

# The VisualSP Web Part

[support.visualsp.com/knowledge-base/the-visualsp-web-part/](https://support.visualsp.com/knowledge-base/the-visualsp-web-part/)

December 29, 2017

Applies to: **VisualSP Classic**

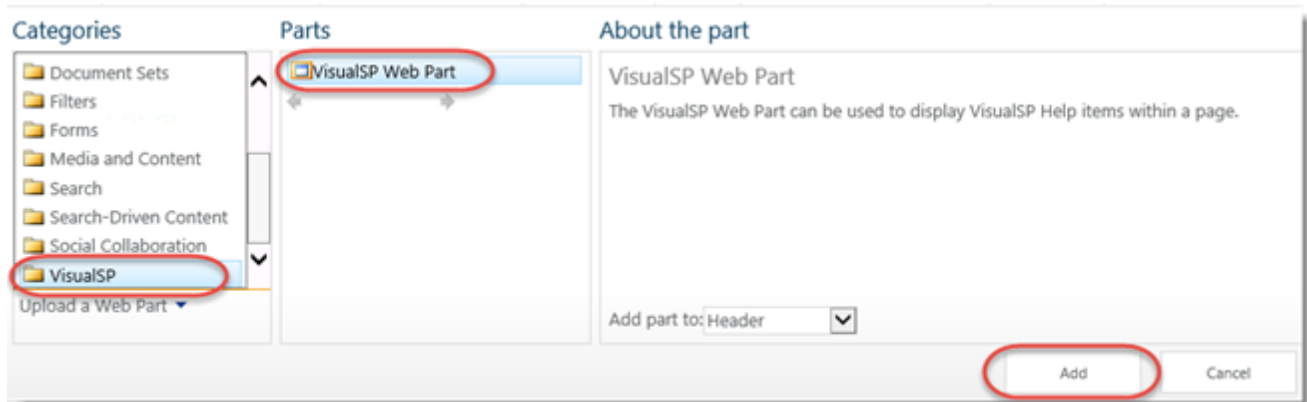
## Overview

The VisualSP web part allows you to display VisualSP Help Items within the content of a SharePoint page. This can be instead of, or in addition to, the Help Tab and the Inline Help Items.

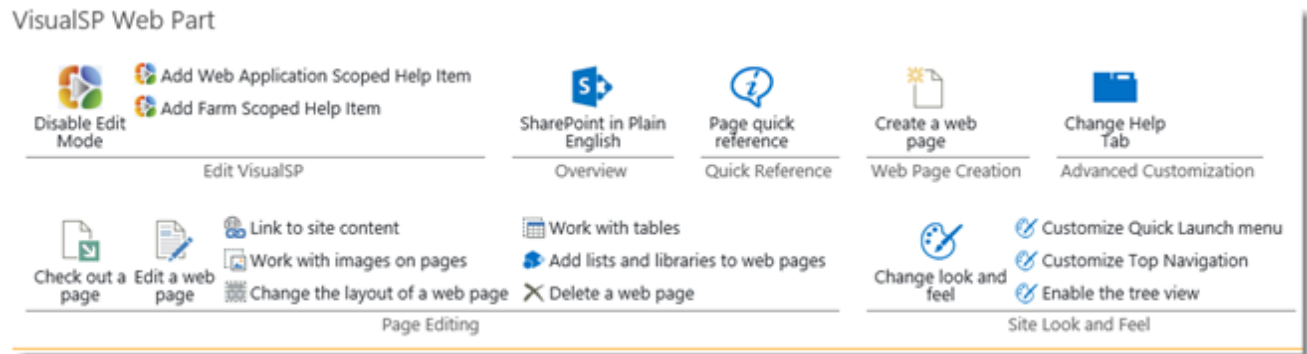
## Add Training Content Within Any Web Page

You can add Help items or training content to a specific page by using the VisualSP web part.

