

1. Understand what model-driven apps are and how they fit within the Power Platform.
2. Distinguish them from canvas apps—another type of Power App.
3. Learn about the key components that make up a model-driven app.
4. Watch a basic demo of how to build one from scratch.
5. And finally, get some tips and best practices to help you get started with confidence.”

## Introduction to Power Platform

“To give you some context, model-driven apps are part of Microsoft’s broader Power Platform. This platform includes four main tools:

- Power BI, which helps you analyze data and build dashboards,
  - Power Apps, which we’re focusing on today, for app development,
  - Power Automate for building workflows and automating tasks, and
  - Power Virtual Agents, for creating AI-powered chatbots.
- All of these tools work together and connect to your business data, allowing you to build smart, integrated solutions.”

## What are Model-Driven Apps?

These apps are *data-first*, meaning the structure and behavior of the app are driven by the underlying data model—tables, columns, and relationships.

They’re ideal when you want to build business applications with consistent layouts and logic, especially when the data is complex and workflows are structured.

This is different from *Canvas Apps*, which are *design-first* and offer more control over layout and look-and-feel.

Think of model-driven apps like building a car using a tested framework—you choose the components, and the app handles the rest.”

## When to Use Model-Driven Apps

“So, when should you use a model-driven app?

They work best in scenarios where:

- You need to manage complex business logic and relationships
- You’re dealing with structured workflows, such as approvals or case management
- Your app needs to work across devices with minimal design work

- And you require strict role-based access and permissions  
Typical examples include customer service apps, employee directories, and incident management systems.”

## Core Components

“Model-driven apps are built on top of something called *Dataverse*, Microsoft’s secure, scalable data platform.

Here are the main building blocks:

- **Tables**, formerly known as entities, store your data
- **Forms** are used to enter and view individual records
- **Views** define how lists of records are displayed
- **Dashboards and charts** help users visualize data
- **Business rules and workflows** help automate logic
- And the **security model** ensures only the right people have access to the right data  
These components combine to provide a rich and structured user experience.”
- And there are **templates and sample apps** available to help you get started faster  
You don’t need to reinvent the wheel—start with examples and build from there.”

Screenshot of the Power Apps Solutions page showing the creation of a new solution named "Recruitment".

The "New solution" dialog is open on the right, with the following fields:

- Display name: Recruitment
- Name: Recruitment
- Publisher: CDS Default Publisher (Creb3bc)
- Version: 1.0.0.0

The "Solutions" table lists two solutions:

Display name	Name	Created	Version	Publisher
Common Data Services Def...	G20450	1 day ago	1.0.0.0	CDS D...
Default Solution	Default	1 day ago	1.0	Defau...

Buttons at the bottom right: Create and Cancel.

Screenshot of the Power Apps Objects page showing the creation of a new table named "Role".

The "New table" dialog is open on the right, with the following fields:

- Properties: Primary column
- Display name: Role
- Plural name: Roles
- Description: (empty)
- Advanced options: Enable attachments (including notes and files) (checked)

The "Objects" sidebar shows the following categories:

- Objects
- Recruitment > All
- Display name ↑
- Name ↓
- All (0)
- Apos (0)
- Cards (0)
- Chatbox (0)
- Cloud flows (0)
- Tables (0)

We didn't find anything

- Enable attachments (including notes and files)<sup>1</sup>

Advanced options ^

Schema name \*

cr829\_ Role

Type \*

Standard

Record ownership \*

User or team

Choose table image

None



+ New image web resource

Color



Enter color code



Refine how data in this table is used and managed. Options marked with <sup>1</sup> can't be turned off if enabled. [Learn more](#)

For this table

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Apply duplicate detection rules <small>①</small> | <input type="checkbox"/> Audit changes to its data <small>①</small>               |
| <input type="checkbox"/> Track changes <small>1</small> <small>①</small>             | <input type="checkbox"/> Leverage quick-create form if available <small>①</small> |
| <input type="checkbox"/> Provide custom help <small>①</small>                        | <input type="checkbox"/> Enable long term retention <small>①</small>              |

Help URL

#### Record ownership

User or team

#### Choose table image

None



+ New image web resource

#### Color



Enter color code

Refine how data in this table is used and managed. Options marked with <sup>1</sup> can't be turned off if enabled. [Learn more](#)

#### For this table

Apply duplicate detection rules ①

Audit changes to its data ①

Track changes ①

Leverage quick-create form if available ①

Provide custom help ①

Enable long term retention ①

Help URL

#### Make this table an option when

Creating a new activity ①

Setting up SharePoint document management ①

Doing a mail merge ①



#### Rows in this table

Can have connections ①

Appear in search results

Can have a contact email ①

Can be taken offline ①

Have an access team ①

Can be added to a queue ①

**Save**

**Cancel**

## New column

X

Previously called fields. [Learn more](#)

Display name \*

Department

Description ⓘ

Data type \* ⓘ

Choice

Behavior ⓘ

Simple

Required ⓘ

Optional

Searchable ⓘ

Selecting multiple choices is allowed



Sync with global choice? \*

Yes (recommended)

Can be used in multiple tables, and will stay updated everywhere.

No

Creates a local choice that can only be used in one table. People using it can add new choices.

Optional

Searchable ⓘ

Selecting multiple choices is allowed

**Sync with global choice? \***

Yes (recommended)

Can be used in multiple tables, and will stay updated everywhere.

No

Creates a local choice that can only be used in one table. People using it can add new choices.

**Choices**

Sort ↴

Label *	Value *	Actions
<input type="checkbox"/> Sales	115,260,000	 
<input type="checkbox"/> Marketing	115,260,001	 
<input type="checkbox"/> Finance	115,260,002	 
<input type="checkbox"/> Operations	115,260,003	 
<input type="checkbox"/> Customer Service	115,260,004	 

 New choice

**Default choice \***

None

Advanced options ↴

## New column

X

Previously called fields. [Learn more](#)

Display name \*

Role Status

Description ⓘ

Data type \* ⓘ

Choice

Behavior ⓘ

Simple

Required ⓘ

Optional

Searchable ⓘ

Selecting multiple choices is allowed



Sync with global choice? \*

Yes (recommended)

Can be used in multiple tables, and will stay updated everywhere.

No

Creates a local choice that can only be used in one table. People using it can add new choices.

**Data type \*** ⓘ Choice**Behavior** ⓘ

Simple

**Required** ⓘ

Optional

 Searchable ⓘ Selecting multiple choices is allowed**Sync with global choice? \*** Yes (recommended)

Can be used in multiple tables, and will stay updated everywhere.

 No

Creates a local choice that can only be used in one table. People using it can add new choices.

**Choices**

Sort ↴

Label *	Value *	Actions
<input type="checkbox"/> Open	115,260,000	 
<input type="checkbox"/> Filled	115,260,001	 

[+ New choice](#)**Default choice \***

None

[Save](#)[Cancel](#)

## New column

X

Previously called fields. [Learn more](#)

Display name \*

Reports To

Description ⓘ

Data type \* ⓘ

Lookup



Required ⓘ

Optional



Searchable ⓘ

Related table \*

Microsoft Entra ID



Advanced Options

**Save**

**Cancel**

Recruitment > Tables > Role

Table properties Properties Tools Schema Data experiences Customizations

Name	Primary column
Name	Name
Role	
Type	Last modified
Standard	11 minutes ago

Role columns and data

Update forms and views Edit

Name\* ↑ Role\* Created By\* Created On\* Created By (Delegate)\* Import +16 more

Enter text

Back + New row + New column Refresh Create an app Edit table properties Update forms and views

Roles

Name\* ↑ Role\* Created By\* Created On\* Created By (Delegate)\* Import +16 more

Enter text

Show existing column

This table has additional existing columns. Select from the list below to show.

Search

(Select All)

Name (Primary) \*

Role \*

Created By

Created On

Created By (Delegate)

Import Sequence Number

Save Cancel

## Show existing column

X

This table has additional existing columns.  
Select from the list below to show.

Search

- (Select All)
-  Name (Primary) \*
-  Role \*
-  Created By
-  Created On
-  Created By (Delegate)
-  Import Sequence Number

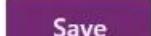
## Show existing column

X

This table has additional existing columns.  
Select from the list below to show.

 Search

-  Created By
-  21 Created On
-  Created By (Delegate)
-  Import Sequence Number
-  Department
-  Modified By
-  Modified By (Delegate)

 Save

 Cancel

## Show existing column

X

This table has additional existing columns.  
Select from the list below to show.

Search

Owning Business Unit \*

Owning Team

Owning User

Record Created On

Reports To

Role Status

Status \*

Save

Cancel

## Update forms and views

X

m

When columns are added to the table, you can decide whether to update the forms and views.

### Add these columns

Name, Department, Owner, Reports To, Role Status

### To these forms

Information

### And to these views

Role Associated View, Quick Find Active Roles, Acti...

Update

Cancel

A screenshot of the Microsoft Power Apps portal. The left sidebar shows navigation options like Objects, All (2), Apps (0), Cards (0), Chatbots (0), Cloud flows (0), Tables (2), Microsoft Entra ID, Role, and various sub-options like Columns, Relationships, Keys, Forms, Views, Charts, Dashboards, Business rules, and Commands. The main area displays a list of views for a role, with the first item, "Active Roles", selected. The columns in the table are Name, View type, Status, Managed, and Customizable. The "Active Roles" view is a Public View named "default". Other listed views include Inactive Roles, Quick Find Active Roles, Role Advanced Find View, Role Associated View, and Role Lookup View.

