

Power Platform Masterclass



**POWER APPS, POWER
AUTOMATE & POWER BI**



By FourSquare Training



Microsoft Platform Masterclass Topics & Outline – Five-day Course

- **Lesson 1 – Introduction to Microsoft Power Apps**

1. What is Microsoft Power Apps?
2. SharePoint and Power Apps
3. Using Power Apps outside of the Office 365 environment
4. Software Licensing Requirements
5. Power Apps for Mobile Devices
6. Power Apps Desktop Editor

- **Lesson 2 – Designing Custom Forms**

1. Opening the Custom Form Designer
2. Using the Custom Form Tools
3. Form Size and Layout Options
4. Screens

5. Understanding and working with Form Types

6. Data Cards

7. Using Snap to Columns

8. DataCardValue Properties

9. Adding Images and Icons

10. Saving and Publishing your Forms

- **Lesson 3 – Advanced Custom Form Features**

1. Prepopulating Columns with User Data

2. Setting Form Visibility

3. Ap Logic and Rules

4. SharePoint Custom Form Options

- **Lesson 4 – Power Apps Using SharePoint Data Connections**

1. Creating a Custom PowerApp from SharePoint





2. Creating a Custom PowerApp from a Blank Template
 3. Working compatably with Screen Sizes and Resolutions
 4. Customised Theme and Branding Options
 5. Screens and Transitions
 6. Using and Configuring Search within a PowerApp
 7. Using PowerApp Controls
 8. Using Pen Inputs
 9. Save and Publish your PowerApp
- **Lesson 5 – Using Custom Power Apps**
 1. Using Power Apps on Mobile Devices
 2. Using Power Apps on Desktop Devices
 3. Creating SharePoint Navigation to Power Apps

- **Lesson 6 – Creating Power Apps outside of SharePoint**
 1. Create and run an app from a template
 2. Generate an app from MS Excel data
 3. Create an app from scratch connecting to MS Excel Data
- **Lesson 7 – Other Power Apps Formulas**
 1. Display Values
 2. Changing a value based on input
 3. Changing a colour based on user input
- **Lesson 8 – Power Apps Management**
 1. Sharing your Apps
 2. Assigning App Owners
 3. App Details
 4. App Settings





- **Lesson 9 – An Introduction to Microsoft Power Automate**

1. What is Microsoft Power Automate?
2. Using Power Automate with MS SharePoint
3. Using Power Automate outside of the Office 365 environment
4. Software Licensing Requirements
5. Flow Connectors

- **Lesson 10 – Microsoft Power Automate Basics**

1. Opening Microsoft Power Automate
2. Creating from Templates
3. Understanding Tools and Navigation
4. Creating from Blank
5. Managing Connections in Microsoft Power Automate
6. Managing Data Gateways

- **Lesson 11 – Using Triggers in Power Automate**

1. Setting MS SharePoint List Triggers
2. Setting MS SharePoint Library Triggers
3. Setting MS Outlook Triggers
4. Setting MS OneDrive Triggers
5. Setting Social Media Triggers
6. Setting Other Triggers

- **Lesson 12 – Setting Actions for your Triggers**

1. MS SharePoint Actions
2. MS Outlook Actions
3. Scheduled Actions
4. Social Media Actions

- **Lesson 13 – Setting Power Automate Conditions**





1. Conditional Flow
 2. 'Do Until' conditions
 3. Scopes
 4. Parallel Branch
- **Lesson 14 – Setting an Approvals Process**
 1. MS SharePoint Document Approval
 2. Microsoft Forms Approval

 - **Lesson 15 – Buttons and Notifications**
 1. What are Microsoft Power Automate Buttons?
 2. Notes
 3. Sending Reminders
 4. Logging Current Location
 5. Logging Working Hours
 6. Mobile Notifications

- **Lesson 16 – Introduction to Microsoft Power BI Online**
 1. Power BI Concepts and Overview
 2. The Power BI App and Power BI Desktop
 3. The Power BI Interface
 4. Basic Data Models
 5. Basic Reports
 6. Publishing

- **Lesson 17 – Power BI Datasets**
 1. Linking vs Uploading
 2. Dataset Navigation
 3. Query editor

- **Lesson 18 – Power BI Reports**
 1. Filtering, Sorting and using Slicers
 2. Visualising your Data in Power BI
 3. Conditional Formatting in Power BI





4. Forecast Analytics
5. Calculations and Formatting

- **Lesson 19 – Power BI Dashboards**

1. Understanding Dashboards in Power BI
2. Understanding Workspaces
3. Data Relationships
4. Q & A language queries



What our previous learners have to say:

“A very professional trainer and the course delivery was excellent.”

Power Automate and Power Apps Training Manchester

“A very technical course but the trainer's delivery technique ensured we all left the course feeling comfortable using Power Apps and Power Automate.”

PowerApps and Power Automate Training Birmingham

“Brilliant, this course was really engaging and I think it will make a huge difference to what we plan to do in the future.”

PowerApps and Power Automate Training Norwich

“A really good course. The trainer is a warm engaging personality who made a difficult subject easy to follow. I really enjoyed the way it was delivered. Thank you.”

Power Automate Training Winchester

“Delightful”

Power BI Training 3 day course virtual classroom

“Fantastic trainer. Another fabulous course.”

Power BI Training 3 day course Portsmouth

“Very approachable, always willing to answer questions and assist where needed”

Power BI Training 2 day course Edinburgh

“An absolute pleasure to attend.”

Power BI Training 3 day course Rugby

“Excellent throughout our course. The training was delivered at a perfect pace and the trainer showed he has a wealth of knowledge on the platform but was able to deliver the training to absolute beginners and have them understand the concepts by relating it to their job. First class.”

Power BI Training 3 day course Lanarkshire

Scan code for more course information:



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