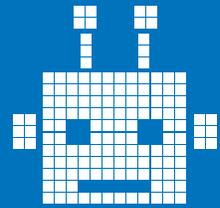


Share your knowledge

Share your knowledge



SharePoint gives you a hub for organizing the knowledge you capture in documents, videos, conversations, and all kinds of digital assets.

Research and Development

Welcome to the Research and Development site!
For the latest in innovation, research, and other topics, please visit some of the sites listed below.

Newsfeed

Start a conversation

Dorena Paschke
Does anyone have the latest information on our #Research programs?
May 31 Like Reply ...

Sara Davis @Dorena Paschke, I'm working on collecting some #Research information for our latest IR Handbook. In the meantime, check out what has already been uploaded to the Document Center.
May 31 Like ...

Dorena Paschke This is great! Thanks...
May 31 Like ...

Fabrice Canel
Speaking of legal reviews, there is a compliance video that was just posted to our Career Training
Legal Compliance
<https://spusecasedemotest2.sharepoint.com/443>
May 31 Like Reply ...

Molly Dempsey
I just posted a bunch of #ResearchForecast documents to our Research Center. Let me know if you
May 31 Like Reply Follow #ResearchForecast ...

Junmin Hao Are any of those documents related to the #NorthwindTraders project?
May 31 Like ...

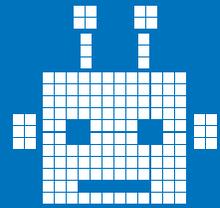
Julian Isla @Junmin Hao, many of the #NorthwindTraders documents are in a legal

Top-Rated Documents

Name	Rating (0-5)
Common Third-Party Requests	★★★★★ 5
All Test Cases	★★★★★ 2
Litware Open Projects	★★★★★ 1
Trey Research Lessons Learned	★★★★★ 1
Computer Systems Information	★★★★★ 4
Concurrent Project Data	★★★★★ 4
Project Requirements	★★★★★ 4
Research Integration Tests	★★★★★ 4
Systems Under Development	★★★★★ 4
Computing Using Office 365	★★★★★ 4

Your knowledge isn't limited to the people in your immediate circle—share what you know, with whomever you choose.

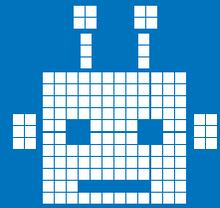
Share your knowledge



Community sites give you a place for holding discussions, collecting ideas, and gathering feedback.

The image shows a SharePoint site interface. On the left, a navigation pane lists various site components: Discussions (0 items, Modified 4 months ago), Issues (0 items, Modified 4 months ago), Pages (1 item, Modified 2 weeks ago), Team Calendar (3 items, Modified 4 months ago), Links (0 items, Modified 4 months ago), Research and Development Sites (6 items, Modified 29 minutes ago), and Subsites. Under the 'Subsites' section, there is a '+ new subsite' button circled in red, with two existing subsites listed: 'Innovation' and 'Performance Modeling'. To the right, a dropdown menu is open, showing options like 'Show Ribbon', 'Edit page', 'Add a page', 'Add an app', 'Site contents', 'Design Manager', 'Site settings' (circled in red), 'Getting started', and 'Office 365 settings'. Below this, a form for creating a new subsite is displayed. The form includes fields for 'Title and Description' (Title: Product Ideas, Description: empty), 'Web Site Address' (URL name: prodideas), and 'Template Selection' (Language: English, Template: Community Site). A red arrow points from the 'new subsite' button to the 'Community Site' template option. At the bottom of the form, there is a descriptive paragraph about community sites.

Start building a community



Structure the discussions that you want to capture on your community site with categories.

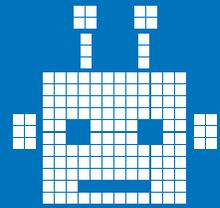
The screenshot shows the Office 365 community site interface. The top navigation bar includes 'Office 365', 'Outlook', 'Calendar', 'People', 'Teams', 'OneDrive', and 'Site'. The main content area is titled 'Product Ideas' and includes a 'new discussion' button and a list of recent discussions. A 'Community tools' menu is visible on the right, with 'Create categories' circled in red. Below this, the 'Categories' page is shown, featuring a '+ new item or edit this list' button also circled in red, and a table of categories.