A screenshot of a Microsoft Dynamics 365 view. The top navigation bar includes filters for Name, Created On, Department, Owner, Reports To, and Role Status. The "Owner" filter dropdown is open, showing a list of users. Below the filters, there is a large circular icon containing a grid icon. A message at the bottom states: "We didn't find anything to show here. This view does not have any data. Try creating more records or removing filters."

Power Apps | View

Search

Environment Lisa Crosbie's Environment... Back View column Components Undo Redo Switch to classic Validate Save As Save and publish

Table columns

Role Related

Search New table column

Created By  
Created By (Delegate)  
Modified By  
Modified By (Delegate)  
Modified On  
Owning Business Unit  
Record Created On  
Status  
Status Reason

Name ↑ Created On Department Reports To Role Status Owner

Save as...

Name \* Active Roles

Description

Save Cancel

Active Roles

Name \* Active Roles

Description

Sort by ... ↑ Name Then sort by ...

Filter by ... Status is 0 Edit filters ...

View

|| Name ↑ ↓      || Created On ↓      || Department ↓      || Reports To ↓      || Role Status ↓      || Owner ↓



**Filter by**

Equals

Open

Filled

 Open

**We didn't find anything to show here**

This view does not have any data. Try creating more records or removing filters.

|| Name ↑ ↓      || Created On ↓      || Department ↓      || Reports To ↓      || Role Status ↓      || Owner ↓



**We didn't find anything to show here**

This view does not have any data. Try creating more records or removing filters.

A screenshot of a Microsoft Power Apps interface. At the top, there are sorting dropdowns for "Name ↑", "Created On", "Department", "Reports To", "Role Status", and "Owner". A "Filter by" dialog box is open, containing two dropdowns: "Equals" and "Open", with an "Apply" button at the bottom right. Below the filter dialog, a circular icon with a grid symbol is displayed. A message "We didn't find anything to show here" is centered, followed by the text "This view does not have any data. Try creating more records or removing filters."

A screenshot of the Microsoft Dataverse "Role" table properties page. The left sidebar shows "Objects" with "Tables (2)" selected. The main area displays "Table properties" for the "Role" table, including columns for "Name", "Primary column", "Role", "Type", "Name", "Last modified", and "Standard". There are tabs for "Properties", "Tools", "Schema", "Data experiences", and "Customizations". Below this is a section titled "Role columns and data" with columns for "Name\*", "Department", "Owner\*", "Reports To", and "Role Status". A large purple arrow points from the bottom left towards the "Role columns and data" section. A video thumbnail of a woman is visible in the bottom left corner.

Configure columns for Dataverse search

The screenshot shows the Power Apps portal interface. On the left, there's a navigation sidebar with 'Power Apps' at the top, followed by sections for 'Recruitment' (Welcome Page, Roles, Applications, Contacts, Interviews) and other app-related links. The main area is titled 'Active Roles' and displays a list of roles with columns for 'Created On', 'Department', 'Reports to', 'Role Status', and 'Owner'. A context menu is open over the first item, 'Open Roles', which has a sub-item 'Open Role' highlighted with a red box.

	Created On	Department	Reports to	Role Status	Owner
Open Roles	4/20/2024 11:37 AM	Customer Service		Open	L
Inactive Roles					
Accounts Receivable Clerk	4/20/2024 11:37 AM	Finance		Open	L
Bookkeeper	4/20/2024 11:37 AM	Finance		Open	L
Brand Manager	4/20/2024 11:37 AM	Marketing		Open	L
Call Center Agent	4/20/2024 11:37 AM	Customer Service		Open	L
Channel Sales Manager	4/20/2024 11:37 AM	Sales		Filled	L
Chief Financial Officer (CFO)	4/20/2024 11:37 AM	Finance		Open	L
Client Relationship Manager	4/20/2024 11:37 AM	Customer Service		Open	L
Content Creator	4/20/2024 11:37 AM	Marketing		Filled	L
Cost Analyst	4/20/2024 11:37 AM	Finance		Open	L
Customer Experience Manager	4/20/2024 11:37 AM	Customer Service		Open	L

This screenshot shows the 'Table columns' view in the Power Apps portal. On the left, there's a sidebar with 'Table columns' selected. The main area shows a list of columns with headers like 'Name ↑', 'Created On', 'Department', 'Reports To', 'Role Status', and 'Owner'. A 'Save as...' dialog box is overlaid on the screen, asking for a 'Name' (with 'Open Roles' typed in) and a 'Description'. There are 'Save' and 'Cancel' buttons at the bottom of the dialog.

Create Two Roles by using above concept.

1. Active Roles
2. Open Roles

Power Apps

Objects

Recruitment > Tables > Role > Views

Name	View type	Status	Managed	Customizable
Active Roles	Public View default	On	No	Yes
Inactive Roles	Public View	On	No	Yes
Open Roles	Public View	On	No	Yes
Quick Find Active Roles	Quick Find View default	On	No	Yes
Role Advanced Find View	Advanced Find View default	On	No	Yes
Role Associated View	Associated View default	On	No	Yes
Role Lookup View	Lookup View default	On	No	Yes

Power Apps | View

Table columns

Role Related

Name ↑

Created On

Department

Owner

Reports To

Role Status

Quick Find Active Roles

Name \*

Quick Find Active Roles

Description

We didn't find anything to show here

This view does not have any data. Try creating more records or removing filters.

Find table columns

Role

Created By

Created By (Delegate)

Modified By

Modified By (Delegate)

Modified On

Owning Business Unit

Record Created On

Status

Status Reason

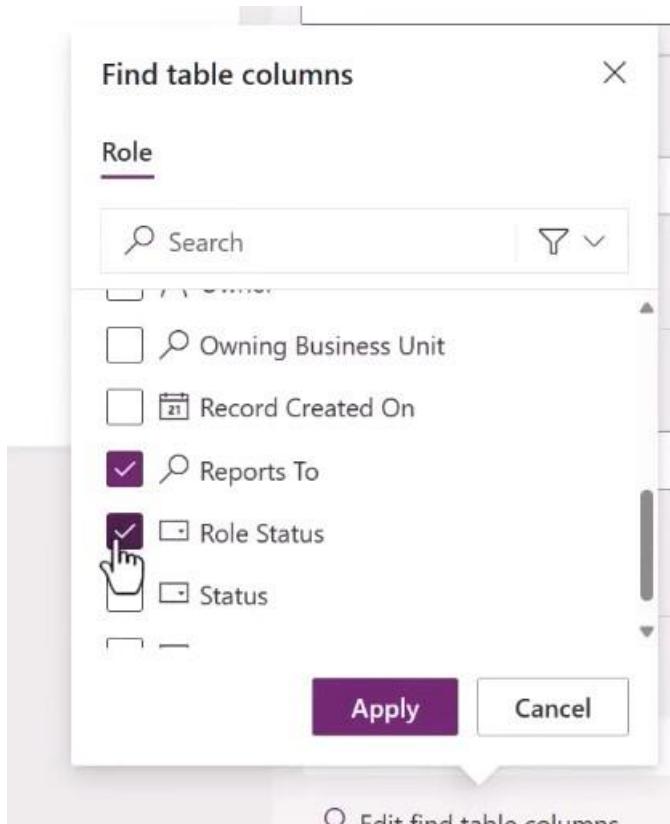
Apply Cancel

The screenshot shows the Microsoft Dynamics 365 interface. On the left, there's a sidebar with a video feed of a person. The main area displays a 'Table columns' view for the 'Department' entity. The columns are listed as Name, Created On, Department, Owner, Reports To, and Role Status. A search bar and a 'New table column' button are also present. Below the table, a message says 'We didn't find anything to show here'. In the top right, there are buttons for Validate, Save and publish, and a 'Quick Find Active Roles' search bar. A modal window titled 'Find table columns' is open, showing a list of columns including Display name, Schema name, Logical name, and Description. The 'Department' column is selected, indicated by a highlighted row. Buttons for Apply and Cancel are at the bottom of the modal.

This screenshot shows the 'Find table columns' dialog with the 'Role' tab selected. It includes a search bar and a filter icon. Below the search bar is a list of columns with checkboxes:

- Created By
- Created By (Delegate)
- Created On
- Department
- Modified By
- Modified By (Delegate)

At the bottom are 'Apply' and 'Cancel' buttons.



The screenshot shows the Power Apps Objects page. The left sidebar shows categories like 'Objects', 'Apps', 'Cards', 'Chatbots', and 'Cloud flows'. Under 'Tables', there are two entries: 'Microsoft Entra ID' and 'Role'. A large purple arrow points from the 'Tables' section towards the text 'Out of the box tables'. The text 'Out of the box tables' is overlaid on the arrow. In the bottom left corner, there is a small photo of a person.

Table	Name	Type	Managed	Customizable	Tags
Microsoft Entra ID	aaduser	Virtual	Yes	Yes	Standard
Role	cr029_role	Standard	No	Yes	Custom

Now we are going to create a table, that is for the application.

The screenshot shows the 'New table' configuration page in the Microsoft Power Apps environment. The left sidebar lists objects like 'All (2)', 'Apps (0)', 'Cards (0)', 'Chatbots (0)', 'Cloud flows (0)', and 'Tables (2)'. The main area displays a table with columns 'Display name' and 'Name'. Three rows are listed: 'Microsoft Entra ID' (aaduser) and 'Role' (cr829\_role). On the right, the 'Properties' section shows 'Primary column' set to 'Display name'. The 'Display name' field contains 'Application'. The 'Plural name' field contains 'Applications'. There is a 'Description' field and a checked checkbox for 'Enable attachments (including notes and files)'. A 'Advanced options' link is also present.

