# Staff Directory
# Web Part

**Enterprise Version**

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Version 1.1

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# Description

The Staff Directory Web Part reads the user entries from the MOSS User Profile Store and displays the selected user fields in a list.

The Web Part requires Windows Sharepoint Server 2007 (MOSS)
Please note that this web part is not compatible with Windows Sharepoint Services V3.

The following parameters can be configured:

- Sharepoint Site
- User Properties to be displayed
- Filtering, Grouping, Searching, Paging and Sorting of rows
- AZ Index
- optional Header text
- Online Presence Information

# Prerequisites

Before you attempt to install the solutions you need to make sure that you have the following installed on your server(s):

- Microsoft Office SharePoint Server 2007

# Installation

## Manual Installation

1. download and unpack the **AEStaffDirectoryWebpart.zip** file.
   The ZIP archive contains the AEStaffDirectoryWebpart.dll and the AEStaffDirectory.webpart files.
2. drop the AEStaffDirectoryWebpart.dll into the GAC of your Sharepoint server (c:\windows\assembly).
3. add the following line to the "<SafeControls>" section of your Web.Config file.
   Please make sure that the line is added as one single line  (no line breaks):
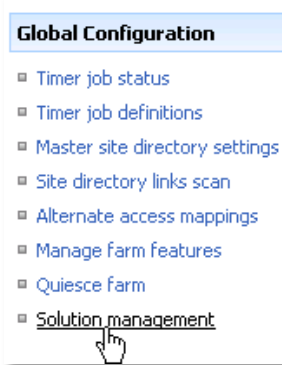
   ```
   <SafeControl Assembly="AEStaffDirectoryWebpart, Version=1.0.0.0, Culture=neutral,
   PublicKeyToken=1dfa571f68ba628c" Namespace="AEStaffDirectoryWebpart" TypeName="*" Safe="True" />
   ```

4. from the top site go to "Site Actions/Site Settings/Modify All Site Settings/Galleries/Web Parts"
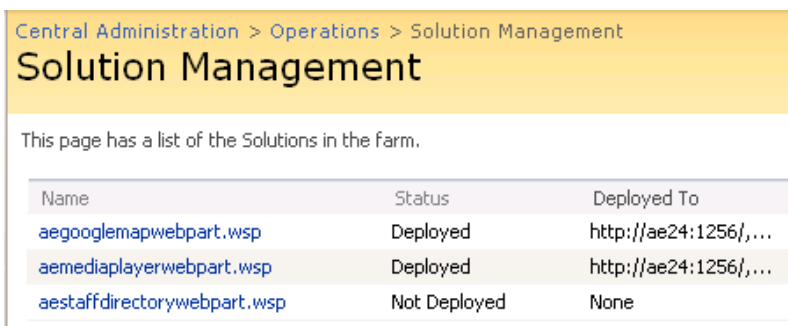5. use the "Upload" menu option to upload the AEStaffDirectory.webpart file.

## Automatic Installation

1. Unpack the **AEStaffDirectoryWebpart.wsp** and **Install.bat** files from the Zip Archive and place the 2 files onto your Sharepoint Server.
2. Add the Solution by either running **Install.bat** or manually entering:
   ```
   stsadm -o addsolution -filename AEStaffDirectoryWebpart.wsp
   ```
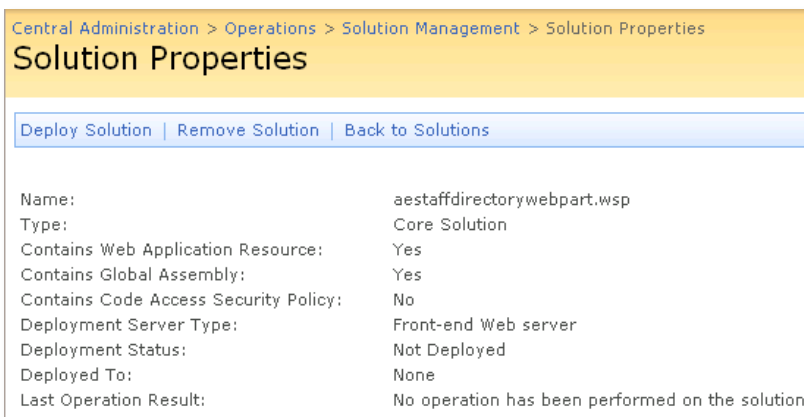
3. Deploy the solution by navigating with your browser to "Central Administration->Operations->Solution Management":
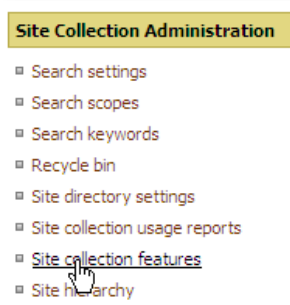
**Global Configuration**

