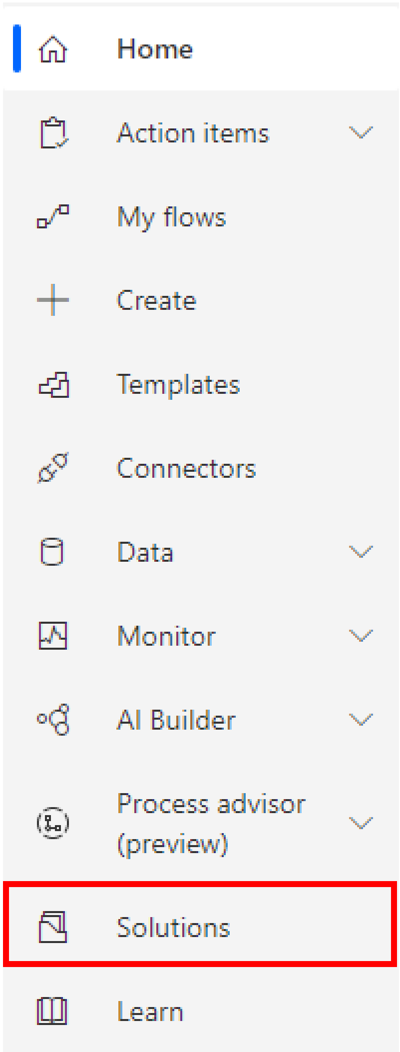
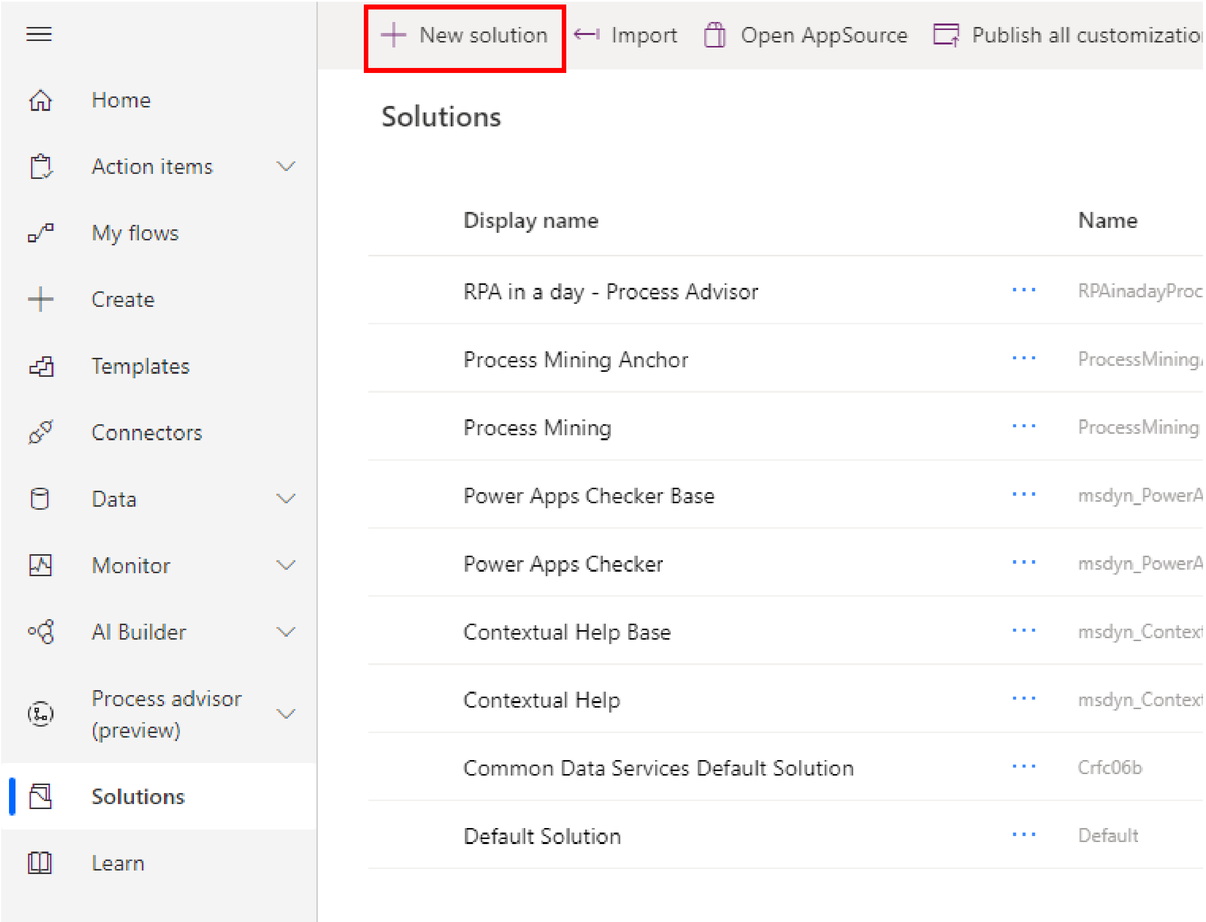
Replacement Lab 06

Use Microsoft Forms to trigger desktop flows and pass inputs

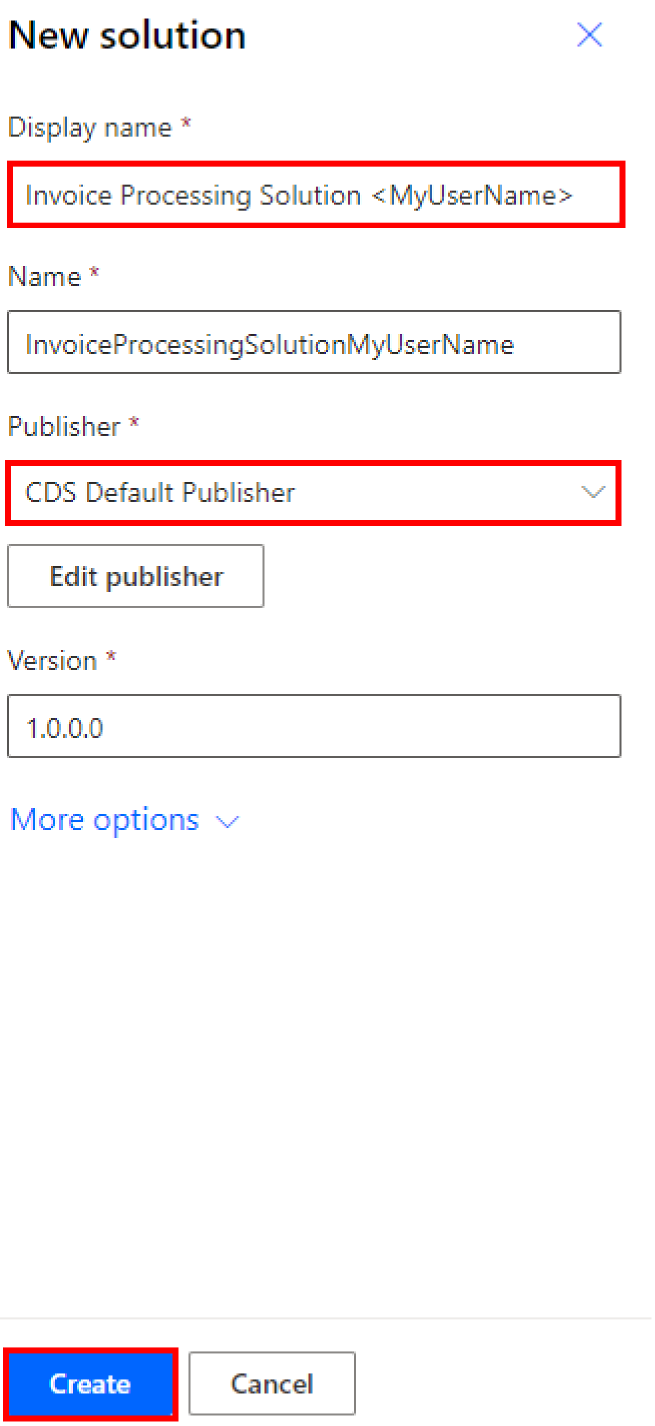
1. Open the test profile in a browser and navigate to https://powerautomate.microsoft.com.
2. Select **Solutions** in the left menu