Category Name	Description	Discussions	Replies
General	If you don't know where to post, start here.	0	0
Phones		1	0

Creating a category is easy. Simply give it a name and a description. Then, turn it into an interactive live tile with a background picture to create a great user experience.

The screenshot shows the 'Categories' page of the Office 365 community site. The page title is 'Categories' and it includes a navigation menu with 'Home', 'Categories', 'Members', 'About', and 'Site Contents'. The main content area prompts users to 'Pick a category and get into the conversation.' and lists 'A-Z', 'Z-A', and 'What's hot' options. Below this, there are two live tiles: 'General' with a background image of a computer monitor and 'Phones' with a background image of a mobile phone.

Get in on the discussion



Discussions foster growth and collaboration within communities, and they serve as a great resource for accessing your peers' knowledge and ideas.

Product Ideas and Brainstorm

Phones

3 discussions 8 replies

+ new discussion

Recent What's hot My discussions ...

- Phone/Laptop Integration**
3 replies
1 like
We have a number of apps for the G10 that are ready to be uploaded to the store. I would love t...
By Junmin Hao | Latest reply by Molly Dempsey | June 14
- Improvements on the G10 Model**
3 replies
2 likes
✓ best reply
Our customers are looking for ways to save time and keep on track. What are some ways we can...
By Alex Darrow | Latest reply by Molly Dempsey | June 14
- Money-Management App for G12 Smartphones**
2 replies
4 likes
As many of you know, our G12 or "kids" smartphones will be opening soon in Europe and the US...
By Dorena Paschke | Latest reply by Molly Dempsey | June 14

If you come across a great answer in a discussion, you can promote it as the best reply. Now everyone wins—people find the best answers to their questions and authors get recognition for participating.

All replies

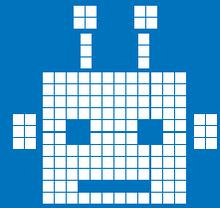
Oldest Newest Most liked

Dorena Paschke
We have been experimenting with getting these apps functional on the ZT1000. I will certainly keep you posted once our beta testing is complete.
June 14 ☺ 1 Like Reply ...

Sara Davis
@Junmin Hao, if you submit a fe... the product site, it will get added to the queue and included in our punch...
June 14 Like Reply ...

Context menu:
Edit
Best reply
Delete

Recognize good work



Badges are a great way to drive engagement. They make it possible to recognize active community members and encourage healthy participation.

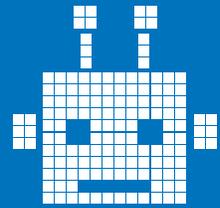
The screenshot shows a SharePoint community page for 'Phones' under the 'Product Ideas and Brainstorm' category. The page displays a discussion thread with posts from Junmin Hao and Dorena Paschke. A 'Community tools' menu is overlaid on the right side of the page, listing the following options: Manage discussions, Create categories, Create badges (highlighted with a red circle), Assign badges to members, Reputation settings, and Community settings.

By default, you will find badges honoring experts and professionals, but you can create your own too.

The screenshot shows the 'Badges' configuration page in SharePoint. The page title is 'Badges' and it is part of the 'Product Ideas and Brainstorm' category. The page includes a 'new item or edit this list' button and a list of badge types. The 'Professional' badge type is selected with a checkmark.

Badge Name	Expert	Professional	Community Manager
Badge Name
Expert
Professional
Community Manager

Recognize good work



Badges reward individuals who have achieved a certain level of contribution within a community.

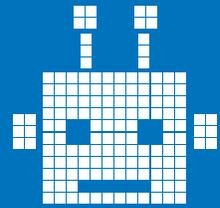
The screenshot shows the Office 365 community interface for 'Product Ideas and Brainstorm'. A 'Community tools' overlay is present on the right side, listing several management options. The 'Assign badges to members' option is circled in red.

Community tools

- Manage discussions
- Create categories
- Create badges
- Assign badges to members**
- Reputation settings
- Community settings

The background page shows a list of discussions with details such as replies, likes, and author information.

Recognize good work



Select a worthy person from a list of community members.