To add the VisualSP Web Part to a page, edit the page and click Add a Web Part. Select the **VisualSP Categories** group, select **VisualSP Web Part**, and click the **Add** button.



By default, what appears in the web part is the same collection of groups and items that appears in context for the page on which the web part appears.



The web part tool pane provides many tools and options you can use to customize which items appear in the VisualSP Web Part.

## Learn how to override which groups appear in the VisualSP Web Part

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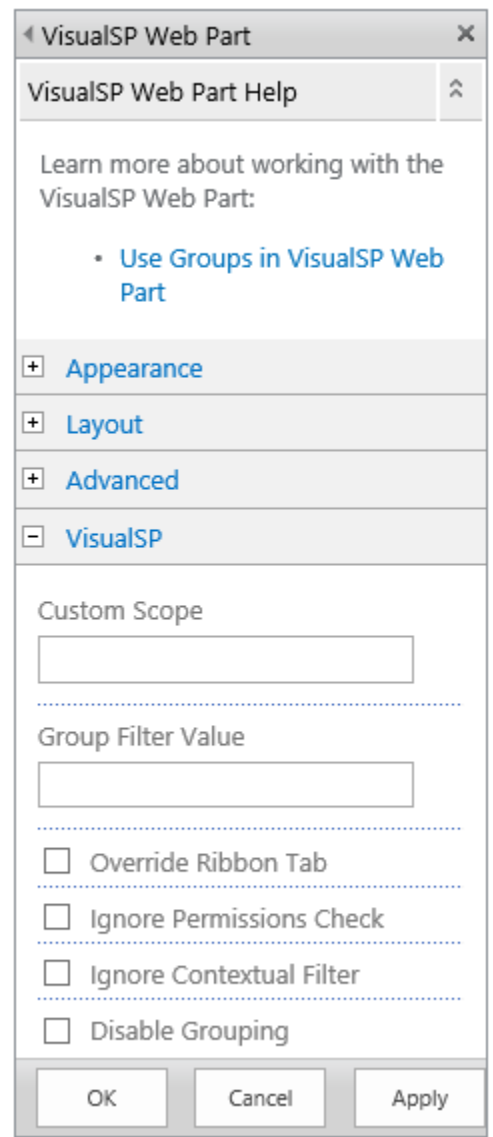
### The Default Configuration