This screenshot shows the continuation of the 'New table' configuration page. It includes sections for 'Record ownership', 'Choose table image', and 'Color'. Under 'For this table', several checkboxes are available: 'Apply duplicate detection rules' (checked), 'Track changes' (checked), 'Provide custom help' (unchecked), 'Audit changes to its data' (unchecked), 'Leverage quick-create form if available' (unchecked), and 'Enable long term retention' (unchecked). Below this, there's a section for 'Make this table an option when' with checkboxes for 'Creating a new activity' (unchecked), 'Doing a mail merge' (checked), and 'Setting up SharePoint document management' (unchecked). At the bottom, there are 'Save' and 'Cancel' buttons.

Power Apps

Objects > All (2)

Recruitment > All

Display name	Name
Microsoft Entra ID	aaduser
Role	cr829_role

Record ownership: User or team

Choose table image: None

Color: Enter color code

Refine how data in this table is used and managed. Options marked with <sup>1</sup> can't be turned off if enabled. [Learn more](#)

For this table:

- Apply duplicate detection rules
- Track changes<sup>1</sup>
- Provide custom help
- Help URL
- Audit changes to its data
- Leverage quick-create form if available
- Enable long term retention

Make this table an option when:

- Creating a new activity<sup>1</sup>
- Doing a mail merge
- Setting up SharePoint document management

Rows in this table:

- Can have connections<sup>1</sup>
- Can have a contact email<sup>1</sup>
- Have an access team
- Appear in search results
- Can be taken offline
- Can be added to a queue<sup>1</sup>

Power Apps

Objects > All (2)

Recruitment > Tables > Application > Columns

Display name	Name	Data type	Managed	Customizable	Required	Searchable
Application	cr829_Application...	Unique identifier	No	Yes	Yes	Yes
Created By	CreatedBy	Lookup	No	Yes	No	Yes
Created By (Delegate)	CreatedOnBehalf...	Lookup	No	Yes	No	Yes
Created On	CreatedOn	Date and time	No	Yes	No	Yes
Import Sequence Number	ImportSequence...	Whole number	No	Yes	No	Yes
Modified By	ModifiedBy	Lookup	No	Yes	No	Yes
Modified By (Delegate)	ModifiedOnBeha...	Lookup	No	Yes	No	Yes
Modified On	ModifiedOn	Date and time	No	Yes	No	Yes
Name	Primary name column	Single line of text	No	Yes	Yes	Yes
Owner	OwnerId	Owner	No	Yes	Yes	Yes
Record Created On	OverriddenCreate...	Date only	No	Yes	No	Yes
Status	statecode	Choice	No	Yes	Yes	Yes

Primary name column and Autonumber

Power Apps

Objects

Recruitment > Tables > Application > Columns

Display name ↑	Name ↓
Application	cr029_Application...
Created By	CreatedBy
Created By (Delegate)	CreatedOnBehalf...
Created On	CreatedOn
Import Sequence Number	ImportSequence...
Modified By	ModifiedBy
Modified By (Delegate)	ModifiedOnBeha...
Modified On	ModifiedOn
<b>Name</b> Primary name column	<b>cr029_Name</b>
Owner	OwnerId
Owning Business Unit	OwningBusiness...
Owning Team	OwningTeam
Owning User	OwningUser

Edit column

Previously called fields. [Learn more](#)

Display name \*

Name

Description

Data type \* [Single line of text](#)

Format [Text](#)

Behavior [Simple](#)

Required [Business required](#)

Searchable

Advanced options

Close

Power Apps

Objects

Recruitment > Tables > Application > Columns

Display name ↑	Name ↓
Application	cr029_Application...
Created By	CreatedBy
Created By (Delegate)	CreatedOnBehalf...
Created On	CreatedOn
Import Sequence Number	ImportSequence...
Modified By	ModifiedBy
Modified By (Delegate)	ModifiedOnBeha...
Modified On	ModifiedOn
<b>Name</b> Primary name column	<b>cr029_Name</b>
Owner	OwnerId
Owning Business Unit	OwningBusiness...
Owning Team	OwningTeam
Owning User	OwningUser
Record Created On	OverriddenCreat...

Edit column

Previously called fields. [Learn more](#)

Display name \*

Application Number

Description

Data type \* [# Autonumber](#)

Required [Business required](#)

Searchable

Autonumber type [String prefixed number](#)

Prefix

Minimum number of digits \* [4](#)

Seed value \* [1000](#)

Close

The screenshot shows the 'Edit column' dialog for the 'Application' table. The 'Display name' is set to 'Application Number'. The 'Data type' is '# Autonumber'. The 'Required' field is set to 'Business recommended'. The 'Autonumber type' is 'String prefixed number' with a prefix of 'APP'. The 'Minimum number of digits' is 4, and the 'Seed value' is 1000.

Power Apps

Objects

Recruitment > Tables > Application > Columns

Edit column

Display name \* Application Number

Description

Data type \* # Autonumber

Required Business recommended

Autonumber type String prefixed number

Prefix APP

Minimum number of digits \* 4

Seed value \* 1000

As Application Number comes with the Date. So we will add few more columns.

The screenshot shows the 'New column' dialog for the 'Application' table. A new column named 'Screening Call Date' is being created. The 'Data type' is 'Date and time' and the 'Format' is 'Date only'. The 'Behavior' is 'Simple' and it is marked as 'Optional'. The 'Required' field is set to 'Optional'. The 'Save' button is highlighted.

Power Apps

Objects

Recruitment > Tables > Application > Columns

New column

Display name \* Screening Call Date

Description

Data type \* Date and time

Format Date only

Behavior Simple

Required Optional

Save Cancel

Screenshot of the Microsoft Power Apps portal showing the 'New column' configuration for the 'Interview Start Time' field.

**New column**  
Previously called fields: [Learn more](#)

**Display name \***: Interview Start Time

**Description**: (empty)

**Data type \***: Date and time

**Format \***: Date and time

**Behavior**: Simple

**Required**: Optional

**Searchable**: checked

**Advanced options**: (dropdown menu)

The 'Format' dropdown is highlighted with a mouse cursor.

Left sidebar: Objects, Search, New column, Add existing column, Edit, Advanced, Remove.

Breadcrumb: Recruitment > Tables > Application > Columns

Table columns:

- Display name: Application
- Name: cr829\_Application...
- Created By (Delegate)
- Created On
- Import Sequence Number
- Modified By
- Modified On
- Owner
- Owning Business Unit
- Owning Team
- Owning User
- Record Created On

Screenshot of the Microsoft Power Apps portal showing the 'New column' configuration for the 'Interview Date Time' field.

**New column**  
Previously called fields: [Learn more](#)

**Display name \***: Interview Date Time

**Description**: (empty)

**Data type \***: Single line of text

**Format \***: Text

**Behavior**: Simple

**Required**: Optional

**Searchable**: checked

**Advanced options**: (dropdown menu)

A large purple arrow points from the text 'This should be Interview End Time' to the 'Display name' field.

**This should be Interview End Time**  
(I realise this later in the video and show how to fix it...)

The 'Format' dropdown is highlighted with a mouse cursor.

Left sidebar: Objects, Search, New column, Add existing column, Edit, Advanced, Remove.

Breadcrumb: Recruitment > Tables > Application > Columns

Table columns:

- Display name: Application
- Name: cr829\_Application...
- Created By
- Created On
- Import Sequence Number
- Interview Start Time
- Modified By
- Modified On
- Owner
- Owning Business Unit
- Owning Team
- Owning User
- Record Created On

## New column

X

Previously called fields. [Learn more](#)

Display name \*

Interview Date Time

Description ⓘ

Data type \* ⓘ

fx Formula



Formula \* ⓘ

DateAdd('Interview Start Time', 60, TimeUnit.Minutes)



Format \*

Date and time



Power Apps

Objects < + New column Add existing column Edit Advanced Remove

Recruitment > Tables > Application > Columns

New column

Previously called fields: [Learn more](#)

Display name \* Interview Outcome

Description

Data type \* Choice

Behavior Simple

Required Optional

Searchable  Selecting multiple choices is allowed

Sync with global choice? \*  Yes (recommended) Can be used in multiple tables, and will stay updated everywhere.  No Creates a local choice that can only be used in one table. People using it can add new choices.

Save Cancel

This screenshot shows the 'New column' dialog in Microsoft Power Apps. The 'Display name' field is set to 'Interview Outcome'. The 'Data type' is chosen as 'Choice'. The 'Behavior' is set to 'Simple'. The 'Required' field is set to 'Optional'. The 'Searchable' checkbox is checked. The 'Sync with global choice?' section has the 'Yes (recommended)' radio button selected. At the bottom are 'Save' and 'Cancel' buttons.

Power Apps

Objects < + New column Add existing column Edit

Recruitment > Tables > Application > Columns

Select color

New choice

Display name \* Outcome

Choices

Label	Value
Successful	115,260,000
Unsuccessful	115,260,001

+ New choice Advanced options

This screenshot shows two overlapping dialogs. The top dialog is 'Select color' with a color picker and hex code input fields (b5d6f, 181, 214, 255). The bottom dialog is 'New choice' for a column named 'Outcome'. It contains a table with two rows: 'Successful' (value 115,260,000) and 'Unsuccessful' (value 115,260,001). There are 'Advanced options' and '+ New choice' buttons at the bottom.