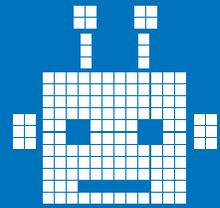
Member	Member Status	Joined	Last Activity	Discussions	Reports	Badges	Reputation Score	Gifted Badges
Junmin Hao CVP Research & Development, Research & Development	1	June 14						
Katie Jordan Auditor, Finance	1	June 14		3				
Alex Darrow Marketing Assistant, Sales & Marketing	1	June 14		2				
Dorena Paschke CVP Engineering, Engineering	1	June 14		3	10	5	790	
Sara Davis Product Manager, Sales & Marketing	1	June 14		0	1	0	10	
Molly Dempsey Product Manager, Sales & Marketing	1	June 14		0	3	0	30	
Garth Fort Web Marketing Manager, Sales & Marketing	1	June 14		1	5	1	200	
Allie Bellew Administrative Assistant, Finance	1	June 14		1	4	0	70	
Fabrice Canel Attorney, Legal	1	June 14		1	1	0	20	
Pavel Bansky VP Sales, Sales & Marketing	1	June 14		0	2	0	20	

Then, assign a badge to make this person stand out.

Top contributors

- Dorena Paschke
Professional
- Alex Darrow
- Garth Fort
- Allie Bellew
- Katie Jordan

Promote your community



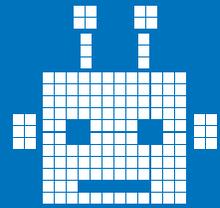
As your community grows more robust you may want to add it as a promoted site on your home page.

The screenshot shows the Office 365 interface for the 'Research and Development' site. The top navigation bar includes 'Outlook', 'Calendar', 'People', 'Yammer', 'OneDrive', and 'Sites'. The site title is 'Research and Development'. A sidebar on the left lists departments: Engineering, Finance, Legal, Operations, and Research and Development. The main content area features a welcome message, a grid of site sections (Innovation, Knowledge Center, Performance Modeling, Research Center, Technology Integration), a Newsfeed with a search bar and a post by Dorena Paschke, and a Top-Rated Documents section listing 'Common Third-Party Requests', 'All Test Cases', and 'Litware Open Projects'. A context menu is open on the right, with 'Add an app' highlighted by a red circle.

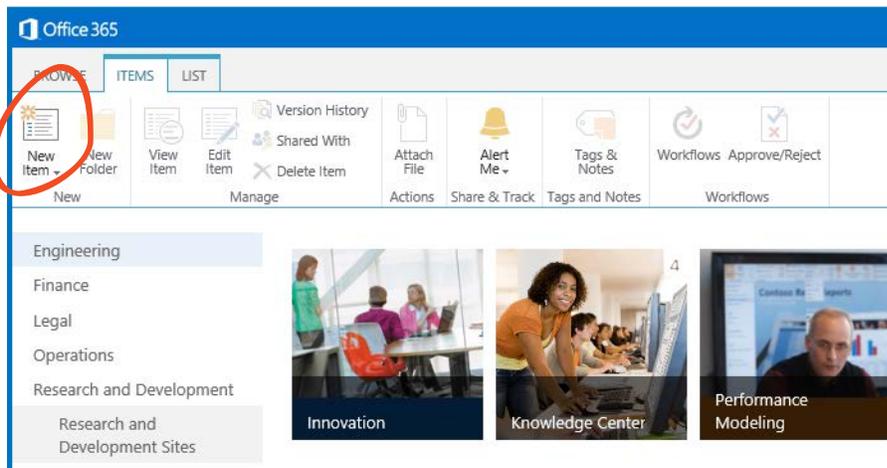
The Promoted Links app helps you do that.

The screenshot shows the 'Site Contents' page for the 'Research and Development Sites' app. A search bar contains 'promoted links', and the results show '1 app matches your search'. The 'Promoted Links' app is listed with an 'App Details' link. An 'Adding Promoted Links' dialog box is open, prompting the user to 'Pick a name' and providing a text input field with 'Research and Development Sites' entered. The dialog also includes an 'Advanced Options' link and 'Create' and 'Cancel' buttons.

Promote your community



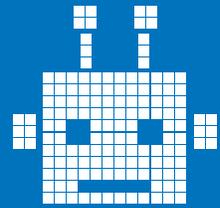
Create live tiles to give people a more appealing experience and help them navigate your site more easily.



