

PL-100 exam prep

Skills measured

Audience profile

As a candidate for this exam, you envision and create business solutions to simplify and automate tasks and processes for yourself and your team. You understand:

- The data that you work with.
- The issues that you need to resolve.
- The required processes and app experiences.

As a candidate for this exam, you may not have formal IT training but are comfortable using technology to solve business problems.

You're self-directed and focus on solving problems by using Microsoft Power Platform as part of your primary job role. You may connect to and use features of apps including:

- Microsoft Teams
- Microsoft 365 apps and services
- Third-party solutions

You have a desire to understand the capabilities and limitations of available tools and how to apply them.

Skills at a glance

- Design and manage business solutions (35–40%)
- Analyze and visualize data (10–15%)
- Create business solutions (50–55%)

Design and manage business solutions (35–40%)

Identify Microsoft Power Platform components

- Determine the required Microsoft Power Apps app type for a given business scenario

- Determine which Microsoft Power Platform components meet a given business scenario
- Describe business logic in Microsoft Dataverse
- Describe connectors
- Describe use cases for cloud flows and desktop flows
- Describe use cases for AI and Microsoft Copilot in Microsoft Power Platform
- Describe Microsoft Power Platform environments
- Describe use cases for Power Automate Process Mining
- Determine reporting options for given business scenarios including views, Microsoft Power BI visualizations, and dashboards

Configure and manage Microsoft Dataverse

- Create tables and table columns based on a data model
- Link tables by using lookups
- Configure Dataverse business rules
- Describe how Dataverse uses role-based access control (RBAC)
- Add table permissions to existing Dataverse security roles
- Create tables and table columns by using Copilot in Dataverse
- Import and export data by using Microsoft Excel
- Determine when to use Microsoft Dataverse for Teams or Microsoft Dataverse

Manage Microsoft Power Platform components during development

- Create a Dataverse solution
- Export and import a Dataverse solution
- Export and import a non-solution canvas app or a non-solution cloud flow
- Add existing components to a Dataverse solution

Analyze and visualize data (10–15%)

Create and consume Microsoft Power BI dashboards

- Create a simple report from an existing dataset by using Power BI Service
- Create Power BI dashboards from existing reports
- Embed Power BI dashboards and tiles in canvas apps and model-driven apps
- Share Power BI dashboards

Describe AI Builder models

- Describe use cases for AI Builder
- Describe the differences between prebuilt models and custom models
- Describe the process for training custom models
- Use a model from within Power Automate or Power Apps

Create business solutions (50–55%)

Create and manage model-driven apps

- Create and configure model-driven apps
- Create and configure Dataverse table forms
- Create and configure Dataverse table views
- Share model-driven apps with other users and groups
- Create and configure model-driven app dashboards
- Create and configure model-driven app charts

Create and manage canvas apps

- Connect to data sources in canvas apps
- Interpret app checker results
- Manage versions of canvas apps
- Publish canvas apps
- Share canvas apps with other users and groups
- Add canvas app assets and components
- Describe modern controls and themes

Create and manage screens for canvas apps

- Determine when to use screens, forms, containers, galleries, buttons, labels, input controls, images, charts, and custom controls
- Configure UI elements
- Implement Power Fx formulas
- Implement collections and variables
- Run a Microsoft Power Automate cloud flow from a canvas app

Create Power Automate cloud flows

- Describe types of triggers
- Configure triggers

- Configure flow steps
- Test and troubleshoot a cloud flow
- Implement conditional logic
- Create approvals and monitor the approval process by using Power Automate and Microsoft Teams
- Share cloud flows