- Timer job status
- Timer job definitions
- Master site directory settings
- Site directory links scan
- Alternate access mappings
- Manage farm features
- Quiesce farm
- Solution management

4. You should now see the **AEStaffDirectoryWebpart.wsp** in the farm's solution store:

Central Administration > Operations > Solution Management

**Solution Management**

This page has a list of the Solutions in the farm.

| Name | Status | Deployed To |
|---|---|---|
| aegooglemapwebpart.wsp | Deployed | http://ae24:1256/,... |
| aemediaplayerwebpart.wsp | Deployed | http://ae24:1256/,... |
| aestaffdirectorywebpart.wsp | Not Deployed | None |

Click on "AEStaffDirectoryWebpart.wsp" to deploy the solution:

Central Administration > Operations > Solution Management > Solution Properties

**Solution Properties**

Deploy Solution | Remove Solution | Back to Solutions

| | |
|---|---|
| Name: | aestaffdirectorywebpart.wsp |
| Type: | Core Solution |
| Contains Web Application Resource: | Yes |
| Contains Global Assembly: | Yes |
| Contains Code Access Security Policy: | No |
| Deployment Server Type: | Front-end Web server |
| Deployment Status: | Not Deployed |
| Deployed To: | None |
| Last Operation Result: | No operation has been performed on the solution. |

5. Proceed to activate the feature by navigating to the "**Site Actions/Site Settings**" page in your top-level site:

**Site Collection Administration**

- Search settings
- Search scopes
- Search keywords
- Recycle bin
- Site directory settings
- Site collection usage reports
- Site collection features
- Site hierarchy

Choose "**Site collection features**" to navigate to the Site Collection Features page:

Activate the "AE Staff Directory Web Part" feature

## Adding the Web Part to a Page

Navigate to a page where you would like to place the web part and choose "*Site Actions/Edit Page*"