Power Apps

Objects < + New column Add existing column Edit Advanced Remove

Search

Recruitment > Tables > Application > Columns

All (3) Apps (0) Cards (0) Chatbots (0) Cloud flows (0)

Tables (3) Application Columns Relationships Keys Forms Views Charts Dashboards Business rules Commands

Microsoft Edge ID

Display name ↑ Name ↴

Application	Name
Application Number Primary name column	crl29_ApplicationName
Created By	CreatedBy
Created By (Delegate)	CreatedOnBehalfBy
Created On	CreatedOn
Import Sequence Number	ImportSequenceNumber
Interview Date Time	crl29_InterviewDate
Interview Start Time	crl29_InterviewStartTime
Modified By	ModifiedBy
Modified By (Delegate)	ModifiedOnBehalfBy
Modified On	ModifiedOn
Owner	OwnerId
Owning Business Unit	OwningBusinessUnit
Owning Team	OwningTeam

Data type \* Choice

Behavior Simple

Required Optional

Searchable  Selecting multiple choices is allowed

Sync with global choice? \*

Yes (recommended) Can be used in multiple tables, and will stay updated everywhere.

No Creates a local choice that can only be used in one table. People using it can add new choices.

Sync this choice with \*

Outcome

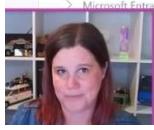
+ New choice

Default choice \*

None

Advanced options

Save Cancel



@46 Minute

---

**Power Apps**

Objects < + New column Add existing column Edit Advanced Remove

Search

Recruitment > Tables > Application > Columns

Display name ↑	Name ↓
Application	cr829_Application...
<input checked="" type="checkbox"/> Application Number Primary name column	cr829_Name
Created By	CreatedBy
Created By (Delegate)	CreatedOnBehalf...
Created On	CreatedOn
Import Sequence Number	ImportSequence...
Interview Date Time	cr829_InterviewD...
Interview Outcome	cr829_Interview...
Interview Start Time	cr829_InterviewS...
Modified By	ModifiedBy
Modified By (Delegate)	ModifiedOnBeha...
Modified On	ModifiedOn
Owner	OwnerId
Owning Business Unit	OwningBusiness...
Owning Team	OwningTeam

New column

Previously called fields. [Learn more](#)

**Display name \*** Comments

**Description** (Optional)

**Data type \*** Single line of text

**Format \*** Rich text

**Behavior** Simple

**Required** Optional

**Searchable** (Optional)

**Advanced options**

Save Cancel



Search

+ New column Add existing column Edit Advanced Remove

Recruitment > Tables > Application > Columns

Display name ↑	Name ↓
Application	cr829_Application...
<input checked="" type="checkbox"/> Application Number Primary name column	cr829_Name
Created By	CreatedBy
Created By (Delegate)	CreatedOnBehalf...
Created On	CreatedOn
Import Sequence Number	ImportSequence...
Interview Date Time	cr829_InterviewD...
Interview Outcome	cr829_Interview...
Interview Start Time	cr829_InterviewS...
Modified By	ModifiedBy
Modified By (Delegate)	ModifiedOnBeha...
Modified On	ModifiedOn
Owner	OwnerId
Owning Business Unit	OwningBusiness...
Owning Team	OwningTeam

**Single line of text**

**Format \*** Rich text

**Behavior** Simple

**Required** Optional

**Searchable** (Optional)

**Advanced options**

**Schema name \*** cr829\_Comments

**Maximum character count \*** 4000

**Input method editor (IME) mode \*** Auto

**General**

Enable column security (Optional)

Enable auditing (Optional)

**Dashboard**

Appears in dashboard's global filter (Optional)

Sortable (Optional)

Save Cancel

Search

+ New column Add existing column Edit Advanced Remove

Recruitment > Tables > Application > Columns

Display name ↑	Name ↓
Application	cr829_Application
Application Number Primary name column	cr829_Name
Comments	cr829_Comments
Created By	CreatedBy
Created By (Delegate)	CreatedOnBehalfBy
Created On	CreatedOn
Import Sequence Number	ImportSequenceNumber
Interview Date Time	cr829_InterviewDateTime
Interview Outcome	cr829_InterviewOutcome
Interview Start Time	cr829_InterviewStartTime
Modified By	ModifiedBy
Modified By (Delegate)	ModifiedOnBehalfBy
Modified On	ModifiedOn
Owner	OwnerId
Planning Business Unit	PlanningBusinessUnit

Display name \*

Description

Data type \* ⓘ

Yes/no

Behavior ⓘ

Simple

Required ⓘ

Optional

Searchable ⓘ

Choices

Label *	Value *
No	0
Yes	1

Default choice \*

No

Advanced options

Save Cancel

Search

+ New column Add existing column Edit Advanced Remove

Recruitment > Tables > Application > Columns

Display name ↑	Name ↓
Application	cr829_Application
Application Number Primary name column	cr829_Name
Comments	cr829_Comments
Created By	CreatedBy
Created By (Delegate)	CreatedOnBehalfOf
Created On	CreatedOn
Import Sequence Number	ImportSequenceNumber
Interview Date Time	cr829_InterviewDate
Interview Outcome	cr829_InterviewOutcome
Interview Start Time	cr829_InterviewStartTime
Modified By	ModifiedBy
Modified By (Delegate)	ModifiedOnBehalfOf
Modified On	ModifiedOn
Owner	OwnerId
Owning Business Unit	OwningBusinessUnit

New column

Previously called fields. [Learn more](#)

Display name \* Reference Check Date

Description

Data type \* Date and time

Format \* Date only

Behavior Simple

Required Optional

Searchable

Advanced options

Save Cancel

Search

+ New column Add existing column Edit Advanced Remove

Recruitment > Tables > Application > Columns

Display name ↑	Name ↓
Application	cr829_Application
Application Number Primary name column	cr829_Name
Comments	cr829_Comments
Created By	CreatedBy
Created By (Delegate)	CreatedOnBehalfBy
Created On	CreatedOn
Import Sequence Number	ImportSequenceNumber
Interview Date Time	cr829_InterviewDateTime
Interview Outcome	cr829_InterviewOutcome
Interview Start Time	cr829_InterviewStartTime
Modified By	ModifiedBy
Modified By (Delegate)	ModifiedOnBehalfBy
Modified On	ModifiedOn
Owner	OwnerId
Owning Business Unit	OwningBusinessUnit

New column

Previously called fields. [Learn more](#)

Display name \* Reference Check Outcome

Description

Data type \* Single line of text

Format \* Text

Behavior \* Simple

Required \* Optional

Searchable

Advanced options

Save Cancel

Search

+ New column Add existing column Edit Advanced Remove

Recruitment > Tables > Application > Columns

Display name ↑	Name ↓
Application	cr829_Application
Application Number Primary name column	cr829_Name
Comments	cr829_Comments
Created By	CreatedBy
Created By (Delegate)	CreatedOnBehalfBy
Created On	CreatedOn
Import Sequence Number	ImportSequenceNumber
Interview Date Time	cr829_InterviewDate
Interview Outcome	cr829_InterviewOutcome
Interview Start Time	cr829_InterviewStartTime
Modified By	ModifiedBy
Modified By (Delegate)	ModifiedOnBehalfBy
Modified On	ModifiedOn
Owner	OwnerId
Ownning Business Unit	OwningBusinessUnit

**Data type \*** ①

Choice

**Behavior** ①

**Required** ①

Searchable ①

Selecting multiple choices is allowed

**Sync with global choice? \***

Yes (recommended)  
Can be used in multiple tables, and will stay updated everywhere.

No  
Creates a local choice that can only be used in one table. People using it can add new choices.

**Sync this choice with \***

**Default choice \***

**Advanced options** ①

Search To exit full screen, press Esc

+ New column Add existing column Edit Advanced Remove

Recruitment > Tables > Application > Columns

Display name ↑	Name ↓
Application	cr829_Application
Application Number Primary name column	cr829_Name
Comments	cr829_Comments
Created By	CreatedBy
Created By (Delegate)	CreatedOnBehalfOf
Created On	CreatedOn
Import Sequence Number	ImportSequenceNumber
Interview Date Time	cr829_InterviewDate
Interview Outcome	cr829_InterviewOutcome
Interview Start Time	cr829_InterviewStartTime
Modified By	ModifiedBy
Modified By (Delegate)	ModifiedOnBehalfOf
Modified On	ModifiedOn
Owner	OwnerId
Owning Business Unit	OwningBusinessUnit

New column  
Previously called fields. [Learn more](#)

Display name \*  
Offer Made?

Description

Data type \*  
Yes/no

Behavior  
Simple

Required  
Optional

Searchable

Choices

Label *	Value *
No	0
Yes	1

Default choice \*  
No

**Save** **Cancel**

### Now we will crate the Relationships.

This application needs to have the relationship with :

Candidate → Job

Role-> Applications

Two ways to create relationships.

Power Apps

Objects < Search

Recruitment > Tables > Application

Table properties Properties Tools Schema Data experiences Customizations

Name Application Primary column Application Number

Type Standard Last modified 9 minutes ago

Relationships Keys

Columns Forms

Relationships Views

Keys Charts

Forms Dashboards

Views Business rules

Charts Commands

Cloud flows (0)

Tables (3)

Application

Columns Relationships Keys Forms Views Charts Dashboards Business rules Commands

Update forms and views Edit

## Create table relationships

Power Apps

Objects < Search

+ New Add existing Edit Create an app Using this table

Schema

Column Relationship Key

Relationship > Application

+ Many-to-one

+ One-to-many

+ Many-to-many

Properties

column Application Number

Application Number

Last modified 11 minutes ago

Form View Chart Dashboard

Customizations

Business rule

and data

Application Number ↑

All (4)

Apps (0)

Cards (0)

Chatbots (0)

Choices (1)

Cloud flows (0)

Tables (3)

Application

Columns Relationships Keys Forms Views

Search

+ New | Add existing | Edit | Create an app | Using this table | Import

Recruitment > Tables > Application

Table properties

Name	Primary column
Application	Application Number
Type	Last modified
Standard	11 minutes ago

Properties Tools

Many-to-one

Choose the **Related table** to which to create your relationship lookup.

