

## **1.0 OPERATION MANUAL SPECIFICATIONS**

### **1.1 Scope**

The Main Contractor shall provide an Operation Manual covering the work of the Civil Contract and all Nominated Sub-contracts. Operation Manual shall also be provided by the various equipment suppliers and Nominated Sub-Contractors for integration into the Main Contractor's manual.

### **1.2 General**

The Operation Manual shall be an essential part of the equipment supplied under this Contract. The supply and delivery of equipment will be regarded as incomplete until the draft Operation Manual is submitted and approved. Draft Operation Manual with the content specified shall be submitted in the format specified by Goulburn Valley Water (GVW). GVW has developed Operation Manual templates for use by the Main Contractor, Nominated Subcontractors and equipment suppliers.

#### **1.2.1 Definitions:**

The term contractor shall be read as meaning the Main Contractor, unless specifically noted otherwise throughout this section of the Specification.

#### **1.2.2 Submission of Draft Copy of Manuals**

1.2.2.1 Within 21 days prior to the commencement of commissioning of the Works the Contractor shall provide to the Superintendent for approval, one (1) digital copy of the draft Operation Manual for all items, or groups of similar items of equipment supplied under the Contract.

# Msoffice 2007 Operational Manual Format

**Tony Smith, Seth Bates**



## **Msoffice 2007 Operational Manual Format:**

**Administrator's Guide to Microsoft Office 2007 Servers** J. Peter Bruzzese, Ronald Barrett, 2007-12-20 Explore the features the installation and the configuration of these seven new servers and gain a conceptual understanding of how your users will be working with them Forms Server 2007 Groove Server 2007 Communications Server 2007 PerformancePoint Server 2007 Project Portfolio Server 2007 Project Server 2007 SharePoint Server 2007 for Search Along with the release of Windows Vista and the revamped suite of Office 2007 products Microsoft has released a line up of new servers Exchange Server 2007 and SharePoint Server 2007 are two of the major players but there are also seven additional Office 2007 Servers of which you may not be aware that can add productivity to your environment in a variety of ways Each of the seven servers is unique and requires distinct assessment to determine if your company can benefit from any given server This book provides you with the knowledge you need to determine the use of each server the prerequisites and procedures of server installation the post installation configuration options so you can set it and forget it and finally a look at the client side applications that interact with the new servers Detailed information on how to Install each of the seven Office 2007 Servers including both standalone and server farm installation Handle post installation configuration options for each of the seven Office 2007 Servers Create InfoPath forms to post to your InfoPath Forms Server Work with the Groove client once your Groove Servers are in place Communicate more efficiently within your company using a Communications Server and the new Communicator 2007 client Handle larger projects through Project Professional 2007 with your new Project Server and Project Portfolio Server Understand Business Intelligence BI in order to manage your company's future through PerformancePoint Server Improve your ability to search for content through your SharePoint Server for Search J Peter Bruzzese is an independent consultant and trainer for a variety of clients including CBT Nuggets New Horizons and ONLC com Over the past ten years Peter has worked for with Goldman Sachs CommVault Systems and Microsoft to name a few He focuses on corporate training and has had the privilege of working with some of the best trainers in the business of computer education In the past he specialized in Active Directory and Exchange instruction as well as certification training Peter is a contributor to Redmond Magazine WindowsITPro magazine and several tech sites and a speaker for the MCP TechMentor Conferences Ronald Barrett is the director of information technology for an accounting and financial services firm while also serving as chairman for the Technology Executive Committee for CPAmerica a national CPA network consisting of 15 000 professionals *SharePoint 2007 User's Guide* Tony Smith, Seth Bates, 2007-04-30 Microsoft Office SharePoint Server 2007 and Windows SharePoint Services 3.0 is the next generation of Microsoft SharePoint technologies These products expand on SharePoint's information sharing and collaboration capabilities which allow you to create true enterprise information management information sharing and collaboration solutions SharePoint 2007 Users Guide Learning Microsoft's Collaboration and Productivity Platform is the follow up edition to the successful SharePoint 2003 Users Guide Apress 2005

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**The Rational Guide to Microsoft Office Access 2007 Templates** Zac Woodall, 2007 In this book Microsoft Program Manager Zac Woodall shows developers and IT pros how to use the new template architecture in Access 2007 to deliver rich data centric tracking applications He explains what Access templates are how they are used and how to create them His discussion of template design and customization includes details that every template designer should know such as design guidelines best practices and advice for overcoming technical hurdles Advanced topics include personalization designing for SharePoint template security enterprise deployment and a detailed breakdown of the template accdt file format In only 256 pages this book helps the reader to Design Access 2007 Templates Build Enterprise Templates for Access 2007 Implement Secure Access 2007 Templates This book comes with a bonus chapter Customizing the Field Templates Task Pane and five bonus sample templates which readers can use in their own projects Access Add In Access Ribbon XML Contacts Modified Table Creator and Template Maker These valuable bonus materials are available as a web site download

**The Unofficial Guide to Microsoft Office Access 2007** Jim Keogh, 2008-02-11 The inside scoop for when you want more than the official line Microsoft Access 2007 may be a major new update but to use it with confidence you'll need to know its quirks and shortcuts Find out what the manual doesn't always tell you in this insider's guide to using Access 2007 in the real world What's the best way to use the new features What are intelligent forms From setting up tables to encrypting databases first get the official way then the best way from an expert Unbiased coverage of how to get the most out of Access from using the Quick Launch Toolbar and Office Button to building a database from scratch

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**RUDIMENTS OF COMPUTER SCIENCE** JOYRUP BHATTACHARYA,2014-09-01 *Office User Guide for MicroStrategy 9.2.1m* MicroStrategy Product

Manuals Staff, MicroStrategy Product Manuals,2011-12-20 Mastering VBA for Microsoft Office 2007 Richard Mansfield,2012-06-22 Even if you re not a programmer you can quickly learn to write macros automate tasks and create custom applications for Office 2007 with Microsoft s Visual Basic for Applications VBA and the in depth instruction in this comprehensive guide You ll jump right into the basics of recording and running macros with Office s built in Macro Recorder before quickly moving to the essentials of VBA syntax using loops and functions building effective code and programming applications in Word Excel PowerPoint Outlook and Access Includes pages of real world examples and techniques

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