

## Chapter 6 Lab – Central Administration

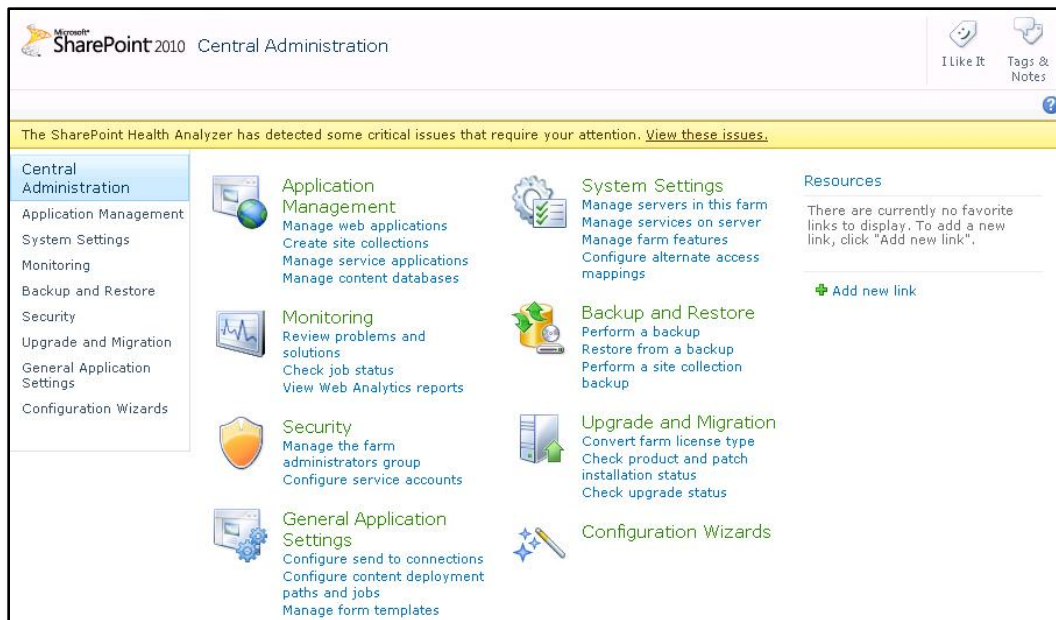
This lab will walk you through the primary steps that are necessary to configure the various areas of Central Administration. For the purpose of this lab, we will create a Web application and site collection and configure the settings for each.

SharePoint Server 2010 gives you the option to create new Web applications from within the Central Administration pages. This allows a SharePoint administrator to be able to work through the Central Administration pages without needing to login to the server itself to make updates.

### Create an Intranet Web Application for SouthBest Airlines

SouthBest Airlines would like us to host their intranet and team sites. In this exercise we will create the Web applications and site collections for their sites.

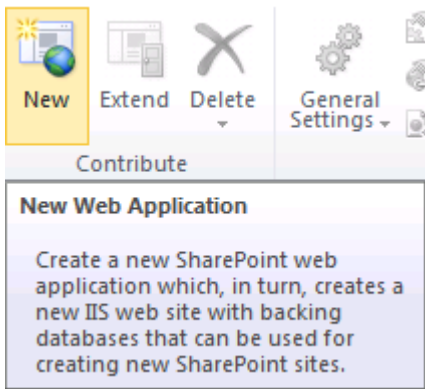
1. Open Central Administration.



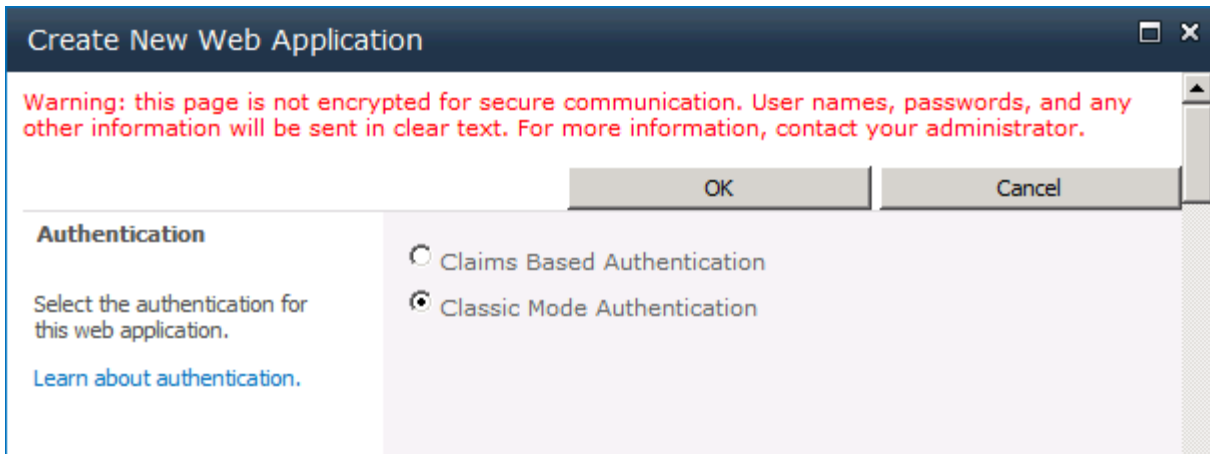
The Central Administration home page is the starting point for farm administrators after SharePoint 2010 has been installed. The home page for Central Administration is only available as a web page and not available as an MMC (Microsoft Management Console) snap-in.

Features of SharePoint 2010 are grouped into eight major functional categories. They are displayed as icons with sub-categories in the main part of the Central Administration home page and also listed on the left side of the page by category title.

2. Navigate to the Application Management page.
3. In the Web Applications section, click on Manage Web applications. The WebApplicationList page appears.
4. Click on the New button.



The Create New Web Application page appears. Enter the following values in each section.



### IIS Web Site

Choose between using an existing IIS web site or create a new one to serve the Microsoft SharePoint Foundation application.

If you select an existing IIS web site, that web site must exist on all servers in the farm and have the same name, or this action will not succeed.

If you opt to create a new IIS web site, it will be automatically created on all servers in the farm. If an IIS setting that you wish to change is not shown here, you can use this option to create the basic site, then update it using the standard IIS tools.

