



# SharePoint 911

Is cool

# Watch out for the c: drive

- Usage logs
  - IIS logs
  - Diagnostic logs
  - Index file?
- 
- Running out of drive space is very, very bad
    - On the SQL server it is a disaster

# Be weary of developers

- Only accept solution packages
- Control your web.config files
  - Code in the GAC = Scary
  - Trust Level = Full = Very scary

# Take care of your SQL databases

- How are your transaction logs
- Maintenance plan:
  - Integrity checks
  - Rebuild or Reorganize the indexes
  - Backup the database of course
  - Don't unnecessarily shrink databases
- SQL disk IO is most common performance issue
  - Consider pregrowing databases

# Some light SQL reading

- Things you can do
  - <http://support.microsoft.com/kb/932744>
- Things you shouldn't do
  - <http://support.microsoft.com/kb/841057>
- Database maintenance white paper
  - <http://office.microsoft.com/download/afile.aspx?AssetID=AM102632301033>

# Usage Reporting

- WSS provides simple reporting
- MOSS can add some flare with SSP
  - Must enable advanced usage reporting
  - Search reporting very powerful
- No way to automatically export/retain these reports out of the box. Makes trending very difficult/manual.

# WSS Site Usage Report

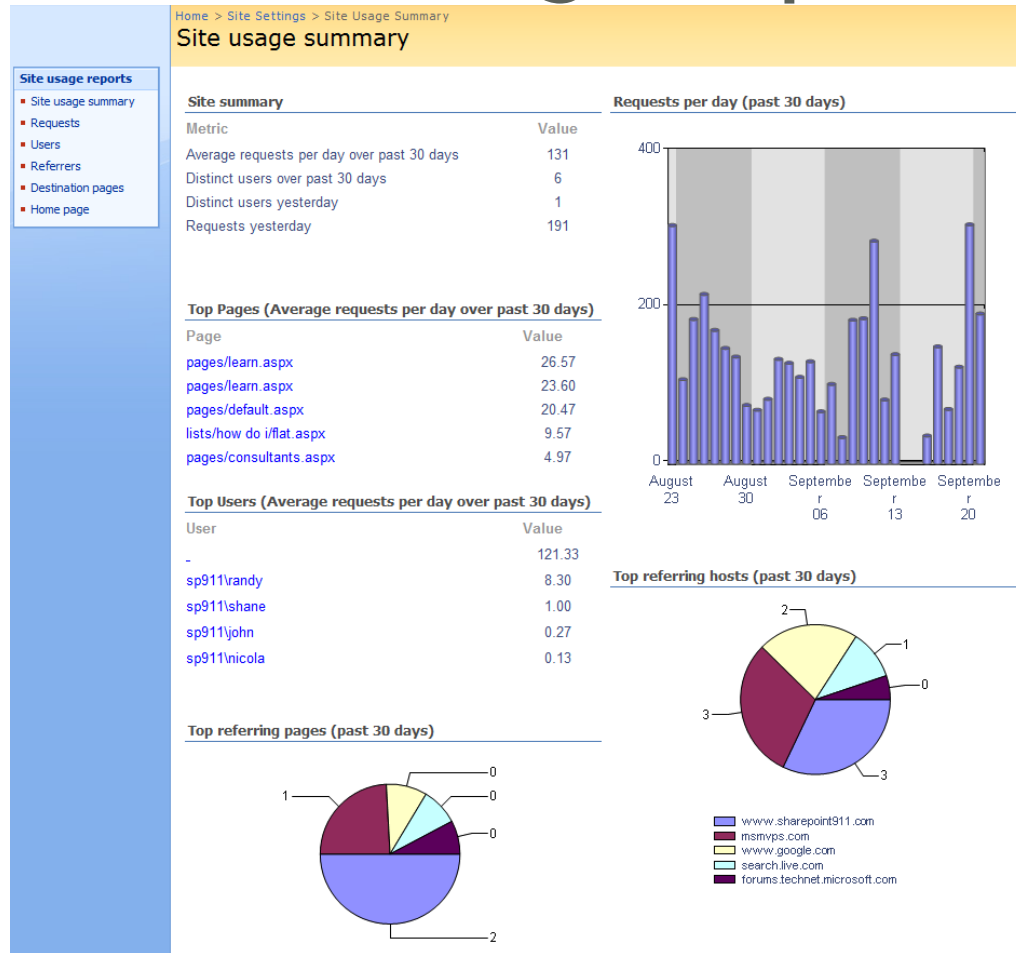
Home > Site Settings > Site Usage Report

