

Video Name	Abstract	Duration	Category
Creating a SharePoint 2013 subsite	This video shows how to create a new SharePoint 2013 subsite.	1:40	Site Administration
Creating a Document library	This video shows how to create a documents library that is used to store documents.	1:08	Libraries and Documents
Creating a Custom list	This video shows how to create a custom list. A custom list is used to create a list from scratch when no other out-of-the-box list template would work for your present need.	1:55	Lists and List Items
Creating a Tasks list	This video shows how to create a tasks list that can hold team related tasks.	1:21	Lists and List Items
Working with Quick Launch menu	This video shows how to configure the quick launch menu.	1:36	Lists and List Items
Creating a Contacts list	This video shows how to create a contacts list which can be used to hold contact names.	1:37	Lists and List Items
Creating an Issues list	This video shows how to create an issues list which can be used to manage a set of issues.	1:49	Lists and List Items
Creating a Discussion Board	This video shows how to create a discussion board type of list which can be used to hold discussion threads among colleagues.	1:16	Lists and List Items
Creating a Links list	This video shows how to create a links list that can hold links to internal and external data.	1:23	Lists and List Items
Creating an Announcements list	This video shows how to create an announcements list to hold site based announcements.	1:15	Lists and List Items
Creating a Calendar list	This video shows how to create a calendar list that can be used to store events. It can be shown in a calendar view or events list view.	1:38	Lists and List Items
Creating a list Item	This video shows how to create a new list item.	1:51	Lists and List Items
Editing an item in a list	This video shows how to edit an existing list item.	1:15	Lists and List Items
Deleting items from a list	This video shows how to delete an existing list item sending it to the recycle bin.	1:18	Lists and List Items
Restoring items from the Recycle Bin	Recycle bin holds items that have been deleted by site members. This video shows how to restore items from the recycle bin.	1:26	Site Administration
Copying content from spreadsheet into a list	This video shows how you can take content from a spreadsheet and easily copy it into a list	2:00	Lists and List Items
Creating a web page	This video shows how to create a web page to hold your content.	2:00	Web Pages
Editing a web page	This video shows how to edit an existing web page.	1:52	Web Pages
Checking out a web page for editing	This video shows how to check out a web page for editing.	1:58	Web Pages
Working with images on web pages	Site members can upload and configure images on SharePoint web pages. This video shows how to work with images on a web page.	1:51	Web Pages
Working with tables on web pages	Site members can create tables in SharePoint web pages. This video shows how to work with tables on a web page.	1:46	Web Pages
Linking to other site content	Dynamic links can be created to link to other content on the SharePoint site. This video shows how you can make a link in a web page to link to other content on the site.	1:39	Web Pages