Use an existing IIS web site

Default Web Site

Create a new IIS web site

Name

SBAIntranet - 9000

Port

9000

Host Header

Path

C:\inetpub\wwwroot\wss\VirtualDirecto

### Security Configuration

Kerberos is the recommended security configuration to use with Integrated Windows authentication. Kerberos requires the application pool account to be Network Service or special configuration by the domain administrator. NTLM authentication will work with any application pool account and the default domain configuration.

If you choose to use Secure Sockets Layer (SSL), you must add the certificate on each server using the IIS administration tools. Until this is done, the web application will be inaccessible from this IIS web site.

Authentication provider:

Negotiate (Kerberos)

NTLM

Allow Anonymous

Yes

No

Use Secure Sockets Layer (SSL)

Yes

No

### Public URL

The public URL is the domain name for all sites that users will access in this SharePoint Web application. This URL domain will be used in all links shown on pages within the web application. By default, it is set to the current servername and port.  
<http://go.microsoft.com/fwlink/?LinkId=114854>

URL

Zone

**Note: The URL may contain a different server name, based on the setup of the Test Sandbox setup.**

### Application Pool

Choose the application pool to use for the new web application. This defines the account and credentials that will be used by this service.

You can choose an existing application pool or create a new one.

Use existing application pool

Create new application pool

Application pool name

Select a security account for this application pool

Predefined

Configurable

[Register new managed account](#)

**Note: The Service Account may contain a different name, based on the setup of the Test Sandbox setup.**

### Database Name and Authentication

Use of the default database server and database name is recommended for most cases. Refer to the administrator's guide for advanced scenarios where specifying database information is required.

Use of Windows authentication is strongly recommended. To use SQL authentication, specify the credentials which will be used to connect to the database.

Database Server

Database Name

Database authentication

Windows authentication (recommended)

SQL authentication

Account

Password



**Note: The Database Server may contain a different name, based on the setup of the Test Sandbox setup.**

**Failover Server**

You can choose to associate a database with a specific failover server that is used in conjunction with SQL Server database mirroring.

Failover Database Server

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**Service Application Connections**

Choose the service applications that this Web application will be connected to. A Web application can be connected to the default set of service applications or to a custom set of service applications. You can change the set of service

Edit the following group of connections: **default** ▾

	Name	Type
<input checked="" type="checkbox"/>	Access Services	Access Services Web Service Application Proxy
<input checked="" type="checkbox"/>	Application Registry Service	Application Registry Proxy

---

**Customer Experience Improvement Program**

Collect web site analytics about web pages on this web application. Please read the Administration guide before turning this on for web applications available over the public Internet.

Enable Customer Experience Improvement Program

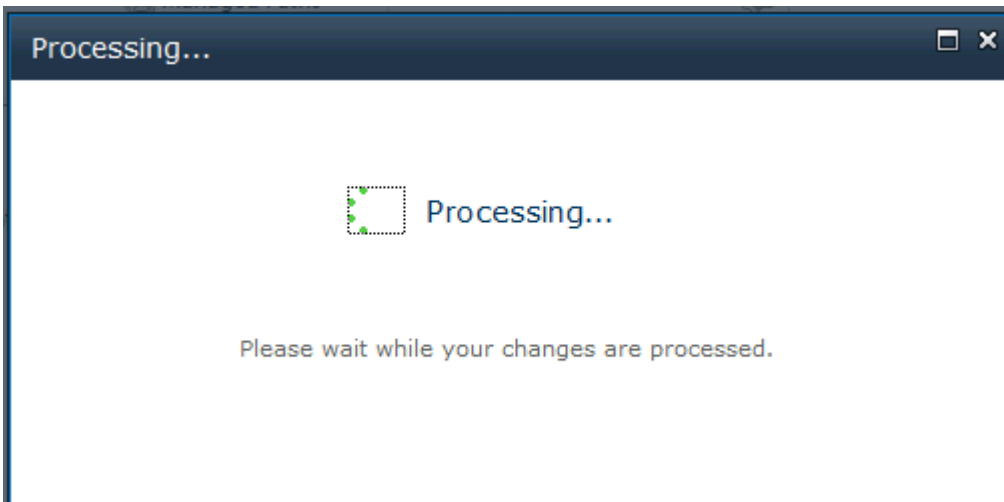
Yes

No

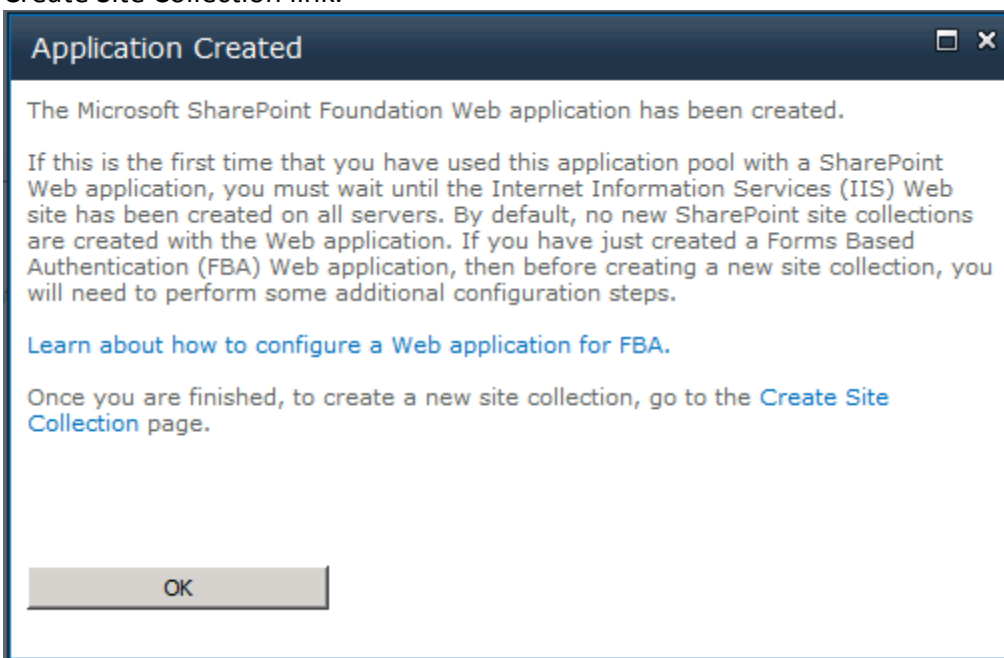
**Warning: In order for Customer Experience Improvement Program (CEIP) to collect data, both CEIP and browser CEIP, at the farm level, should be enabled.**

OK Cancel

5. Click OK. The Processing page will appear.



6. After the operation completes the Application Created page will appear, click on the Create Site Collection link.



7. The Create Site Collection page will appear. Enter the following values in each section.

### Create Site Collection

OK Cancel

**Title and Description**

Type a title and description for your new site. The title will be displayed on each page in the site.