3. Click **+New solution.**



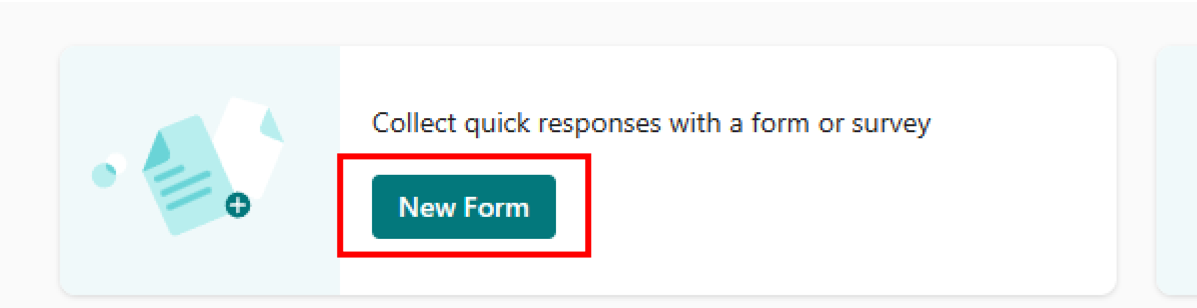
4. Name the solution **Invoice processing solution <MyUserName>**. Set **CDS Default Publisher** as Publisher. Then click **Create**.



Note: For the purposes of this lab, using the CDS Default Publisher is acceptable. For production scenarios, please refer to this link for additional information: https://docs.microsoft.com/en-us/power-platform/alm/solution-concepts-alm#solution-publisher

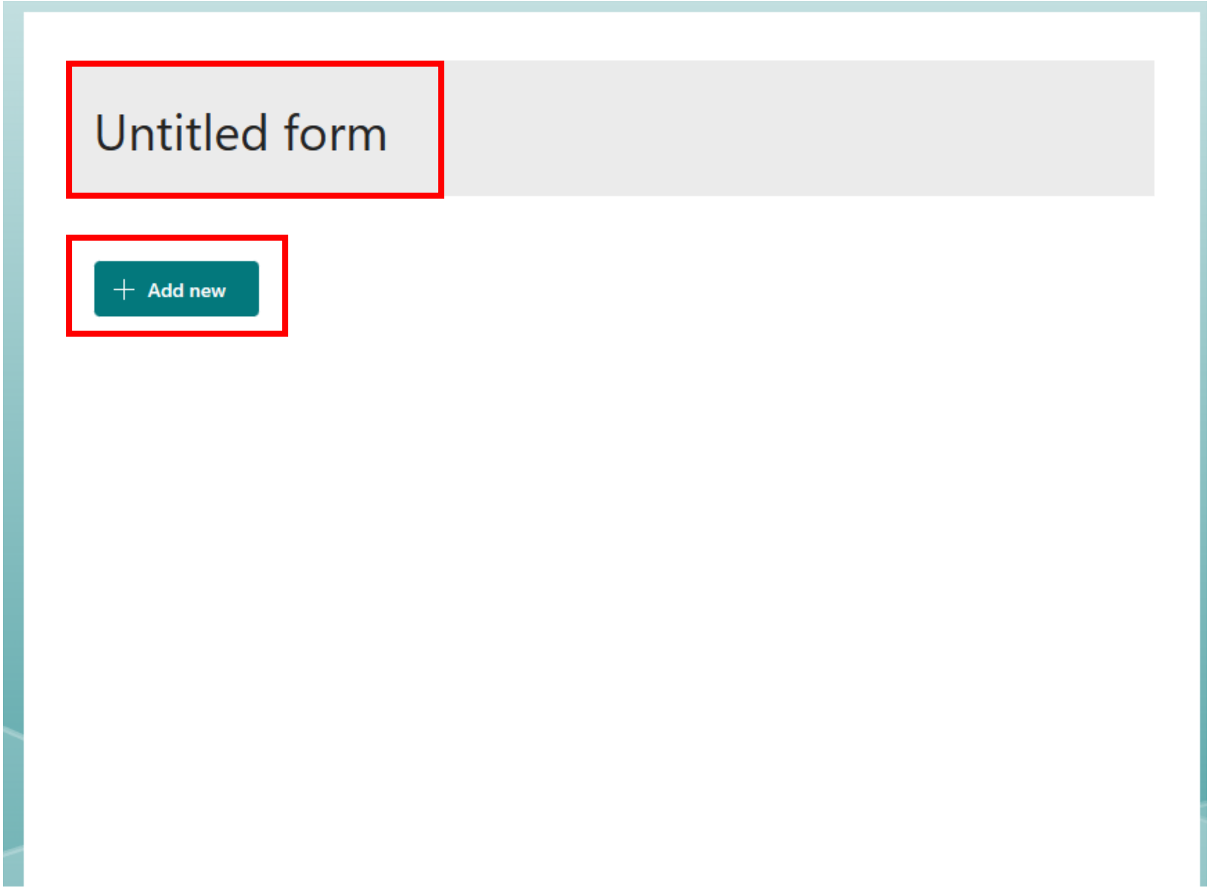
5. Open another new tab in your browser and navigate to https://forms.office.com/

