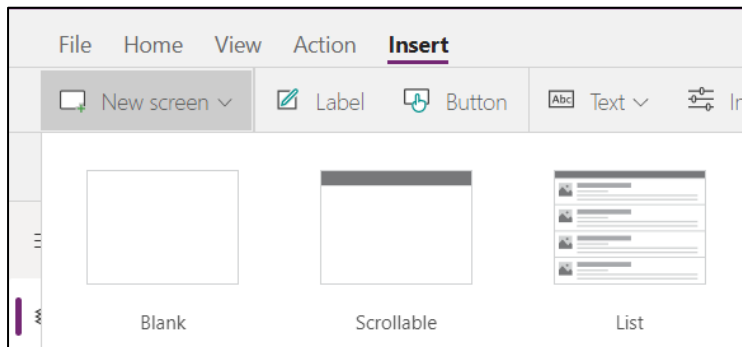


## Table of Contents

Power Apps Screens.....	2
Main Screen Configuration .....	2
Add Data-Sources.....	2
Add a label for creating a <b>Header</b> .....	3
Configuring the Manufacturers Gallery .....	4
Configuring the Device Gallery .....	5
Buttons “Clear Selection” and “Compare” .....	5
Compare Screen Configuration.....	6
Compare List Gallery.....	6
Data Verse.....	6
Create New Table “ <b>Device Order</b> ” .....	7
Add Columns .....	7
Power Apps Edit Form .....	8
Power Automate .....	9
Select When a record is created Trigger.....	9
Power Automate - Add action to send an approval request .....	9
Power Automate - Condition and select it.....	10
Power Automate - Add conditional logic to flow.....	10

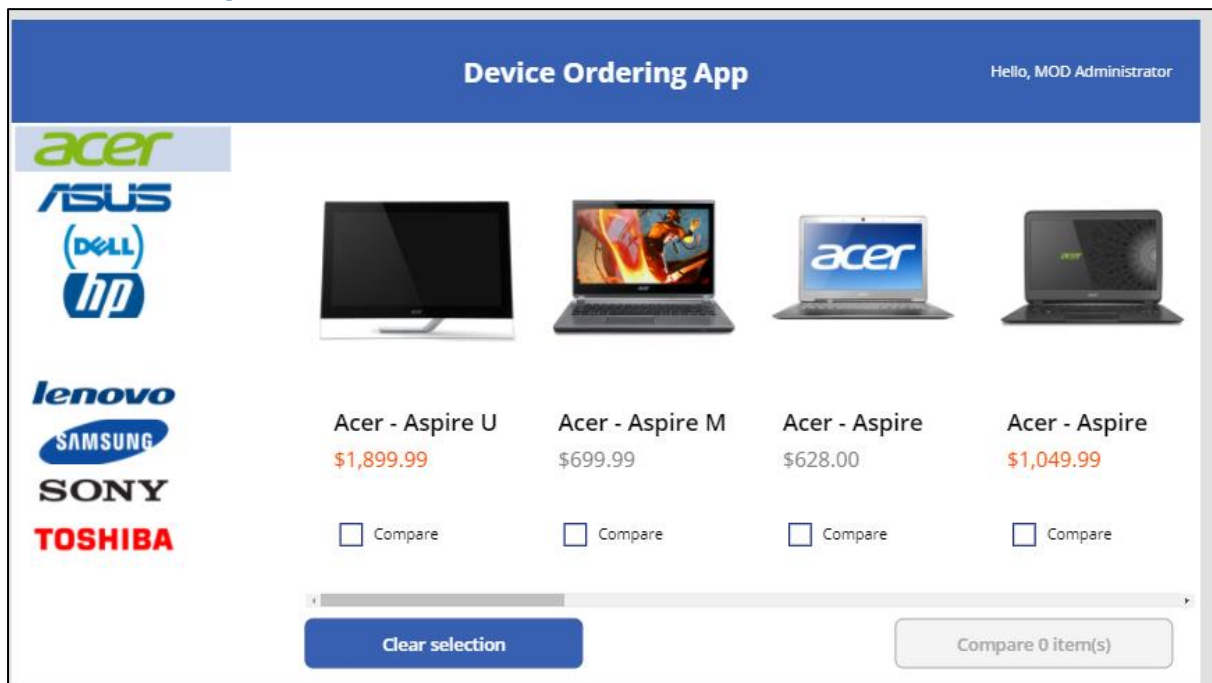
## Cheat Sheet -Device procurement process using Power Platform in an hour