Just fill in a title, and include a background image and link to the site that you want to promote. Then, choose where you want your tile to appear in relation to other promoted links by selecting an order number.

Title *	<input type="text" value="Product Ideas and Brainstorm"/>
Background Image Location	Type the Web address: (Click here to test) <input type="text" value="/sites/contoso/Departments/RD/PublishingImages/Brainstorm.jpg"/> Type the description: <input type="text"/>
Description	<input type="text" value="Participate in discussions about product ideas."/>
Link Location *	Type the Web address: (Click here to test) <input type="text" value="/contoso/Departments/RD/Product%20Ideas%20and%20Brainstorm"/> Type the description: <input type="text"/>
Launch Behavior *	<input type="text" value="In page navigation"/> ▼
Order	<input type="text" value="4"/> ×
<input type="button" value="Save"/> <input type="button" value="Cancel"/>	

Promote your community



Your promoted community site will now appear as a live tile on the home page of the R&D portal, making it visible and accessible to everyone.

Office 365 Outlook Calendar People Yammer OneDrive Sites Junmin Hao

Home Communities Departments Employee Facilities News Resources Search this site

Research and Development

Engineering
Finance
Legal
Operations
Research and Development

Welcome to the Research and Development site!

For the latest in innovation, research, and other topics, please visit some of the sites listed below.

- Innovation
- Knowledge Center
- Performance Modeling
- Product Ideas and Brainstorm**
Participate in discussions about product ideas
- Research Center
- Technology Integration

Newsfeed

Start a conversation

Dorena Paschke
Does anyone have the latest information on our #Research programs?
May 31 Like Reply

Sara Davis @Dorena Paschke, I'm working on collecting some #Research information for our latest IR Handbook. In the meantime, check out what has already been uploaded to the Document Center.
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Fabrice Canel
Speaking of legal reviews, there is a compliance video that was just posted to our Career Training site...[Legal Compliance](#)

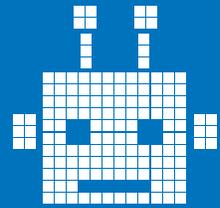
Legal Compliance
<https://spusecasedemotest2.sharepoint.com/443>
0:00
May 31 Like Reply

Top-Rated Documents

Name	Rating (0-5)
Common Third-Party Requests	★★★★★ 5
All Test Cases	★★★★★ 2
Litware Open Projects	★★★★★ 1
Trey Research Lessons Learned	★★★★★ 1
Computer Systems Information	★★★★★ 4
Concurrent Project Data	★★★★★ 4
Project Requirements	★★★★★ 4
Research Integration Tests	★★★★★ 4
Systems Under Development	★★★★★ 4
Computing Using Office 365	★★★★★ 4

1 - 10

Organize your content

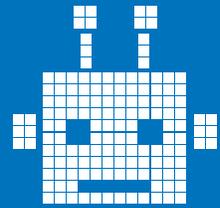


SharePoint helps you get organized with the Asset Library app, which lets you fill up your site with digital assets like videos.