Title:

Description:

**Web Site Address**

Specify the URL name and URL path to create a new site, or choose to create a site at a specific path.

To add a new URL Path go to the [Define Managed Paths](#) page.

URL:

**Template Selection**

A site template determines what lists and features will be available on your new site. Select a site template based on the descriptions of each template and how you intend to use the new site. Many aspects of a site can be customized after creation. However, the site template cannot be changed once the site is created.

Select a template:

Collaboration Meetings Enterprise Publishing **Custom**

< Select template later... >

Create an empty site and pick a template for the site at a later time.

### Primary Site Collection Administrator

Specify the administrator for this site collection. Only one user login can be provided; security groups are not supported.

User name:



### Secondary Site Collection Administrator

Optionally specify a secondary site collection administrator. Only one user login can be provided; security groups are not supported.

User name:



**Note: The domain name may contain a different name, based on the setup of the Test Sandbox setup.**

### Quota Template

Select a predefined quota template to limit resources used for this site collection.

To add a new quota template, go to the [Manage Quota Templates](#) page.

Select a quota template:

Storage limit:

Number of invited users:

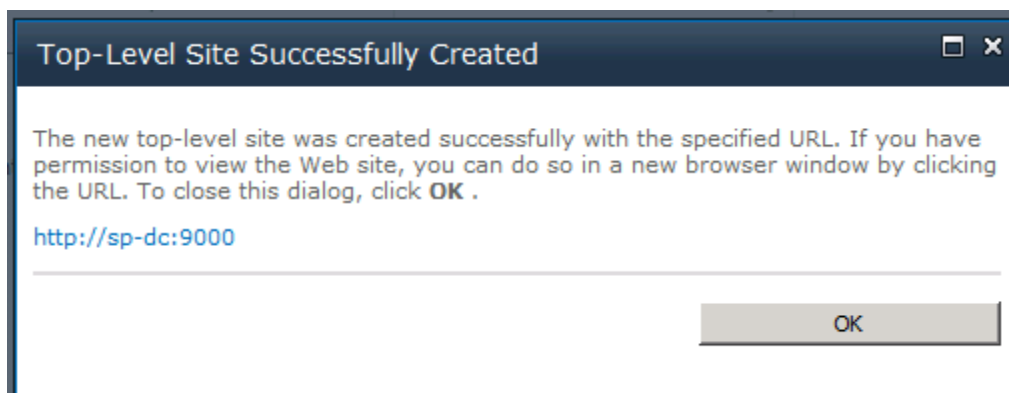
OK

Cancel

8. Click OK.

9. Click OK to create your site collection; the Operation in progress page will appear.

After the Operation completes you will be notified that your top-level site collection has been created.

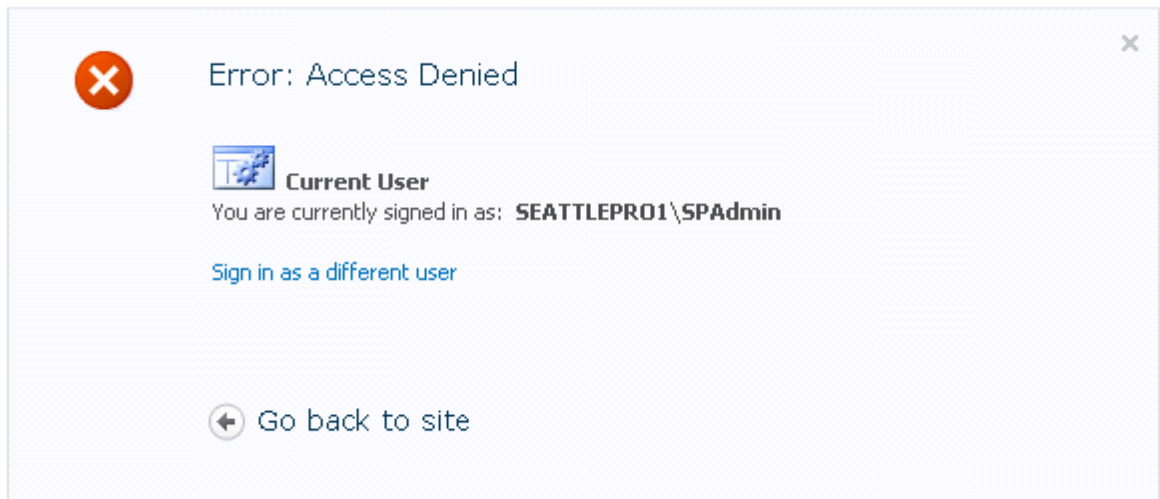




10. Click OK to continue.
11. Open a new tab in the browser and navigate to the following site.  
<http://sp-dc:9000/>

**Note: The server name may contain a different name, based on the setup of the Test Sandbox setup.**

12. You should receive an Access Denied message.



13. Click Sign in as a different user.
14. Sign in as Jane with a password of password.
15. Once you are logged in as Jane you are prompted to pick a template.
16. Select the Team Site template.
17. Click OK.
18. On the Setup Groups for this Site page, leave the default settings and click OK.

### **Policy for Web Application**

To enable or disable a certain user access to a Web site, you can configure the Policy for Web Applications setting.

19. Close the browser window.
20. Navigate back to Central Administration.
21. Navigate to the Applications Management page.
22. Click Manage Web Applications.
23. Select the SBAIntranet – 9000 Web application.
24. Click the User Policy button.