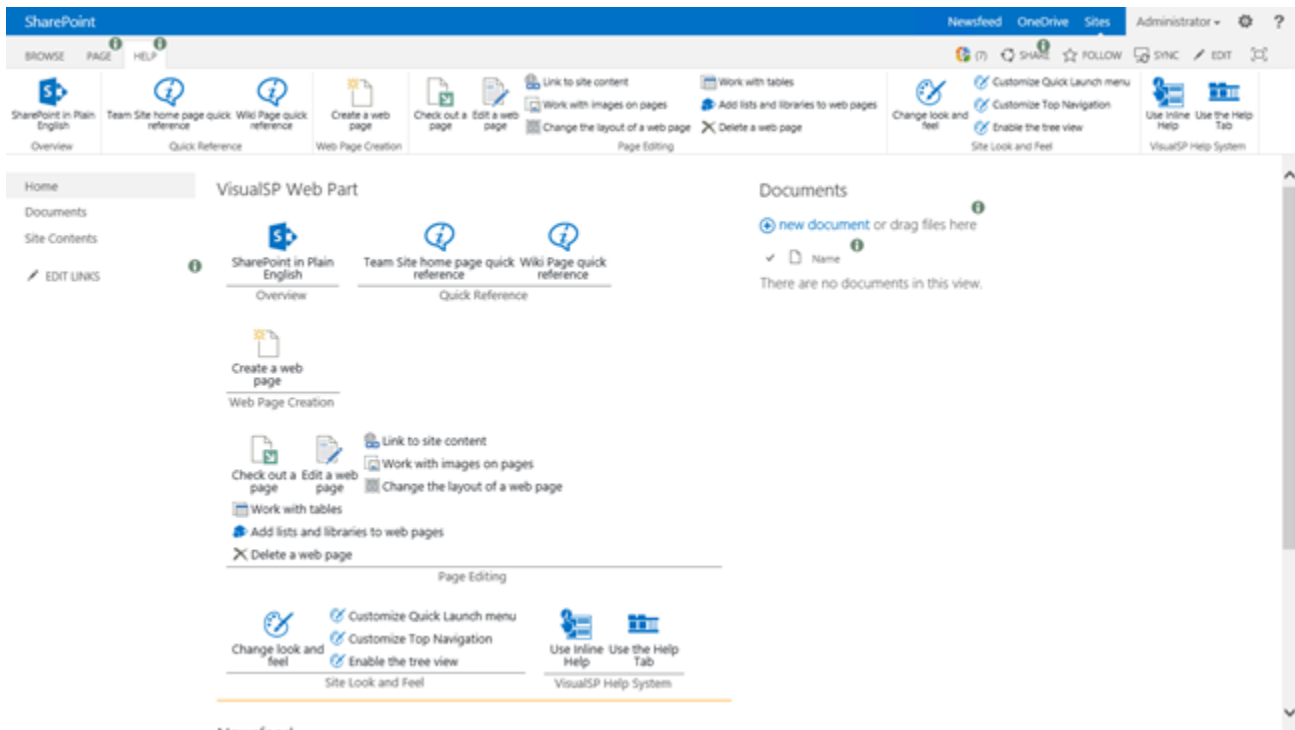
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The VisualSP web part has several options that can be used to achieve very powerful and highly customized results. In this section, we'll explain each individual setting and how to use it.

When you add the VisualSP web part to a page, none of the options are set. You can confirm this by editing the web part and expanding the VisualSP option group.

Without changing any of the options, the web part displays the exact same help items that are displayed in the Help tab ribbon on that page. In the example here, we've added the VisualSP web part to a wiki page. Notice that the same help items are displayed in the exact same order as in the Help tab ribbon. Notice also that the Help Items are grouped just as they are in the Help Tab ribbon. A horizontal line appears below the help items and the name of the Group appears below that.

