Microsoft SharePoint Workspace 2010

The Offline Client for SharePoint 2010

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Microsoft®
SharePoint® Workspace 2010

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Skill quality training management

Mediation of PreSales Consultants
IT Consulting
Training (individual)
Excellent Microsoft product know-How since 10 years Microsoft vendor
American programmer

1984 Iris Associates

Lotus Notes

1994 Acquisition by Lotus

2000 Groove Networks

2005 Acquisition by Microsoft

2006 CTO at Microsoft

1955 Acquisition by IBM

CSA 2008 at Microsoft

2010 ???

Historie
Histories

Groove 3.0

Groove 2007

SharePoint Workspace 2010
Agenda

Historie

SharePoint Workspace 2010 – P2P

SharePoint Workspace 2010 – Offline Client

Deployment

Szenarios

Tips and Tricks

Groove Server 2010
Different types of workspaces

- **Workspace 2007**
  - Always encrypted also on hard disc
  - Always on the primary partition
  - No search for documents

- **Workspace 2010**
  - **Not** encrypted
  - Always on the primary partition
  - Search for documents possible

- **Shared folder**
  - **Not** encrypted
  - Search for documents possible
  - only documents
Within your own network

- peer-to-peer network without a relay server
Behind the Firewall

- Via relay server from Microsoft
- TCP 2492 /80 – TCP 443
Procedure

1. Select workspace
2. Send invitation (21 days)
3. Assign role
4. Accept confirmation (same computer)
5. Bring documents into the workspace
6. Initial synchronization (automatic)

Roles:
Manager: May invite other users
Read and write
Participant: Read and write
Guest: Read only
Control via Communications-Manager
Only limited control
## Tools

<table>
<thead>
<tr>
<th><strong>Workspace 2007</strong></th>
<th><strong>workspace 2010</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Files</strong></td>
<td><strong>Files</strong></td>
</tr>
<tr>
<td>Discussion</td>
<td>Discussion</td>
</tr>
<tr>
<td>Meetings</td>
<td>Meetings</td>
</tr>
<tr>
<td>Calendar</td>
<td>Calendar</td>
</tr>
<tr>
<td>Issue Tracking</td>
<td>Issue Tracking</td>
</tr>
<tr>
<td>SharePoint Files</td>
<td>SharePoint Files</td>
</tr>
<tr>
<td>Notepad</td>
<td>Notepad</td>
</tr>
<tr>
<td>Pictures</td>
<td>Pictures</td>
</tr>
<tr>
<td>Sketchpad</td>
<td>Sketchpad</td>
</tr>
<tr>
<td>Chess</td>
<td>Chess</td>
</tr>
</tbody>
</table>

**Workspace 2007**
- Groove 2007 or SharePoint Workspace 2010
- **encrypted, no Search available**

**workspace 2010**
- **Not encrypted, Search available via Search Federation**
Tools

workspaces
Files
Discussion
Meetings
Calendar
Issue Tracking
SharePoint Files
Notepad
Pictures
Sketchpad
Chess
Tools

workspaces

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Only in workspace 2007
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Only in workspace 2007
Tools

Arbeitsbereiche
Files
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Issue Tracking
SharePoint Files
Notepad
Pictures
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Chess

Only in workspace 2007
In Windows 7 there is a program called "problem steps recorder" (PSR), that enabled the user to record the problems for later fixing.

Name: PSR in Windows 7
Size: 1KB
Modified Date: 6/25/2011 1:49:26 PM
Modified By: Hans Brander
Arbeitsbereiche

Files
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Notepad

Pictures
Sketchpad
Chess
Tools

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Chess
Searching in workspaces

Workspace 2007: NO
Workspace 2010: YES, Search Connector
Shared folder: YES
SharePoint Workspace: YES
### Location of shared folders

