

# KEVIN O'NEILL

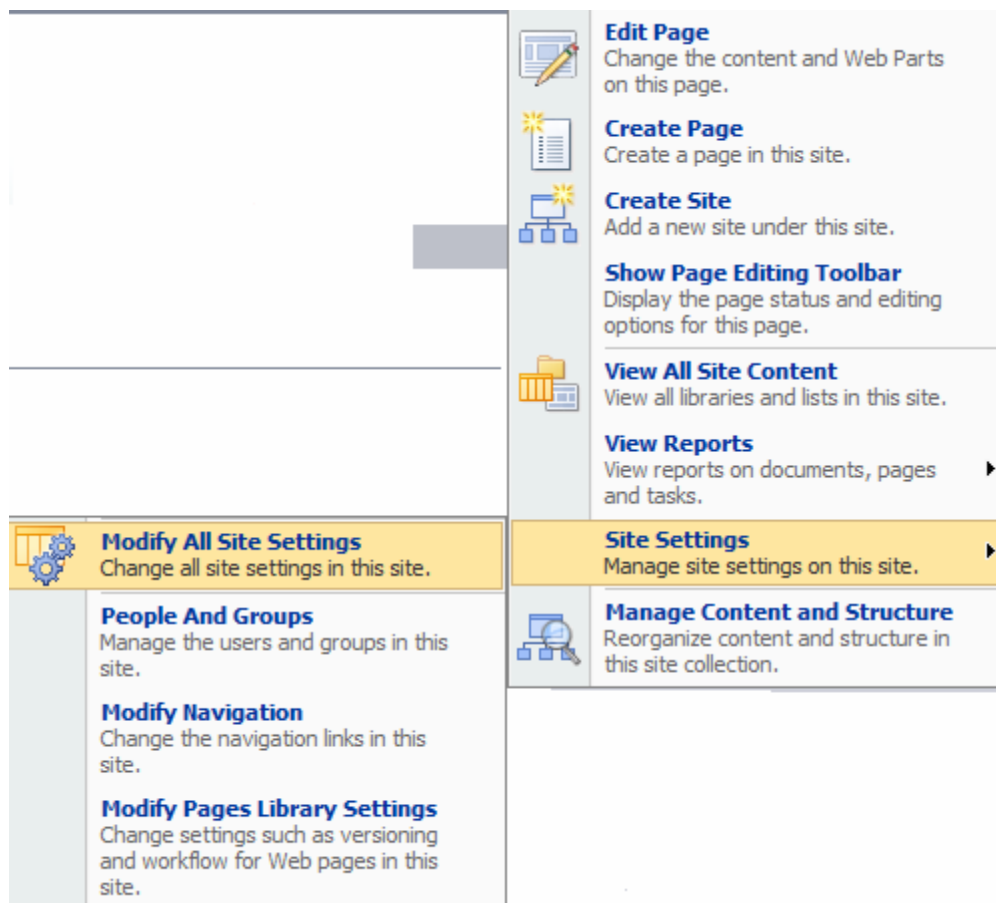
## SharePoint 2007 – Turning On Site Manager

The other day – I needed to get a bird's eye view of a SharePoint 2007 site.













Thus, I realized that the out of the box Site Manager feature provided a great tool set to utilize.

This feature is enabled when the publishing infrastructure is activated. To set this up select the following from the root of the site:

Site Actions -> Site Settings -> Modify All Site Settings:



The screenshot shows the 'Site Actions' menu in SharePoint 2007. The menu is divided into two main sections. The top section contains actions related to page and site management, including 'Edit Page', 'Create Page', 'Create Site', and 'Show Page Editing Toolbar'. The bottom section contains actions related to site settings and content management, including 'View All Site Content', 'View Reports', 'Modify All Site Settings', 'Site Settings', and 'Manage Content and Structure'. The 'Modify All Site Settings' option is highlighted in yellow.

	<b>Edit Page</b> Change the content and Web Parts on this page.
	<b>Create Page</b> Create a page in this site.
	<b>Create Site</b> Add a new site under this site.
	<b>Show Page Editing Toolbar</b> Display the page status and editing options for this page.
	<b>View All Site Content</b> View all libraries and lists in this site.
	<b>View Reports</b> View reports on documents, pages and tasks. ▶
	<b>Modify All Site Settings</b> Change all site settings in this site.
	<b>People And Groups</b> Manage the users and groups in this site.
	<b>Modify Navigation</b> Change the navigation links in this site.
	<b>Modify Pages Library Settings</b> Change settings such as versioning and workflow for Web pages in this site.
	<b>Site Settings</b> Manage site settings on this site. ▶
	<b>Manage Content and Structure</b> Reorganize content and structure in this site collection.


