

Sharepoint 2010 Document Sets Records Management

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Sharepoint 2010 Document Sets Records

Document Sets in SharePoint Server 2010 (ECM) Using Document Sets to Manage Work Products. Document sets are a new investment area in Microsoft SharePoint Server 2010... Document Sets Feature Overview. Microsoft SharePoint Server 2010 delivers built-in support for document sets. By... Content Types ...

Document Sets in SharePoint Server 2010 (ECM) | Microsoft Docs

Some of those features include: Common metadata for documents in a document set Automatic creation of default documents when document sets are set up A web part page called a welcome page that displays all the content of the document set

SharePoint 2010 Document Sets: Organize Related Documents ...

In SharePoint 2010, there is a new feature called document sets which allows users to group different kind of documents under a

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single set. It also allows the defining of metadata, attributes and workflows on a document set. In this article, we will show you how to create and use document sets inside a document library.

How to Create and Use Document Sets in SharePoint 2010

In two recent articles we walked you through the evolution of document management in SharePoint 2010 (news, site), and a new feature called Document Sets. In a final follow-up article we will look ...

3 Ways to Customize SharePoint 2010 Document Sets

Take a look at the key document and records management features in SharePoint 2010 in just 10 minutes: term store, managed metadata navigation, document sets, in place records Management ...

Document & Records Management with SharePoint 2010

Document Sets let you create a collection of related documents, and have SharePoint treat them as one unit. For example, you might collect all the items that you need for a sale - a sales contract, a bill of materials, engineering specs, and so on - and store them as the Contoso sale Document Set.

Introduction to Document Sets - SharePoint

In the New Document Set dialog box, type a name and description for the Document Set you are creating, and then click OK or Save. When the Document Set is created, the browser displays the Welcome Page for the Document Set. If this Document Set is configured to automatically create documents when you create a new instance of it, these documents appear in a Web Part on the Welcome Page.

Create and manage Document Sets - SharePoint

You need to take the following steps to configure a Records Center site: Create record libraries or lists to manage and store each type of record that is specified in the file plan. We... We recommend that you create one record library for each content type in your records plan. When records are ...

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Introduction to the Records Center - SharePoint

I'm using SharePoint 2010 Record Center to hold Document Sets. These Document Sets are send here from different SharePoint libraries. The Document Sets are send to specific libraries using the drop off library and rules. The Document Sets expire after some time. We use a Custom Expiration Formula and the Expiration Policy to delete expired ...

SharePoint 2010 record center delete corrupt document set ...

When the SharePoint 2010 Central Administration page opens, click the Create site collections hyperlink under the Application Management section. Set the following values for the site collection properties: a. Web Application: b. Title: Record Archive c. Web Address: d. Site template: Records Center (see Figure 1) e.

How to Configure Record Center in SharePoint 2010

I'm trying to use document set witch seems to be a great feature of SharePoint 2010. I have set up a record center and defined rules for my document set content type. The problem is when sending a record set to the record center (using send to), the document set ends up as an .zip file in the drop of folder of my record center.

Send document set to record center, ends up as .zip file

Scroll until Document Sets row and click Activate. Your document set content type is now activated, and you can proceed to the next step! Step 2: Create a Document Set Content Type. Since Document Set is a special content type, first you need to create a content type – you do that at the Site level. Click the Gear Icon > Site Settings

Document sets - the hidden gem of SharePoint - SharePoint ...

Document Sets in SharePoint Server 2010 (ECM) Introduces the Document Sets feature, which is a way of collecting individual documents related to a single work product into one functional set. Document IDs and the DocID Service in SharePoint Server 2010 (ECM) Introduces the Document ID feature and its

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associated service.

Enterprise Content Management (ECM) Development in ...

It allows you to move or copy the document set to a document repository. A document repository can be a library in your SharePoint site, or a site on its own like the Document Center, that routes records to a specific destination based on rules that you define. Following is an example of what the action might look like in a workflow step:

Submitting a Document Set to a SharePoint 2010 Repository ...

I have created a new custom content type for document sets in SharePoint 2010. This content type is published via a Content Syndication Hub. I have also created a Record Centre site on the same web application. This uses a Content Organizer rule to route all document sets based on the custom content type to a specific library in the Record Centre.

Issue with Content Organizer Rule for Document Sets in ...

I am able to send a Document Set to a Records Center, but only the contents within a Document Set become a Record and not the Document Set itself. When I tried to declare a Document Set as a Record via In Place, I recieved the following error: "This item cannot be declared a record since it is a Folder content type".

Document Set can't be declared as a Record

What I mean by Document Management System in SharePoint is metadata based document library where users can upload and tag documents, search based on keywords and tags and not worry whether they are accessing a duplicate or latest version of the file.

How to implement Document Management System in SharePoint ...

Document Sets feature in SharePoint Server 2010 allows you to manage related content as a single entity, speeding up common processes like RFP responses. Category Science & Technology

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How to Sharepoint: How to create Document Sets in SharePoint 2010

Capture Document Set Version: Saves a version of the current properties and documents in a document set. Send Document Set to Repository: Used to specify by what method and to which repository or records center a document set is sent. Set Document Set Approval Status: Used by the workflow to update the built-in SharePoint approval status of the document set.

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