1. Add the web part to the appropriate zone. The web part is listed in the "**Amrein Engineering**" gallery section :
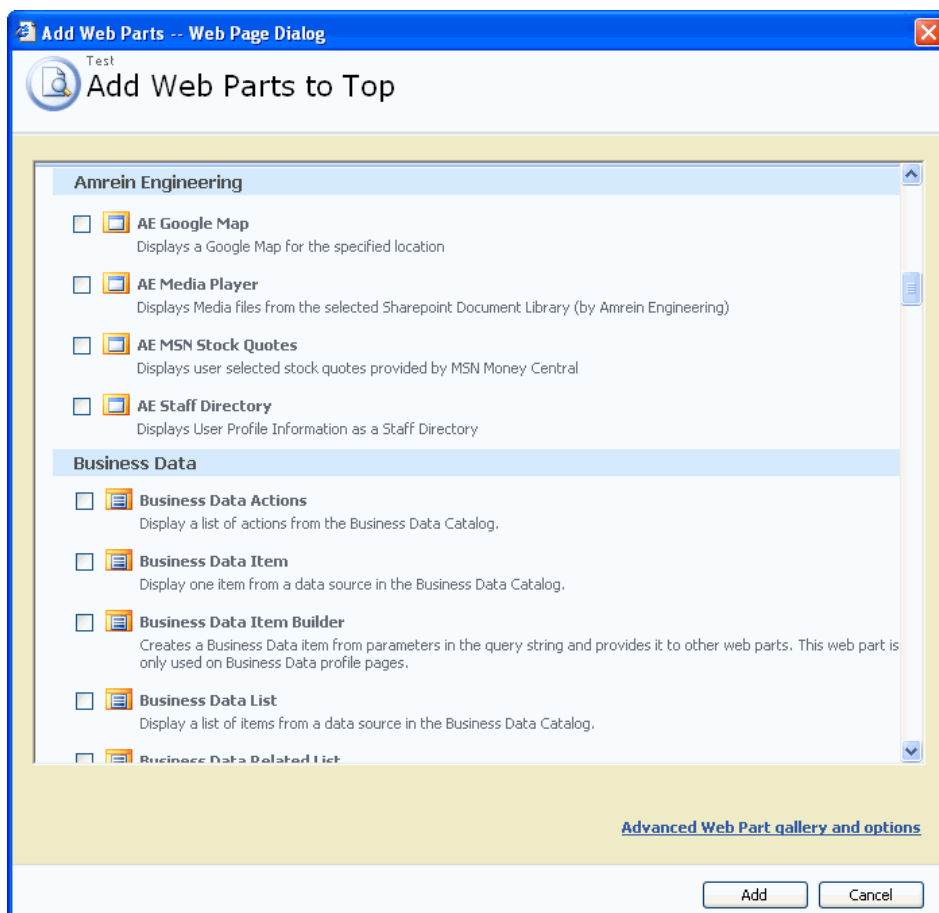


2. **Security Note:**
   if you get the following error message: "*Only an administrator may enumerate through all user profiles*", you will neeed to grant the application pool account(s) for the web application(s) „Manage User Profiles" permissions within the SSP.
   This ensures that the application pool is able to retrieve the list of user profiles.
   To assign this permission, access your active Shared Services Provider via Central Admin.
   From the „**User Profiles and My Sites**" group, click "**Personalization services permissions**".
   Add the „**Manage User Profiles**" permission to your application pool account(s).

## Web Part Configuration

Configure the following Web Part properties in the Web Part Editor "Miscellaneous" pane section as needed:

<table>
<tr><td>

**⊟ Miscellaneous**

Site Name

`current`

Field Template

`LastName;FirstName;Departm`

Group By

` `

Sort By

`LastName`

Property Filter

`LastName NOT IN ('Zuckerma`

AZ Index Column

`LastName`

Search Box

`Lastname;Firstname`

Rows per page

`13`

Image Height

`64`

☑ Use Image Thumbnails

Header Text

`Some optional <b>header tex`

My Site Link

`My Site`

Alternating Row Color

`#ffffcc`

License Key

` `

</td></tr>
</table>

- o **Site Name**:
  Enter the name of the site (Shared Services Provider) that contains the User Profile Store:
  - leave this field empty if the User Profile is in the default SSP
  - Enter "current" if the User Profile is in the current site
  - Enter the Site name to choose a specific SSP

- o **Field Template**: Enter the User properties to be displayed (separated by semicolons).
  The following properties are available:

  - AccountName
  - FirstName
  - LastName
  - PreferredName
  - WorkPhone

  - PictureURL
  - UserName
  - QuickLinks
  - WebSite
  - WorkEmail

  - SPS-Dotted-line
  - SPS-Peers
  - SPS-Responsibility
  - SPS-Skills
  - SPS-PastProjects

- Office
- Department
- Title
- Manager
- AboutMe
- Presence

- Assistant
- CellPhone
- Fax
- HomePhone
- PersonalSpace

- SPS-Interests
- SPS-School
- SPS-SipAddress
- SPS-Birthday
- SPS-MySiteUpgrade
- SPS-HireDate

***Friendly Header Names:***
If you would like to display a "friendly header name" instead of the default property name please append it to the User property, separated by the "|" pipe symbol.
Example:
**LastName|Last Name;FirstName;Department;WorkEmail|Email;WebSite|Website;PersonalSpace**

***Online Presence Information:***
You can optionally add a presence indicator by adding the **Presence** column to the Field Template:
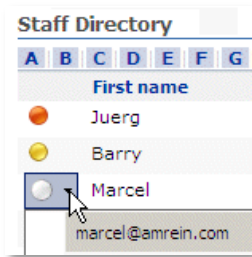


o   **Group By**: enter an optional User property to group the rows.

o   **Sort By**: enter the User property to define the default sort order. You can add multiple properties separated by commas.