**Current (Many)** Application

**Related (One)** Role

\* — 1

**Lookup column display name \*** Role

**Lookup column name \*** cr829\_ Role

**Lookup column requirement \*** Optional

Searchable

> General

> Advanced Options

Done Cancel

+ New | Add existing | Edit | Create an app | Using this table | Import | Export | Advanced | Remove

Recruitment > Tables > Application

Table properties

Name	Primary column
Application	Application Number
Type	Last modified
Standard	11 minutes ago

Properties Tools

Schema

- Columns
- Relationships
- Keys

Data experiences

- Forms
- Views
- Charts
- Dashboards

Application columns and data

Update forms and

Application \* Application Number ↑ Created By Created On

Screenshot of the Microsoft Dynamics 365 application settings interface showing the 'Columns' section for the 'Interview' entity.

	Column Name	Type	Required	Default Value	Searchable	Filterable	Sortable
Interview Outcome	cr829_Interview...	Choice	No	Yes	No		
Interview Start Time	cr829_InterviewS...	Date and time	No	Yes	No		
Modified By	ModifiedBy	Lookup	No	Yes	No		
Modified By (Delegate)	ModifiedOnBeha...	Lookup	No	Yes	No		
Modified On	ModifiedOn	Date and time	No	Yes	No		
Offer Made?	cr829_OfferMade	Yes/no	No	Yes	No		
Owner	OwnerId	Owner	No	Yes	Yes		
Owning Business Unit	OwningBusiness...	Lookup	No	Yes	Yes		
Owning Team	OwningTeam	Lookup	No	Yes	No		
Owning User	OwningUser	Lookup	No	Yes	No		
Record Created On	OverriddenCreat...	Date only	No	Yes	No		
Reference Check Date	cr829_Reference...	Date only	No	Yes	No		
Reference Check Outcome	cr829_Reference...	Choice	No	Yes	No		
Reference Check Required?	cr829_Reference...	Yes/no	No	Yes	No		
Role	cr829_Role	Lookup	No	Yes	No		
Screening Call Date	cr829_Screening...	Date only	No	Yes	No		
Status	statecode	Choice	No	Yes	Yes		
Static Reason	statuscode	Choice	No	Yes	No		

Bottom status bar shows: 51:42 / 2:21:16 • Module 3: Build Views and Forms >

As Role is now under LookUp, So its implemented now.

Now as we see that one more column named “Candidate” must be created a per the App.

Screenshot of the Microsoft Dynamics 365 application interface showing the 'APP-1014 - Saved Application' screen.

The top navigation bar includes tabs for 'General', 'Interview', and 'Related'.

The 'Summary' section displays:

- Application Number: APP-1014
- Role: Content Creator
- Owner: Lisa Crosbie

The 'Candidate' section displays:

Candidate	James Wilson
First Name	James
Last Name	Wilson
Email	jame...
Business Phone	555-

The 'Timeline' section at the bottom includes a search bar: 'Search timeline'.

Search

+ New column Add existing column Advanced

Recruitment > Tables > Application > Columns

Display name ↑	Name ↓
Application	cr829_Application
Application Number Primary name column	cr829_Name
Comments	cr829_Comments
Created By	CreatedBy
Created By (Delegate)	CreatedOnBehalfBy
Created On	CreatedOn
Import Sequence Number	ImportSequenceNumber
Interview Date Time	cr829_InterviewDateTime
Interview Outcome	cr829_InterviewOutcome
Interview Start Time	cr829_InterviewStartTime
Modified By	ModifiedBy
Modified By (Delegate)	ModifiedOnBehalfBy
Modified On	ModifiedOn
Offer Made?	cr829_OfferMade
Owner	OwnerId

New column

Previously called fields. [Learn more](#)

Display name \* Candidate

Description

Data type \* [Lookup](#)

Required Optional

Searchable

Related table \* Contact

Advanced options

Save Cancel

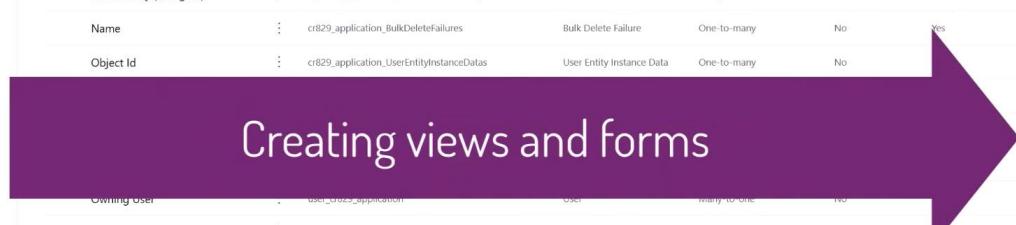
Objects <

+ New relationship Add existing relationship Edit Advanced Remove

Recruitment > Tables > Application > Relationships

Display name ↑	Name ↓	Related table ↓	Relationship type ↓	Managed ↓	Customizable ↓
Base Record ID	cr829_application_DuplicateBaseRecord	Duplicate Record	One-to-many	No	Yes
Candidate	cr829_application_Candidate_contact	Contact	Many-to-one	No	Yes
Created By	lk_cr829_application_createdby	User	Many-to-one	No	Yes
Created By (Delegate)	lk_cr829_application_createdonbehalfby	User	Many-to-one	No	Yes
Duplicate Record ID	cr829_application_DuplicateMatchingRecord	Duplicate Record	One-to-many	No	Yes
Entity instance	cr829_application_PrincipalObjectAttributeAccesses	Field Sharing	One-to-many	No	Yes
Modified By	lk_cr829_application_modifiedby	User	Many-to-one	No	Yes
Modified By (Delegate)	lk_cr829_application_modifiedonbehalfby	User	Many-to-one	No	Yes
Name	cr829_application_BulkDeleteFailures	Bulk Delete Failure	One-to-many	No	Yes
Object Id	cr829_application_UserEntityInstanceDatas	User Entity Instance Data	One-to-many	No	
Owning User	cr829_application	User	many-to-one	No	
Record	cr829_application_SyncErrors	Sync Error	One-to-many	No	

Creating views and forms



The screenshot shows the Microsoft Dynamics 365 application management interface. At the top, there's a toolbar with various icons like Save, New, Delete, Refresh, and Process. A Copilot chat window is open on the right, showing a message from AI: "There are 8 roles that are filled. AI-generated content may be incorrect".

The main area displays a recruitment process named "APP-1014 - Saved Application". The process has three stages: "Screening (4 Hrs)", "Interview", and "Offer". The "General" tab is selected. On the left, there's a summary section with fields for Application Number (APP-1014), Role (Content Creator), and Owner (Lisa Crosbie). In the center, a "Candidate" card is shown for "James Wilson" with fields for First Name, Last Name, Email, and Business Phone. To the right, a "Timeline" section is present with a search bar and a note input field.

The screenshot shows the Microsoft Power Platform application builder interface, specifically the "Tables" section under "Recruitment > Tables > Application".

The left sidebar shows a navigation tree with "Objects", "All (5)", "Cards (0)", "Chatbots (0)", "Choices (1)", "Cloud flows (0)", "Tables (4)", and "Application". Under "Application", there are sub-options: Columns, Relationships, Keys, Forms, Views, Charts, Dashboards, and Business rules.

The main area displays the "Table properties" for the "Application" table. It shows the following details:

Name	Primary column
Application	Application Number
Type	Last modified
Standard	14 minutes ago

Below the properties, there are sections for "Schema" (Columns, Relationships, Keys) and "Data experiences" (Forms, Views, Charts, Dashboards). At the bottom, there's a "Update forms and views" button and an "Edit" button.

Screenshot of the Microsoft Power Platform canvas interface showing the 'Views' section under 'Tables' in the 'Application' category.

The left sidebar shows:

- All (5)
- Apps (0)
- Cards (0)
- Chatbots (0)
- Choices (1)
- Cloud flows (0)
- Tables (4) ▼
- Application ▼
- Columns
- Relationships
- Keys
- Forms
- Views ▼
- Charts
- Dashboards
- Business rules
- Commands

The main area displays a table with the following columns and data:

Name	View type	Status	Managed	Customizable
Active Applications	Public View default	On	No	Yes
Application Advanced Find View	Advanced Find View default	On	No	Yes
Application Associated View	Associated View default	On	No	Yes
Application Lookup View	Lookup View default	On	No	Yes
Inactive Applications	Public View	On	No	Yes
Quick Find Active Applications	Quick Find View default	On	No	Yes

Now Click and Add the columns that you want to add. After that Click on Save and Publish.

Screenshot of the Microsoft Power Platform canvas interface showing a view of 'Active Applications'.

The top navigation bar includes buttons for 'New view', 'Add existing view', 'Edit', 'Turn off', 'Set as default view', 'Advanced', 'Remove', and 'Search'.

The view header shows columns: Application Number, Candidate, Interview Start Time, Interview Outcome, Offer Made?, and a 'More' button.

A large blue callout box with a hand cursor is overlaid on the interface, pointing towards the 'More' button. The text inside the callout box reads: "Add Role in here as well (oops!)."

The main content area displays the message: "This view does not have any data. Try creating more records or removing filters."

Table columns

Application Related

Search

+ New table column

A Comments

O Created By

O Created By (Delegate)

C Created On

C Interview Date Time

O Modified By

O Modified By (Delegate)

C Modified On

O Owner

O Owning Business Unit

Record Created On

We didn't find anything!