Site Actions ▼ 📄 Browse Web Applications SPAdmin ▼

New Extend Delete General Settings Manage Features Managed Paths Service Connections Authentication Providers Self-Service Site Creation User Policy Anonymous Policy Permission Policy

Contribute      Manage      Security      Policy

	Name	URL	
SharePoint - 80	SharePoint - 80	http://sp-dc/	80
SharePoint Central Administration v4	SharePoint Central Administration v4	http://sp-dc:25000/	25000
SBAIntranet - 9000	SBAIntranet - 9000	http://sp-dc:9000/	9000

**Web Application General Policy**  
Define broad permissions policies.

25. Click Add Users.

26. On the Add Users dialog box, leave the default zone to (All zones) and click Next.

### Add Users

**Select the Zone**

The security policy will apply to requests made through the specified zone. To apply a policy to all zones, select "(All zones)". All zone policies are only valid for Windows users.

Zones:

27. Configure the add user as follows and click Finish and OK.

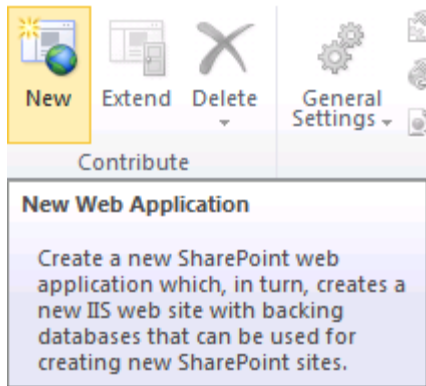
Add Users	
<b>Zone</b> The security policy will apply to requests made through the specified zone.	Zone: (All zones)
<b>Choose Users</b> You can enter user names, group names, or e-mail addresses. Separate with semi-colons.	Users: <input type="text" value="SPAdmin ;"/> People Picker  
<b>Choose Permissions</b> Choose the permissions you want these users to have.	Permissions: <input type="checkbox"/> Full Control - Has full control. <input checked="" type="checkbox"/> Full Read - Has full read-only access. <input type="checkbox"/> Deny Write - Has no write access. <input type="checkbox"/> Deny All - Has no access.

Test the new Web site

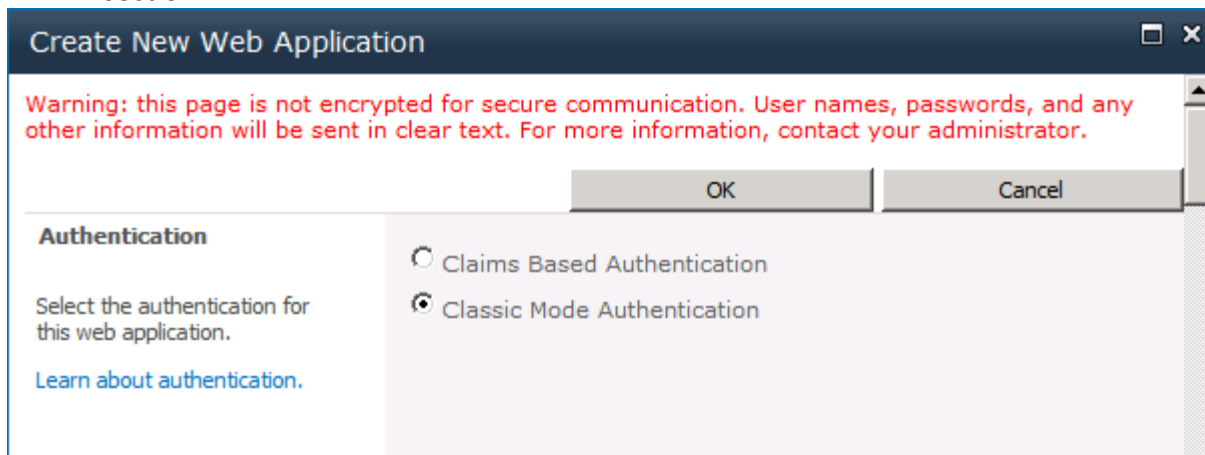
28. Open a new browser tab and navigate back to <http://sp-dc:9000/>
29. You should now have access to the SouthBest Airlines Intranet site.

## Create a Team Site Web Application

1. Navigate to the Application Management page of Central Administration.
2. In the Web Applications section, click on Manage Web applications. The WebApplicationList page appears.
3. Click on the New button.



4. The Create New Web Application page appears. Enter the following values in each section.



### IIS Web Site

Choose between using an existing IIS web site or create a new one to serve the Microsoft SharePoint Foundation application.

If you select an existing IIS web site, that web site must exist on all servers in the farm and have the same name, or this action will not succeed.

If you opt to create a new IIS web site, it will be automatically created on all servers in the farm. If an IIS setting that you wish to change is not shown here, you can use this option to create the basic site, then update it using the standard IIS tools.

Use an existing IIS web site

Default Web Site

Create a new IIS web site

Name

Team Sites - 9500

Port

9500

Host Header

Path

C:\inetpub\wwwroot\wss\VirtualDirector

### Security Configuration

Kerberos is the recommended security configuration to use with Integrated Windows authentication. Kerberos requires the application pool account to be Network Service or special configuration by the domain administrator. NTLM authentication will work with any application pool account and the default domain configuration.

If you choose to use Secure Sockets Layer (SSL), you must add the certificate on each server using the IIS administration tools. Until this is done, the web application will be inaccessible from this IIS web site.

Authentication provider:

Negotiate (Kerberos)

NTLM

Allow Anonymous

Yes

No

Use Secure Sockets Layer (SSL)

Yes

No

#### Public URL

The public URL is the domain name for all sites that users will access in this SharePoint Web application. This URL domain will be used in all links shown on pages within the web application. By default, it is set to the current servername and port.  
<http://go.microsoft.com/fwlink/?LinkId=114854>

URL

Zone

**Note: The URL may contain a different server name, based on the setup of the Test Sandbox setup.**

#### Application Pool

Choose the application pool to use for the new web application. This defines the account and credentials that will be used by this service.