6. Click on the new form to create new form in order to trigger our flows.

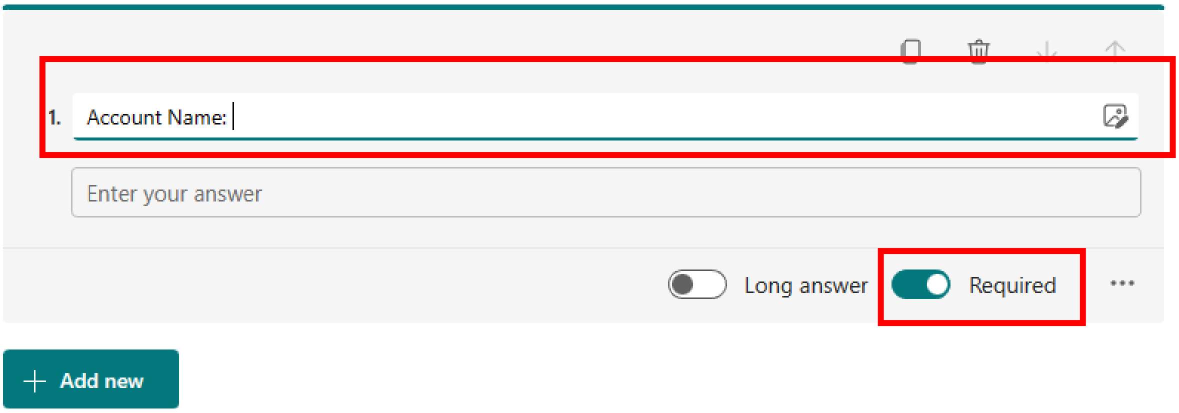


7. Click on the untitled and rename it.

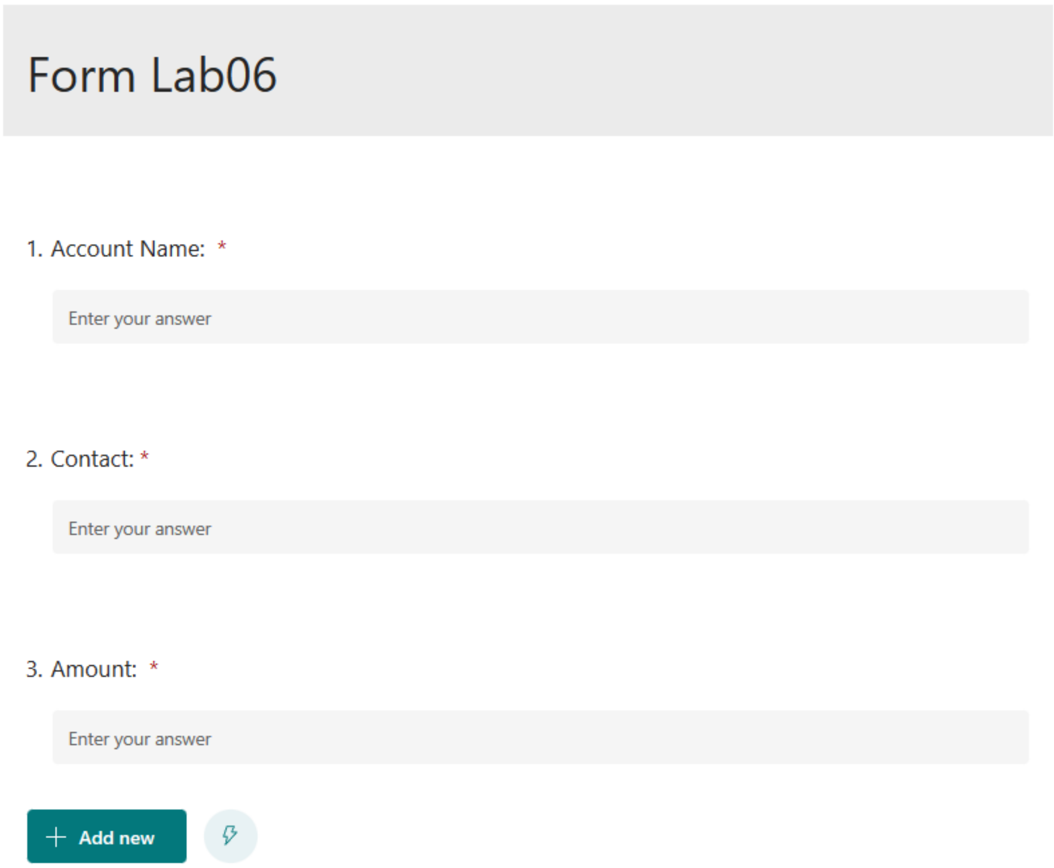
8. Click on Add New button to create new question.



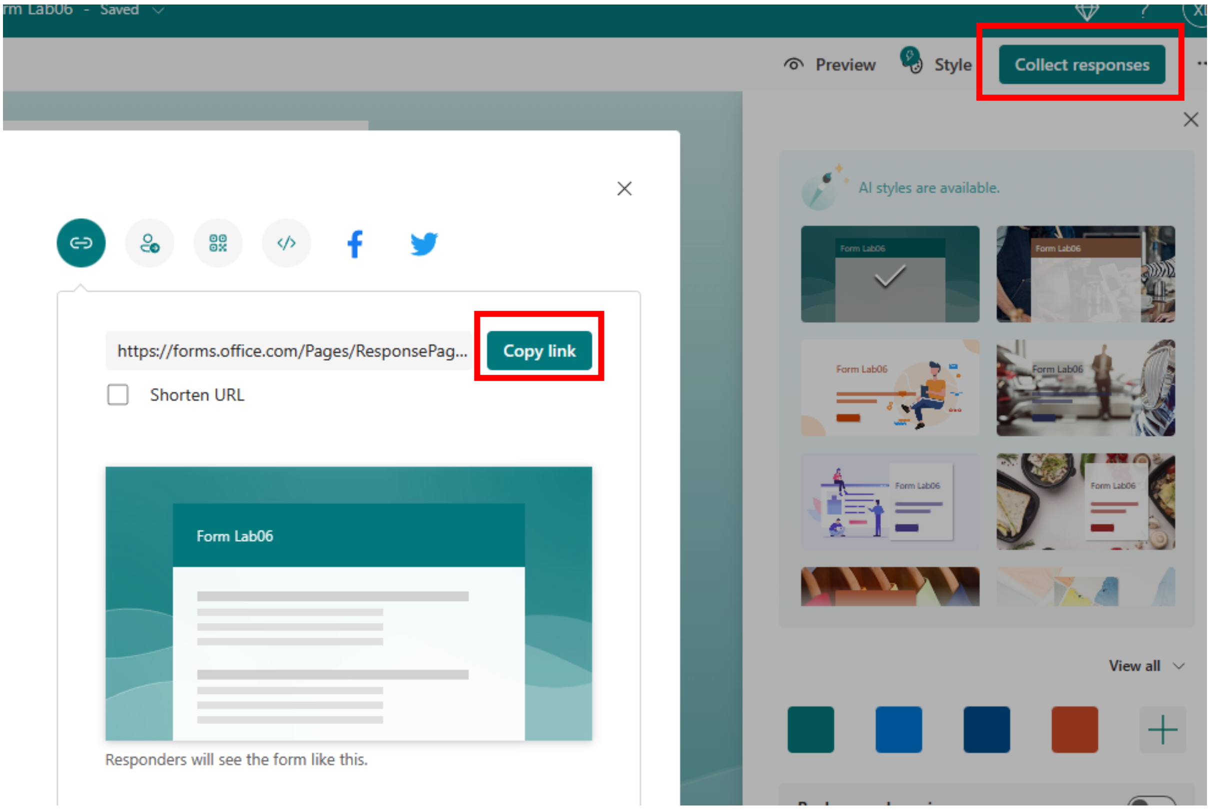
8. Select Text and create a question, enter Account Name as question and mark it as required.



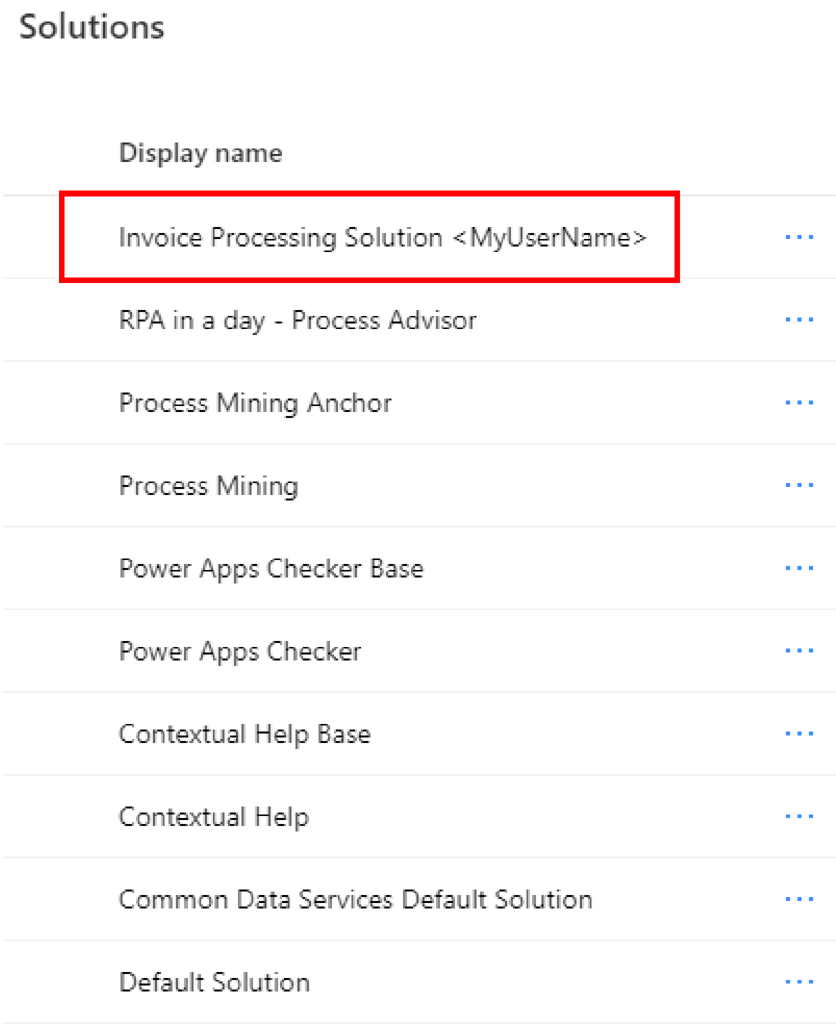
9. Repeat the step for another 2 more question. Result as below:



