

PL-100

Microsoft Power Platform App Maker

Trainer Preparation Guide

January 2024

Course description

This course will teach how to build apps with low-code techniques to simplify, automate, and transform business tasks and processes using Microsoft Power Platform.

This course contains a 1-day Applied Workshop. This workshop will allow you to practice your App Maker skills by creating an end-to-end solution to solve a problem for a fictitious company. The solution will include a Microsoft Dataverse database, Power Apps canvas app, and Power Automate flows.

Learning objectives

After completing this course, students will be able to:

- Design apps and automate workflows
- Create apps and automate workflows
- Analyse and visualize data in context of an app or automated workflow
- Implement and manage apps and automated workflows

App Maker Audience profile

The App Maker builds solutions to simplify, automate, and transform tasks and processes for themselves and their team where they have deep expertise in the solution business domain. They have basic data modeling, user experience design, requirements analysis, and process analysis skills.

The App Maker creates and enforces business processes, structures digital collection of information, improves efficiency of repeatable tasks, and automates business processes. The App Maker uses the Maker tools of Power Platform to solve business problems. They may use advanced features of Microsoft apps and third-party productivity tools.

The App Maker is aware of the capabilities and limitations of available tools and understands how to apply them. The App Maker is self-directed, and solution focused. They may not have formal IT training but are comfortable using technology to solve business problems with a personal growth mindset. They understand the operational need and have a vision of the desired outcome. They approach problems with phased and iterative strategies.

Audience prerequisites

- Basic data modeling, user experience design, requirements analysis, and process analysis skills.
- A personal growth mindset and are comfortable using technology to solve business problems.

- An understanding of the operational need and have a vision of the desired outcome. They approach problems with phased and iterative strategies

Duration

24 hours (3 days)

The following table provides delivery specifications for a 3-day PL-100 course, including Applied Workshop.

Day	Content
Day 1	Course Introduction slide deck (time may vary due to the number of student introductions in a given course)
	Lab introduction Lab 0: Validate lab environment Suggestion: Walking students through accessing the lab environments follow the leader style can greatly reduce the time the exercise takes and problems students may encounter.
	LP1: Intro to Microsoft Power Platform
	<i>Break</i>
	LP2: Introduction to Microsoft Dataverse
	Lab 2.1: Build a data model in Microsoft Dataverse
	LP3: Microsoft Dataverse for Teams
	<i>Lunch</i>
	LP 4: Create a model-driven app in Power Apps
	<i>Break</i>
	Lab 4.1: Work with forms & views
	Lab 4.2: Compose a model-driven app
	Lab 4.3: Import data
	Lab 4.4: Create business process flows and business rules Note: If you are pressed for time, you could use this lab as a bonus activity for students who are faster.
	Daily wrap up
Day 2	Day 1 recap & Day 2 overview
	LP 5: Create canvas apps in Power Apps
	<i>Break</i>
	Lab 5.1: Build canvas apps Suggestion: Walk through the (components exercise) with students, follow the leader style. Note: there is a bonus exercise at the end. This is optional for students that have time).
	LP 6: Automate a business process using Power Automate
	<i>Lunch</i>
	Lab 6.1: Create Power Automate flows
	LP 7: Create and use analytics in Power BI
	<i>Break</i>
	Lab 7.1: Build Power BI dashboards

	LP 8: Get started with AI Builder
	Lab 8.1: Test & deploy
	Daily wrap up
Day 3	<p>Applied Workshop (Including breaks)</p> <p>Note 1: The class may need some extra time to finish up labs. Feel free to use the first hour or two of class to allow them to wrap them up. Remember to condense the Applied Workshop phases accordingly, so they still have time to share their solutions.</p> <p>Note 2: Based on the size and skill level of your class, you may not need the full eight hours. Check in with students at regular intervals and see where they are in the exercise. You can also start the presentations early</p>