### Power Apps Screens



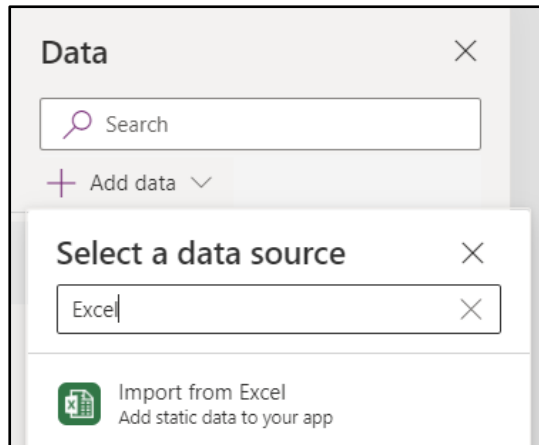
- Add “Blank Screen” Rename it to “Main Screen”.
- Add “Blank Screen” Rename it to “Compare Screen”.

### Main Screen Configuration

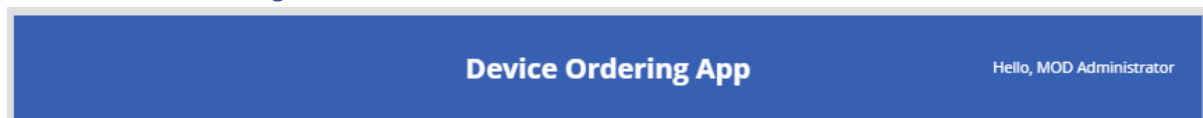


### Add Data-Sources

- Import from **Excel**.



Add a label for creating a **Header**



- **Header Label**
  - Text Property - "Device Ordering App"
  - Align – Center
  - Color - RGBA(255, 255, 255, 1)
- **User Label**
  - Text Property - "Hello, " & User().FullName
  - Color -RGBA(255, 255, 255, 1)
- Select both label and **“Group”** them together and name it **“Header”**.

### Configuring the Manufacturers Gallery

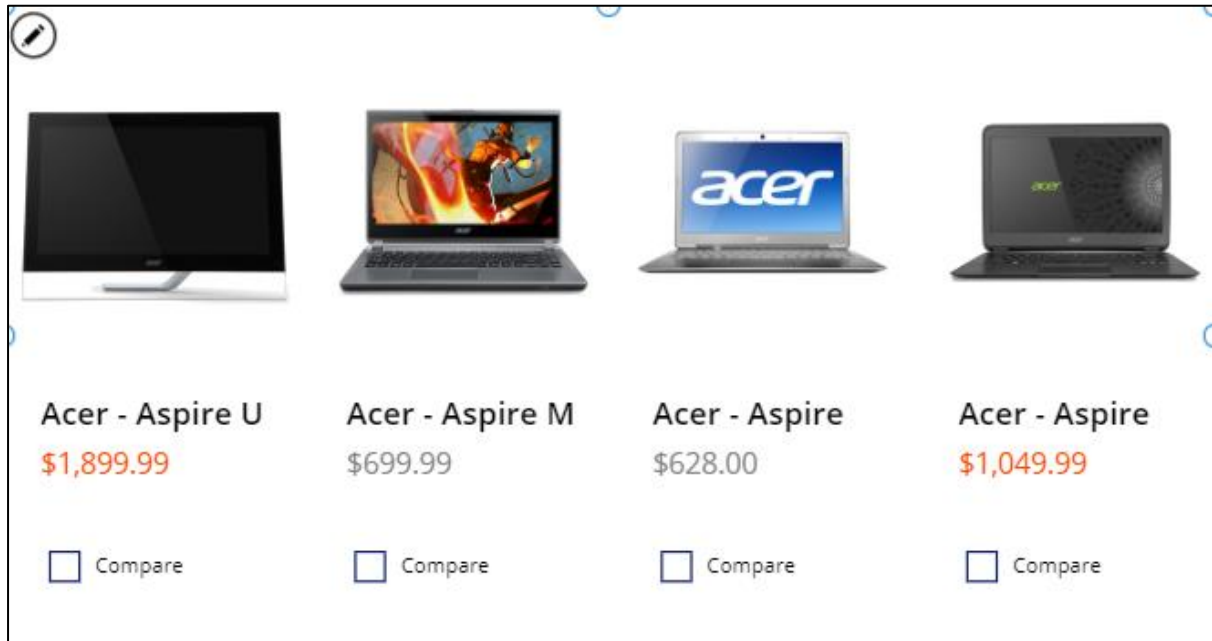


#### Manufacturers Gallery Properties

- Add a **Vertical Gallery** and **Rename** it to “**Manufacturer Gallery**”
- **Items** – Manufacturers
- **TemplateFill** - If(ThisItem.IsSelected,ColorFade ('Header Label'.Fill,75%))