Video Name	Abstract	Duration	Category
Restoring an older version of the web page	Each SharePoint web page is versioned automatically. This video shows how to restore an older version of the page.	1:34	Web Pages
Change the layout of a web page	This video shows how to change the layout of a web page.	1:04	Web Pages
Changing permissions for a web page	This video shows how you can change security permissions for a web page.	1:37	Web Pages
Make a page the home page of the site	This video shows how you can make a web page the default home page for the site.	1:11	Web Pages
Adding lists and libraries to web pages	This video shows how you can add lists and libraries on a web page.	1:57	Web Pages
Deleting a web page	This video shows how to delete a web page.	0:46	Web Pages
Recovering a deleted web page	This video shows how to restore a deleted web page from the recycle bin.	1:05	Web Pages
Navigating the mobile view of a site	This video shows how to navigate the mobile web pages of a SharePoint site.	1:21	Web Pages
Email a link to a web page	This video shows how to send a link to a web page via email.	0:52	Web Pages
Setting up alert notifications for pages	This video shows how to configure alert notifications so you get an email when information on a web page changes.	0:47	Web Pages
Open a web page in maintenance view to fix issues	This video shows how open the web page in maintenance view through which you can see the internal content of the page and fix any issues by a web part	0:48	Web Pages
Upload a document to a library	This video shows how to upload a document to a library.	0:40	Libraries and Documents
Upload multiple documents to a library	This video shows how to upload multiple documents to a library by using the drag and drop functionality.	0:44	Libraries and Documents
Email a link for a library	The easiest way to point someone to a document is to send them a link to it. This video shows how you can send a link to a document.	0:27	Libraries and Documents
Checking out a document from the library	This video shows how the checking out process works.	1:12	Libraries and Documents
Checking in a document to the library	This video shows how to check in an already checked out document.	0:42	Libraries and Documents
Discarding check out for a document	This video shows how to discard a check out for a document.	0:31	Libraries and Documents
Creating an Issues list	This video shows how to create an issues list which can be used to manage a set of issues.	1:23	Lists and List Items
Managing Site Features	This video shows how a site owner can manage Site Features.	1:14	
Configuring Regional Settings	This video shows how a site owner can configure Regional Settings of a site.	1:35	
Connecting the Contacts list to Outlook	This video shows how to connect the contacts list to appear in Outlook.	1:08	Connecting to Office Applications
Creating a list by importing a spreadsheet	This video shows how to create a list based on data in a spreadsheet.	1:26	Lists and List Items

Video Name	Abstract	Duration	Category
Overlaying multiple calendars	This video shows the functionality to overlay multiple calendars which provides a unified view of events from different locations.	1:11	Lists and List Items
Changing the column type of a library	This video shows how to change the column type of a library	1:04	Libraries and Documents
Creating an Asset library	This video shows how to create an asset library that is used to store site assets such as system pictures.	1:24	Libraries and Documents
Creating a Picture library	This video shows how to create a picture library that is used to store pictures uploaded by site members.	1:21	Libraries and Documents
Setting titles and descriptions of lists	This video shows how to set titles and descriptions of lists.	0:47	List Settings
Enable management of content types for lists	This video shows how to manage content types in a SharePoint list.	0:58	List Settings
Enable creating folders in a list	This video shows how to enable creating folders in a list.	1:10	List Settings
Enabling ratings for lists	This video shows how to setup a rating system so each item in a list can be rated by the user.	1:32	List Settings
Adding a column to a list	This video shows how to create a new column in a list.	1:46	Lists and List Items
Deleting a column from a list	This video shows how to delete an existing column from a list.	1:06	Lists and List Items
Sort and filter information in a list	This video shows how to sort and filter information in a list.	1:33	Lists and List Items
Deleting a list	This video shows how to delete a list and send it to the recycle bin.	1:10	List Settings
Creating a new view for a list	This video shows how to create a new view for a list.	1:45	List Settings
Setting library title and description	This video shows how to set title and description for a library.	0:58	Library Settings
Setting list title and description	This video shows how to set title and description for a list.	0:59	List Settings
Adding a library to the Quick Launch	This video shows how to add a link to a library on the quick launch menu.	1:09	Web Pages
Adding a list to the Quick Launch	This video shows how to add a link to a list on the quick launch menu.	1:05	Web Pages
Enabling content types for a library	This video shows how to enable management of content types in a library.	1:27	Library Settings
Set validation settings for a library	A validation check can be applied against a column to check for certain rules. This video shows how to setup validation settings for a library.	1:31	Library Settings
Configuring ratings for documents in library	This video shows how to setup a rating system so each item in a library can be rated by the user.	1:12	Library Settings
Adding a column to a library	This video shows how to create a new column in a library.	1:21	Libraries and Documents
Creating a new view for a library	A view of a library shows the library content in a certain pre-configured way. This video shows how to create a new view for a library.	1:36	Library Settings
Deleting a library	This video shows how to delete a library and send it to the recycle bin.	0:55	Library Settings
Export SharePoint list data to Excel	This video shows how to export list data to Excel spreadsheet.	1:18	Lists and List Items