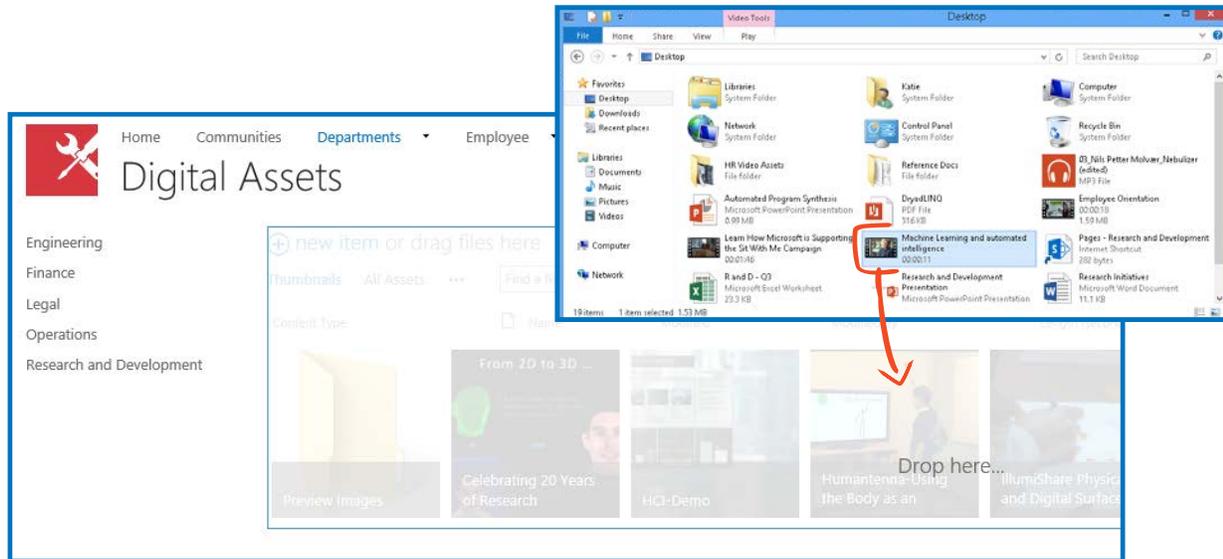
The screenshot shows the SharePoint interface for a site titled 'Research and Development'. The top navigation bar includes 'Home', 'Communities', 'Departments', 'Employee', 'Facilities', 'News', 'Resources', and 'Search'. A sidebar on the left lists categories like 'Engineering', 'Finance', 'Legal', 'Operations', and 'Research and Development'. The main content area features a welcome message and a grid of site sections: 'Innovation', 'Knowledge Center', 'Performance Modeling', 'Product Ideas and Brainstorm', 'Research Center', and 'Technology Integration'. In the top right corner, a user menu is open, and the 'Add an app' option is highlighted with a red circle.

The screenshot shows the 'Site Contents > Your Apps' page in SharePoint. A search bar at the top contains the text 'asset'. Below the search bar, it indicates '1 app matches your search' and provides sorting options 'Newest' and 'Name'. A search result for the 'Asset Library' app is shown with its icon and a link to 'App Details'. An 'Adding Asset Library' dialog box is open in the foreground, prompting the user to 'Pick a name' for the app. The dialog includes a text input field for the name, a 'Name:' label, and 'Create' and 'Cancel' buttons. Below the input field, there is a link for 'Advanced Options'.

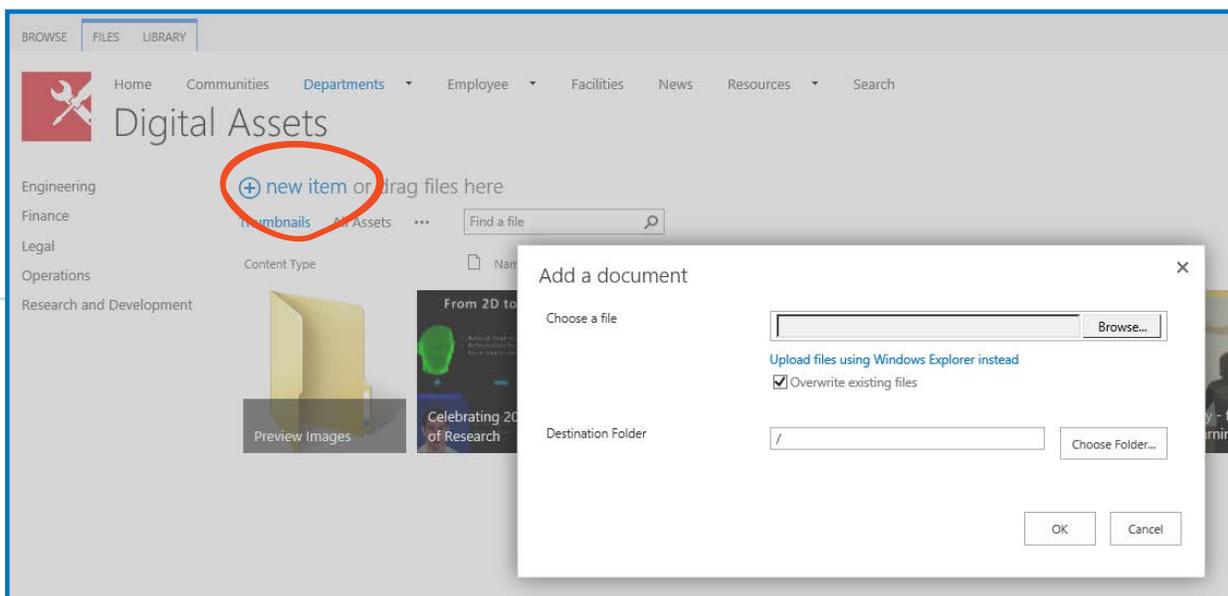
Upload a video



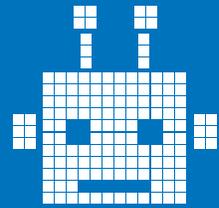
Uploading a new video to a digital asset library is simple, just drag & drop videos to your site.



