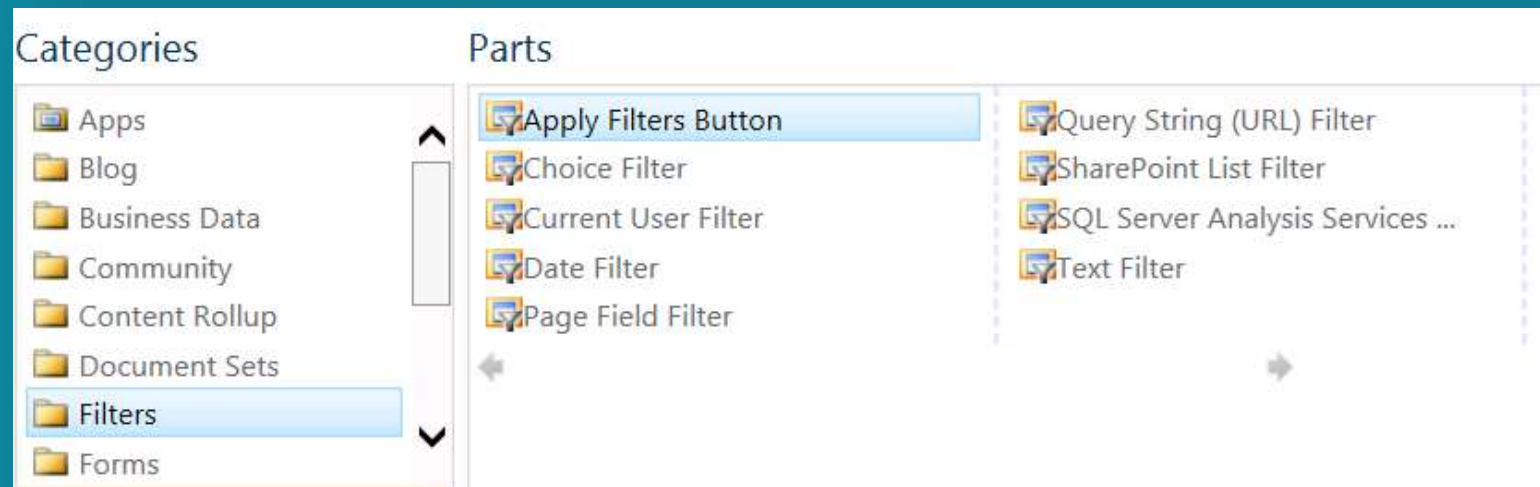
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1980s				
<1000		72,869	\$5,598,540	823,684.99



# Business Data

EXCEL WEB ACCESS | VISIO WEB ACCESS



# Filters

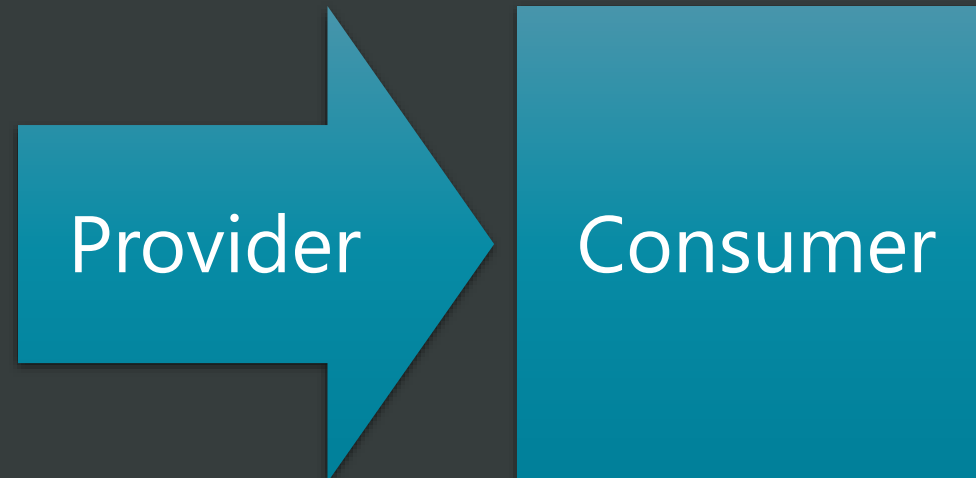
NINE DIFFERENT WEB PARTS

# Filters



## Information

- Included with SharePoint Enterprise or at least E3
- Require connections to other web parts, to filter data
- The provider sends data to the consumer web part.
- Exist in 2007, 2010, 2013, and Office 365



# Filters



## Example

**Current User Filter**

Sending values to:  
Policies  
Promoted Links  
Important Tasks

This is a context filter.

