

KOENIG SOLUTIONS • COURSE OUTLINE

Microsoft Power Platform Administration and Management (Essentials)

Learn to administer, manage and secure Microsoft Power Platform, from environments and licensing to user permissions and audit logs.

5

MODULES

37

TOPICS

11

HANDS-ON LABS

COURSE OVERVIEW

This course covers Microsoft Power Platform and its components, along with the capabilities of the Power Platform Admin Center and the role of an administrator. It explains licensing management, including monitoring consumption and managing Power Apps licenses. It then covers creating, configuring and maintaining environments, including Dataverse databases and business continuity. Finally, it addresses user permissions, security roles, business units, hierarchy security and audit log management.

WHO THIS COURSE IS FOR

Power Platform Administrators

IT Administrators

System Administrators

Power Apps Administrators

Security Administrators

LEARNING OBJECTIVES

- Describe the components and features of Microsoft Power Platform
- Explain the role of a Power Platform administrator
- Apply the Power Platform Admin Center to manage subscriptions
- Manage license consumption and allocation for Power Apps
- Configure and manage Power Platform environments
- Apply Microsoft Dataverse databases within environments
- Assess business continuity and disaster recovery options for environments
- Manage security roles, business units and audit logs

5 Modules, 37 Topics

01

2 Labs

Introduction to Power Platform

TOPICS

- Microsoft Power Platform Overview
- Components and features of Microsoft Power Platform
- Use each Microsoft Power Platform component application to create business solutions
- Value of using Microsoft Power Platform to create business solutions
- Introduction to Power Platform Admin Center

02

3 Labs

Power Platform Admin Center Capabilities

TOPICS

- Working with the admin portals
- What's the role of a Power Platform administrator?
- Management and monitoring
- Administering a Power Apps enterprise deployment
- Use the Microsoft 365 admin center to manage your subscription

03

Lab

Licensing Overview for Microsoft Power Platform

TOPICS

- About licensing and license management
- View license consumption
- Manage Power Apps licenses in your organization
- Administer without a license
- Requests limits and allocations

Administer and Manage Environment

TOPICS

- Environments overview
- Create and manage environments
- Control who can create and manage environments
- Change the environment type
- Add a Microsoft Dataverse database
- Delete, Reset, Recover, Reset, Copy, Backup and Restore Env
- Troubleshoot missing environments
- Business continuity and disaster recovery
- Edit properties of an environment
- Administration mode
- Microsoft Dataverse for Teams environment

User Permission and Audit Logs

TOPICS

- Tenant settings, Manage Microsoft Dataverse settings and Environment database settings
- Manage behavior settings and Manage feature settings
- Create or edit business units
- Update a record Owner and Owning Business Unit
- Delete a business unit
- Assign a business unit to a different parent business
- Hierarchy security to control access
- Security roles and privileges
- Audit Log Management
- System Settings Auditing tab and Use the Audit Summary view
- Monitoring system jobs

Practise What You Learn

#	MODULE	ACTIVITY
01	Introduction to Power Platform	■ Lab 0: Setting up the Environments ■ Lab 1: Import Solutions
02	Power Platform Admin Center Capabilities	■ Lab 2a: Create Users in Office 365 Admin Center ■ Lab 2b: Add users in Environment ■ Lab 2c: How do I check my online service health?
03	Licensing Overview for Microsoft Power Platform	Lab 3: Checkout Power Apps and Power Automate licensing
04	Administer and Manage Environment	■ Lab 4a: Add Developer Env ■ Lab 4b: Explore Trial and Sandbox env
05	User Permission and Audit Logs	■ Lab 5a: Create a team template to control access rights for automatically created teams ■ Lab 5b: User settings ■ Lab 5c: Recover database space by deleting audit logs

WHAT IS INCLUDED

Everything You Need to Succeed

- Koenig course material for every module
- Delivery by certified instructors and subject matter experts
- Hands-on exercises throughout the course
- Course completion certificate from Koenig

ABOUT KOENIG

Who We Are

Established in 1993, Koenig Solutions is a globally recognised training provider with 35+ technology partnerships, 5,000+ training programmes and a network of certified instructors and subject matter experts, supporting individuals and enterprise teams worldwide.

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