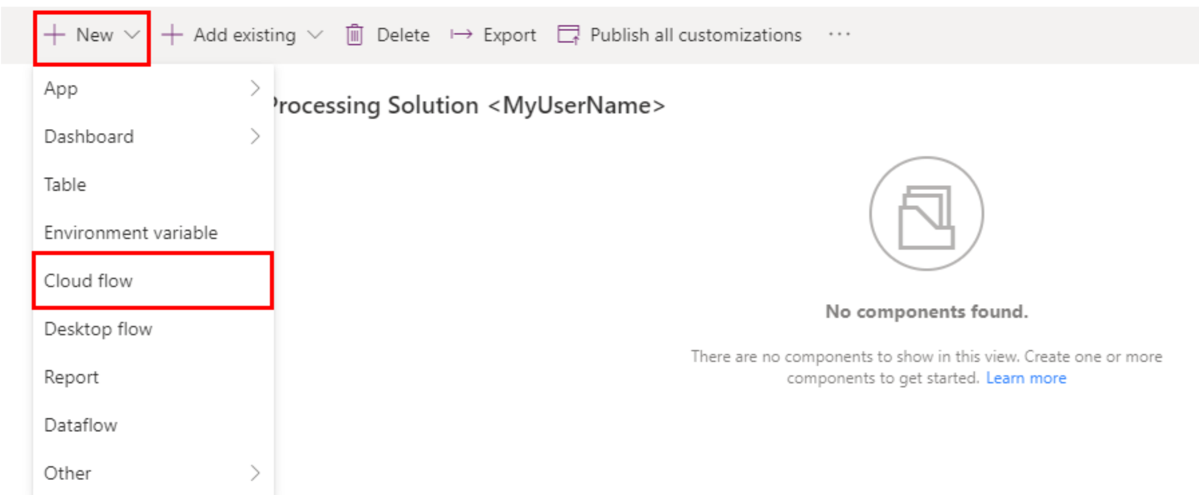
10. Click on Collect Response on top right corner, click on Copy Link so that you able to submit response later.



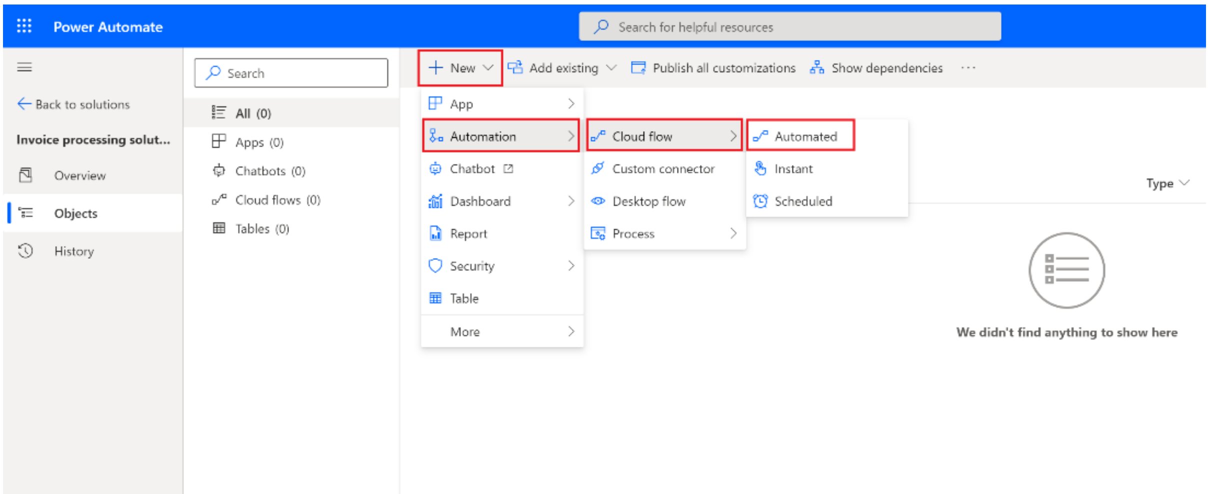
11. After complete copy the link, go back to the solution that we just created just now.



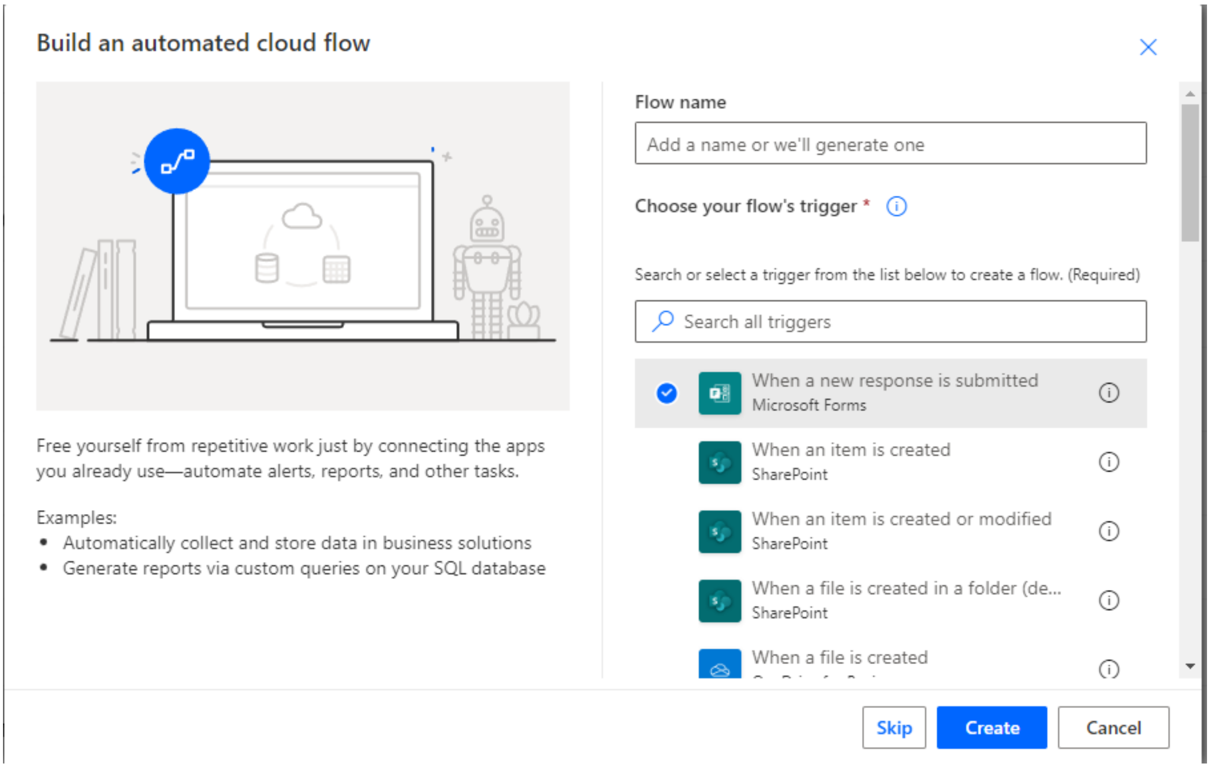
12. Click **+New** > **Cloud flow**



Note, you might be seeing the new solution explorer preview interface instead of the traditional solution view above. In that case, you can still click +New -> Automation -> Cloud flow -> Automated menu to create a new cloud flow.