**Policies**

Name	Modified By	Contoso Department
RSS in DVWP	System Account	Information Technology
sharepointSat	System Account	Information Technology
Steps to create a new department home page	System Account	Information Technology

**Promoted Links**

- IT Department BBQ
- Best Hamburger!
- Meet our CTO!

**Important Tasks**

Task Name	Due Date	Priority	Task Status
Approve Overtime for Shane Young	3/1/2014	(3) Low	Not Started
Approve New Employee Form	1/1/2014	(3) Low	In Progress
Employee Onboarding - Update Active Directory	2/9/2014	(2) Normal	In Progress
Approve Travel for	1/1/2013	(3) Low	Not Started

**Current user's Department field**

**Other lists filtered by the current user's department:**

- Policies
- Tasks
- Promoted Links

All three of these SharePoint lists use a common site column called Contoso Department.

# Filters



## Result

This is the final result of what the connected web parts look like.

The screenshot displays a SharePoint site titled "Contoso Home". The top navigation bar includes "SharePoint", "newsfeed", "OneDrive", "Sites", and the user name "Laura Rogers". Below the navigation bar, there are links for "BROWSE" and "PAGE", and a search bar. The main content area is divided into several sections:

- Home:** A sidebar with links for "Home", "Policies", "Project Phases", "Important Tasks", and "Site Contents".
- News:** Three featured images: "IT Department BBQ", "Best Hamburger", and "Meet our CTO".
- Important Tasks:** A table listing tasks with columns for Task Name, Due Date, Priority, and Task Status.
- Policies:** A section titled "Policies" with a "new document or drag files here" prompt and a list of items.

Task Name	Due Date	Priority	Task Status
Approve Overtime for Shane Young	3/1/2014	(3) Low	Not Started
Approve New Employee Form	1/1/2014	(3) Low	In Progress
Employee Onboarding - Update Active Directory	2/9/2014	(2) Normal	In Progress
Approve Travel for Laura Rogers	1/1/2013	(3) Low	Not Started
Approve Overtime for Ryan Kaler	12/1/2012	(3) Low	Completed
New Project Request for Approval	2/15/2014	(2) Normal	Not Started

Name	Modified By	Contoso Department
RSS in DVWP	System Account	Information Technology
sharepointSat	System Account	Information Technology
Steps to create a new department home page	System Account	Information Technology

# Demo

DEMONSTRATION OF FILTER WEB PARTS

# Media and Content

MEDIA WEB PART | CSWP |  
OFFICE 365 VIDEO / MICROSOFT STREAM



# Ways to Display Media

- Images

# Demo

DEMO OF MEDIA WEB PART  
DEMO OF INSERTING OFFICE 365 VIDEO

The image shows a video player interface. On the left, there is a video player with a woman speaking. Below the video, it says "Add a caption". To the right of the video, there is a sidebar with the following text: "From Laura Rogers", "74", "SharePoint Power Hour", "by Laura Rogers", "74 videos". On the far right, there is a panel titled "WebSite address or embed code" containing the following HTML code: 

```
<iframe width="560" height="315" src="https://www.youtube.com/embed/5ZP9lp-a9pw" frameborder="0" allowfullscreen></iframe>
```

 Below the code, there is a "Learn More" link and a "Resize to fit the page" toggle switch which is currently turned "On".

