

Master Power Platform with Power Automate and Copilot Studio

Duration 5 days

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Basics of Power Platform:

Module: Describe the business value of Microsoft Power Platform

- Microsoft Power Platform Overview

Module: Identify foundational components of Microsoft Power Platform

- Microsoft Dataverse overview
- Power Platform admin centre

Module: Describe building apps with Power Apps

- Introduction to Power Apps Technologies
- How to build a canvas app
- How to build a model-driven app

Module: Describe building automation with Power Automate

- Power Automate overview
- How to Build an Automated Solution

Module: Describe the capabilities of Power BI

- Power BI overview
- How to Build a Simple Dashboard

Module: Describe complementary Power Platform solutions

- How to Build a Simple Dashboard
- Power Virtual Agent
- Power Page
- AI Builder

Canvas Apps

Module: Get started with Power Apps canvas apps

- Introduction to Power Apps
- Start Power Apps
- Exercise - Create your first app in Power Apps
- Power Apps data sources
- Exercise - Create an app from Excel using Copilot
- Use Power Apps with Power Automate and Power BI
- Designing a Power Apps app

Module: Customize a canvas app in Power Apps

- Improve your app by making basic customizations
- Explore controls and screens in canvas apps
- Exercise - Introduction to formulas in canvas apps
- Exercise - Create basic screen navigation for a canvas app

Module: How to build the User Interface in a canvas app in Power Apps

- Use themes to quickly change the appearance of your app
- Brand a control
- Icons
- Images
- Personalization
- Build for phones or tablets
- Exercise - Create and adjust UI for a new canvas app

Module: Work with external data in a Power Apps canvas app

- Introduction
- Data-source overview
- Add a data source
- Add Office 365 users to your application
- Display and interact with your data in a gallery
- Move data between collections and data sources by using Collect
- Exercise - Work with external data in a canvas app

Module: Write data in a Power Apps canvas app

- Introduction to forms
- Form modes
- Adding and customizing an Edit form
- Submit your form
- Special properties
- Exercise- Working with forms

Module: Publish, share, and maintain a canvas app

- Introduction
- Exercise - Publish your app
- Exercise - Share your app
- Exercise - Maintain your app
- Application lifecycle management

Module - Guided Project - Create and manage canvas apps with Power Apps

- Introduction
- Prepare
- Exercise - Create a canvas app that connects to a data source

Model Driven App

Module: Create tables in Dataverse

- Introduction to Microsoft Dataverse
- Table characteristics
- Exercise - Create a Microsoft Dataverse table
- Exercise - Import data into your Microsoft Dataverse database
- Table relationships
- Exercise - Create table relationships
- Dataverse logic and security
- Exercise - Create a custom table and import data
- Dataverse auditing
- Dual-write vs. virtual tables

Module: Get started with model-driven apps in Power Apps

- Introducing model-driven apps
- Components of model-driven apps
- Design model-driven apps
- Exercise - Control security when sharing model-driven apps
- Incorporate business process flows
- Exercise - Create a model-driven app

Module: Configure forms, charts, and dashboards in model-driven apps

- Forms overview
- Form elements
- Configure multiple forms
- Use specialized form components
- Configure views overview
- Configure grids

- Create and edit views
- Configure charts overview
- Dashboards overview
- Use interactive streams and tiles

Module: Manage solutions in Power Apps and Power Automate

- Introduction
- Add and remove apps, flows, and entities in a solution
- Edit a solution-aware app, flow, and table
- Exercise - Import and export solutions
- Build and deploy a complex solution with flows, apps, and entities
- Automate solution management

Module: Guided Project - Create and manage model-driven apps with Power Apps and Dataverse

- Introduction
- Prepare
- Exercise - Create custom tables
- Exercise - Modify forms and views
- Exercise - Build a model-driven app

Power Automate

Module: Get started with Power Automate

- Introducing Power Automate
- Create your first flow
- Exercise - Create recurring flows
- Exercise - Monitor incoming emails
- Exercise - Share flows
- Troubleshoot flows

Module: Build approval flows with Power Automate

- Provide solutions to real-world scenarios.
- Exercise - Build an approval request
- Exercise - Create a business process flow
- Exercise - Create a business process flow that has conditions

Module: Build flows to manage user information

- Introduction
- Exercise - Build a flow that uses information like locations or date
- Exercise - Build a flow accepts user input when run

- Exercise - Create a flow that blocks time on your calendar

Module: Power Automate's deep integration across multiple data sources

- Introduction
- Exercise - Build a flow that runs when an event in Dynamics 365 occurs
- Exercise - Build a flow that uses SQL
- Exercise - Integrate Power Apps, Power Automate, and SharePoint
- Exercise - Monitor flows

Module: Guided Project - Create and manage automated processes with Power Automate

- Introduction
- Prepare
- Exercise - Build a Power Automate flow to send automated emails

Power Automate Desktop Flows

- Build your first Power Automate for desktop flow
- Configure flow control in Power Automate for desktop
- Adjust process behavior using conditional actions with Power Automate for desktop
- Handle variables in Power Automate for desktop
- Define input and output parameters in Power Automate
- Automate repetitive tasks using loops in Power Automate for desktop
- Generate Power Automate for desktop flows by recording
- Scripting in Power Automate for desktop
- Web automation in Power Automate for desktop
- Configure exception and error handling in Power Automate for desktop

Microsoft Copilot Studio

Module: Get started with Microsoft Copilot Studio

- Introduction
- Get started working with environments
- Create bots and work with the Microsoft Copilot Studio interface
- Create topics
- Test bots
- Publish bots and analyze performance
- Exercise - Build your first chatbot

Module: Manage topics in Microsoft Copilot Studio

- Introduction
- Work with bot topics
- Branch a topic
- Create topics for existing support content
- Work with system fallback topics
- Manage topics

Module: Enhance Microsoft Copilot Studio bots

- Introduction
- Use Power Automate to add actions
- Transfer conversations to agents by using Omnichannel for Customer Service
- Create topics for existing support content
- Analyze bot performance