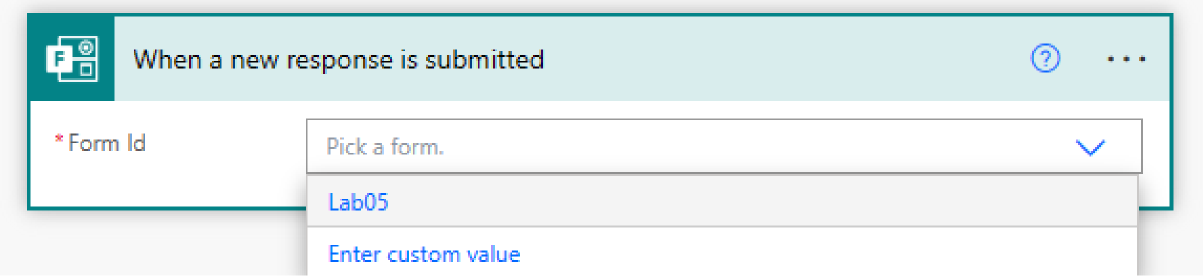


13. Name your new flow **Use Forms email to trigger Desktop flow** and select **when a new response is submitted** as the trigger event then click **Create** button

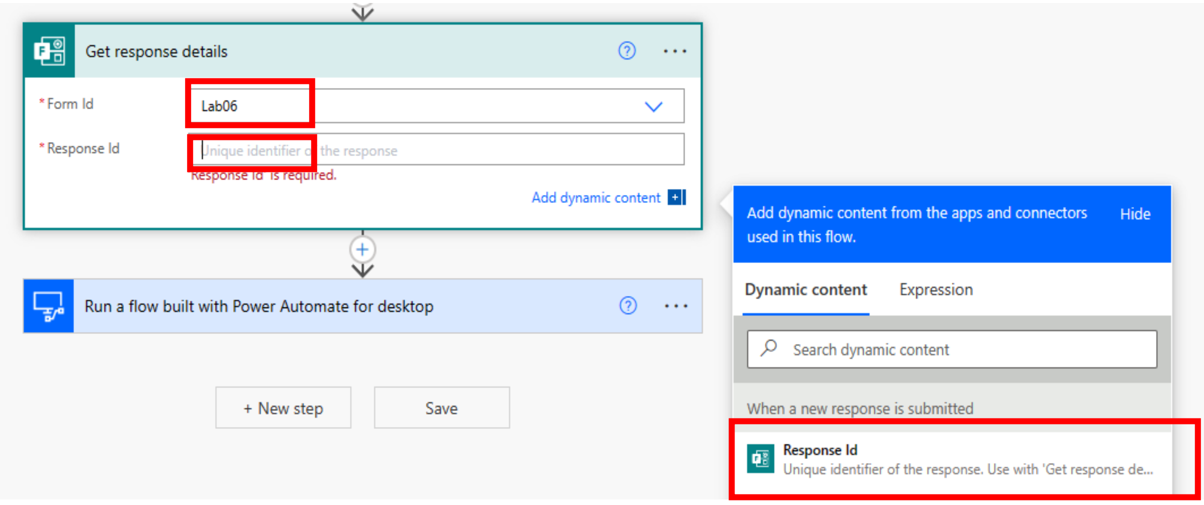


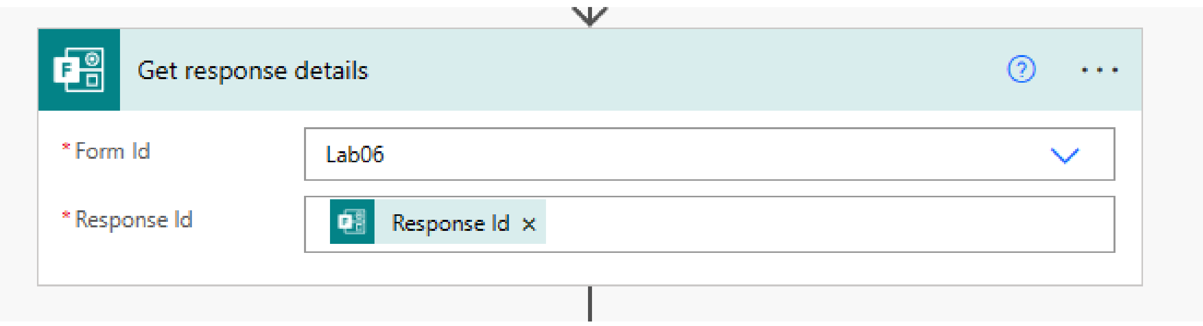
14. You will be in the flow designer now. Sign in with your Microsoft account