## Site Usage Report

Use this page to view a detailed usage report for this Web site. The report does not include data for sites under this Web site. To see detailed data for these sites, see their correspondin

Select Report:	Page	Month Summary	Go!
Page	Folder	Total Hits	Recent Month
login.aspx		17	3
custom_activex_override.js	_catalogs/masterpage	9344	1715
pagefromdodayout.aspx	_catalogs/masterpage	7	1
sp911 one column.aspx	_catalogs/masterpage	1	1
sp911 two column.aspx	_catalogs/masterpage	8	8
sp911v2.master	_catalogs/masterpage	6	3
articlebodyonly.png	_catalogs/masterpage/en-us/preview images	3	3
articelinks.png	_catalogs/masterpage/en-us/preview images	1	1
blankwebpartpage.png	_catalogs/masterpage/en-us/preview images	1	1
defaultpagelayout.png	_catalogs/masterpage/en-us/preview images	1	1
welcomelinks.png	_catalogs/masterpage/en-us/preview images	1	1
my-sub.aspx	_catalogs/masterpage/forms	18	14
allitems.aspx	_catalogs/wp/forms	2	2
editform.aspx	_catalogs/wp/forms	1	1

# MOSS advanced usage reporting



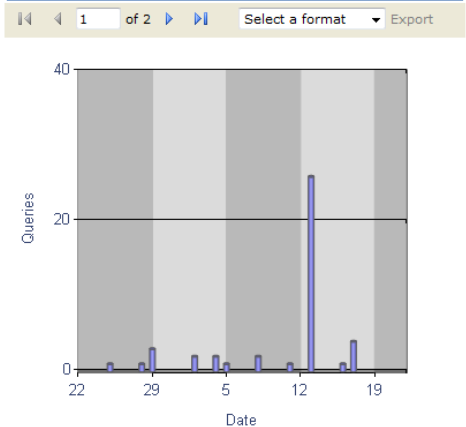
# MOSS search reporting

Shared Services Administration: SharedServices2 > Search Administration > Queries report

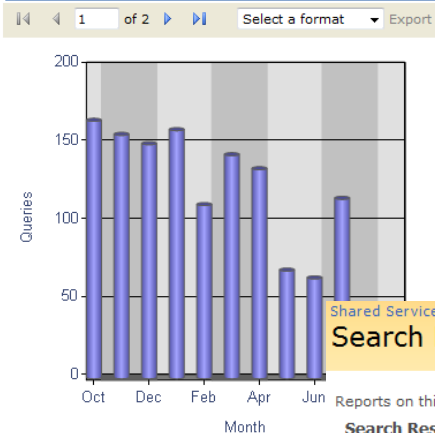
## Search Queries Report

Tip: On the graphical reports, click on the arrow to go to page two to see a tabular view of the same data.

Queries Over Previous 30 Days



Queries Over Previous 12 Months

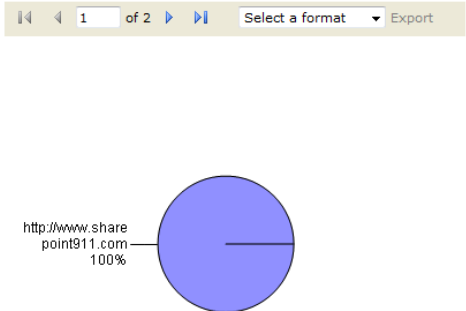


Shared Services Administration: SharedServices2 > Search Administration > Results report

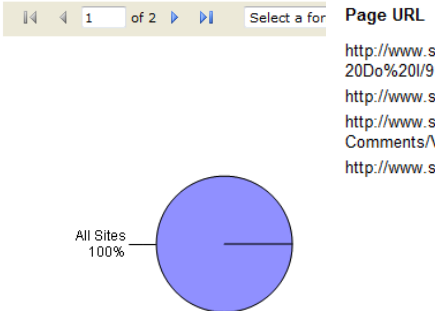
## Search Results Report

Reports on this page display data from the previous 30 days.