You can choose an existing application pool or create a new one.

Use existing application pool

Create new application pool

Application pool name

Select a security account for this application pool

Predefined

Configurable

[Register new managed account](#)

**Note: The Service Account may contain a different name, based on the setup of the Test Sandbox setup.**

**Database Name and Authentication**

Use of the default database server and database name is recommended for most cases. Refer to the administrator's guide for advanced scenarios where specifying database information is required.

Use of Windows authentication is strongly recommended. To use SQL authentication, specify the credentials which will be used to connect to the database.

Database Server

Database Name

Database authentication

Windows authentication (recommended)

SQL authentication

Account

Password

**Failover Server**

You can choose to associate a database with a specific failover server that is used in conjunction with SQL Server database

Failover Database Server

**Note: The Database Server may contain a different name, based on the setup of the Test Sandbox setup.**

**Service Application Connections**

Choose the service applications that this Web application will be connected to. A Web application can be connected to the default set of service applications or to a custom set of service applications. You can change the set of service

Edit the following group of connections:  ▼

Name	Type
<input checked="" type="checkbox"/> Access Services	Access Services Web Service Application Proxy
<input checked="" type="checkbox"/> Application Registry Service	Application Registry Proxy

**Customer Experience Improvement Program**

Collect web site analytics about web pages on this web application. Please read the Administration guide before turning this on for web applications available over the public Internet.

Enable Customer Experience Improvement Program

Yes

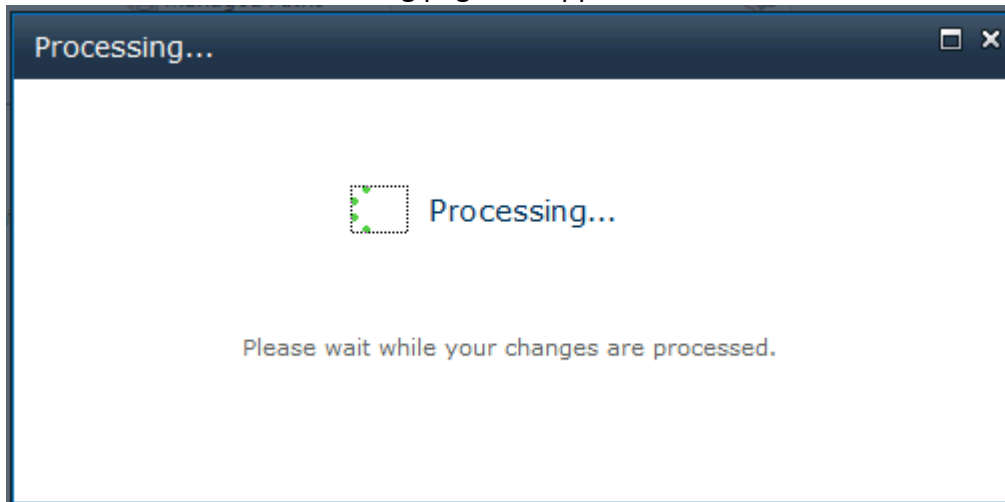
No

**Warning: In order for Customer Experience Improvement Program (CEIP) to collect data, both CEIP and browser CEIP, at the farm level, should be enabled.**

OK

Cancel

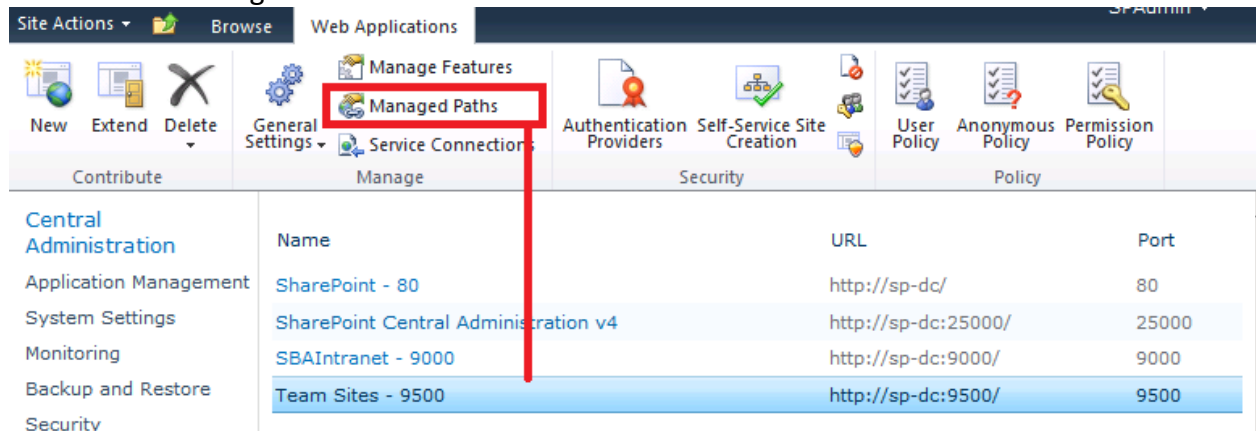
5. Click OK. The Processing page will appear.



6. Click OK.

7. Click to the right of the new Web application to highlight.

8. Click the Managed Paths button in the Ribbon.



9. Click the checkbox next to root.

10. Click Delete selected paths.

### Define Managed Paths

**Included Paths**

This list specifies which paths within the URL namespace are managed by Microsoft SharePoint Foundation.

**Add a New Path**

Specify the path within the URL namespace to include. You can include an exact path, or all paths subordinate to the specified path.

Use the **Check URL** link to ensure that the path you include is not already in use for existing sites or folders, which will open a new

**Delete selected paths**

Path	Type
<input checked="" type="checkbox"/> (root)	Explicit inclusion
<input type="checkbox"/> sites	Wildcard inclusion

Path:  [Check URL](#)

Note: To indicate the root path for this web application, type a slash (/).

Type:

11. Click OK.
12. Navigate to the Application Management home page.
13. Click Create Site Collections.
14. The Create Site Collection page will appear. Enter the following values in each section.

**Web Application**

Select a web application.

To create a new web application go to [New Web Application](#) page.

Web Application:

### Title and Description

Type a title and description for your new site. The title will be displayed on each page in the site.

