



Consulting and Training | Reach New Heights

Course Name

Developing SharePoint InfoPath Forms

Sector Name

Information Technology

Document Type

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Developing SharePoint InfoPath Forms

Course Introduction

The Developing SharePoint InfoPath Forms Training Course is designed for IT professionals, developers, and business analysts who want to create custom forms and automate workflows within SharePoint environments. SharePoint InfoPath forms are essential for capturing, managing, and integrating data across organizational processes efficiently.

This course covers key topics such as form design, data connections, workflow integration, and SharePoint customization, enabling participants to build dynamic forms that streamline business operations. Learners will explore how to create responsive forms, implement validation rules, and automate approval processes to reduce manual effort and improve productivity.

Participants will also gain practical experience in data integration, form publishing, and managing user access, ensuring secure and effective use of SharePoint forms. The training emphasizes best practices in form design, workflow automation, and enhancing collaboration within teams and departments.

Additionally, the course covers troubleshooting techniques, performance optimization, and integrating InfoPath forms with other SharePoint services, allowing organizations to maximize efficiency and maintain data accuracy. Learners will understand how to enhance team collaboration and improve organizational workflow through intelligent form design.

This program is ideal for SharePoint developers, business analysts, IT professionals, and office automation specialists seeking to enhance their skills in building and managing InfoPath forms and workflows

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Target Audience

- ✓ Cloud Computing Engineer
- ✓ Computer Network Specialist
- ✓ Computer Support Specialist
- ✓ Database Administrator
- ✓ Information Technology Analyst
- ✓ Information Technology Leadership
- ✓ Information Security Specialist
- ✓ Software/Application Developer
- ✓ Web Developer
- ✓ Technology sales consultant

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Developing SharePoint InfoPath Forms

Learning Objectives

- ✓ Efficiently generate customized forms for rapid deployment on SharePoint.
- ✓ Incorporate interactive elements into intricate forms without the need for coding.
- ✓ Enhance form functionality by implementing Quick Rules for added intelligence.
- ✓ Design and customize SharePoint list forms in InfoPath to match specific requirements.
- ✓ Effectively gather external data and seamlessly convert Office forms into InfoPath.

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Developing SharePoint InfoPath Forms

Course Outline

✓ Day 01

Module 1: Introduction to InfoPath

- ✓ Leveraging InfoPath forms in your organization
- ✓ Defining the benefits and functionality
- ✓ InfoPath Designer
- ✓ Forms Services
- ✓ InfoPath Filler
- ✓ Centralizing data collection for business processes
- ✓ Replacing disparate forms throughout your organization
- ✓ Exploring SharePoint lists and libraries
- ✓ Submitting results to SharePoint

Module 2: Designing InfoPath Forms

- ✓ Customizing form templates
- ✓ Extending templates to meet business requirements
- ✓ Adding input controls to enhance the user experience
- ✓ Setting default values in fields or controls
- ✓ Creating new forms from scratch
- ✓ Defining page layout with tables
- ✓ Building user-friendly forms
- ✓ Applying a consistent look and feel
- ✓ Adding repeating tables for many values

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Course Outline

✓ Day 02

Module 3: Enabling Dynamic Form Interaction

- ✓ Verifying user input based on business rules
- ✓ Configuring control properties
- ✓ Applying Quick Rules for easy validation without code
- ✓ Validating fields with range, required and format conditions
- ✓ Conditionally formatting fields
- ✓ Changing background colors or fonts
- ✓ Hiding form sections in response to user actions
- ✓ Building robust cascading drop-down lists
- ✓ Executing a query from an action rule
- ✓ Defining form actions
- ✓ Dynamically setting the value of a field
- ✓ Querying and submitting data
- ✓ Loading data with a Change Action
- ✓ Setting field properties to read-only

Module 4: Accessing External Information

- ✓ Retrieving data from multiple sources
- ✓ Integrating data with the Data Connection Wizard
- ✓ Connecting to data sources and SharePoint lists

- ✓ Populating a control with SQL Server Data
- ✓ Creating a user interface for business data
- ✓ Modifying information inside an InfoPath form
- ✓ Submitting changes to the data source
- ✓ Loading a repeating table with data

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Course Outline

✓ Day 03

Module 5: Publishing Forms to SharePoint

- ✓ Replacing default SharePoint forms
- ✓ Submitting to a document library
- ✓ Substituting a list default form with an InfoPath form
- ✓ Sending a form to SharePoint as a content type
- ✓ Assessing deployment options
- ✓ Promoting items to a form library to extend reporting
- ✓ Utilizing administrator-approved templates for complex forms containing custom code
- ✓ Deploying InfoPath forms
- ✓ Replacing SharePoint lists with InfoPath forms
- ✓ Making new form libraries with form templates
- ✓ Creating content types based on forms
- ✓ Adding Web Parts to a page to display forms

Module 6: Enhancing Business Processes with Workflow

- ✓ Initiating workflow actions
- ✓ Building a form to trigger a workflow
- ✓ Adding a workflow to a form library
- ✓ Integrating e-mail and tasks

- ✓ Coordinating and delegating tasks to information workers
- ✓ Embedding the People Picker into forms
- ✓ Establishing conditional rules
- ✓ Directing workflow actions with form fields
- ✓ Generating task assignments based on form data

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Confirmed Sessions

FROM	TO	DURATION	FEES	LOCATION
May 23, 2027	May 27, 2027	5 days	4250.00 \$	KSA , Riyadh
Aug. 3, 2026	Aug. 7, 2026	5 days	4250.00 \$	UAE , Dubai
March 29, 2027	April 2, 2027	5 days	4950.00 \$	Italy , Milan
Dec. 21, 2026	Dec. 25, 2026	5 days	4250.00 \$	UAE , Dubai

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