Top Query Origin Site Collections Over Previous 30 Days



Queries Per Scope Over Previous 30 Days



Search Results Top Destination Pages

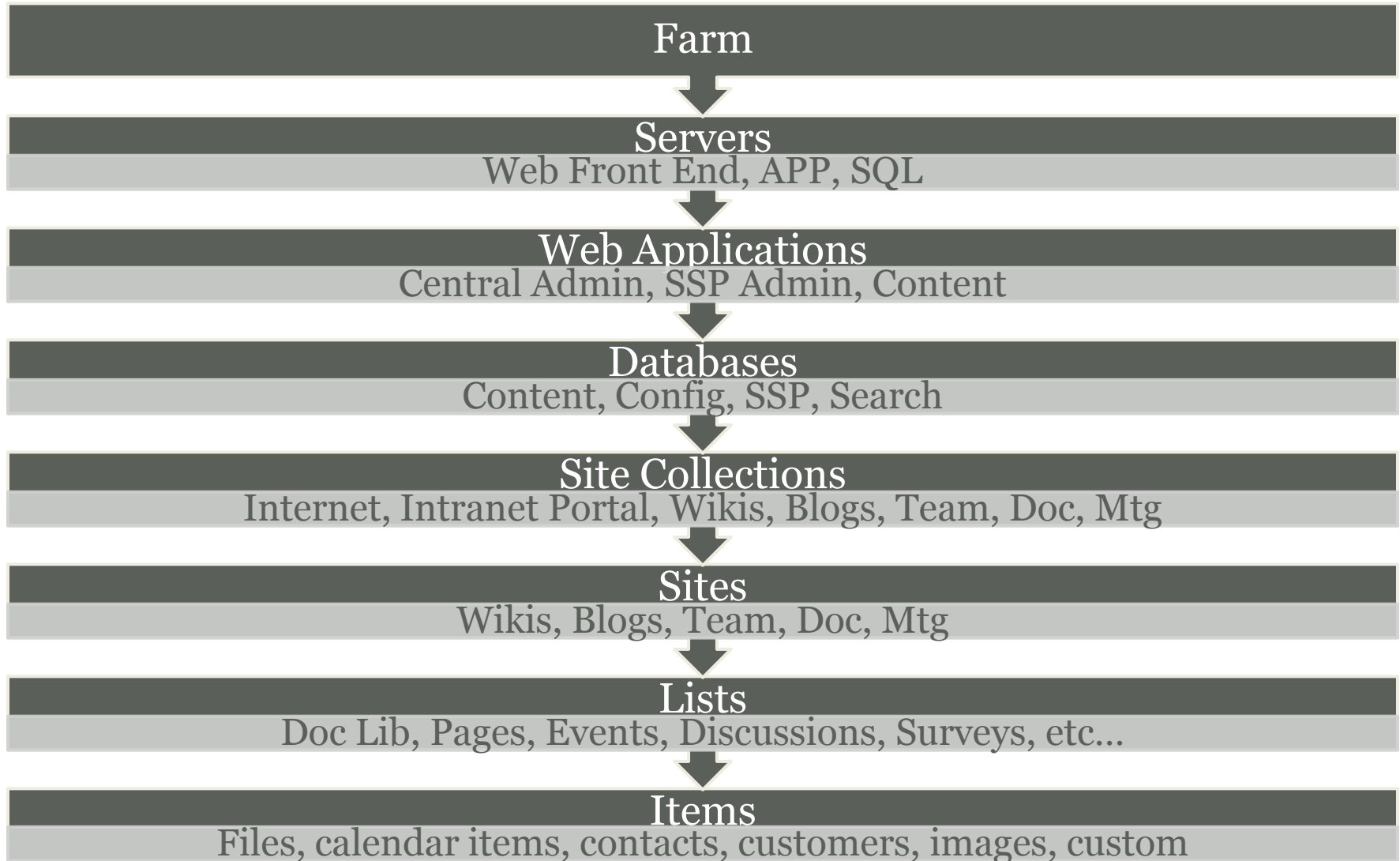
Page URL	Clicks
http://www.sharepoint911.com/Lists/How%20Do%20I%20_000	1
http://www.sharepoint911.com/blogs/shane	1
http://www.sharepoint911.com/blogs/john/Lists/Comments/ViewComment.aspx?ID=2	1
http://www.sharepoint911.com/blogs/john	1