15. Select the form that you just created inside the trigger.

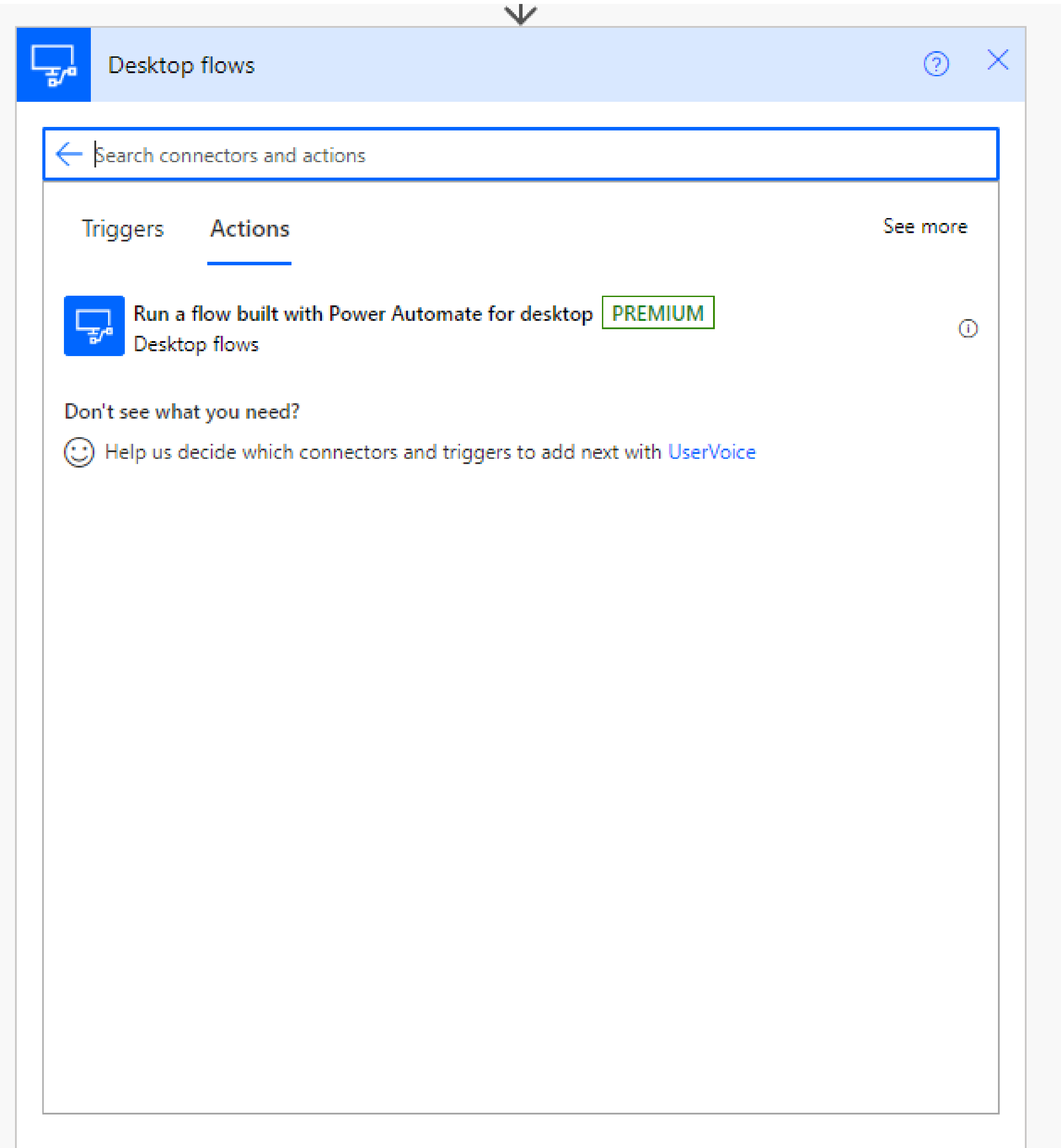


16. Add a new action below and select Get response details. Select the form at first tab, for response id just click on it and select response id from popup box at right side.

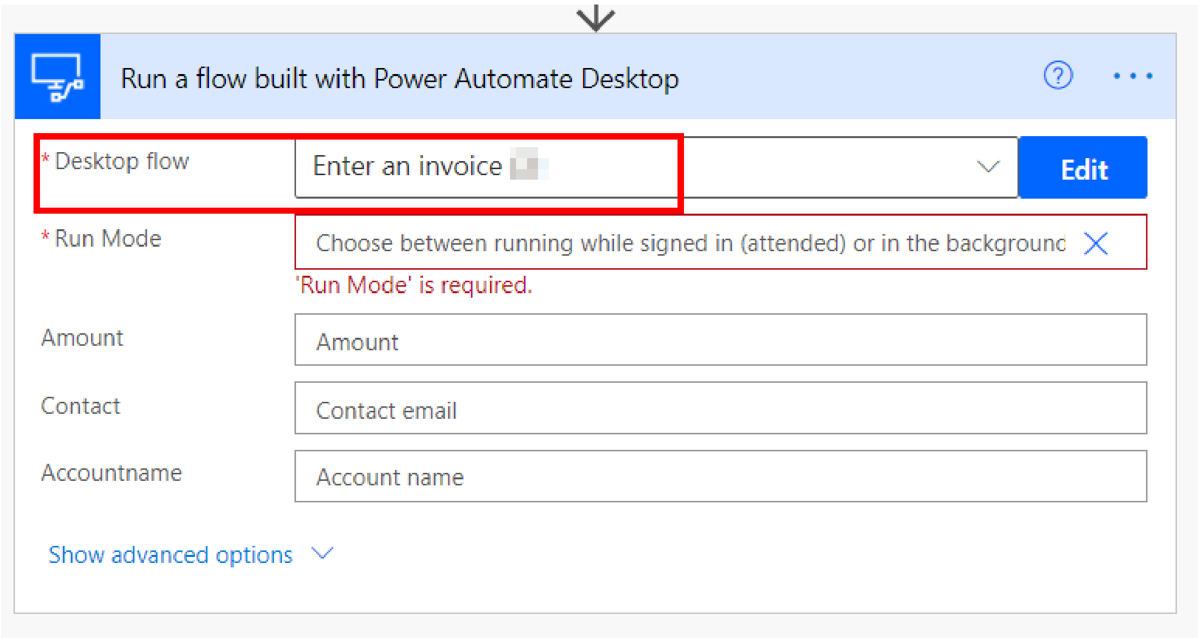




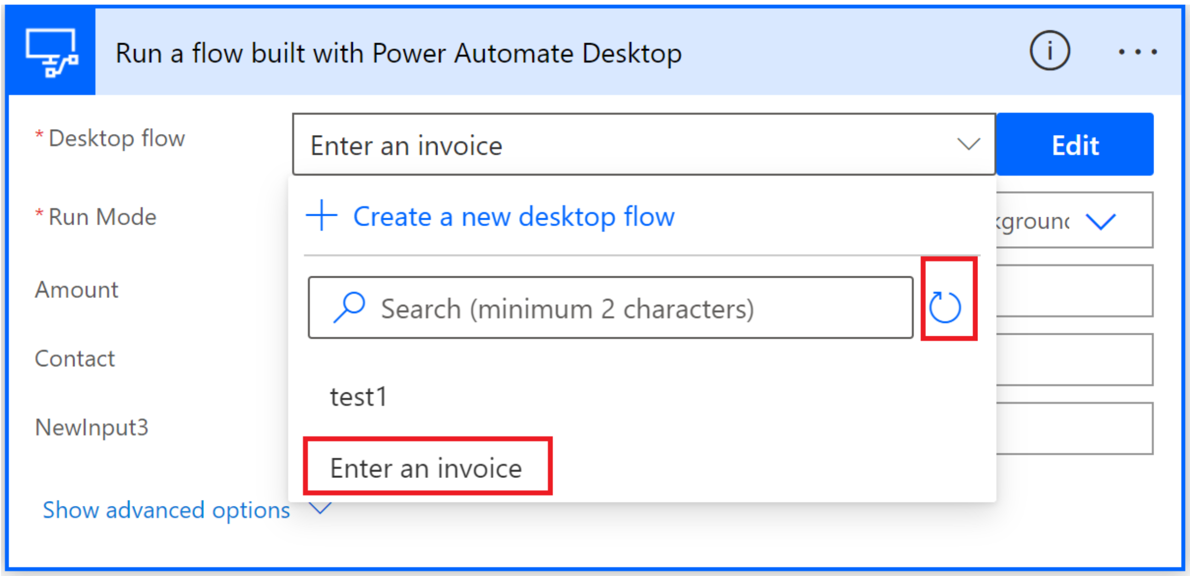
17. Add a new action below and select run a flow built with power automate for desktop.



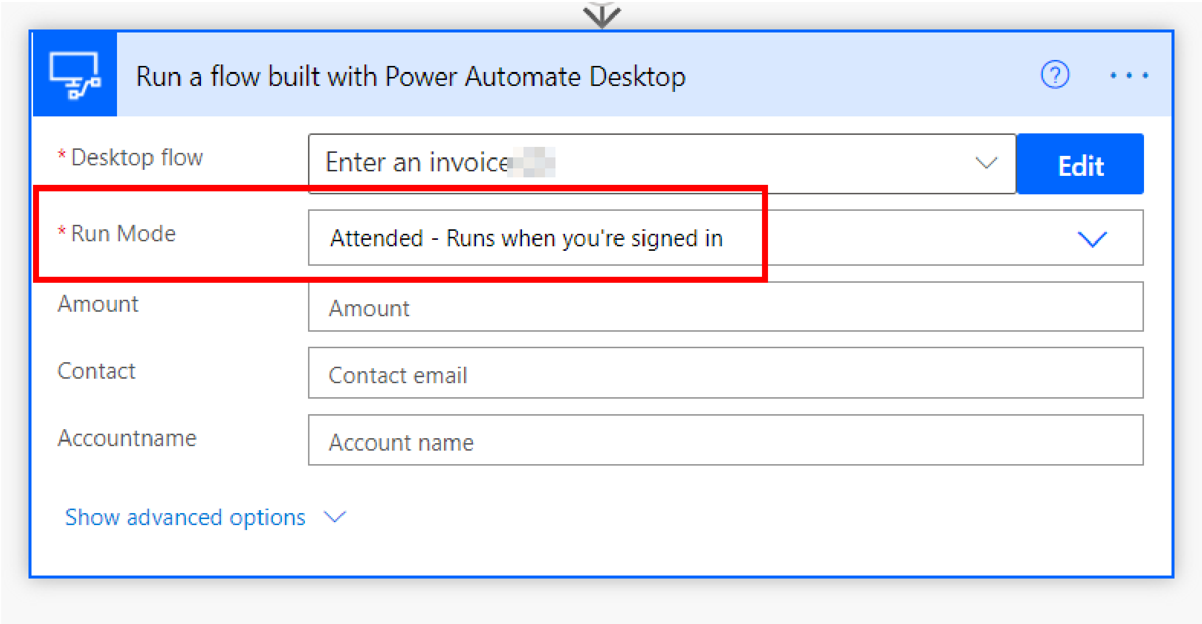
18. After you selected or created the desktop flow connection, under Desktop flow dropdown list, find and select the desktop flow that we have created earlier: **Enter an invoice**.