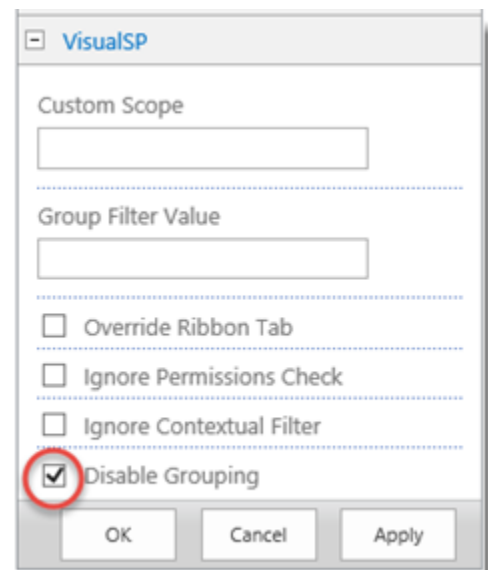


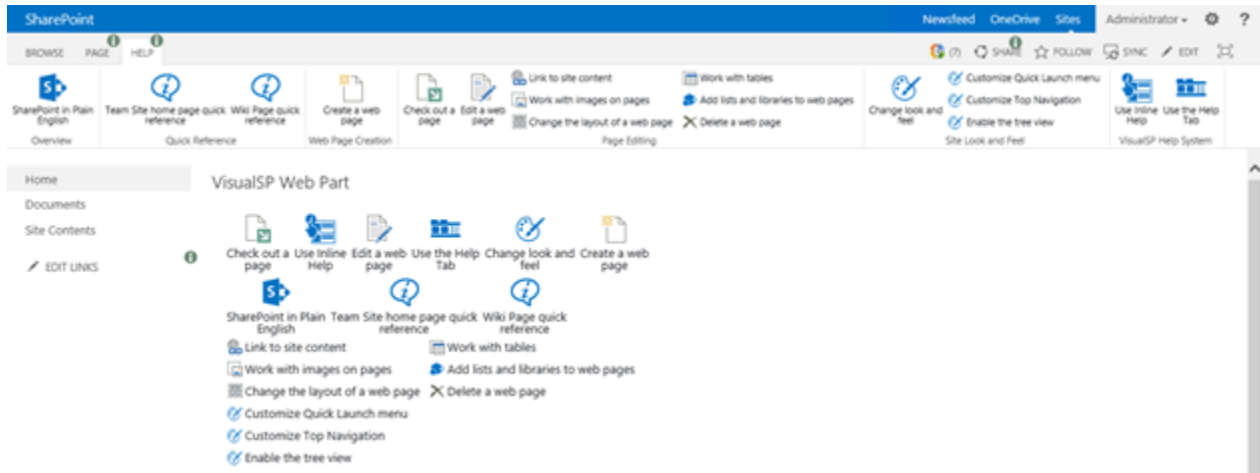


## The Disable Grouping Option

Checking the **Disable Grouping** option tells the web part to ignore the groups for the content. It will not display the group names and the underline below the content. All Help Items with large icons are displayed first followed by the ones with small icons. Items render in the same order as they do in the Help Tab.

In the example below, notice that all the Help Items that are in the Help Tab ribbon are in the VisualSP Web Part. All the large icons are displayed first, in the same order they appear in the Help Tab, and the items with small icons display after them, in the same order they appear in Help Tab.





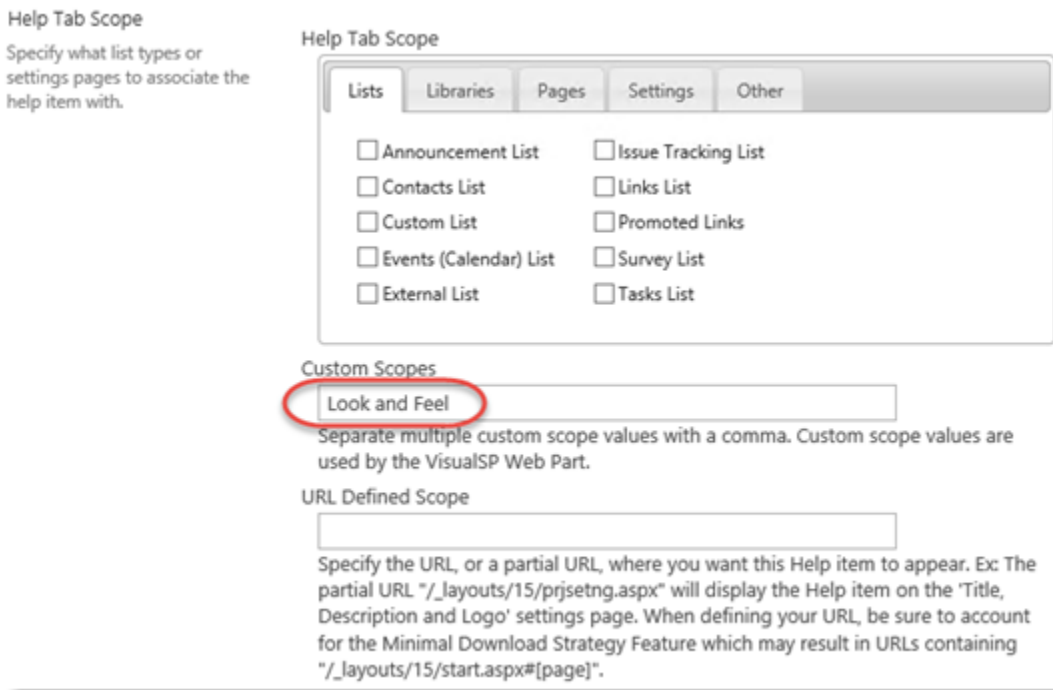
## The Custom Scope Option

The **Custom Scope** tells the VisualSP web part to display *only* the help items in a particular **Custom Scope**.