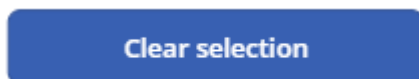
**Image** - ThisItem.'Logo@display'

### Configuring the Device Gallery



- Add a **Horizontal Gallery** and **Rename** it to “**Device Gallery**”.
- **Items** - Filter(Devices, ManufacturerID = 'Manufacturer Gallery'.Selected.ManufacturerID)
- Add a “**Check box**” control to the “**Device Gallery**”.
  - **Text** : “Compare”
  - **OnCheck**: Collect(CompareList,ThisItem)
  - **OnUncheck** : Remove(CompareList,ThisItem)

### Buttons “Clear Selection” and “Compare”

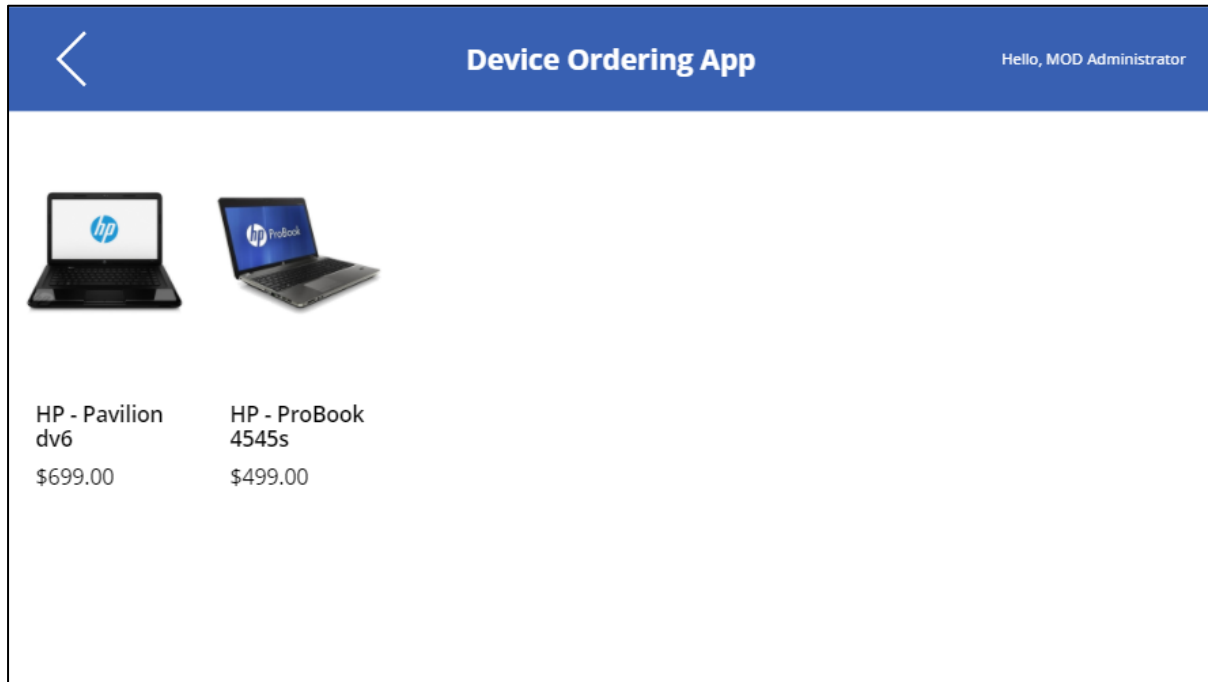


- Text: "Clear selection"
- OnSelect : Clear(CompareList)



- Text: "Compare " & CountRows(CompareList) & " item(s)"
- OnSelect: Navigate('Compare Screen')

### Compare Screen Configuration



### Compare List Gallery

- Copy the “**Device**” Gallery from “**Main Screen**”
- Delete the “**Checkbox**” control
- Items – **CompareList**

Cheat Sheet -Device procurement process using Power Platform in an hour

Create New Table “**Device Order**”.