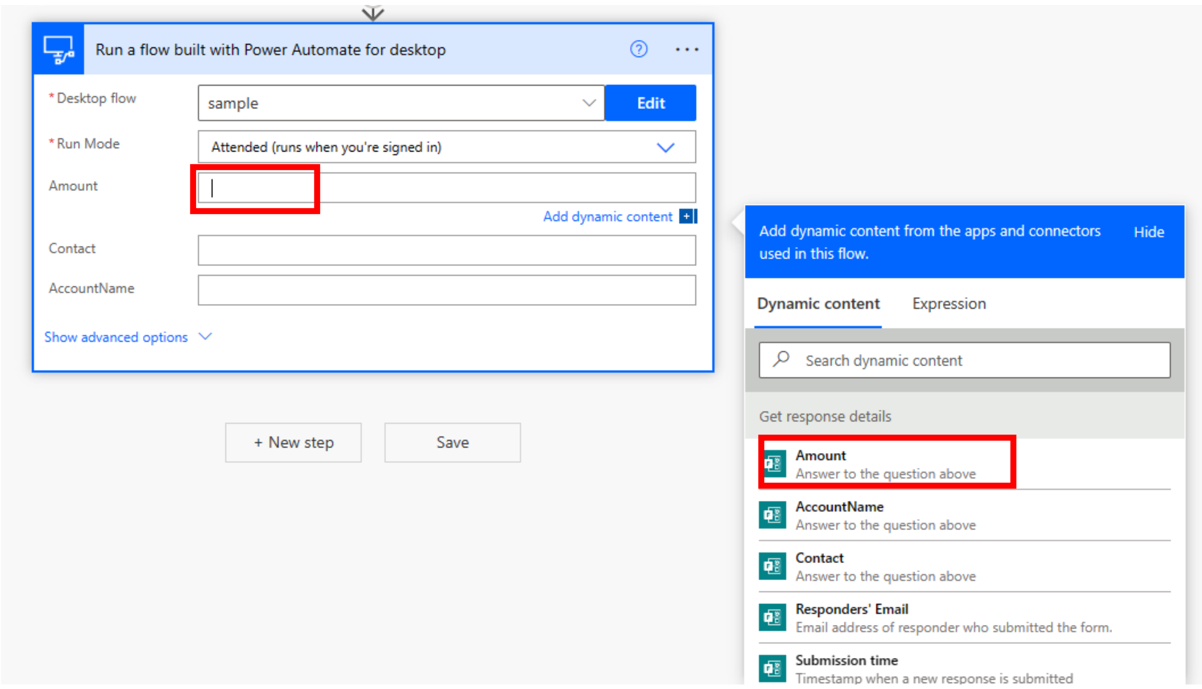
Note, if you did not see the name of newly created desktop flows in the dropdown list, you can click the refresh icon next to the search textbox to refresh the list.