**Note:** The Custom Scope option only works with Custom Scopes. It does not recognize the-out-of-the-box scope values.

## Reference video tutorial: Train Users Using Custom Videos

When you add or edit a help item, the Scope section allows you to select from several out-of-the-box scopes. You can also add a **Custom Scope**. In the example here, we have added the help item to a Custom Scope named **Look and Feel**.

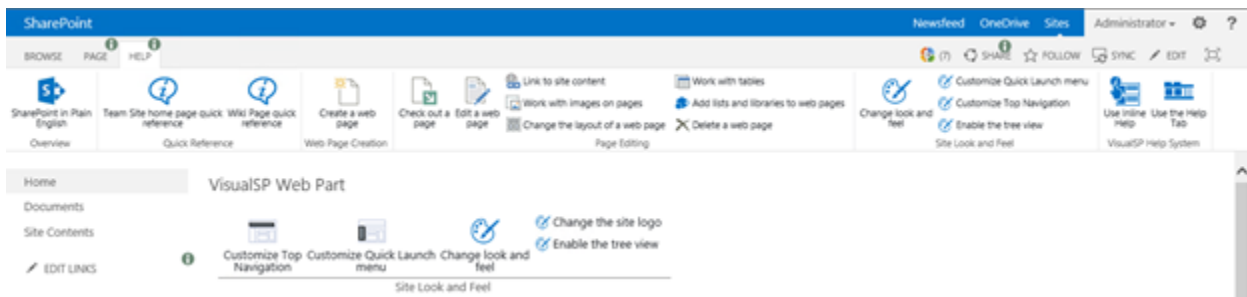
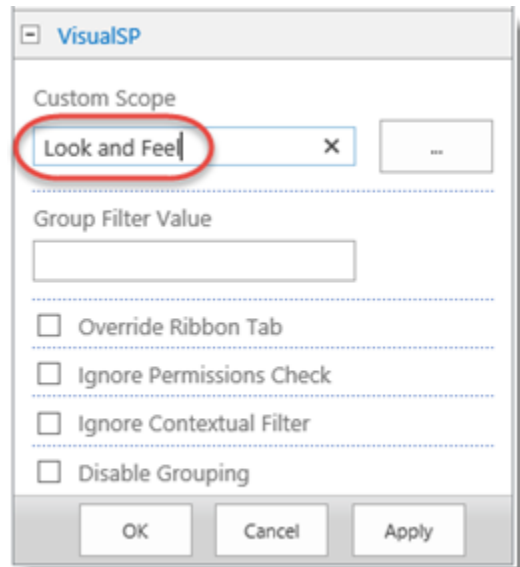


In this example, notice that five help items have been given the Custom Scope: **Look and Feel**.

Icon	Title	Group	Size	Viewer	Sequence	Scope	Inline Help Target	Permissions
	Change look and feel	Site Look and Feel	Large	Default Video Player		Site Settings Page, Wiki Page, <b>Look and Feel</b>		Any List Permission, Apply Style Sheets, Apply Theme And Border, Create Subsites, Manage Web Site
	Change the site logo	Site Look and Feel	Medium	Default Video Player		Site Settings Page, URL Defined Scope, <b>Look and Feel</b>		Any List Permission, Create Subsites, Manage Web Site
	Customize Quick Launch menu	Site Look and Feel	Large	Default Video Player	20	InlineTargetsOnly, <b>Look and Feel</b>	Navigation bars - Edit Links	
	Customize Top Navigation	Site Look and Feel	Large	Default Video Player	10	InlineTargetsOnly, <b>Look and Feel</b>	Navigation bars - Edit Links	Any List Permission, Create Subsites, Manage Web Site
	Enable the tree view	Site Look and Feel	Medium	Default Video Player		Site Settings Page, URL Defined Scope, Wiki Page, <b>Look and Feel</b>		Any List Permission, Create Subsites, Manage Web Site

In the VisualSP Web Part, we will set the **Custom Scope** to **Look and Feel**.