<table>
<thead>
<tr>
<th>Location</th>
<th>Storage possible</th>
<th>Error Message</th>
</tr>
</thead>
<tbody>
<tr>
<td>All local drives</td>
<td>YES</td>
<td>NO (but the folder is created)</td>
</tr>
<tr>
<td>Local hard disk, Offline folders</td>
<td>NO</td>
<td>This folder cannot be synced, because he is on a remote drive</td>
</tr>
<tr>
<td>Network drive or other computer with Share</td>
<td>NO</td>
<td>This folder cannot be synced, because he is on a remote drive</td>
</tr>
<tr>
<td>Removable disk</td>
<td>NO</td>
<td>This folder cannot be synced, because he is on a removable disk</td>
</tr>
</tbody>
</table>
...the optimal offline client

**Only SharePoint Server 2010**

SharePoint Server 2010 Standard
SharePoint Server 2010 Enterprise
SharePoint Server 2010 Foundation*
SharePoint Online (Office 365)

**Synchronization**

Announcements
Pictures
Customized Reports
Form Templates
Shared Documents
**Ressources**
Links
Calendar
Team Discussion
WhereAboutUs
Sitepages

Microsoft SharePoint
Microsoft Office 365
...der optimale Offline Client

Nur SharePoint Server 2010

SharePoint Server 2010

SharePoint Server 2010

Foundation*

SharePoint Online (Office 365)
SharePoint Workspace - Synchronization

Office Upload Center

- automatically
- Open workspace – every 10 minutes
- Closed workspace – every 20 minutes

Optimization before Service Pack 1

**best Performance**: 
- Synchronization: <500 Documents in **one** workspace
- Flagged: <1800 Documents in **all** workspaces

**Flagged**: 
- >1800 Documents in **all** synch. workspaces.

**No** Synchronization.
Only when you try to open a document, the document will be synchronized.
If you have more than 7500 documents, you will receive a warning message in the backstage area.

If you have more than 10000 documents, you will receive a warning message in the backstage area.
### IRM: Information Rights Management

**IRM settings**

- Protection of the document
  - Read only
  - Copy
  - Print
  - Date

**Results in SharePoint Workspace**

- Word
- Excel
- PowerPoint

**IRM Bibliothek on SharePoint Server**

**IRM is set for individual documents stored in SharePoint Server 2010**

The Documents are synchronized and subject to the rights in the document access is granted.

**IRM is set for a SharePoint library on the SharePoint Server 2010**

Documents are **not** synchronized. If you set the IRM Level after first synchronization, you may have access to these documents in SharePoint Workspace 2010, but the documents **will not synchronize** with SharePoint Server 2010.
SharePoint Mobile

Devices:
- Windows Phone 6.5
- Windows Phone 7

Part of:
- Microsoft Office Mobile

Connection only with
- SharePoint Server 2010
- SharePoint Foundation 2010
- SharePoint Online (Office 365)
Agenda

- Historie
- SharePoint Workspace 2010 – P2P
- SharePoint Workspace 2010 – Offline Client
- Deployment
- Szenarios
- Tips and Tricks
- Groove Server 2010
Plan for SharePoint Workspace 2010

- Topology options for SharePoint Workspace 2010
- Network settings for SharePoint Workspace 2010
- Scalability and performance considerations
- Security considerations
- SharePoint Workspace user authentication
- Alternate access mapping
- SharePoint list and library actions and settings
- Search options
- SharePoint Workspace backup and recovery
SharePoint Workspace as a SharePoint-Client

Access documents and lists from SharePoint Server team members, Online and Offline
Plan of SharePoint Workspace 2010

SharePoint Workspace as a client for peer collaboration

Team members, which work online and Offline. Expansion of the team beyond the private network
Plan of SharePoint Workspace 2010

SharePoint Workspace and Groove Server for a managed System for collaboration.

Centralized management of peer collaboration. Team members, which work Online and Offline. Integration into active directory.
Review customization options for SharePoint Workspace 2010

- Control use of Groove workspaces
- Enable IPv6
- Prefer IPv4
- Remove legacy files and registry settings
- Prevent Windows Search crawling for SharePoint Workspace

Office Customization Tool (OCT)
Group Policy Preferences (GPP)
Agenda

- Historie
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- Tips and Tricks
- Groove Server 2010
Szenarios:

**Client outside the internal network**

- Access to the internal network
  - Yes: Client CAL
  - NO

- Tax consultant - client
- Associations, advertising agencies
- Small organizations
- Companies with field service
- All companies without any server

Microsoft SharePoint Workspace 2010
Szenarios:

- Field service
- Sales
- Customer Care
- All mobile users

With SharePoint Server 2010
### Tips & Tricks: Backup

**Often neglected: Backup**

**In general:**

Are there any other members in the various work areas and shared folders, it is sufficient, to **secure the account information** in order to regain access to all your data, however, **this process may take some time**. You cannot immediately access the data.