This view does not have any data records or removing.

Edit properties

↑ Older to newer

↓ Never to older

Filter by

Insert view column

Move Left

Move Right

Edit table column

Remove

Now Click on Save and Publish.

Now we also need to set up our columns for Search Again.

Objects

Search

All (5)

Apps (0)

Cards (0)

Chatbots (0)

Choices (1)

Cloud flows (0)

Tables (4)

+ New view

Add existing view

Advanced

Recruitment > Tables > Application > Views

Name ↑	View type
Active Applications	Public View default
Application Advanced Find View	Advanced Find View default
Application Associated View	Associated View default
Application Lookup View	Lookup View default
Inactive Applications	Public View
Quick Find Active Applications	Quick Find View default

The screenshot shows a CRM application interface. On the left, there is a search results view with columns for 'Application Number' (sorted ascending) and 'Created On'. A message says 'We didn't find anything to show here' because the view does not have any data. On the right, there is a 'Quick Find Active Applications' view with fields for 'Name' (set to 'Quick Find Active Applications') and 'Description'. Below it is a 'Find table columns' dialog for the 'Application' table. The dialog has a search bar and a list of columns with checkboxes. The '# Application Number' checkbox is checked. Other visible columns include 'Candidate', 'Comments', 'Created By', 'Created By (Delegate)', and 'Created On'. Buttons for 'Apply' and 'Cancel' are at the bottom.

Application Number ↑

Created On ↓

+ View column

We didn't find anything to show here  
This view does not have any data. Try creating more records or removing filters.

Quick Find Active Applications

Name \*

Quick Find Active Applications

Description

Find table columns

Application

Search

# Application Number

Candidate

Comments

Created By

Created By (Delegate)

Created On

Apply Cancel

This is a detailed view of the 'Find table columns' dialog for the 'Application' table. It includes a search bar and a list of columns with checkboxes. The '# Application Number' checkbox is checked. Other visible columns include 'Candidate', 'Comments', 'Created By', 'Created By (Delegate)', and 'Created On'. The 'Created On' checkbox has a hand cursor icon over it. Buttons for 'Apply' and 'Cancel' are at the bottom. A link 'Edit find table columns ...' is located at the bottom of the dialog.

Find table columns

Application

Search

# Application Number

Candidate

Comments

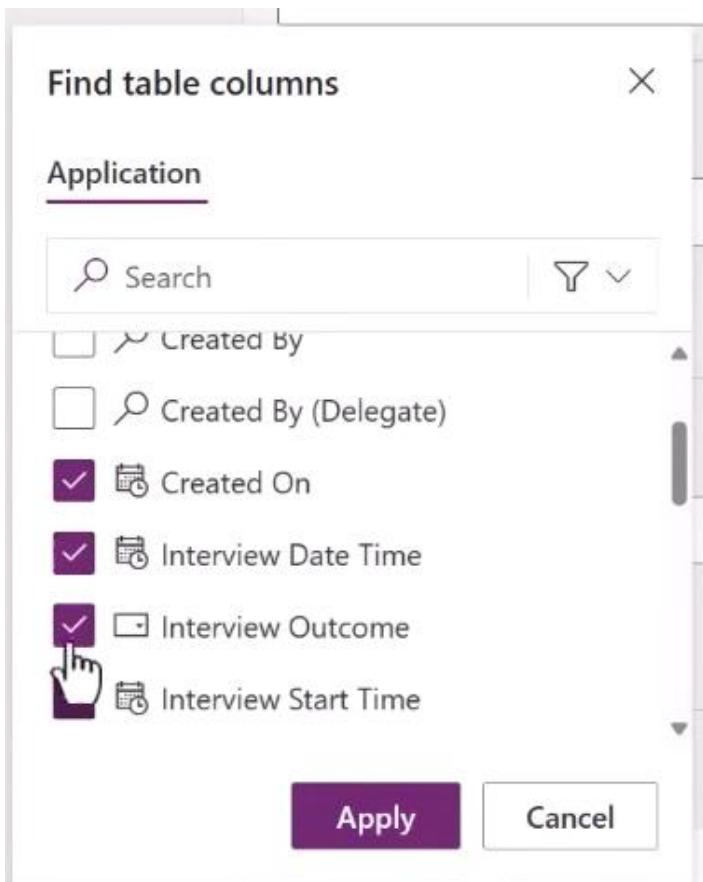
Created By

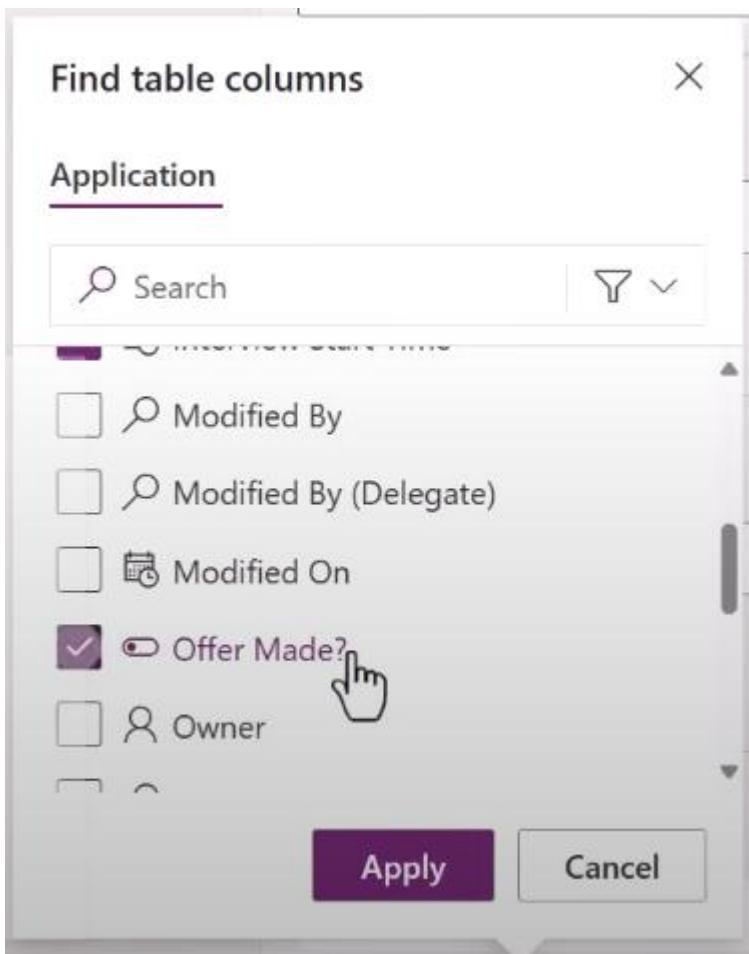
Created By (Delegate)

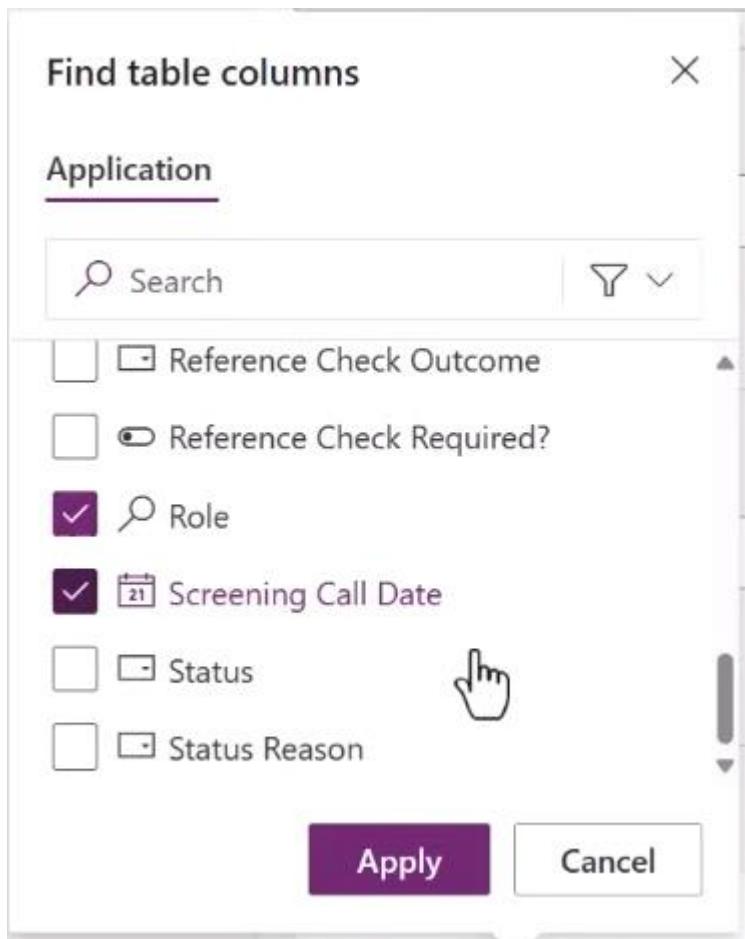
Created On

Apply Cancel

Edit find table columns ...







Now Click on Save and Publish.

**Edit column**

Previously called fields. [Learn more](#)

**Display name \***  
Interview End Time

**Description**

**Data type \***  Date and time  Date and time  Time

**Formula \***  DateAdd('Interview Start Time',60,TimeUnit.Minutes)

**Format \***  Date and time  Date and time  Time

**Searchable**

**Advanced options**

Correct it with Interview End Time. We have already done it in the beginning.

