

# **Microsoft**

77-886 Exam

**SharePoint 2010** 

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### Simulation

Some items in this exam use a <u>simulation</u> 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.

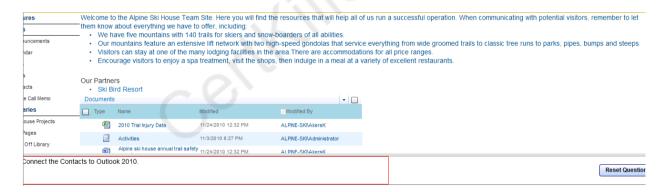
## **Exam Time**

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

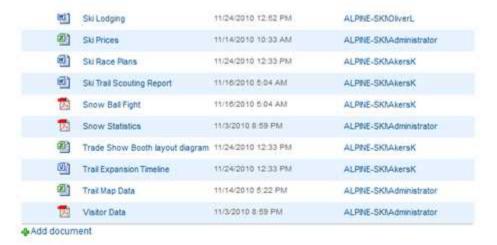
#### **Unscored Items**

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



Libraries	Туре	Name	Modified	Modified By
Ski House Projects	<b>a</b>	2010 Trial Injury Data	11/24/2010 12:32 PM	ALPINE-SKNAkersK
Site Pages		Activities	11/3/2010 8:27 PM	ALPINE-SK/\Administrator
Drop Off Library	<b>@</b> )	Alpine ski house annual trail safel	y 11/24/2010 12:32 PM	ALPINE-SKNAkersK
Slide Library Press Releases	<b>@</b> )	Alpine Ski House Letterhead	11/24/2010 12:32 PM	ALPINE-SK/\AkersK
Lodging		Alpine Ski House Organizational	11/24/2010 12:32 PM	ALPINE-SKNAkersK
Search	P	Chart 2010 Alpine Ski House Seasons	12/09/2010 7:01 AM	ALPINE-SK/\Administrator
Ski House Wiki	<b>P</b>	Holiday Menu	11/24/2010 12:33 PM	ALPINE-SKNTinaG
		Holiday Tree Sales	11/3/2010 8:27 PM	ALPINE-SKNAdministrator
	<b>e</b>	Lodging Survey Results	11/24/2010 12:44 PM	ALPINE-SKNAkersK
		Marketing Budget Plan	11/24/2010 12:44 PM	ALPINE-SK/\(\text{AkersK}\)
	<b>(E)</b>	Marketing Event Flyer	11/24/2010 12:44 PM	ALPINE-SKNAkersK
	<b>(E)</b>	Photos From The Chalet	12/9/2010 5:42 AM	ALPINE-SKNAdministrator
	(E)	Poster Advertising Senior Citizens Ski Event	11/24/2010 12:33 PM	ALPINE-SKNAkersK
		Ski Document	11/3/2010 8:58 PM	ALPINE-SKNAdministrator
		Ski Instruction Class	12/10/2010 7:26 PM	ALPINE-SKIAdministrator
	75	Ski Lift Project Poster	11/3/2010 8:58 PM	ALPINE-SKIAdministrator
	<b>(4)</b>	Ski Lodging	11/24/2010 12:52 PM	ALPINE-SKNOWerL
	<b>(2)</b>	Ski Prices	1U14/2010 10:33 AM	ALPINE-SKINAdministrator
	<b>a</b>	Sid Race Plans	11/24/2010 12:33 PM	ALPINE-SKNAkersK
	<b>a</b>	Ski Trail Scouting Report	11/16/2010 5:04 AM	ALPINE-SKI\AkersK
	7	Snow Ball Fight	11/16/2010 5:04 AM	ALPINE-SKNAkersK



Connect the Contacts to Outlook 2010

**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



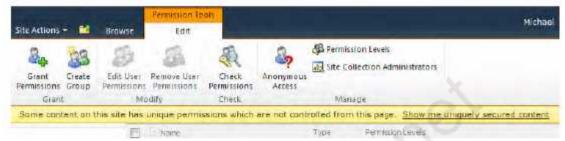
Step 1: Click Site Pages

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.

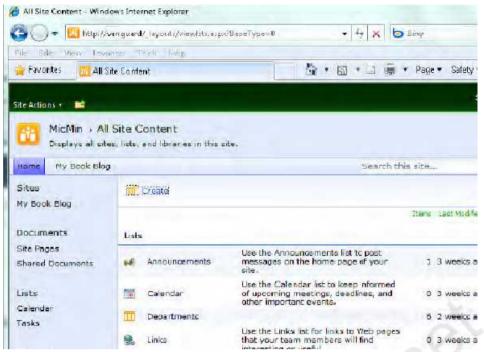
# Question: 3



Answer:

Step 1: Click Site Pages

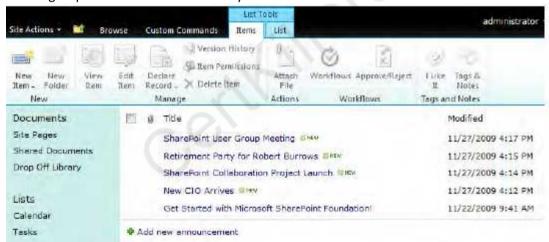
Step 2: Choosing View All Site Content from the Site Actions.



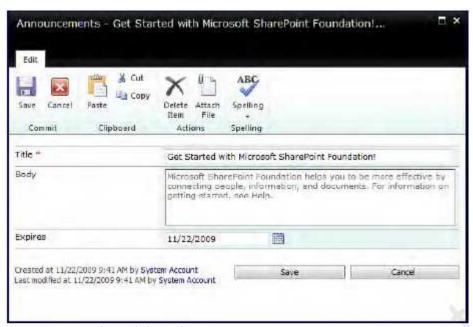
Step 3: Click Announcements.

#### Note:

Since you want to add a new announcement, you need to display the Items ribbon in the List Tools ribbon group. The Items ribbon allows you to add new items as well as edit and delete items.



Step 4: Click New Item in the New group to add another announcement (or click Add new announcement). This action opens the edit dialog for the list item, letting you supply the column values for a new item in the list using the same dialog as shown below.



Step 5: Enter Title: Holiday Sales.

Set body to: In stock.

Set Expires to: June 30, 2011.

Step 6: Click Save.

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