<table>
<thead>
<tr>
<th>SharePoint Workspace 2010</th>
<th>Beschreibung</th>
</tr>
</thead>
<tbody>
<tr>
<td>Groove workspace 2007</td>
<td>Use the archive function</td>
</tr>
<tr>
<td>Groove workspace 2010</td>
<td>Use the archive function</td>
</tr>
<tr>
<td>Shared folder</td>
<td>Use windows backup tools</td>
</tr>
<tr>
<td>SharePoint workspace</td>
<td>Backup on SharePoint Server</td>
</tr>
</tbody>
</table>
Integration of Communicator Client
Lync Client
Tips & Tricks: Synchronization Errors

workspace 2007
workspace 2010
shared folder
SharePoint workspace

the log file enlarged to big, if
• members > 3 weeks not online
• workspaces > 100 MB
• If you are not Online (SharePoint)

Unloading, re-invite
or new invite (SharePoint)
### Tipps & Tricks: Encryption

<table>
<thead>
<tr>
<th>workspace type</th>
<th>encryption Disk – File Data ¹</th>
<th>encryption Disk – non-File Data ²</th>
<th>encryption over the network ³</th>
</tr>
</thead>
<tbody>
<tr>
<td>SharePoint</td>
<td>NO ²</td>
<td>NO ²</td>
<td>NO ³</td>
</tr>
<tr>
<td>Groove workspace 2010</td>
<td>NO ²</td>
<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Groove workspace 2007</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Shared Folder</td>
<td>NO</td>
<td>YES (for example Chat)</td>
<td>YES</td>
</tr>
</tbody>
</table>

¹ This includes all documents and file tools, as well as attachments in other tools.
² Data on the hard disk may be encrypted using Windows Bitlocker.
³ Data flow between SharePoint Server and SharePoint Workspace may be encrypted using SSL Encryption.
**Tipps & Tricks: GrooveClean.exe**

**Synchronization-problems:**

*First, you have to end completely SharePoint Workspace 2010 Enter into the command line:*

```
Clean C:\Program Files\Microsoft Office\Office14\Groove.exe /clean
Deletes temporary data
```

```
Clean /ALL C:\Program Files\Microsoft Office\Office14\Groove.exe /clean /all
Deletes temporary data and all Groove / SharePoint data:

- Your account, news, workspaces, contacts, and so on.
- Some parts, such as messages **cannot** be restored, even if you have replicated /synchronized them with another computer (with the same account)
- You should not use this option for diagnostic purpose.
This is really the last option
```
Groove Server

Managing SharePoint Workspace user accounts
Administrative and operational tools, guidelines, configuration, reports

Active Directory

WAN communication service
Presence information
news services
E-Mail invitation
Approve
Communications-Manager
workspaces 2007/2010
Account – Single Sign On
Location of shared folders
Deleting workspaces
Search
Offline Client
Synchronization
Optimizing workspace Storage
Information Rights Management
SharePoint Mobile
Planning and Deploying
Group policies
Configuration

http://bit.ly/i0sHu5
http://bit.ly/iVhC3z
http://bit.ly/jQZm4t
http://bit.ly/kwgVW0
http://bit.ly/kFNI9o
http://bit.ly/k1PCAF
Backup
SharePoint Workspace versus Groove
Office 365 and SharePoint Workspace
Firewall Warning
Lync Integration
Licensing
Groove Server 2010
Synchronization-Errors
no Synchronization
Offline-folders versus SharePoint WS
Be careful with Offline-Files
How to set an Account on 2\textsuperscript{nd} PC
Encryption
Deleting files
Groove Server 2010

http://bit.ly/joGX0F
http://bit.ly/iT7ZWD
http://bit.ly/k0jHKj
Danke
Thank you