



Microsoft Power Platform Training



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Section -0: Power Platform

Chapter-0: Introduction to Power Platform

- What is Microsoft Power Platform
- Advantages of Power Platform
- How to start with Power Platform

Section -1: Power Apps

Chapter-1: Introduction to Power Apps & Subscription Details

- What is Power Apps and Why to use it?
- Different types of Apps in Power Apps
- Power Apps environment
- Power Apps Licensing & Subscription
- Introduction to Power Apps Studio
- Build your first App from SharePoint
- Create an App from Excel
- Preview, Save, and Publish an App

Chapter-2: Power Apps Designer understanding

- Introduction to the Designer interface
- Power Apps Layouts
- Power Apps Screens
- Various types of screens
- New, Browse, Details, Edit Screens
- Themes
- Power Apps on start property

Chapter-3: Power Apps Data Sources and Connectors

- Understanding data sources and connectors
- Standard connectors vs Premium Connectors
- On-premises data gateway
- Power Apps connections
 - Microsoft Dataverse
 - Excel
 - OneDrive
 - SharePoint
 - Office 365 Outlook
 - Office 365 Users
 - Azure AD

- Twitter
- RSS Feed
- Weather
- Power BI, etc

Chapter-4: Power Apps Functions and Formulas

- Power Apps variables
- Power Apps collections
 - Create collection
 - Create collection from SharePoint list
 - Create collection from Excel
 - Add, Update, remove, filter in Power Apps collection
- Formulas in Power Apps
- Power Apps functions
 - Text functions
 - String functions
 - Number functions
 - Calculate
 - If function
 - Date, DateAdd, DateDiff, DateValue, Now, Today, IsToday, etc.
 - Count, CountA, CountIf, CountRows, etc.
 - AddColumns, DropColumns, RenameColumns, etc.
 - First, FirstN, Last, LastN, etc.
 - Remove, RemoveIf, etc.
 - Select
 - Find
 - Distinct
 - LastSubmit
 - GroupBy
 - Choice
 - Patch
 - Collect
 - Update, UpdateContext, UpdateIf, etc.
 - Filter
 - Search
 - Lookup
 - Navigate
 - Sort, SortByColumns
 - Switch
 - Table
 - ThisItem, ThisRecord

Chapter-5: Working with SharePoint List in Power Apps

- Create a canvas app in PowerApps from a SharePoint list
- Customizing SharePoint list forms
- Build app from scratch
- SharePoint List form validations
- Create Login Screen in PowerApps with SharePoint List
- Working with various columns like, person, choice, date column, Yes/no, File Attachment, etc.
- Working with Power Apps with multiple lists
- Power Apps Search SharePoint List
- PowerApps Filter SharePoint List
- Tabbed form in Power Apps with SharePoint List
- PowerApps SharePoint Lookup Column
- PowerApps Cascading Dropdown
- Create PowerApps GridView

Chapter-6: Various Controls in Power Apps

- Understanding controls in Power Apps
- Various Power Apps controls examples
 - Text input, radio button, checkbox, dropdown, button, etc.
 - List box
 - Combobox
 - Date picker
 - Gallery
 - Data table
 - Image
 - Audio and Video
 - Timer
 - Slider
 - Toggle
 - Container
 - Barcode scanner
 - Charts
 - Export & Import
 - PDF Viewer
- Working with Fluent UI controls

Chapter-7: Power Apps Examples

- Dashboard using Power Apps example
- Leave request form using Power Apps
- PowerApps Multilingual App
- PowerApps Quiz/PowerApps Survey

- PowerApps Barcode Scanner
- PowerApps Get Current User
- Employee Directory
- Power Apps Search Gallery
- Power Apps Gallery Pagination
- PowerApps Gallery Control Filter
- PowerApps Dropdown Gallery
- Power Apps repeating rows
- Upload PowerApps Attachments to SharePoint Library Folder
- Power Apps Loading Spinner
- Show hide fields based on dropdown selection PowerApps
- PowerApps send email on submit
- PowerApps Popup message Box
- Create a navigation menu using the Gallery Control in Power Apps

Chapter-8: Model-Driven App in Power Apps

- Introduction to model driven apps
- Create your first model driven app
- Working with Views
- Working with Forms
- Publish and share a model driven app

Chapter-9: Microsoft Dataverse

- Introduction to Dataverse
- Why to choose Dataverse
- Working with tables & table relationships
- Working with Columns
- Business logic in Dataverse
- Working with workflows in Dataverse
- Working with actions in Dataverse
- Solutions in Dataverse
- Create, Export, Import, Update and Upgrade solutions
- Working with dataflows in Dataverse
- Dataverse Security

