

# **MOS 77-886**

## **SharePoint 2010**

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### Simulation

Some items in this exam use a simulation of 77-886: SharePoint 2010. Consequently, functionality which is not directly relevant to the completion of a question may not be available. In particular, please note the following:

- If one of the supported methods of completion (menu, toolbar and mouse right-click) does not provide the anticipated result, try another of the supported methods.
- The program window cannot be resized.
- The Undo/Redo commands and keyboard navigation within documents are not available. (For example, ARROW keys, PAGEUP, and PAGEDOWN keys.)
- Fonts may appear somewhat different.

### Follow Instructions

Follow all instructions provided in each question completely and accurately.

### Keyboard Navigation

You can navigate through the exam by using the **Tab** key. You can select answer choices or click buttons by using the **Space** bar. You can scroll using the **Arrow** keys.

### Exam Time

The exam timer works against the time spent answering the questions and does not count the time required by the computer between questions.

### Unscored Items

This exam might include unscored questions. These questions appear randomly and are not scored; as a result, they have no effect on your final score. The data will be used to update and improve the quality of the exam.

## Question: 1

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

Connect the Contacts to Outlook 2010.

Reset Question

**Libraries**

Ski House Projects

Site Pages

Drop Off Library

Slide Library

**Press Releases****Lodging****Search****Ski House Wiki**

| <input type="checkbox"/>            | Type                                                                                | Name                                         | Modified            | Modified By              |
|-------------------------------------|-------------------------------------------------------------------------------------|----------------------------------------------|---------------------|--------------------------|
| <input checked="" type="checkbox"/> |    | 2010 Trial Injury Data                       | 11/24/2010 12:32 PM | ALPINE-SKIAkersK         |
| <input type="checkbox"/>            |    | Activities                                   | 11/3/2010 8:27 PM   | ALPINE-SKIAAdministrator |
| <input type="checkbox"/>            |    | Alpine ski house annual trail safety report  | 11/24/2010 12:32 PM | ALPINE-SKIAkersK         |
| <input type="checkbox"/>            |    | Alpine Ski House Letterhead                  | 11/24/2010 12:32 PM | ALPINE-SKIAkersK         |
| <input type="checkbox"/>            |    | Alpine Ski House Organizational Chart 2010   | 11/24/2010 12:32 PM | ALPINE-SKIAkersK         |
| <input type="checkbox"/>            |    | Alpine Ski House Seasons                     | 12/09/2010 7:01 AM  | ALPINE-SKIAAdministrator |
| <input type="checkbox"/>            |    | Holiday Menu                                 | 11/24/2010 12:33 PM | ALPINE-SKIA TinaG        |
| <input type="checkbox"/>            |    | Holiday Tree Sales                           | 11/3/2010 8:27 PM   | ALPINE-SKIAAdministrator |
| <input type="checkbox"/>            |    | Lodging Survey Results                       | 11/24/2010 12:44 PM | ALPINE-SKIAkersK         |
| <input checked="" type="checkbox"/> |    | Marketing Budget Plan                        | 11/24/2010 12:44 PM | ALPINE-SKIAkersK         |
| <input type="checkbox"/>            |    | Marketing Event Flyer                        | 11/24/2010 12:44 PM | ALPINE-SKIAkersK         |
| <input type="checkbox"/>            |    | Photos From The Chalet                       | 12/9/2010 5:42 AM   | ALPINE-SKIAAdministrator |
| <input type="checkbox"/>            |    | Poster Advertising Senior Citizens Ski Event | 11/24/2010 12:33 PM | ALPINE-SKIAkersK         |
| <input type="checkbox"/>            |    | Ski Document                                 | 11/3/2010 8:58 PM   | ALPINE-SKIAAdministrator |
| <input type="checkbox"/>            |    | Ski Instruction Class                        | 12/10/2010 7:26 PM  | ALPINE-SKIAAdministrator |
| <input type="checkbox"/>            |    | Ski Lift Project Poster                      | 11/3/2010 8:58 PM   | ALPINE-SKIAAdministrator |
| <input type="checkbox"/>            |   | Ski Lodging                                  | 11/24/2010 12:52 PM | ALPINE-SKIAOliverL       |
| <input checked="" type="checkbox"/> |  | Ski Prices                                   | 11/14/2010 10:33 AM | ALPINE-SKIAAdministrator |
| <input type="checkbox"/>            |  | Ski Race Plans                               | 11/24/2010 12:33 PM | ALPINE-SKIAkersK         |
| <input type="checkbox"/>            |  | Ski Trail Scouting Report                    | 11/16/2010 5:04 AM  | ALPINE-SKIAkersK         |
| <input type="checkbox"/>            |  | Snow Ball Fight                              | 11/16/2010 5:04 AM  | ALPINE-SKIAkersK         |



Connect the Contacts to Outlook 2010.

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

 Add document



**Answer:**

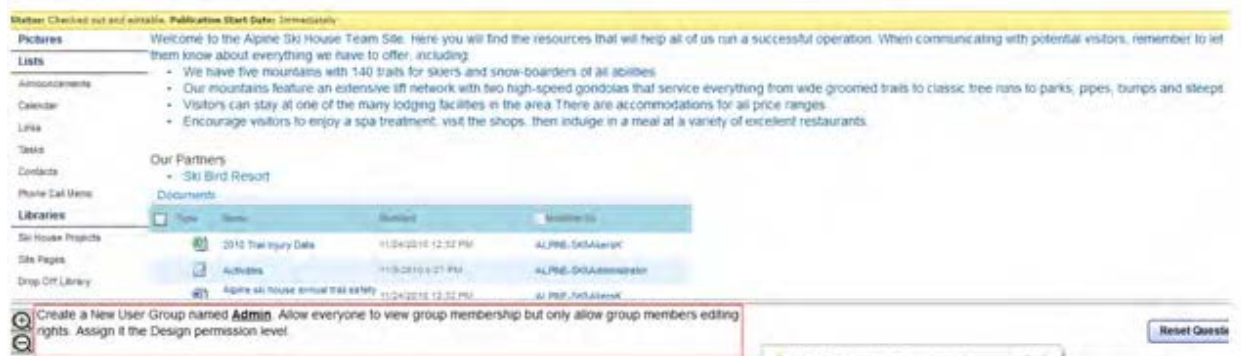
Step 1: Click Site Pages

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.

## Question: 2



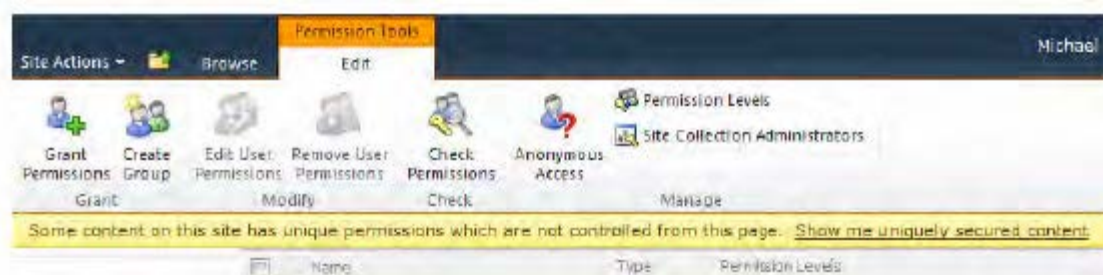
**Answer:**

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.



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