## End User SharePoint 2013 Videos List

Video Name	Abstract	Duration	Category
Open SharePoint list data with Access	This video shows how to open a SharePoint list in Access.	1:39	Connecting to Office Applications
Connecting a task list to Microsoft Outlook	This video shows how to connect the task list to appear in Outlook.	1:37	Connecting to Office Applications
Connecting a discussion list to Microsoft Outlook	This video shows how to connect the discussion list to appear in Outlook.	1:33	Connecting to Office Applications
Connecting a document library to Microsoft Outlook	This video shows how to connect the document library to appear in Outlook.	1:48	Connecting to Office Applications
Connecting a calendar list to Microsoft Outlook	This video shows how to connect a calendar list to appear in Outlook.	0:56	Connecting to Office Applications
Changing the look and feel of your site	This video shows how to create a SharePoint theme using the browser.	1:45	Web Pages
Creating a publishing site	This video shows how to create a publishing site using the browser.	0:47	Web Pages
Editing a publishing page	This video shows how to edit content on a publishing page	1:55	Web Pages
Saving and checking in a publishing page	This video shows how to save and check in a publishing page	0:51	Web Pages
Configuring site columns	This video shows how to configure site columns.	1:47	Site Administration
Publishing a web page	This video shows how to publish a publishing page and make it live	0:34	Web Pages
Creating a new publishing page	This video shows how to create a new publishing page	0:42	Web Pages
Changing the page layout of a publishing page	This video shows how to change the page layout of a publishing page.	1:51	Web Pages
Checking for unpublished items on a page	This video shows how you can check to see if you have any unpublished items on your page	1:41	Web Pages
Running a spell check on your page	This video shows how to run a spell check on your web page to fix spelling errors	0:45	Web Pages
Editing properties of a web page	This video shows how to edit properties and metadata of a web page	1:41	Web Pages
Configuring the tree view for a site	This video show how to configure tree view navigation for the site.	1:16	Site Administration
Configuring the top link bar	This video shows how to configure the top link bar.	1:16	Web Pages
Deleting a site	This video shows how to delete a site.	1:40	Site Administration
Adding users to a site	This video shows how to add users to a site.	1:19	Site Administration
Remove users from a site	This video shows how to remove users from a site.	1:23	Site Administration
Editing permissions for a user group	This video shows how to edit the permission level for a user group.	1:07	Site Administration
Create a new SharePoint user group	This video shows how to create a new user group.	1:35	Site Administration
Save a site as a template	This video shows how to save a site as a template. This template can then be used to create a new site.	1:08	Site Administration
Create a new site using a site template	This video shows how to use a site template to create a new site.	1:24	Site Administration
Change a site logo	This video shows how to change a site's logo.	0:58	Site Administration
Move a document from one library to another	This video shows how to move a document from one library to another on the site.	1:00	Libraries and Documents
Creating a Promoted Links list	This video shows how to create a promoted links list to display featured links on a site.	1:45	Lists and List Items



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Video Name	Abstract	Duration	Category
Setting up the versioning settings in a library	This video shows how to setup versioning for documents in a library.	1:22	Libraries and Documents
Creating a new version of a document	This video shows how to create a new version of a document in a library.	1:21	Libraries and Documents
Viewing all site content	This video shows how to view all of the content for a site.	0:45	Site Administration
Using site search	This video shows how to use Search to search for information.	1:23	Web Pages
Sharing documents through MySite	This video shows how to use a MySite.	1:28	Web Pages
Following content and people to track updates	This video shows how to Follow an object to keep track of updates.	1:01	Web Pages
Using the newsfeed of the site	This video shows how to use the newsfeed on a site	1:30	Web Pages
Creating a blog site	This video shows how to create a SharePoint blog site	0:53	Web Pages
Posting to a blog using the browser	This video shows how to post a blog entry using the browser	1:00	Web Pages