- Plural display name : **Device Orders**
- Primary Name Column – Display Name : **Device name.**
- Name- **DeviceName**

**New table**

Display name \*  
Device Order

Plural display name \*  
Device Orders

Name \* ⓘ  
cr7a3\_ DeviceOrder

Primary Name Column ⓘ  
Display name \*  
Device Name  
Name \* ⓘ  
cr7a3\_ DeviceName

☒ Enable attachments (including notes and files)

More settings ▾

Create Cancel

Add Columns

**Price**

Display name \*  
Price

Name \* ⓘ  
crd38\_ Price

Data type \* ⓘ  
Currency

Required \* ⓘ  
Required

☒ Searchable ⓘ

Calculated or Rollup ⓘ + Add ▾

Description ⓘ

Advanced options ▾

Done Cancel

**Requested By**

Display name \*  
Requested By

Name \* ⓘ  
cr237\_ RequestedBy

Data type \* ⓘ  
Email

☐ Required

☒ Searchable

Done Cancel

**Approval Status**

Display name \*  
Approval Status

Name \* ⓘ  
crf61\_ approvalstatus

View more

Items (1)  
Approve

Add new item

**Approval Status**

Display name \*  
Approval Status

Name \* ⓘ  
cr7a3\_ ApprovalStatus

Data type \* ⓘ  
Choice

Choice \*  
Approval Status

Edit choice

Default value  
(No default value)

Required \* ⓘ  
Optional

☒ Searchable ⓘ

Calculated or Rollup ⓘ + Add ▾

Description ⓘ

Advanced options ▾

Done Cancel

Display	Name	Type
Request Date	RequestDate	Date Only
Approver	Approver	Email

## Cheat Sheet -Device procurement process using Power Platform in an hour

Comments	Comments	Multiline Text
Estimated Ship Date	EstimatedShipDate	Date Only
Approved Date	ApprovedDate	Date Only
Price	Price	Currency
Requested By	RequestedBy	Email
Approval Status	approvalstatus	Choice

### Power Apps Edit Form

\* Device Name  
HP - HP - Pavilion dv6

\* Price  
699

\* Approver  
admin@M365x535734.onmicrosoft.com

Comments  
Enter justification

Requested By  
admin@M365x535734.onmicrosoft.com

**Submit device request**

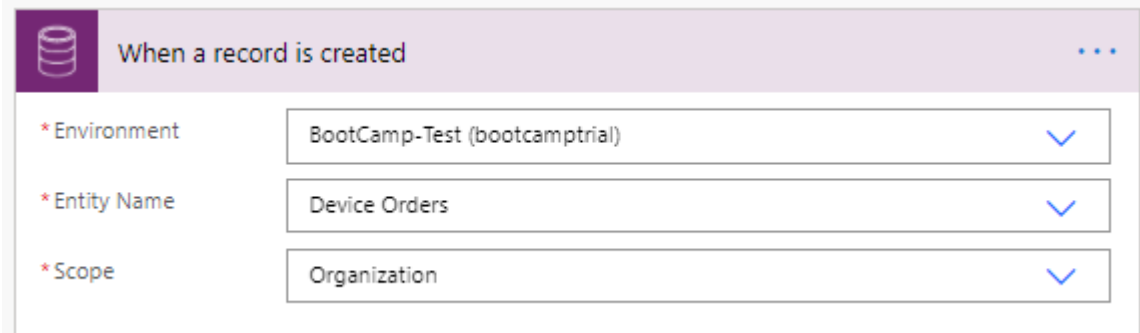
- Add “Data Source” Device Orders to Power Apps.
- Select the **Insert tab**, click **Forms**, and select **Edit** and Data Source **Device Orders**
- Select the Field “**Device Name**” ,”**Price**” ,”**Approver**” ,”**Comments**” and “**Requested By**”.
- Add a Button and set the “**OnSelect**” property to “**SubmitForm(Form1)**”.
- On the “**Compare Screen**” “**OnVisible**” property to **NewForm(Form1)**.
- Configure the Data Cards in the Form –
  - **Device Name** - 'Compare List Gallery'.Selected.ManufacturerName & " - " & 'Compare List Gallery'.Selected.'Device Name'
  - **Price** -'Compare List Gallery'.Selected.Price
  - **RequestedBy** – User().Email



## Cheat Sheet -Device procurement process using Power Platform in an hour

### Power Automate

Select When a record is created Trigger.