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## Site Collection Features:

### Site Collection Administration

- [Search settings](#)
- [Search scopes](#)
- [Search keywords](#)
- [Recycle bin](#)
- [Site directory settings](#)
- [Site collection usage reports](#)
- [Site collection features](#)

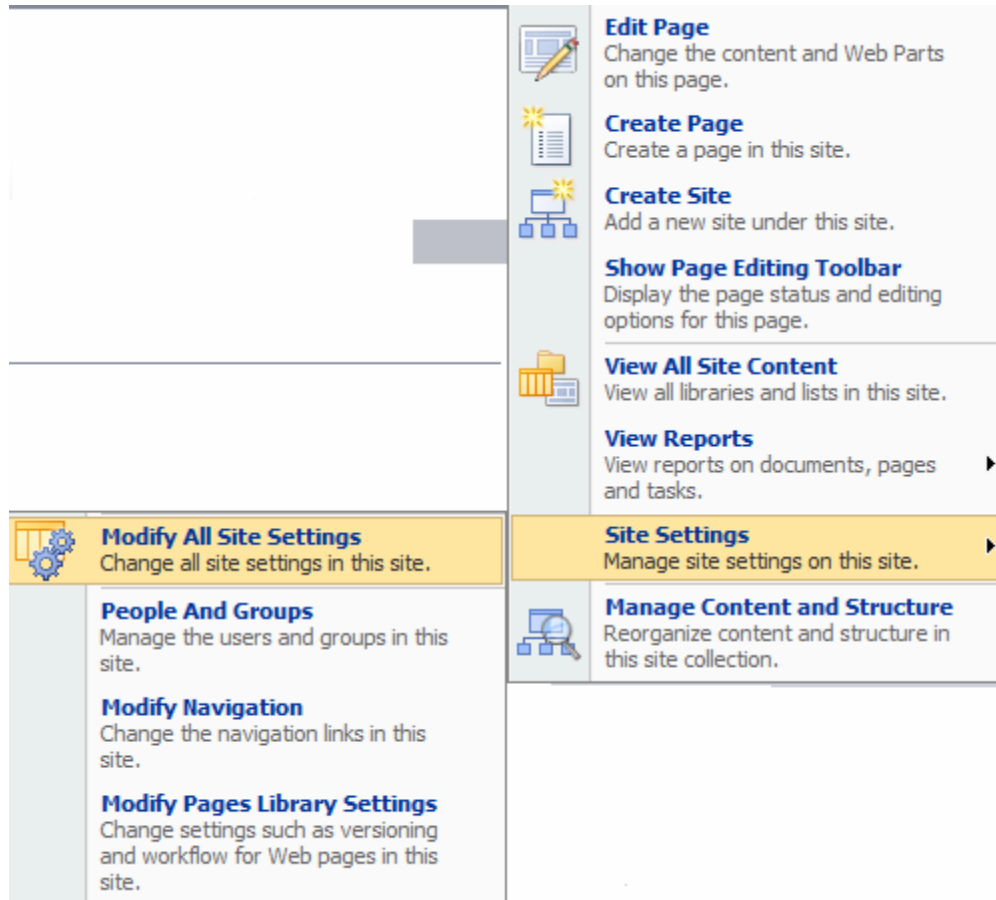
Click -> Activate under Office SharePoint Server Publishing Infrastructure:

	<b>Office SharePoint Server Publishing Infrastructure</b> Provides centralized libraries, content types, master pages and page layouts and enables page scheduling and other publishing functionality for a site collection.	<input type="button" value="Deactivate"/>	<input checked="" type="button" value="Active"/>
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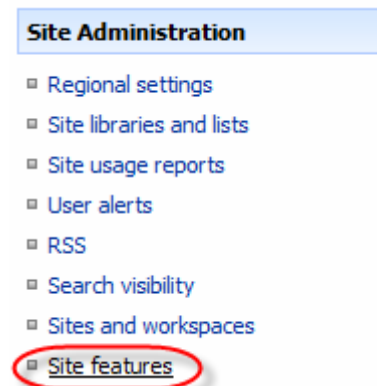
Then the tricky part is – that the feature then needs set at the Site Feature level as well.

So from Site Actions -> Site Settings -> Modify All Site Settings:



The screenshot shows the 'Site Actions' menu in SharePoint. The 'Modify All Site Settings' option is highlighted in yellow. Below it, the 'Site Settings' option is also highlighted in yellow. The 'Manage Content and Structure' option is visible at the bottom of the menu. The 'Modify All Site Settings' option is described as 'Change all site settings in this site.' The 'Site Settings' option is described as 'Manage site settings on this site.' The 'Manage Content and Structure' option is described as 'Reorganize content and structure in this site collection.'

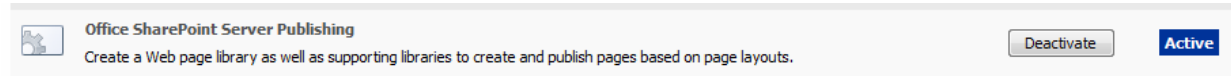
Under Site Administration -> select Site Features:



The screenshot shows the 'Site Administration' menu. The 'Site features' option is highlighted with a red circle. The other options in the menu are: Regional settings, Site libraries and lists, Site usage reports, User alerts, RSS, Search visibility, and Sites and workspaces.

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Then select Activate under Office SharePoint Server Publishing:



Then access the site manager by going to [http://yoursite/\\_layouts/sitemanager.aspx](http://yoursite/_layouts/sitemanager.aspx)