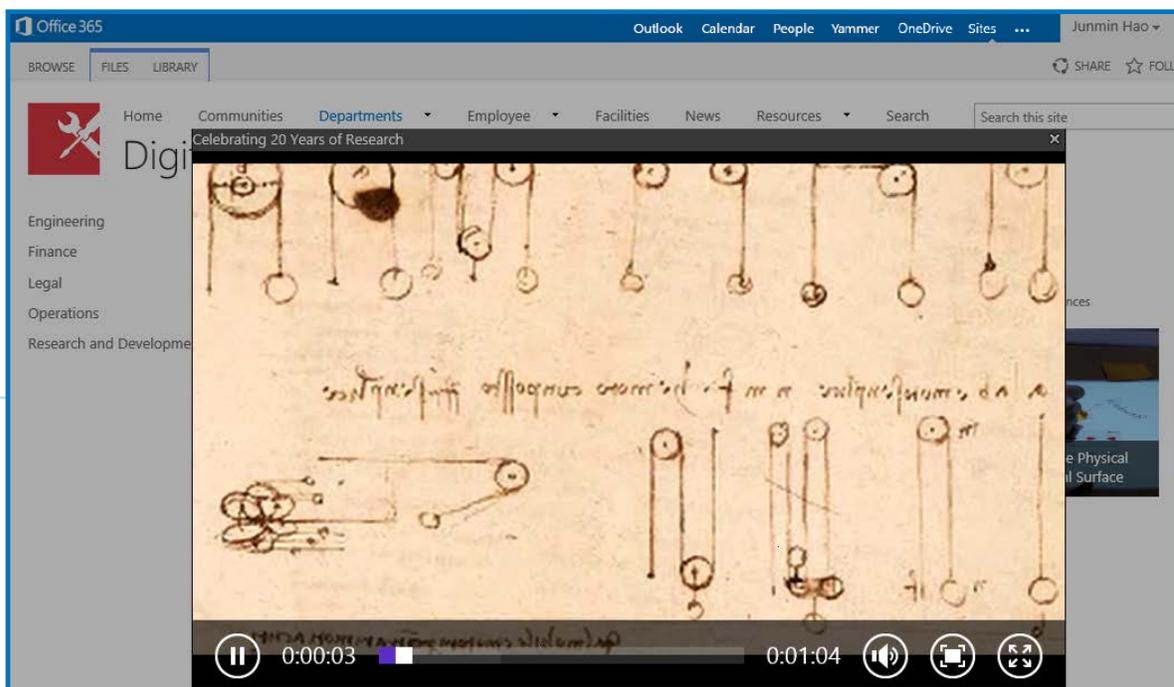
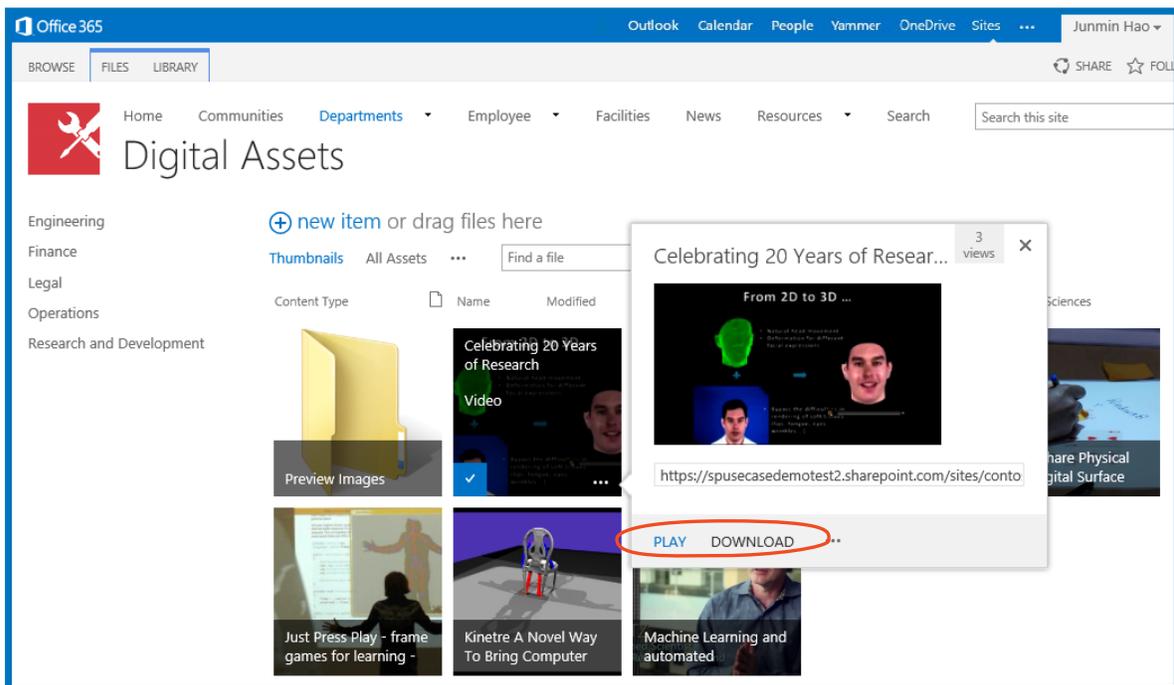
Or, add them using Upload Document.