Notice that the VisualSP Web Part displays the Help Items from the Look and Feel custom scope instead of the help items from the help tab.



## The Override Ribbon Tab Option

The ***Override Ribbon Tab*** option tells the VisualSP Help Tab ribbon to display the help items from the **Custom Scope** that is in the **Scope Key Value** field. When this option is checked, no help items will be displayed in the VisualSP web part.

**Note:** The Override Ribbon Tab option is only effective if a Custom Scope has been entered into the **Scope Key Value** field. If this option is checked and the Scope Key Value field is empty, the VisualSP web part will not display any content and the Help Tab ribbon will display content as defined for that particular scope.

## Reference video tutorial: Using Custom Help Tab Items

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In this example, notice the **Look and Feel** custom scope has been entered into the **Scope Key Value** field and we have checked the ***Override Ribbon Tab*** option.

The Help Tab ribbon shows the help items that are in the **Look and Feel** custom scope and no help items are shown in the **VisualSP Web Part**.

The image shows a configuration dialog box for VisualSP. It has a title bar with a minus sign and the text 'VisualSP'. Below the title bar, there are several sections separated by dashed lines. The first section is 'Custom Scope' with a text input field containing 'Look and Feel'. The second section is 'Group Filter Value' with an empty text input field. The third section contains four checkboxes: 'Override Ribbon Tab' (checked and circled in red), 'Ignore Permissions Check' (unchecked), 'Ignore Contextual Filter' (unchecked), and 'Disable Grouping' (unchecked). At the bottom of the dialog are three buttons: 'OK', 'Cancel', and 'Apply'.

## The Group Filter Value Option

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The ***Group Filter Value*** option tells the VisualSP web part to only display Help Items that are in the group whose name is entered here.

For example, let's enter a value of ***Quick Reference***.

Notice that the VisualSP Web Part only displays the Help Items that appear in the Quick Reference section of the Help Tab ribbon.

**Note:** If you want the VisualSP Web Part to show help items from more than one scope, simply separate them with a semicolon ';'. For example, to show help items from both the Quick Reference group and the Overview group, enter **Quick Reference; Overview** into the **Group Filter Value** field.

## The Ignore Contextual Filter Option

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The ***Ignore Contextual Filter*** option expands the capabilities of the ***Group Filter Value*** option. When this box is checked, the VisualSP Web Part will display all help items in the selected group(s), regardless of the Scope to which they are assigned.

For example, let's leave ***Quick Reference*** in the ***Group Filter Value***, and check the ***Ignore Contextual Filter*** option.

Notice that the Visual SP Web Part displays all the help items that appear in the ***Quick Reference*** group, not just the ones that usually appear in that group for the context of this page.

## The Ignore Permissions Check Option

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The ***Ignore Permissions Check*** option tells the VisualSP web part to ignore any custom permissions that might be set on the help items it would otherwise display.

For example, let's configure the following five Look and Feel items to require at least Manage Web Site permissions. You might do this because only Site Owners can perform these functions, so there is no need for people who can't do these things to see these help items.

With the default settings in place on the VisualSP Web Part, when a person who only has View, Read, Contribute, or Edit permissions visits the page, that person will not see the Look and Feel items in the Help Tab ribbon or in the VisualSP Web Part.

Let's check the ***Ignore Permissions Check*** check box in the web part properties.

When the same user visits the page after changing this setting, the user will still not see the Look and Feel items in the Help Tab ribbon, but will see the item in the VisualSP Web Part.

Updated on July 9, 2019

Tagged: VisualSP Classic