Chapter-10: Power Apps with Microsoft Teams

- Embed canvas app in Microsoft Teams
- Embed model driven app in Microsoft Teams
- Create an app in Microsoft Teams
- Working with Dataverse for Teams App
- Working with Tables

- Integrate with Azure Active Directory
- Integrate App with call and meetings
- Share, Publish, Remove your Apps

Chapter-11: Power Apps Portals

- Introduction to Power Apps
- Power Apps portal architecture
- Create a Power Apps portal
- Create a portal using portals studio
- Working with roles & permissions in portals
- User management in Power Apps portal
- Search in Power Apps portals
- Document storage in Power Apps portals
- Embed portals to another site
- Working with Liquid templates

Chapter-12: Power Apps Administration

- Share app with other users
- Export and import Power Apps app
- Securing Power Apps app
- Migrate PowerApps from one tenant to another
- Power Apps Delegation

Section-2: Power Automate

Chapter-13: Introduction to Power Automate

- Introduction to Power Automate
- Advantages of using Power Automate
- Power Automate Licensing and Price
- Access Power Automate
- Introduction Power Automate Desktop
- Install and setup the Power Automate Desktop
- Power Automate Desktop Architecture
- Power Automate desktop Actions and its Pane
- On-premises data gateway
- Types of flows
- Create your first flow
 - Automated cloud flow
 - Instant cloud flow
 - Scheduled cloud flow
 - Desktop flow
 - Business process flow

- Process advisor
- Power Automate Mobile app
- How to operate flow from Mobile

Chapter-14: Flow Templates & Connectors

- Prebuilt flow templates
 - Save Office 365 email attachments to specified OneDrive for Business folder
 - Trigger a flow with a Power BI data-driven alert
 - Move documents between SharePoint libraries based on a metadata condition
 - When an item in a SharePoint list is modified send an email
 - Send myself a reminder in 10 minutes
 - Create a Planner task when a Microsoft Forms is submitted
 - Keep track of anything using a SharePoint list
 - Upload photos to Google Drive
 - Send an email with today's weather report and upcoming Outlook 365 events
 - Form processing to email and SharePoint
- Connectors
 - SharePoint
 - OneDrive for Business
 - Twitter
 - Microsoft Teams
 - Approvals
 - Microsoft form
 - Outlook
 - Google Drive
 - YouTube
 - Excel

Chapter-15: Flow Actions & Triggers

- Flow triggers and uses
- Different type of triggers
- Configure the trigger condition
- Flow Action and uses
- Flow actions examples
 - Send an email (V2)
 - Get Items (SharePoint)
 - Create a Teams Meeting
 - Convert file (OneDrive for Business)
 - Send an HTTP request to SharePoint
 - Date Time
 - Create schedule
 - How to format number

- Create a task in Planner
- Copy file from one SharePoint library to another
- Get users profile, manager, etc.

Chapter-16: Understanding Flow Expressions and Function

- Power Automate Flow expressions
- Conversion of data types
- Power Automate conditional flow
- Store and manage variables
- Different type of Loops controls
 - Condition
 - Apply to each
 - Do until
 - Scope
 - Switch
 - Terminate
- Working with dynamic contents
- Types of Functions in Power Automate
 - String Function
 - Collection Function
 - Logical Functions
 - Conversion Function
 - Math Function
 - Date and Time Function
 - Manipulation Function

Chapter-17: Working with Approval Flow

- Introduction to approval flow
- Create a simple approval flow
- Multilevel approval flow
- Parallel approval flow
- Approval flow in Microsoft Teams
- Approval flow with Microsoft Planner
- Approval flow with Microsoft Form

Chapter-18: Various Flow Examples with SharePoint

- Get user profile
- Send email notification on task creation
- Migrate Excel table to SharePoint list
- Post Teams message right from SharePoint library
- Upload file in SharePoint using multiple conditions
- Send notifications based on the SharePoint choice
- Send notification to mobile when a task is assigned
- Create HTTP request to create a new list in SharePoint
- Get A Daily Summary of Planner Tasks

- Get the current weather in one tap
- Post adaptive card in Microsoft team
- Create an event in Microsoft Calendar

Chapter-19: Flow Administration

- Share a flow
- Export and import flows
- Manage Locale
- Enable experimental features
- Turn Off flow