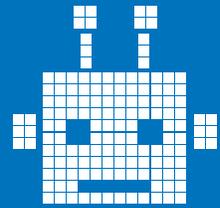
Get easy access to your content



You can download digital assets, or play them directly in the browser.



Capture a thumbnail



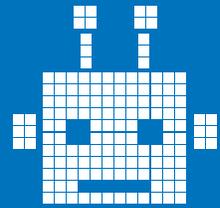
Give people a sneak peak of video content by creating on-the-fly thumbnails for your videos.

The screenshot illustrates the process of capturing a video thumbnail in a SharePoint environment. It features three main components:

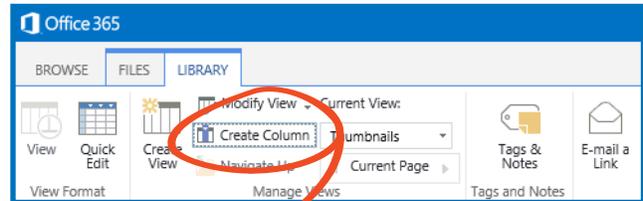
- Top Left:** A video player interface showing a video titled "Machine Learning and automated intelligence" from the "Computer Sciences" category. A camera icon in the video player's control bar is circled in red.
- Top Right:** A document card for "Machine Learning and automa..." with 4 views. A context menu is open, with "Edit Properties" circled in red.
- Bottom:** A video player showing a man speaking, with a play button circled in red. Below the video, the text "ERIC HORVITZ Distinguished Scientist Microsoft Research Redmond" is displayed. Underneath, a section titled "This video's thumbnail" provides three options: "Capture thumbnail from video" (selected), "Use a picture from my computer", and "Use a picture from a web address".

Just play the video, and then click the camera icon to capture your thumbnail.

Get organized



To help people find what they need and improve search results, map your videos to tags. They can be managed by your organization, or you can create your own. A group of tags is called a term set, and a hierarchy of term sets is called a taxonomy.



Create Column

Name and Type
Type a name for this column, and select the type of information you want to store in the column.

Column name:

The type of information in this column is:

- Single line of text
- Multiple lines of text
- Choice (menu to choose from)
- Number (1, 1.0, 100)
- Currency (\$, ¥, €)
- Date and Time
- Lookup (information already on this site)
- Yes/No (check box)
- Person or Group
- Hyperlink or Picture
- Calculated (calculation based on other columns)
- External Data
- Managed Metadata**

The way to map your content to a tag is to create a "managed metadata" column.

Create Column

Term Set Settings
Enter one or more terms, separated by semicolons, and select Find to filter the options to only include those which contain the desired values.