Queries With Zero Results

Query	Scope	Occurrences
<a href="#">owssupp dll</a>	All Sites	1
<a href="#">topology</a>	All Sites	1
<a href="#">jobs</a>	All Sites	1
<a href="#">include domain name</a>	All Sites	1
<a href="#">webdav mac</a>	All Sites	1
<a href="#">group e-mail</a>	All Sites	1
<a href="#">group e-mail addresses</a>	All Sites	1
<a href="#">group e-mail addresses sharepoint</a>	All Sites	1
<a href="#">bandit</a>	All Sites	1
<a href="#">careers</a>	All Sites	1
<a href="#">employment</a>	All Sites	1



# 3<sup>rd</sup> Party Reporting



# Why are site collections so important?

- Separation of security
- Level of ownership and Administration
- Can have quotas
- Smallest unit for controlling storage database
- Sharing between sites confined to
- Level of backup

# Site creation

- You must have a strategy in place
  - Create site vs. site collection
  - What is the process? Is their approval?
  - Where does the site get created?
  - How will you audit after the fact?
  - How will you ensure consistency?
- Find the balance between too rigid you make SharePoint unusable and too wide open you make SharePoint a chaotic mess.

# Options for content management

- STSADM –o export/import for moving sites
  - SharePoint Designer can do this for you with a GUI
- STSADM –o backup for site collections/farm
- Manage content and structure – MOSS only
- Content Deployment – MOSS Only
  - Move entire site collection or less
  - Can be automated
  - Look to infrastructure update for stability

# More options

- Save site as template
  - 10 MB limit by default expand to 500 MB
    - `Stsadm -o setproperty -pn max-template-document-size -pv 524288000` (be careful)
  - Can be deployed globally
    - `Stsadm -o addttemplate -filename YourFile.stp -title YourTitle -description YourDesc`
  - Doesn't save security
- Save list as template
  - No global option

# Managing Permissions

- Easy to maintain
  - Use SharePoint Groups or AD Groups directly
- Hard to audit
  - Out of the box no tools for holistic view of security
- Don't over look Policy for Web application in Central Admin



# Add Users

## Web Application

Web Application:

## Zone

The security policy will apply to requests made through the specified zone.

Zone:  
(All zones)

## Choose Users

You can enter user names, group names, or e-mail addresses. Separate with semi-colons.

Users:



## Choose Permissions

Choose the permissions you want these users to have.

Permissions:

- Full Control - Has full control.
- Full Read - Has full read-only access.
- Deny Write - Has no write access.
- Deny All - Has no access.

## Choose System Settings

System accounts will not be recorded in the User Information lists unless the account is directly added to the permissions of the site. Any changes made by a system account will be recorded as made by the system instead of the actual user account.

Account operates as System

< Back

Finish

# What is your governance plan?

- Almost always overlooked
- Two types
  - IT Governance
  - Portal Governance
- How do I get started?
  - <http://technet.microsoft.com/en-us/office/sharepointserver/bb507202.aspx>
  - Governance Training
    - <http://www.tedpattison.net/courses/spg301.aspx>



SHAREPOINT911

THE SHAREPOINT AUTHORITY

# SharePoint911

- SharePoint911 was established in 2004 to draw on Shane Young's extensive experience with systems administration and with consulting for clients on SharePoint issues. Over the past several years, SharePoint911 has expanded and evolved. While our ability to respond quickly to specific needs makes us unique, we also offer comprehensive consulting services. Not only do we have extensive, real world experience, but our consultants also teach, write about, and speak on various SharePoint topics.

*We truly are “The SharePoint Authority.”*

<http://www.sharepoint911.com>