

KOENIG SOLUTIONS • COURSE OUTLINE

Microsoft Power Automate Flow, Desktop RPA & Copilot Integration

Learn to build cloud and desktop flows in Power Automate, integrate Power Apps, and use Copilot to create and troubleshoot workflows.

18

MODULES

84

TOPICS

COURSE OVERVIEW

This comprehensive course provides an in-depth understanding of Microsoft Power Automate, Power Automate Desktop (RPA), and the advanced integration capabilities with Microsoft Copilot. Participants will explore end-to-end automation from cloud to desktop, gain hands-on experience in designing flows, and learn how to use AI-driven Copilot tools to build, refine, and troubleshoot workflows. The course blends core Power Platform functionality with real-world business automation scenarios to empower participants with the skills to streamline processes and increase efficiency using low-code solutions.

WHO THIS COURSE IS FOR

This course is designed for business users, automation professionals, IT administrators, developers, and solution architects who want to leverage Power Automate, RPA, and Copilot within the Microsoft Power Platform to build scalable, automated workflows and integrations across services

PREREQUISITES

- Basic understanding of Microsoft 365 applications
- Familiarity with business processes and workflows
- No prior coding experience required, but a willingness to explore automation tools is beneficial

LEARNING OBJECTIVES

By the end of this course, participants will be able to:

- Understand the Power Automate ecosystem and its integration with Power Apps
- Create automated and manual flows using triggers and actions
- Design and connect Power Apps with flows for enhanced user interaction
- Build complex and composite flows for advanced automation needs
- Automate data entry and processing tasks with AI Builder and Power Automate
- Utilize Power Automate Desktop to automate web and desktop tasks
- Use Microsoft Copilot to build, edit, and troubleshoot flows using natural language
- Explore process mining and automation insights with Copilot capabilities

18 Modules, 84 Topics

01

Introduction to Power Automate

TOPICS

- Understanding Microsoft Power Automate
- The synergy of Power Automate and Power Apps in the Power Platform
- Real-world applications and benefits of integration
- Setting up your environment
- Creating a Power Automate environment
- Configuring a Power Apps environment

02

Exploring Power Automate Basics

TOPICS

- Getting started with Power Automate
- Understanding components of a flow
- Navigating the Power Automate interface
- Creating your first automated flow
- Understanding and configuring triggers
- Manual and automated triggers
- Introduction to actions and action types
- Configuring inputs and outputs

03

Introduction to Power Apps Basics

TOPICS

- Canvas Apps fundamentals
- Data connections and sources
- Connecting Power Apps to SharePoint, SQL Server, Dataverse
- Power Apps and Power Automate integration
- Model-driven apps essentials
- Importing a solution

04

Integrating Power Automate with Power Apps

TOPICS

- Triggering flows from Power Apps
- On-demand flow triggers with buttons and icons
- Passing data with parameters
- Using Flow control in Power Apps
- Triggering flows from within apps
- Flow execution control with wait conditions

05

Building Complex Flows Integration with Apps

TOPICS

- Composite flows
- Combining multiple flows
- Understanding scope, input, and output
- Passing data between composite and child flows

06

Automating Data Entry and Updates

TOPICS

- Designing data entry forms in Power Apps
- Customizing behavior, validation, and error handling
- Cascading dropdowns and dependent fields
- Automating data entry with flows
- Integrating AI Builder for extraction and classification
- Scheduled flows for updates
- Designing data update flows
- Flow buttons for updates
- Security for sensitive data

07

Enhancing Power Automate Skills

TOPICS

- Complex conditions and branching
- Expressions and advanced logic
- Looping through data
- Introduction to custom connectors
- Creating and using custom connectors
- API and web service integration
- Utilizing variables in flows

08

Building Basic Approval Workflows

TOPICS

- Introduction to approval processes
- Approval action configuration
- Approval steps and participant settings
- Using approval columns in SharePoint or Dataverse
- Designing leave request forms
- Approval flows with notifications
- Handling approvals in Power Apps

09

Power Automate Desktop

TOPICS

- Introduction to desktop automation
- UI automation for web and desktop apps
- Streamlining repetitive tasks
- **Integration:** Power Apps to Cloud Flows to Desktop Flows

10

Error Handling and Troubleshooting

TOPICS

Common flow errors · Troubleshooting with Scope and Terminate · Error notification and logging · Debugging with Run History and Flow Checker · Using Monitor tool

01

Introduction

TOPICS

- Overview of Copilot in Microsoft Power Platform
- Capabilities of Copilot in Power Automate

02

Copilot in Cloud Flows

TOPICS

- Creating flows using natural language
- Using cloud flows designer with Copilot
- Getting help from Microsoft Copilot Studio bot
- Using flows as plugins in Copilot for Microsoft 365

03

Describe and Refine Your Flow

TOPICS

Building flows by conversation · Iterative refinement with Copilot suggestions

04

Edit a Flow with Copilot

TOPICS

- Modifying existing flows
- Prompting Copilot to adjust actions and conditions

05

Exercise - Build a Cloud Flow Using Copilot

TOPICS

- Step-by-step guided exercise
- Best practices for Copilot-driven flow creation

06

Copilot in Process Mining

TOPICS

Copilot in process mining ingestion · Copilot in process analytics

07

Copilot in Desktop Flows

TOPICS

- Getting started with Copilot for desktop
- Creating desktop flows using “Record with Copilot”
- Writing scripts using natural language
- Repairing automation errors with Copilot
- Analyzing desktop flow activity

08

Copilot in Automation Center

TOPICS

- Retrieving past flow run data
- Assessing work queue performance
- Using Copilot to ask product-related questions

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.

FLEXIBLE DELIVERY

Learn the Way That Suits You

Classroom Training

Live Online Classes (ILO)

Fly-Me-A-Trainer (FMAT)

Flexi (Self-Paced)

1-on-1 Training

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✉ info@koenig-solutions.com