**Objects**

Recruitment > Tables > Application > Columns

Display name ↑	Name	Data type	Managed	Customizable	Required	Searchable
Application	cr829_Application...	Unique identifier	No	Yes	Yes	Yes
Application Number Primary name column	cr829_Name	Autonumber	No	Yes	No	Yes
Candidate	cr829_Candidate	Lookup	No	Yes	No	Yes
Comments	cr829_Comments	Rich text	No	Yes	No	Yes
Created By	CreatedBy	Lookup	No	Yes	No	Yes
Created By (Delegate)	CreatedOnBehalf...	Lookup	No	Yes	No	Yes
Created On	CreatedOn	Date and time	No	Yes	No	Yes
Import Sequence Number	ImportSequence...	Whole number	No	Yes	No	Yes
Interview End Time	cr829_InterviewD...	Date and time	No	Yes	No	Yes
Interview Outcome	cr829_Interview...	Choice	No	Yes	No	No
Interview Start Time	cr829_InterviewS...					
Modified By	ModifiedBy					
Modified By (Delegate)	ModifiedOnBeha...					
Modified On	ModifiedOn					
Offer Made?	cr829_OfferMade					

**Designing forms**

Objects < + New < Add existing Edit | Using this table Import Export Advanced Remove

Recruitment > Tables > Application

Table properties

Name	Primary column
Application	Application Number
Type	Last modified
Standard	17 minutes ago

Properties Tools Schema Data experiences

Columns Relationships Keys Forms Views Charts Dashboards

Application columns and data

Updat

Search

All (5)

- Apps (0)
- Cards (0)
- Chatbots (0)
- Choices (1)
- Cloud flows (0)
- Tables (4)
  - Application
    - Columns
    - Relationships
    - Keys
    - Forms
    - Views
    - Charts
    - Dashboards

Objects < + New form < Add existing form Edit Turn off Form setting

Recruitment > Tables > Application > Forms

Name ↑	Form type ↴
Information	Card
Information	Main
Information	Quick View

Search

All (5)

- Apps (0)
- Cards (0)
- Chatbots (0)
- Choices (1)
- Cloud flows (0)
- Tables (4)
  - Application
    - Columns
    - Relationships
    - Keys
    - Forms
    - Views
    - Charts

The screenshot shows the Microsoft Power Apps Studio interface. On the left, the 'Table columns' pane is open, displaying a list of available columns for a table. These include 'Candidate', 'Comments', 'Created By', 'Created By (Delegate)', 'Created On', 'Interview End Time', 'Interview Outcome', 'Interview Start Time', 'Modified By', 'Modified By (Delegate)', 'Modified On', 'Offer Made?', and 'Owning Business Unit'. A checkbox for 'Show only unused table columns' is checked. On the right, the 'New Application' form editor is shown. The 'General' tab is selected, displaying fields for 'Application Number' and 'Owner' (Lisa Crosbie). Below the form, a dropdown menu for screen sizes is open, showing options for Desktop (1920 x 1080), Tablet (1280 x 768), Phone (411 x 731), and Responsive (949 x 700). The 'Desktop' option is highlighted with a hand cursor icon.

Desktop will give us a full screen view, and we can control the screen design as it's a component driven platform design.

Now Select the Whole Form.

Power Apps | Form

Search

Back Delete Form field Component Form libraries Business rules Form properties Form settings ... Save a copy Save and publish

Table columns

+ New table column

Show only unused table columns

Candidate Comments Created By Created By (Delegate) Created On Interview End Time Interview Outcome Interview Start Time Modified By Modified By (Delegate) Modified On Offer Made? Owning Business Unit

New Application Application

General Related

Application Number \* ...

Owner \* Lisa Crosbie

General

Information Main form

Properties Events

Table Application

Display Name Information

Description A form for this entity.

Max Width (pixels) 1,920

Show image

New Application Application

General Related

Application Number \* ...

Owner \* Lisa Crosbie

General Tab

Properties Events

Display options

Label \* General

Name \* ⓘ Name cannot be empty

Remove this table by default

1 column 2 columns

3 columns

1 column

Column 1 Width 100

The screenshot shows the Microsoft Dynamics 365 application builder interface. On the left, the 'Table columns' panel lists various fields such as Candidate, Comments, Created By, etc. In the center, the 'New Application' form displays a 'Summary' section with fields for Application Number and Owner (Lisa Crosbie). On the right, the 'Properties' panel is open, showing settings for the 'Summary' section under 'Display options' and 'Formatting'.

We Can Drag whatever we want from the left side panel.

The screenshot shows the Microsoft Dynamics 365 application builder interface after dragging the 'Role' field from the 'Table columns' panel into the 'New Application' form's summary section. The 'Role' field is now visible in the summary section, and the 'Properties' panel shows the 'Role' field selected.

## New Application

Application

General Related ▾

### Summary

Application Number  + ---

Owner

\*  Lisa Crosbie

New Sec

## New Application

Application

General Related ▾

### Summary

Application Number + ---

Role

---

Owner

\*  Lisa Crosbie

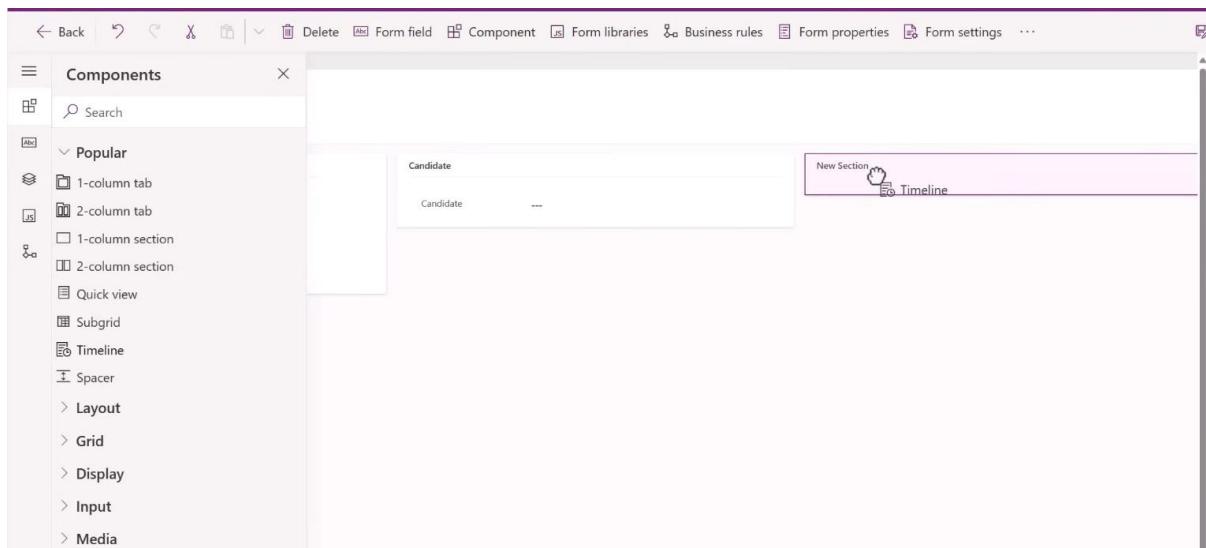
The screenshot shows the Microsoft Power Apps builder interface. On the left, there's a 'New Application' form with sections for 'General' and 'Related'. A 'Candidate' lookup field is present. On the right, the 'Properties' panel is open for the 'Candidate' field. It includes sections for 'Display options' (with 'Label' set to 'Candidate' and 'Name' set to '\_section\_15'), 'Formatting' (with 'Columns' set to '1 column' and 'Component label position' set to 'Left'), and other settings like 'Hide label', 'Hide on phone', 'Hide', and 'Lock'.

Now Add Candidate into it.

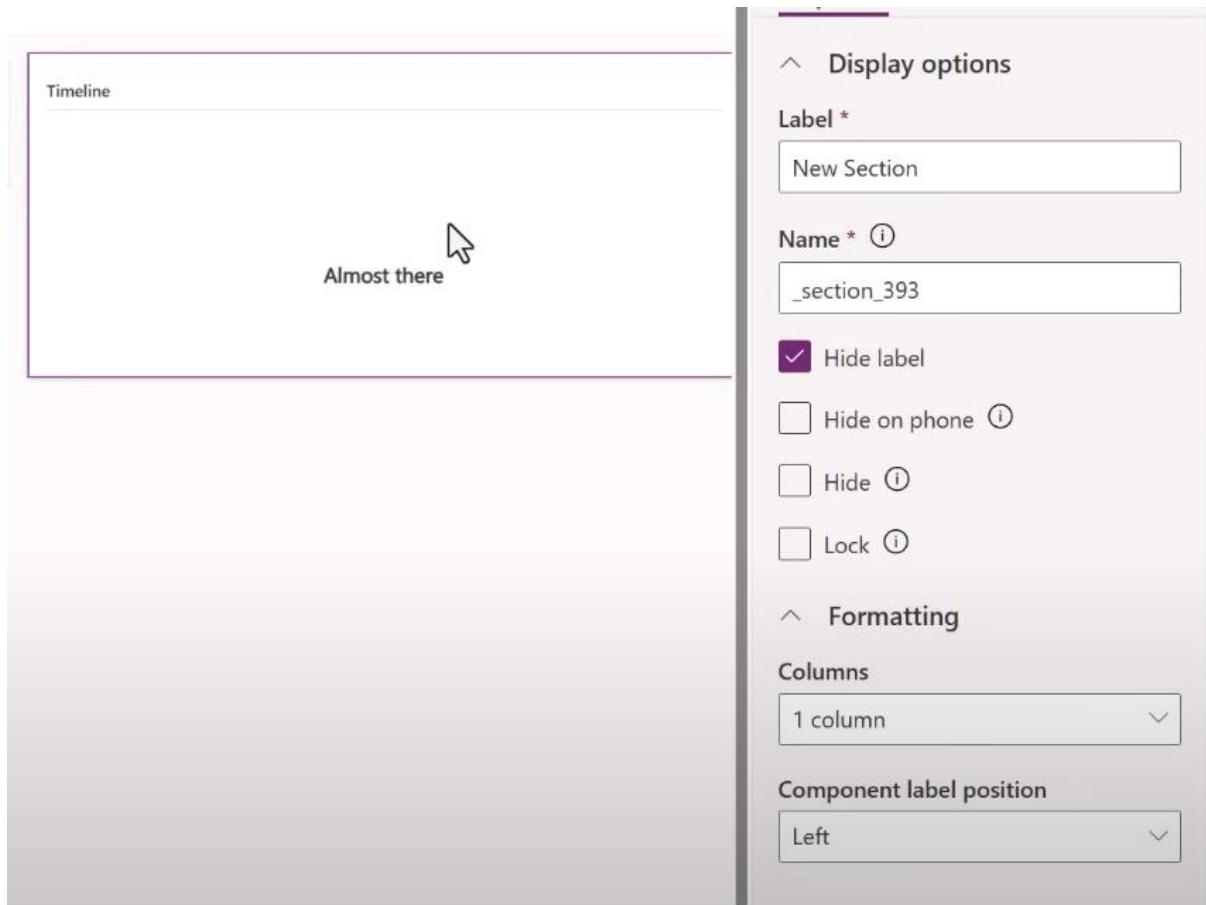
The screenshot shows the Microsoft Power Apps builder interface. On the left, the 'Table columns' pane is open, listing various fields like 'Comments', 'Created By', 'Created On', etc. In the center, a 'Candidate' lookup field is displayed, showing a video thumbnail of a person. On the right, the 'Properties' panel is open for the 'Candidate' field, showing the same configuration as the previous screenshot. A large text overlay in the center of the screen reads: 'is a little bit easier than dragging things around over in the final section here we want to add our'.

