

## Hide menu

## How to build a canvas app

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# Exercise: Practice using functions in Power Apps

Now you can experiment with using functions in a canvas app. This exercise customizes and expands the app that you created in the previous exercise to help users track events at a two-day conference that your company is running. Locate this app and re-open it in edit mode.

When you finished creating the app, you shared it with a small group of work colleagues to get feedback and suggestions on any changes or improvements required. You now need to implement these recommendations and expand the app to include an additional screen.

## Test Group Recommendation

As the company is a large one, the test group suggested that it would be useful if the speaker's role in the company appeared after their name in the initial screen.

- **Task #1**

Select the speaker's name in the BrowseGallery1 area of the first screen in the app. Create a formula in the fx box that combines the speaker's name with their role in the company. You will need to check the data source to identify the name of the column that holds the speaker's official title.

## Test Group Recommendation

The initial screen of the app shows the scheduled day for the event. The start time of the event is visible in the detailed second screen. The test group felt that it would be useful to have both the day and the time visible on the initial screen to avoid lateness!

- **Task #2**

Select the Day entry in the BrowseGallery1 area of the first screen in the app. Create a formula in the fx box that combines the day with the time that the event is due to start. You will need to check the data source to identify the exact name of the column that holds the time that the event is due to begin.

## Test Group Recommendation

The test group liked the ability to add their own notes on an event by using the Notes button to switch to the My Notes screen and enter text. However, they asked for a "Back" button which would allow them to return to the details screen.

- **Task #3**

Add a button to the My Notes screen. Position it where you feel it would be most effective and customize the text on the button to read "Back." Add a formula to the button which will take the user back to the details screen.

## Test Group Recommendation

The two-day conference is booked at a venue that the company has not previously used. Since this event is likely to repeat next year, the test group wants to give the users the opportunity to provide feedback on the venue facilities and the venue staff. They feel that if users could do this in a separate screen in the app that they would get a better response from the conference attendees as they could add the feedback while they are still at the venue.

- **Task #4**

Use the New Screen choice on the Insert Ribbon to add a fifth screen to the app. Add a label at the top called "Venue Feedback."

- **Task #5**

Add a text input box. Replace the default text with a zero to show that no feedback has been entered. Position a label box over it and add the text "Please score the venue facilities from 1-10."

Add a second text input box. Replace the default text with a zero to show that no feedback has been entered. Position a label box over it and add the text "Please score the venue staff from 1-10."

This screen should appear clean and sharp so make sure that all the boxes and labels are correctly aligned.

- **Task #5 Continued**

Add another label box and call it "Overall Score." Add a formula to the fx area that calculates a total of the two scores given for facilities and staff.

## Test Group Recommendation

The manager who suggested and booked the venue feels that it is important to be immediately aware of any low overall totals for the venue.

- **Task #6**

Select the overall score box. In the properties pane, go to the Advanced tab, scroll down to the Color choice. In the box underneath the Color heading add an IF formula which will display any score less than 5 in red.

Mark as completed