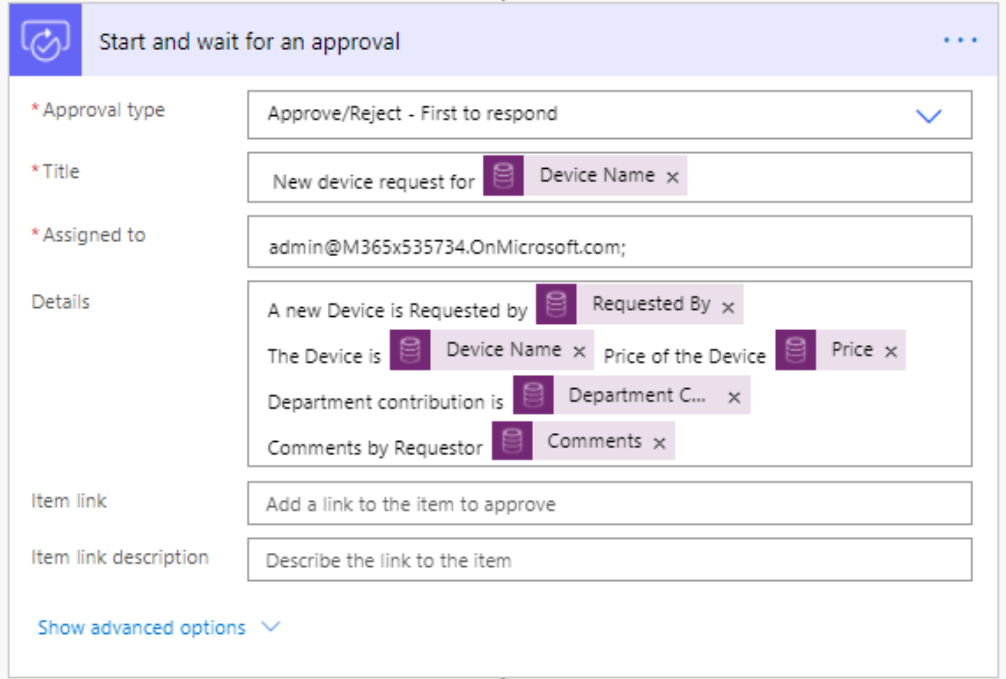


The screenshot shows the configuration for the 'When a record is created' trigger. It has a purple header with a database icon and the title 'When a record is created'. Below the header, there are three fields with red asterisks:

- \* Environment:** A dropdown menu showing 'BootCamp-Test (bootcamptrial)' with a blue checkmark icon.
- \* Entity Name:** A dropdown menu showing 'Device Orders' with a blue checkmark icon.
- \* Scope:** A dropdown menu showing 'Organization' with a blue checkmark icon.

- Click the **Environment** drop-down and select the **Environment**.
- Click the **Table Name** drop-down and select **Device Orders**.
- Click the **Scope** drop-down and select Organization.

### Power Automate - Add action to send an approval request



The screenshot shows the configuration for the 'Start and wait for an approval' action. It has a blue header with a circular arrow icon and the title 'Start and wait for an approval'. Below the header, there are several fields:

- \* Approval type:** A dropdown menu showing 'Approve/Reject - First to respond' with a blue checkmark icon.
- \* Title:** A text box containing 'New device request for' followed by a data card icon and 'Device Name' with a close icon (x).
- \* Assigned to:** A text box containing 'admin@M365x535734.OnMicrosoft.com;'.
- Details:** A section containing four lines of text, each with a data card icon and a close icon (x):
  - 'A new Device is Requested by' followed by 'Requested By'.
  - 'The Device is' followed by 'Device Name' and 'Price of the Device' followed by 'Price'.
  - 'Department contribution is' followed by 'Department C...'.
  - 'Comments by Requestor' followed by 'Comments'.
- Item link:** A text box containing 'Add a link to the item to approve'.
- Item link description:** A text box containing 'Describe the link to the item'.

At the bottom left, there is a link 'Show advanced options' with a blue downward arrow icon.

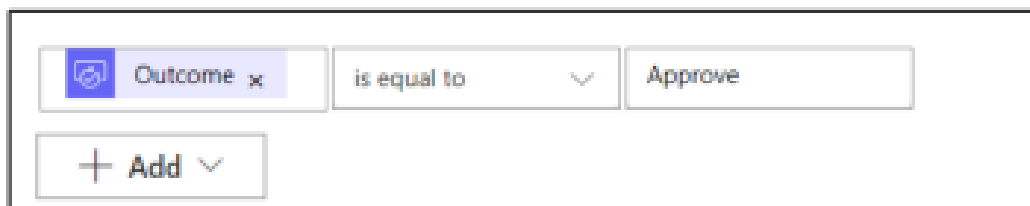
- Add the Approval action **Start and wait for an approval**.
- In the **Approval type** dropdown select **Approve/Reject - First to Respond**.