Title:

Description:

### Web Site Address

Specify the URL name and URL path to create a new site, or choose to create a site at a specific path.

To add a new URL Path go to the [Define Managed Paths](#) page.

URL:

### Template Selection

A site template determines what lists and features will be available on your new site. Select a site template based on the descriptions of each template and how you intend to use the new site. Many aspects of a site can be customized after creation. However, the site template cannot be changed once the site is created.

Select a template:

- Collaboration
  - Meetings
  - Enterprise
  - Publishing
  - Custom
- Team Site**
  - Blank Site
  - Document Workspace
  - Blog
  - Group Work Site
  - Visio Process Repository

A site for teams to quickly organize, author, and share information. It provides a document library, and lists for managing announcements, calendar items, tasks, and discussions.

### Primary Site Collection Administrator

Specify the administrator for this site collection. Only one user login can be provided; security groups are not supported.

User name:

### Secondary Site Collection Administrator

Optionally specify a secondary site collection administrator. Only one user login can be provided; security groups are not supported.

User name:



**Note: The domain name may contain a different name, based on the setup of the Test Sandbox setup.**

A screenshot of a dialog box titled "Quota Template". The dialog box is split into two panes. The left pane contains the text: "Select a predefined quota template to limit resources used for this site collection." and "To add a new quota template, go to the [Manage Quota Templates](#) page." The right pane contains the text: "Select a quota template:" followed by a dropdown menu with "No Quota" selected. Below the dropdown are the labels "Storage limit:" and "Number of invited users:". At the bottom right of the dialog box are two buttons: "OK" and "Cancel".

**Quota Template**

Select a predefined quota template to limit resources used for this site collection.

To add a new quota template, go to the [Manage Quota Templates](#) page.

Select a quota template:

No Quota

Storage limit:

Number of invited users:

OK Cancel

15. Click OK.

16. Click OK to create your site collection; the Operation in progress page will appear. After the Operation completes you will be notified that your top-level site collection has been created.

17. Click OK to continue.

18. Open a new tab in the browser and navigate to the following site.

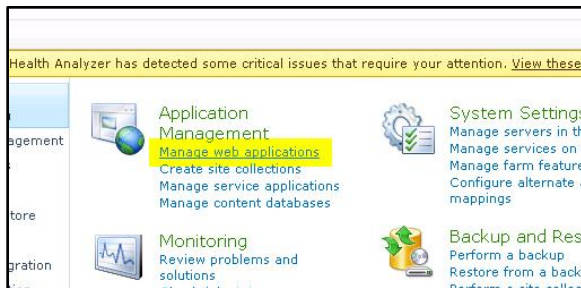
<http://sp-dc:9500/sites/ITTeam>

**Note: The server name may contain a different name, based on the setup of the Test Sandbox setup.**

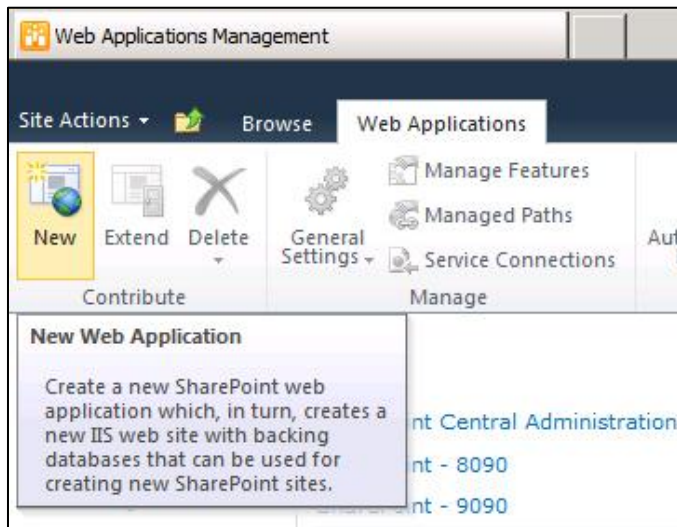
## Creating the Chaz Gomez Investments Ltd. Web site

Chaz Gomes Investments Ltd. Would like us to host both their Internet and intranet sites. In this exercise you will create the Web applications

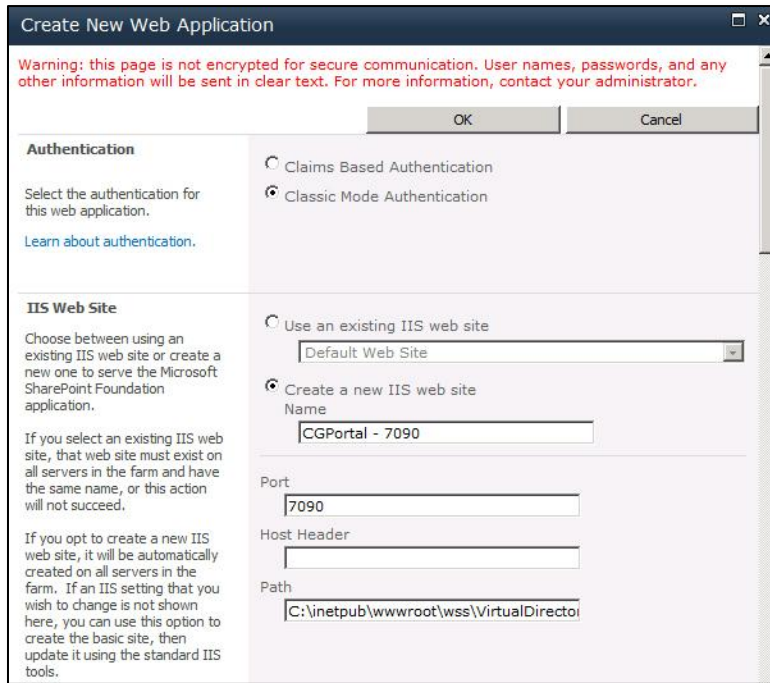
1. In Central Administration, navigate to the Application Management page.
2. Click on Manage web applications.



3. In the upper left corner of the Ribbon, click on New to create a new web application.



4. This will open the Create New Web Application Form.



Warning: this page is not encrypted for secure communication. User names, passwords, and any other information will be sent in clear text. For more information, contact your administrator.