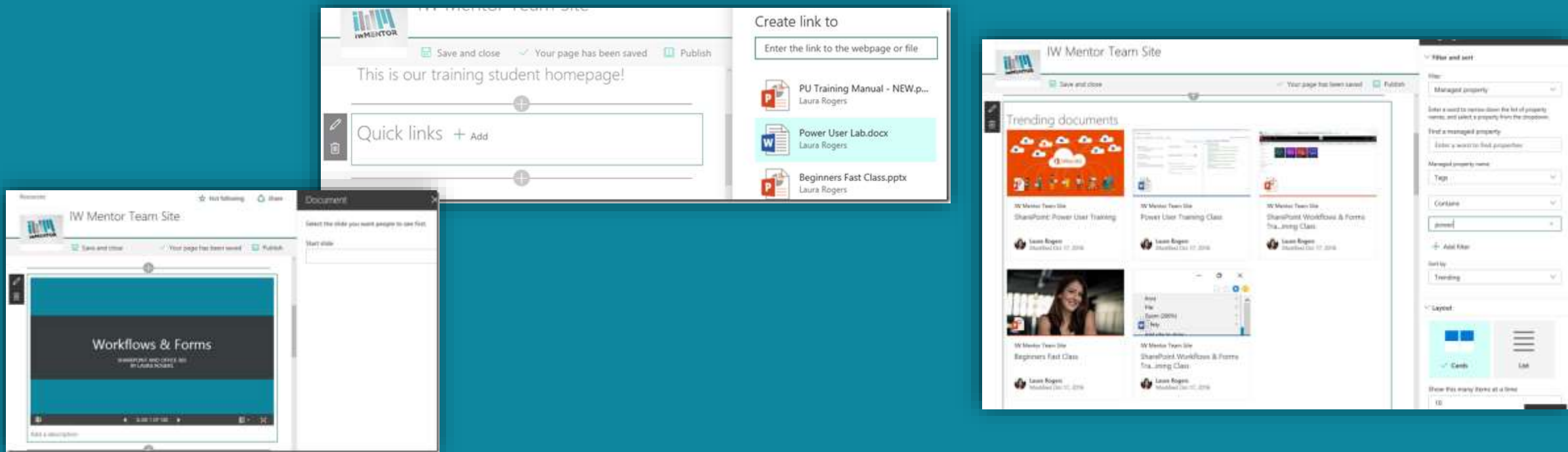
# Embed Code

OFFICE WEB APPS | VIDEOS | CONTENT EMBED ON MODERN PAGES

# Embed Code

## Examples

The image shows two side-by-side screenshots from a SharePoint environment. The left screenshot displays a document library titled "Shared Documents" with a navigation bar including "Home", "Demo", "Accounting", "Human Resources", and "Project". Below the navigation bar are icons for "new", "upload", "sync", "edit", and "manage". A search bar labeled "Find a file" is present. A list of documents is shown, with "Making the Most of Out of Box Web Parts 2013" selected. The right screenshot shows a presentation viewer for the selected document. The presentation title is "Making the Most of Out-Of-Box Web Parts in SharePoint 2013" by Laura Rogers. A context menu is open over the presentation, with the "Embed Information" option highlighted by a yellow circle. Below the presentation, the text "Changed by you on 4/9/2014 11:19 AM" and "Shared with lots of people" is visible. A URL field contains the link: [https://laurarogers.sharepoint.com/\\_layouts/15/WopiFrame.aspx](https://laurarogers.sharepoint.com/_layouts/15/WopiFrame.aspx). At the bottom of the viewer are buttons for "EDIT", "SHARE", "POST", and a menu icon.



# Modern Web Parts

NEW PAGES AND WEB PARTS – OFFICE 365

# Site Activity

- No setup involved
- Shows files that have been worked on recently.


The screenshot displays the 'Activity' section of a cloud storage application. It features a grid of nine file cards, each representing a recently edited document. Each card includes a thumbnail image, the file name, the user's name (Laura Rogers), and the time since the file was last edited (2 hours ago). The files are categorized as 'Training' documents.

Thumbnail	File Name	User	Edited
Office 365 logo with people icons	PU Training Manual - NEW.pptx	Laura Rogers	Edited 2 hours ago
Word document icon	Power User Lab.docx	Laura Rogers	Edited 2 hours ago
Portrait of a woman	Beginners Fast Class.pptx	Laura Rogers	Edited 2 hours ago
Slide titled 'Workflows & Forms'	Workflows and forms.pptx	Laura Rogers	Edited 2 hours ago
Word document icon	Workflows Forms Lab.docx	Laura Rogers	Edited 2 hours ago
Word document icon with menu overlay	Beginner's Fast Class Lab.docx	Laura Rogers	Edited 2 hours ago

# News


## NEWS HEADLINES

News + Add See all




### Workflows & Forms Training

Don't miss our 4 day course coming up in December, all about SharePoint workflows and for...

 **Laura Rogers**  
November 5

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### Keep your team updated with Team News

From the new team site home page ...

SharePoint Dec 1, 2016

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### What is a team site?

A SharePoint team site connects you and your team to the content, infor...

SharePoint Dec 1, 2016

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### Add a page to a site

Using pages is a great way to share ideas using images, Excel, Word a...

SharePoint Dec 1, 2016

## NEWS LIST

News + Add




### Workflows & Forms Training

Don't miss our 4 day course coming up in December, all about SharePoint workflows and forms. You'll build your own custom no-code solution in S...

**Laura Rogers** November 5

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### Keep your team updated with Team News

From the new team site home page you'll be able to quickly author a new News Post – a status update, trip report, or even just highlight a document with s...

SharePoint Dec 1, 2016

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### What is a team site?

A SharePoint team site connects you and your team to the content, information, and apps you rely on every day. For example, you can use a team site to stor...

# Thanks for coming!

Follow me: @WonderLaura and @IWMentor

Free SharePoint Power Hour:

Wednesdays 11 Central

[YouTube.com/WonderLaura](https://www.youtube.com/WonderLaura)

Come to my other sessions...

Today 2:00 – 3:15	The Power of PowerApps in Office 365
Tues 2:15 – 3:30	Creating an Approval Workflow & Interface
Wed 2:00 – 3:15	Automating Your Work with Microsoft Flow