## Cheat Sheet -Device procurement process using Power Platform in an hour

- For the **Title**, we will add some text and one variable. This variable will contain the Device Name of the device order request. Enter New device request for in the Title text box.
- Select the **Assigned to** field, select click **Approver(Hardcode your own email)**. Click Show Advanced Options.
- Fill in the **Details** with reference to the above screenshot.

### Power Automate - Condition and select it

- Add the **Condition** Action. Click in the left edit box that says, “**Choose a value**” and select **Outcome** from the dynamic content pane. You may need to press the “+” icon below the edit box to hide the dynamic content pane.
- Select is equal to for **condition** and type **Approve** for **Value**.

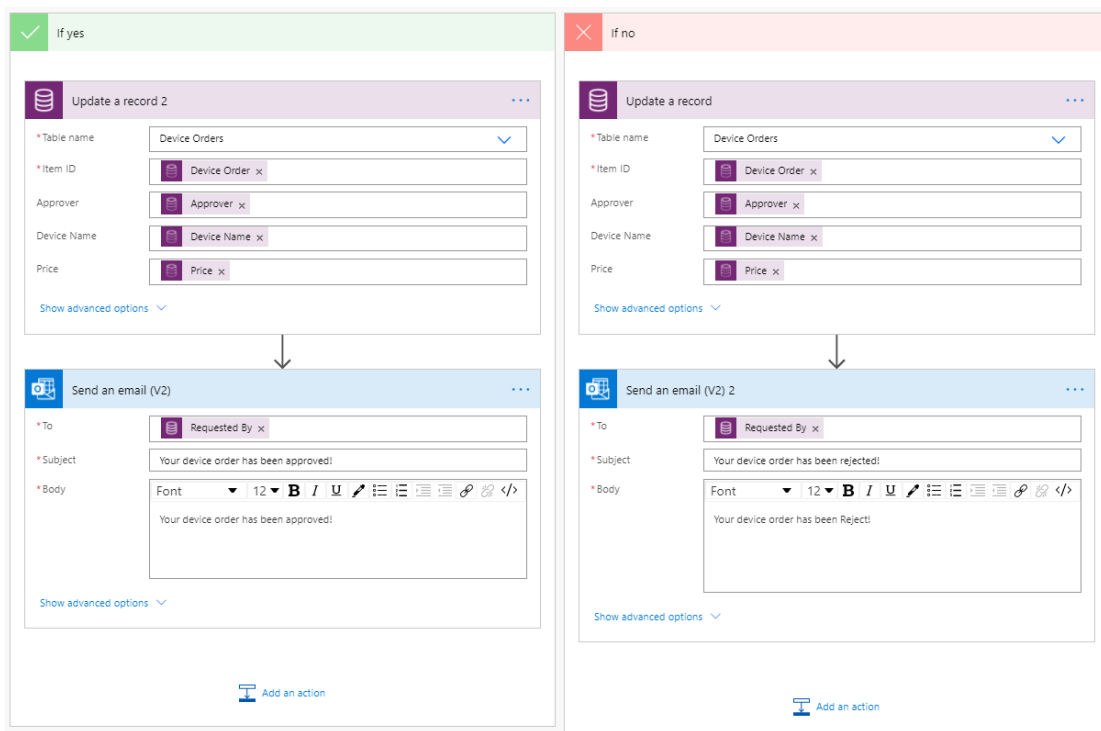


Outcome x is equal to Approve

+ Add v

### Power Automate - Add conditional logic to flow

- We will now configure what actions to perform if the response is approved or not – YES branch vs. NO branch and Update a Record action. Fill in the values with reference to screenshot below.
- Add the Send an email (V2) – Office 365 Outlook action and configure it with reference to screenshot below.



**If yes**

**Update a record 2**

\* Table name: Device Orders

\* Item ID: Device Order x

Approver: Approver x

Device Name: Device Name x

Price: Price x

Show advanced options v

**Send an email (V2)**

\* To: Requested By x

\* Subject: Your device order has been approved!

\* Body: Your device order has been approved!

Show advanced options v

**If no**

**Update a record**

\* Table name: Device Orders

\* Item ID: Device Order x

Approver: Approver x

Device Name: Device Name x

Price: Price x

Show advanced options v

**Send an email (V2) 2**

\* To: Requested By x

\* Subject: Your device order has been rejected!

\* Body: Your device order has been Reject!

Show advanced options v