After finding the term set that contains the list of values to display options for this column, click on a term to select the first level of the hierarchy to show in the column. All levels below the term you select will be seen when users choose a value.

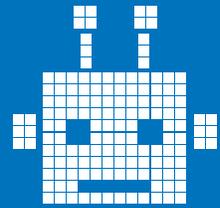
Use a managed term set:
Find term sets that include the following terms.

- ▾ Taxonomy_dN6wN9qrVBy1pYmSrETBYw==
 - ▾ Contoso
 - ▾ Research
 - ▾ Business technology
 - ▾ **Computer sciences**
 - ▾ VTeam Department
 - ▾ HR Group

Customize your term set:
A custom term set will be available to other users in the site collection, however its terms will not be offered as suggestions in Enterprise Keywords columns.
Description

Then just map the columns to the tags you want to use.

Tag your videos



Once your columns are created, you can tag your videos with labels from your term set.

The screenshot shows a video player interface. The video title is "Machine Learning and automated intelligence" and it has 4 views. The video player includes "PLAY" and "DOWNLOAD" buttons. A context menu is open over the video, with "Edit Properties" circled in red. An arrow points from this menu to the "Video Properties" panel.

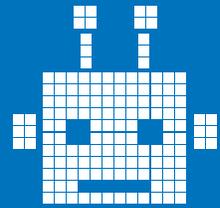
The "Video Properties" panel includes the following fields:

- Content Type: Video (dropdown)
- Name: Machine Learning and automated intelligence
- Description: (empty text area)
- Owner: Junmin Hao
- Show Download Link:
- Show Embed Link:
- People In Video: (empty text area)
- Computer Sciences: Machine learning (dropdown menu)

The "Computer Sciences" dropdown menu is expanded, showing a list of terms: "Computer sciences", "Computational linguistics", "Computational sciences", "HCI", and "Machine learning". The "Machine learning" term is highlighted in yellow. An arrow points from this term back to the "Machine learning" field in the properties panel.

Tag your video with a label, *Machine learning*, from the Computer Sciences term set.

Arrange things how you want



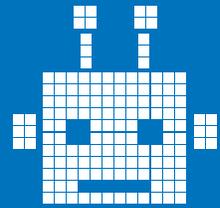
Enable tag navigation to help people quickly find the content they need.

The screenshot shows the Office 365 interface. In the top right corner, the 'Library Settings' icon is circled in red. Below it, a 'Digital Assets Settings' dialog box is open. In the 'General Settings' section, the 'Metadata navigation settings' option is circled in red. An arrow points from this option to the next screenshot.

Choose Metadata navigation settings, and then add your term set, *Computer Sciences*, to your site hierarchy.

The screenshot shows the 'Settings > Metadata Navigation Settings' page. The 'Available Hierarchy Fields' list contains 'Content Type'. The 'Selected Hierarchy Fields' list contains 'Folders' and 'Computer Sciences'. An arrow points from the 'Metadata navigation settings' option in the previous screenshot to this page.

Find your content



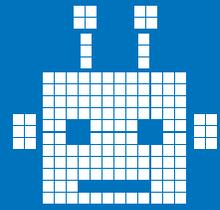
Imagine having hundreds of videos in a library. You're going to need a quick way to find the right one.

Office 365 Digital Assets interface showing a library of videos. The left sidebar lists categories like Engineering, Finance, Legal, Operations, and Research and Development. Under Research and Development, Digital Assets is expanded, showing folders for Computer Sciences, Computational linguistics, Computational sciences, HCI, and Machine learning. The main area displays a grid of video thumbnails with titles like "From 2D to 3D ...", "Celebrating 20 Years of Research", "HCI-Demo", and "Humantenna-Using the Body as an".

Using tags, people can quickly sort through relevant content. Just start labeling your videos with tags, like *Machine learning*, and they'll be much easier to find.

Office 365 Digital Assets interface showing a library of videos. The left sidebar lists categories like Engineering, Finance, Legal, Operations, and Research and Development. Under Research and Development, Digital Assets is expanded, showing folders for Computer Sciences, Computational linguistics, Computational sciences, HCI, and Machine learning. The 'Machine learning' tag is circled in red. The main area displays a grid of video thumbnails, with one visible titled "Machine Learning and automated".

Learn more



Office 365 for Business Learning Center
<http://aka.ms/o365learning>