OK Cancel

**Authentication**

Select the authentication for this web application.

[Learn about authentication.](#)

Claims Based Authentication

Classic Mode Authentication

**IIS Web Site**

Choose between using an existing IIS web site or create a new one to serve the Microsoft SharePoint Foundation application.

If you select an existing IIS web site, that web site must exist on all servers in the farm and have the same name, or this action will not succeed.

If you opt to create a new IIS web site, it will be automatically created on all servers in the farm. If an IIS setting that you wish to change is not shown here, you can use this option to create the basic site, then update it using the standard IIS tools.

Use an existing IIS web site

Default Web Site

Create a new IIS web site

Name

CGPortal - 7090

Port

7090

Host Header

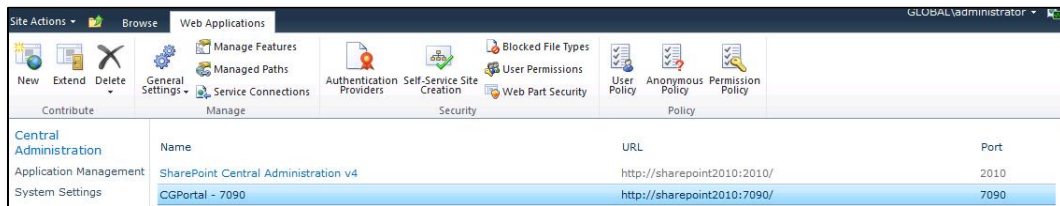
Path

C:\inetpub\wwwroot\wss\VirtualDirecto

5. Use these values to fill out the Create New Web Application form:

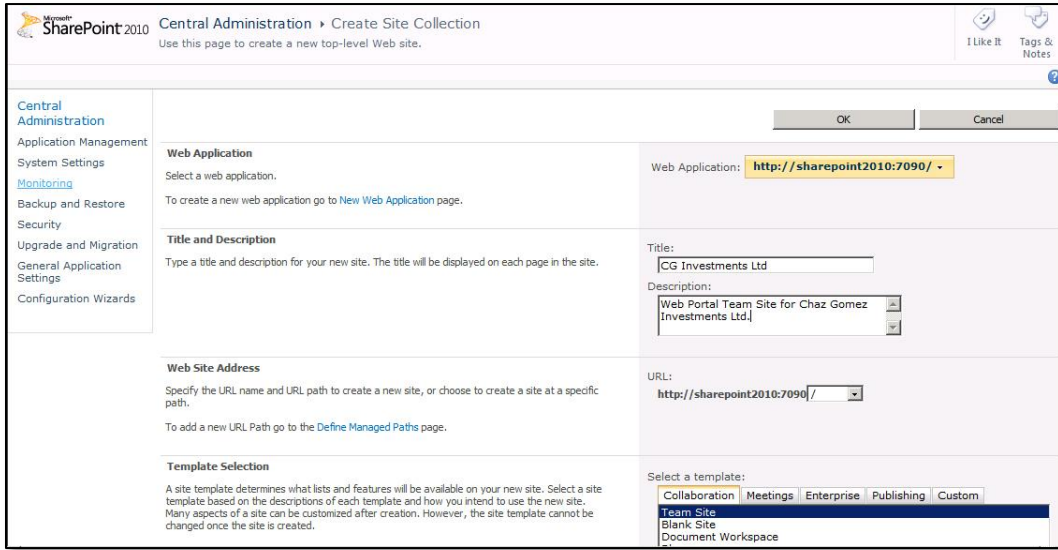
- Authentication: Classic Mode Authentication
- IIS Web Site:
  - Choose Create a new IIS web site
  - New: CGPortal – 7090
  - Port: 7090
  - Host Header: Leave blank
  - Path: Use default
- Security Configuration:
  - Authentication provider: NTLM
  - Allow Anonymous: No
  - Use Secure Sockets Layer (SSL): No
- Public URL:
  - URL: Use default - http://SP-DC:7090
  - Zone: Use default
- Application Pool:
  - Choose Create new application pool
  - Application pool name: CGPortal – 7090
  - Select a security account for this application pool: Configurable: Use default
- Database Name and Authentication:
  - Database Server: Use default

- Database Name: Use default
  - Database authentication: Windows authentication
  - Failover Server: Leave blank
  - Search Server: n/a
  - Service Application Connections: Use defaults
  - Customer Experience Improvement Program: Enable C. E. I. Program: No
6. Click OK to initiate the creation process.
  7. Click OK on the Application Created popup window.
  8. The new Web Application will now be listed with the SharePoint Central Administration v4 Web Application under Central Administration / Application Management / Manage web applications.



Central Administration	Name	URL	Port
Application Management	SharePoint Central Administration v4	http://sharepoint2010:2010/	2010
System Settings	CGPortal - 7090	http://sharepoint2010:7090/	7090

9. Create new site collection by selecting Application Management in the Quick Launch.
10. Under the Site Collections heading now select Create Site collections.
11. In the Create Site Collections page:
  - Web Application: http://sp-dc:7090/
  - Title and Description:
    - Title: CG Investments Ltd
    - Description: Web Portal Team Site for Chaz Gomez Investments Ltd.
  - Web Site Address:
    - URL: http:// sp-dc:7090/
  - Template Selection:
    - Select a template: Collaboration tab - Team Site
  - Primary Site Collection Administrator:
    - User name: Administrator (after entering, click Check Names icon to validate)
  - Secondary Site Collection Administrator:
    - User name: Zubair (after entering, click Check Names icon to validate)
  - Quota Template:
    - Select a quota template: No Quota



Microsoft SharePoint 2010 Central Administration > Create Site Collection  
Use this page to create a new top-level Web site.

OK Cancel

**Web Application**  
Select a web application.  
To create a new web application go to [New Web Application](#) page.

Web Application: <http://sharepoint2010:7090/>

**Title and Description**  
Type a title and description for your new site. The title will be displayed on each page in the site.

Title:

Description:

**Web Site Address**  
Specify the URL name and URL path to create a new site, or choose to create a site at a specific path.  
To add a new URL Path go to the [Define Managed Paths](#) page.