Section-3: Power BI

Chapter-20: Introduction to Power BI

- What is Power Bi?
- Power BI License
- Overview of Power Bi Service
- Access Power BI Service
- Overview of Power Bi Desktop
- Power Bi Desktop Installation
- Create your first Power BI report and dashboard

Chapter-21: Various Power Bi Data Sources

- Different Power Bi Data sources
- Working with Excel data sources
- SharePoint Online Data source
- Custom Table data source using Power BI Desktop

Chapter-22: Handling data with Power Query Editor

- Overview of Power Query Editor
- Get Data using Power Query Editor
- Transform Data
 - Rename column
 - Change data type
 - Header Formatting
 - Add, Remove Rows and columns
 - Replacing values
 - Append, Merge Queries for Columns
 - Split and Combine columns
 - Using Conditional column
 - Pivoting and Unpivoting column

- What is M query
- How to use M query with an example

Chapter-23: Understanding Power BI Data Model

- What is Power Bi Data Model
- Introduction to Star Schema
- Data Modelling with star schema
- Understanding Relationship
 - Cardinality Many to one and one to one
 - Cross Filter Direction and Many to Many
 - Active and Inactive relationship

Chapter-24: Power BI Visualizations and Formatting

- What is Power Bi visualization
- Bar and column chart
- Area chart
- Cards
- Line chart
- Doughnut chart
- Pie chart
- Gauge chart
- Funnel chart
- Key Influencer Chart
- Tables
- Matrix
- Scatter
- Slicer
- Tree Map
- Waterfall chart
- Create a sparkline in table or Matrix
- Format the visualization
- Apply conditional formatting in Visualization
- Work with aggregate in Power BI
- Get More visuals in Power BI

Chapter-25: Power BI Report & Dashboard with SharePoint and Dataverse

- What is Power Bi report
- What is Power Bi Dashboard
- Create Power Bi report with SharePoint Online
- Create Power BI report with Dataverse

- Add hyperlink to the textbox
- Sort one column by another
- Filter Power Bi reports
- Create report using Bookmark and button
- Selection Pane
- Sync slicers
- Create Power Bi Dashboard
- Embed Power Bi report in SharePoint Online
- Embed Power BI report to Microsoft Teams
- Data Refresh in Power BI

Chapter-26: Working with Power BI DAX

- What is Dax in Power Bi
- Power Bi Dax functions
 - Aggregation Function
 - Date and Time function
 - Filter functions
 - Logical functions
 - Text function
 - Time Intelligence Function
- Create Measure using Dax
- Create Quick measure using Dax queries
- Create Calculated column using Dax
- Create Calculated table using Dax

Chapter-27: Manage Data Security in Power BI

- Data security in Power BI
- Various Power BI security levels
 - Row level security
 - Column level security
 - Page level security
 - Report level security
 - Object level security

Chapter-28: Power BI Administration

- Power Bi Service
- Role of Power Bi Administrator
- Overview of Power Bi Admin Portal
- What is workspace
- Create your own workspace
- Sharing report
- Export and Import Power BI report

Section-4: Power Virtual Agents

Chapter-29: Introduction to Power Virtual Agents

- What are Power Virtual Agents
- Licensing
- Sign up for a trial account

Chapter-30: Working with Bots

- Create your first bot
- Working with topics
- Test your bot
- Share bots with users
- Export & import bots

Chapter-31: Chatbot in Microsoft Teams

- Introduction to PVA in Teams
- Create and deploy bots to Microsoft Teams
- Create, Edit and Delete Topics
- Test your bot
- Share
- Export & Import

Section-5: Power Pages

Chapter-32: Introduction to Power Pages

- What is Microsoft Power Pages
- Advantages of Power Pages
- Subscription and Pricing Details
- Power Pages Admin Center
- Power Pages Sign up for a trial
- Power Pages Security
- Connection with other Microsoft Power Platform Components

Chapter-33: Design and build Power Pages

- Power Pages Design Studio
- Create a new site in Power Pages
- Customize Power Pages Site (Look, Theme, Logo, Image, Font)
- Create Power Pages sites with templates
- What is Portal Management App and its uses
- Add a page to your Power Pages site

- Design the page and add content
- Add a list/table to your page
 - Create a table
 - Create a view
 - Add list to the page
 - Setup page permissions
- Add a simple form to your page

Chapter-34: Dataverse with Power Pages

- Relation between Dataverse and Power Pages
- Add Dataverse table to Power Pages
- Working with Basic forms to Pages
- Insert multistep forms on Pages
- Table permissions in Power Pages
- Create, Update, View Dataverse table in Pages

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