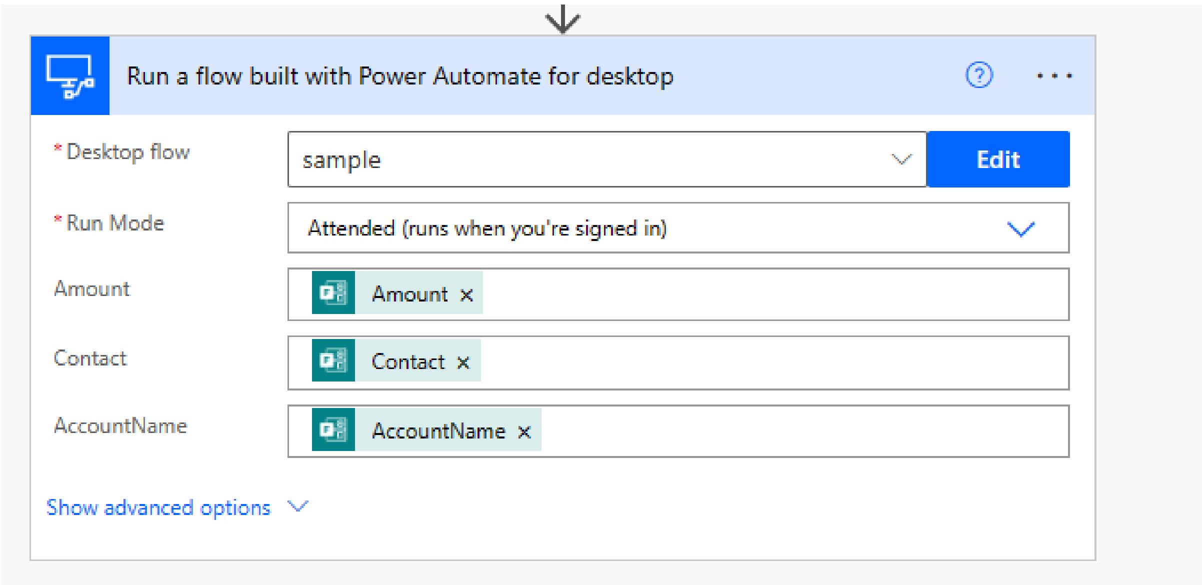


19. Under **Run Mode**, select **Attended – Runs when you're signed in**.

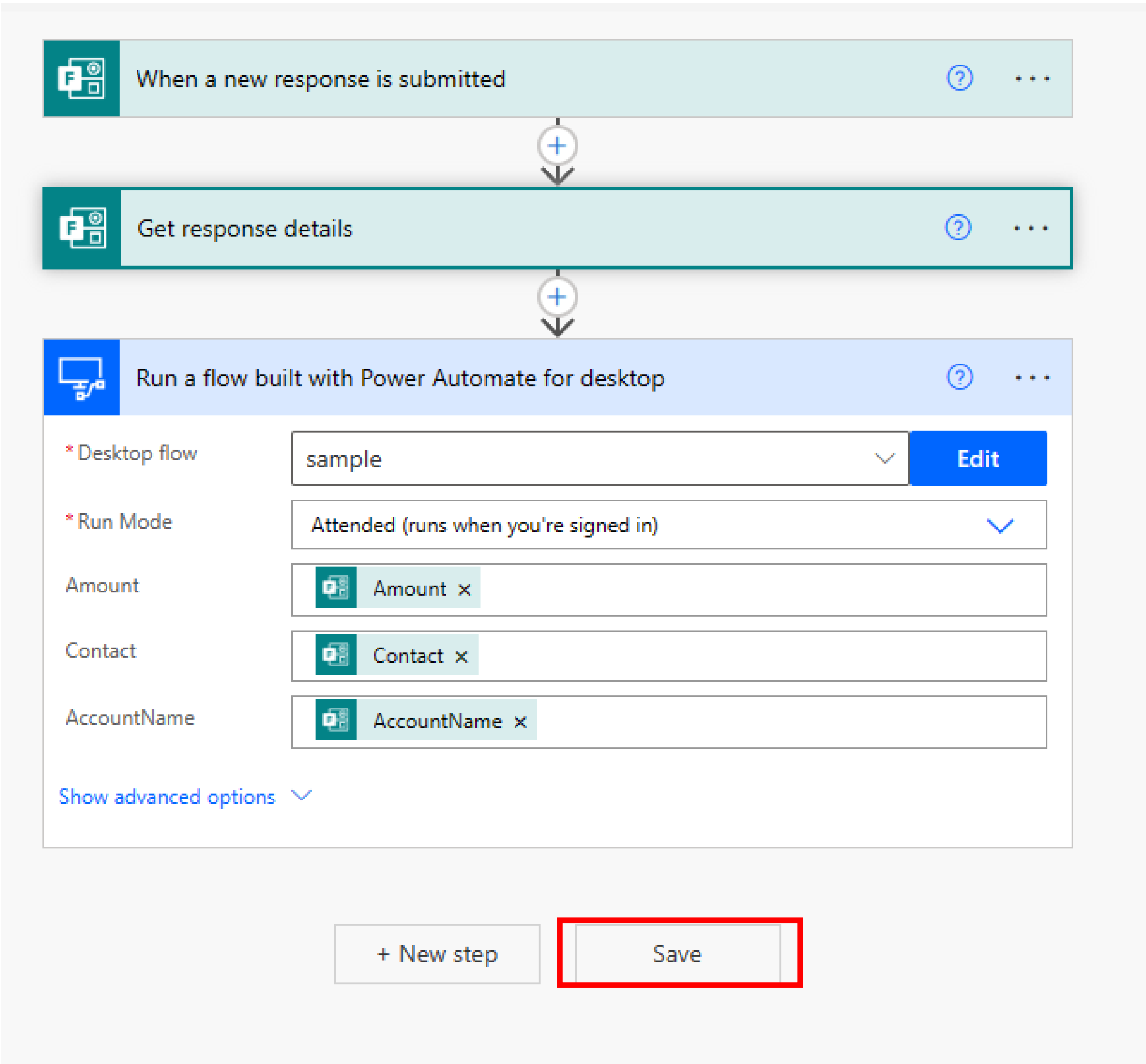


20. Select on Amount tab, click on Amount from popup box at right side. Repeat this step for Contact and Account Name.

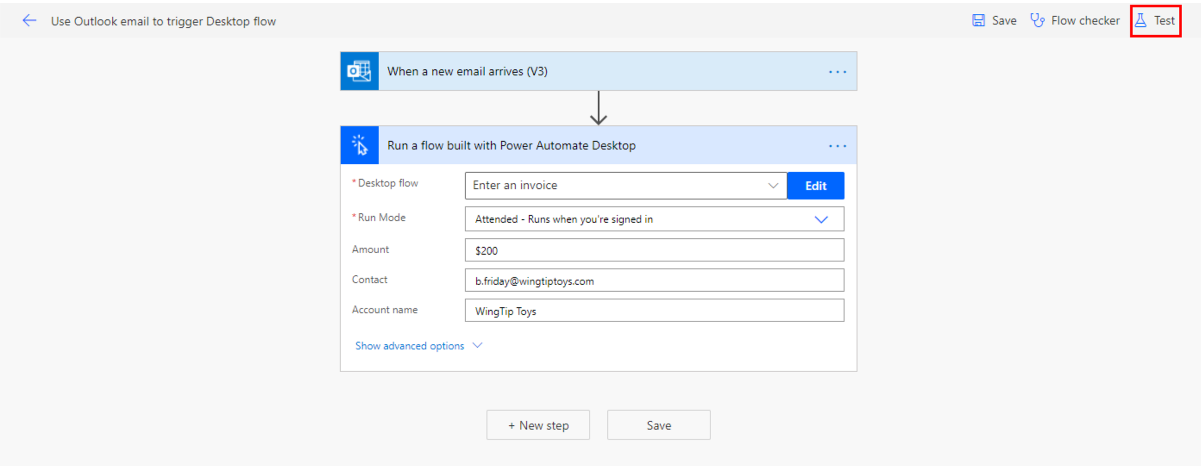


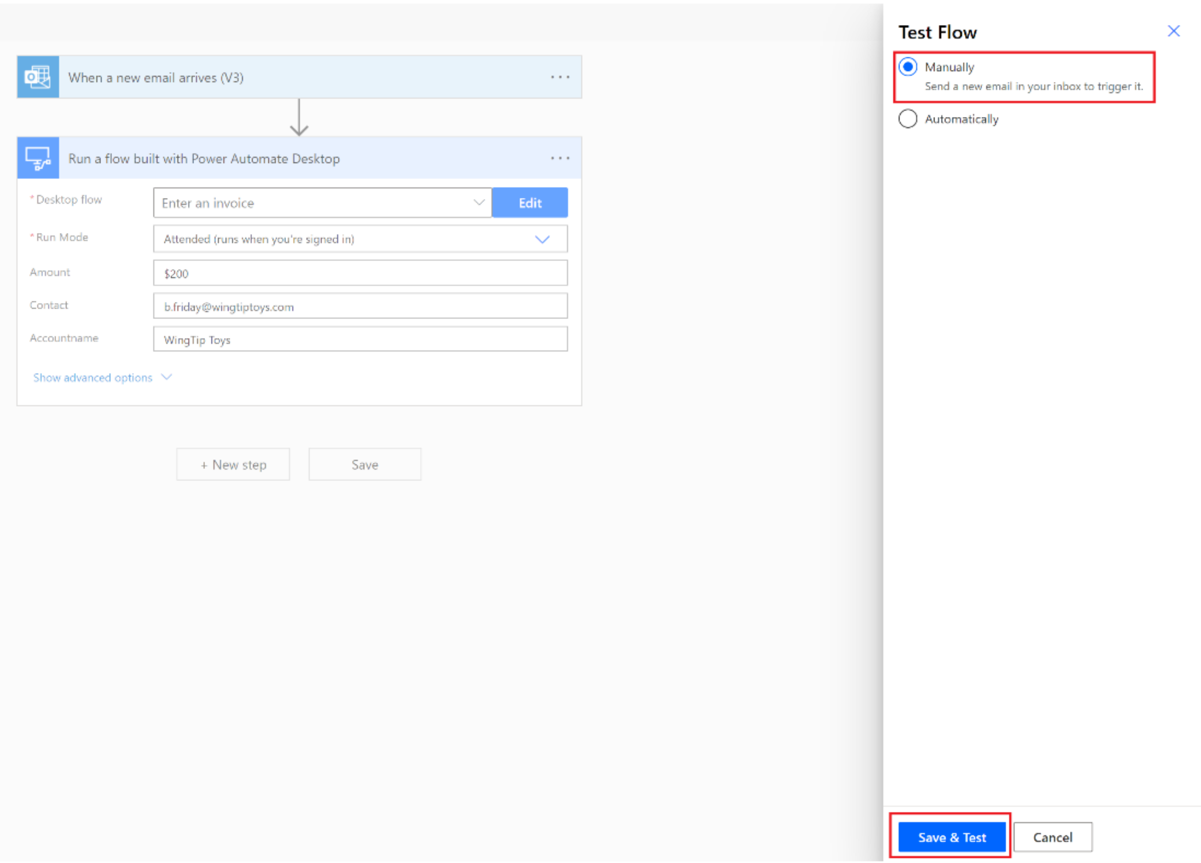


21. Save the flow.



22. Test the flow by clicking **Test**. Then select **Manually** option and click **Save and Test** button.





23. You will see a flow run history page which is empty. Since this flow has a trigger, the flow will run automatically if that trigger condition happens (when a form response is submitted). Now, go to your form that just created and submit a response to trigger the flow.