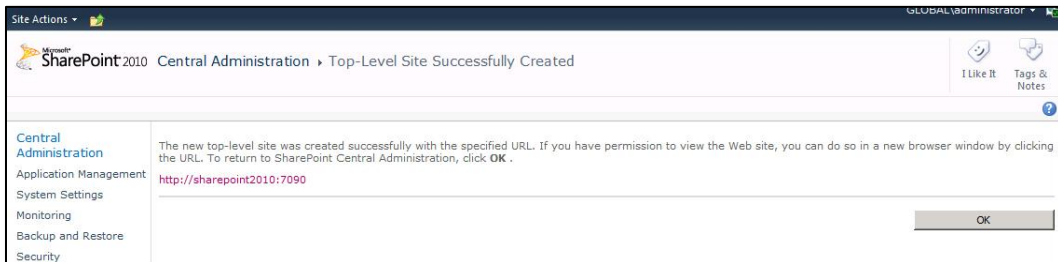
URL: <http://sharepoint2010:7090/>

**Template Selection**  
A site template determines what lists and features will be available on your new site. Select a site template based on the descriptions of each template and how you intend to use the new site. Many aspects of a site can be customized after creation. However, the site template cannot be changed once the site is created.

Select a template:

- Collaboration
- Meetings
- Enterprise
- Publishing
- Custom
- Team Site**
- Blank Site
- Document Workspace

12. Click OK.



Microsoft SharePoint 2010 Central Administration > Top-Level Site Successfully Created

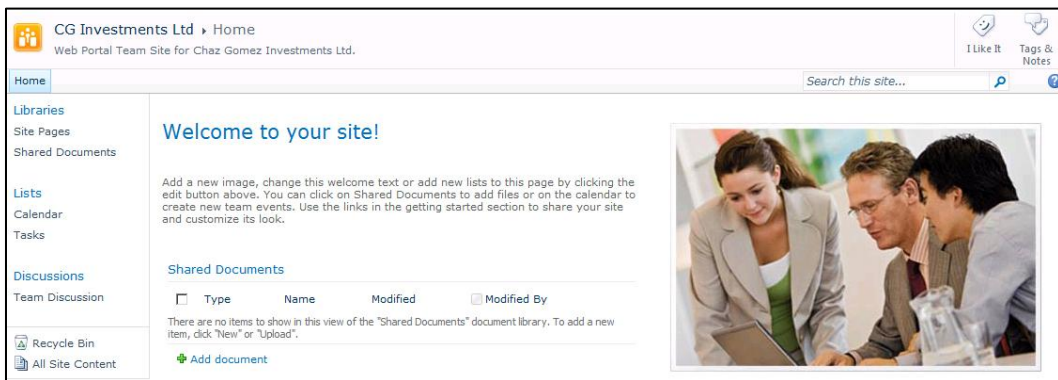
The new top-level site was created successfully with the specified URL. If you have permission to view the Web site, you can do so in a new browser window by clicking the URL. To return to SharePoint Central Administration, click **OK**.

<http://sharepoint2010:7090/>

OK

13. Once the site has been successfully created, click OK.

14. Open a new tab in Internet Explorer and using your new site's URL, navigate to the site.



CG Investments Ltd > Home  
Web Portal Team Site for Chaz Gomez Investments Ltd.

Search this site...

**Welcome to your site!**

Add a new image, change this welcome text or add new lists to this page by clicking the edit button above. You can click on Shared Documents to add files or on the calendar to create new team events. Use the links in the getting started section to share your site and customize its look.

**Shared Documents**

<input type="checkbox"/>	Type	Name	Modified	<input type="checkbox"/>	Modified By
There are no items to show in this view of the "Shared Documents" document library. To add a new item, click "New" or "Upload".					

[Add document](#)



### **Bonus Exercise (If Time Permits) – Create a Publishing Site Collection**

For an extra experience in creating site collections, repeat the steps in the previous exercise to create a web application and site collections to represent an internet publishing portal. Because this site will be public facing we will be allowing anonymous access.

1. Use these values to fill out the Create New Web Application form:
  - Authentication: Classic Mode Authentication
  - IIS Web Site:
    - Choose Create a new IIS web site
    - New: CGIInternet – 7095
    - Port: 7095
    - Host Header: Leave blank
    - Path: Use default
  - Security Configuration:
    - Authentication provider: NTLM
    - Allow Anonymous: Yes
    - Use Secure Sockets Layer (SSL): No
  - Public URL:
    - URL: Use default - http://SP-DC:7095
    - Zone: Use default
  - Application Pool:
    - Choose Create new application pool
    - Application pool name: CGIInternet – 7095
    - Select a security account for this application pool: Configurable: Use default
  - Database Name and Authentication:
    - Database Server: Use default
    - Database Name: Use default
    - Database authentication: Windows authentication
  - Failover Server: Leave blank
  - Search Server: n/a
  - Service Application Connections: Use defaults
  - Customer Experience Improvement Program: Enable C. E. I. Program: No
2. Click OK to initiate the creation process.
3. Click OK on the Application Created popup window.
4. The new Web Application will now be listed with the SharePoint Central Administration v4 Web Application under Central Administration / Application Management / Manage web applications.
5. Create new site collection by selecting Application Management in the Quick Launch.
6. Under the Site Collections heading now select Create Site collections.



7. In the Create Site Collections page:
  - Web Application: <http://sp-dc:7095/>
  - Title and Description:
    - Title: CGI Ltd
    - Description: Internet Portal Site for Chaz Gomez Investments Ltd.
  - Web Site Address:
    - URL: [http:// sp-dc:7090/](http://sp-dc:7090/)
  - Template Selection:
    - Select a template: Publishing tab – Publishing Portal
  - Primary Site Collection Administrator:
    - User name: Administrator (after entering, click Check Names icon to validate)
  - Secondary Site Collection Administrator:
    - User name: Zubair (after entering, click Check Names icon to validate)
  - Quota Template:
    - Select a quota template: No Quota
8. Click OK.
9. Once the site has been successfully created, click OK.
10. Navigate to the Web site to view.