Examples:
**Department**
**Department,LastName**

o   **Property Filter**: enter an optional Filter condition to apply a filter. Combine multiple conditions with **AND** and **OR**. You can choose from the following filter operators:

| Operator | Description |
|---|---|
| AND | Combines more than one clause. Records must match all criteria to be displayed. |
| OR | Combines more than one clause. Records must match at least one of the filter expressions |
| NOT | Reverses an expression. Can be used in conjunction with any other clause. |
| <, >, <=, and >= | Performs comparison of values. These comparisons can be numeric  or alphabetic. |
| BETWEEN | Specifies an inclusive range. Example: Units BETWEEN 5 AND 15 |
| <>, = | Performs equality testing. |
| IS NULL | Tests the Property for a null value. |
| IN(a,b,c) | A short form for using an OR clause with the same field. |
| LIKE | Performs pattern matching with string data types. |
| + | Adds two numeric values, or concatenates a string. |
| - | Subtracts one numeric value from another. |
| * | Multiplies two numeric values. |
| / | Divides one numeric value by another. |
| % | Finds the modulus (the remainder after one number is divided by another). |

Examples:
**Department='IT'**
**Department<> 'Sales'**
**Department IN ('Sales', 'Development', 'IT')**
**LastName NOT IS NULL AND Department='Sales'**

o **AZ Index Column**: enter an optional User property to display the AZ filter in the list header.
  If an "**!**" character is appended to the property name, the "A" index will be forced when visiting the page.
  Example: **LastName!**

o **Search Box:** enter one or more User properties (separated by semicolons) to allow for interactive searching.
  Example: **LastName;FirstName;Department**

Lastname: Miller        Firstname:

o **Rows per page:** the Staff Directory web part supports paging and lets you specify the desired number of rows per page.

Nietlispach    Jurg
Tester         Fred
1 2 3 4

o **Image Height**: specify the image height in pixels if you include the "PictureURL" property.
  Enter "0" if you want to use the default picture size.
o **Use Image Thumbnails**: use the user image thumbnails as generated by Sharepoints. Uncheck this option if your user profile images have not been uploaded via Sharepoint.
o **Header Text**: enter an optional header text. Please note that you can embed HTML tags if needed.
o **My Site Link**: enter the desired display name of the "Personal Space" link.
o **Alternating Row Color**: enter the optional color of the alternating row background (leave blank to use default).
o **License Key**: enter your Product License Key (as supplied after purchase of the "Staff Directory Web Part" license key). Leave this field empty if you are using the free 30 day evaluation version or if you choose one of the License Activation described below.

# License Activation

You have the following 3 options to enter your License Key:

1. Enter the License Key into the corresponding "License Key" field in the web part configuration pane (See Description above).

2. **WSP Solution Deployment:**
   Add the **License.txt** file (as supplied by AMREIN ENGINEERING after having purchased a license) to the Solution at the following location:

   ```
   c:\Program Files\Common Files\Microsoft Shared\Web Server
   Extensions\12\template\features\AEStaffDirectoryWebpart
   ```

3. **Manual Deployment:**
   Add the License Key to your web.config (typically found at c:\inetpub\wwwroot\wss\virtualdirectories\80) **<appSettings>** section as follows:

   ```
   <appSettings>
   <add key="AESD" value="AESD-x-xxxxx-xxxxx-xx-xx" />
   </appSettings>
   ```

   Replace the "x" characters with your actual key values.
   Please note that this method requires you to manually add the key to each Sharepoint application.