

MICROSOFT POWER PLATFORM

“BUILD & ADMIN” WORKSHOP

Duration: 5 days; Instructor-led

WHAT WILL YOU LEARN?

Microsoft Power Platform is made up of Power Apps, Power Automate (formerly known as Flow) and Power BI. The 4-day portion of the workshop gives an overall picture to students on how to get up to speed in utilizing all the apps in Power Platform to build a custom solution that automates business processes and the ability to generate reports immediately. The last day is a run through of administration and management using Microsoft Power Platform Admin Center.

PREREQUISITES

This course is for beginners and non-developers and assumes no prior knowledge of Power Platform. You will be guided on a step-by-step through the process of building your own business app. A good experience in working with Microsoft Office such as Excel is preferred. The last day is for intended administrators of a Microsoft Power Platform implementation, thus administration role knowledge would be essential.

WORKSHOP CONTENTS

Module 1: Introduction to Power Platform

- What is Power Platform?
- Understanding Power Apps, Power Automate and Power BI.
- Understanding Microsoft Dataverse.
- Understanding Microsoft SharePoint Online.

Module 2: Power Apps Canvas Apps

- What is a Power Apps canvas app?
- Connect to data sources.
- Work with screens and navigation.
- Customize user experience.
- Save, share and running an app.

Module 3: Microsoft SharePoint Online as a Source

- Microsoft SharePoint Online quick start.
- Using SharePoint Online lists as a source of data.
- Mapping Microsoft Dataverse entity to a SharePoint Online list.
- Differentiating scenarios between usage of Microsoft Dataverse and SharePoint Online lists.

Module 4: Introduction to Power Automate

- Understanding Power Automate.
- Create a trigger flow.
- Create an approval request flow.

Module 5: Introduction to Power BI

- What is Power BI?
- Connecting Power BI to Microsoft SharePoint Online lists.
- Create visualizations based on Microsoft SharePoint data.

Module 6: Tour of the Power Platform Admin Center

- What is the Microsoft Power Platform Admin Center?
- The capabilities of the Microsoft Power Platform Admin Center
- Different Admin portals found under the Microsoft 365 & Dynamics 365 ecosystem

Module 7: Environments

- Viewing the list of environments
- Types of environments
- Creating an environment
- Management settings of an environment

Module 8: Analytics

- What are the available analytics views?
- Obtaining metrics information
- Viewing and understanding the analytics view

Module 9: Resources

- What are the available resources in Power Platform?
- Managing Dynamics 365 apps
- Managing Power Apps
- Managing Power Automate flows

Module 10: Data Integration

- Understanding the Data Integrator Platform
- Workloads handled by the Data Integrator
- Contents of a data integration project
- Managing connections

Module 11: Data Gateways

- What are data gateways?
- Setting up a data gateway
- Managing a data gateway
- Managing data gateway installers

Module 12: Data Policies

- Understanding the DLP policy
- Processes of a DLP policy
- Creating a DLP policy
- Managing DLP policies