The screenshot shows the Microsoft Dynamics 365 interface for an application record. The top navigation bar includes tabs for 'Recruitment Process' (Active for 4 hours), 'Screening (4 Hrs)', 'Interview', and 'Offer'. Below the tabs, there are three main sections: 'General' (selected), 'Interview', and 'Related'. The 'Summary' section contains fields for Application Number (APP-1014), Role (Content Creator), and Owner (Lisa Crosbie). The 'Candidate' section displays details for James Wilson, including First Name (James), Last Name (Wilson), Email (james@), and Business Phone (555-1234). The 'Timeline' section features a search bar ('Search timeline'), a note input field ('Enter a note...'), and a list of actions: Activity (Appointment selected), Email, Phone Call (selected), Task, and Note.

The screenshot shows the 'Table columns' dialog box in Microsoft Word. At the top, there are icons for Back, Undo, Redo, Cut, Copy, Paste, and Delete. Below the title 'Table columns' is a search bar with a magnifying glass icon and a filter icon. On the left, there's a sidebar with icons for 'New table column' (plus sign), 'Show only unused table columns' (checkbox checked), 'Comments' (comment icon), 'Created By' (person icon), and another 'Created By' entry. The main area lists the columns: 'Comments' and two entries for 'Created By'. A small image of a person's face is visible at the bottom right.



Now Click outside the component and select Hide Column.



Now we need to cleanup the timeline depending on how the environment is set up.

Now goto the following and enable/disable the Activity Types that you want.

Timeline

Almost there

NOTE TEXT

Timeline

Properties Record settings

Activities

Activity types

Appointment ✓

Email ✓

Fax

Letter

Phone Call ✓

Recurring Appointment ✓

Social Activity

Task  ✓

Invite Redemption ✓

Portal Comment ✓

Teams chat ✓

Donation ✓

Sort activities by ⓘ

## Record settings

### Activities

#### Activity types

Appointment ✓

Email ✓

Fax

Letter

Phone Call ✓

Recurring Appointment ✓

Social Activity

Task ✓

Invite Redemption

Portal Comment ✓

Teams chat ✓

Delegation ✓

Now we have to add another Tab (Interview Tab) into the Form.

APP-1014 - Saved Application

Recruitment Process Active for 4 hours

Screening (4 Hrs) Interview Offer

General Interview Related ▾

**Details**

Interview Start Time

Interview Outcome

**Comments**

Enter text...

## Components

- Search
- Popular
  - 1-column tab
  - 2-column tab
  - Column section
  - 2-column section
  - Quick view
  - Subgrid
  - Timeline
  - Spacer
- > Layout
- > Grid
- > Display
- > Input

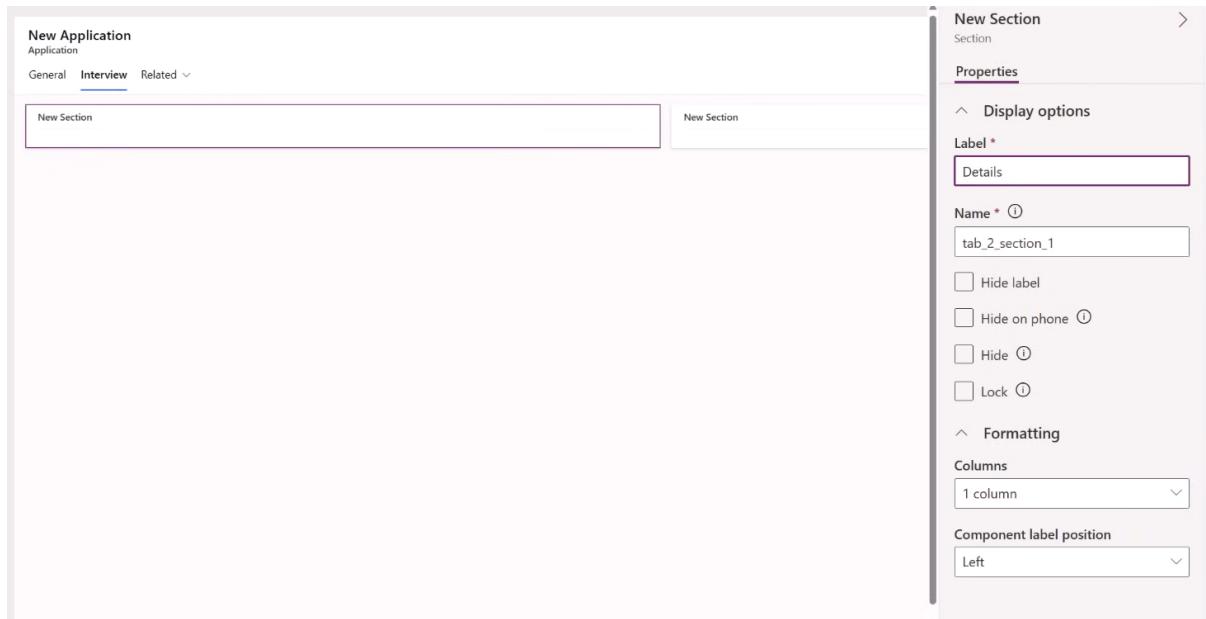
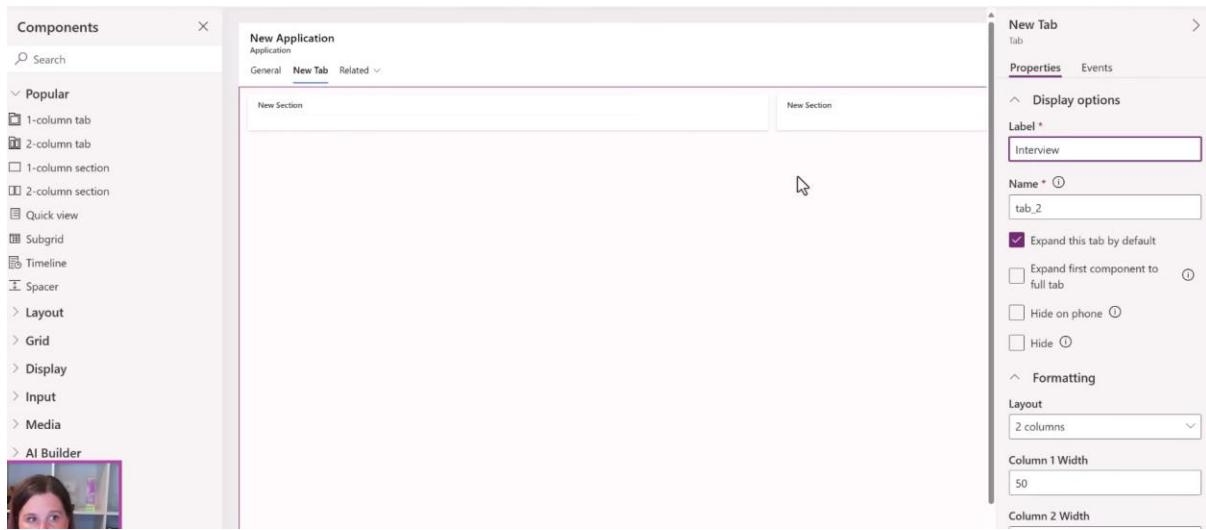
## New Application

Application

General Related

### Summary

Application Number	---
Role	---
Owner	Lisa Crosbie



Now go back to add the components in the TAB.

**Components**

Search

- Popular
  - 1-column tab
  - 2-column tab
  - 1-column section
  - 2-column section
  - Quick view
  - Subgrid
  - Timeline
  - Spacer
- Layout
- Grid
- Display
- Input

New Application

Application

General Interview Related

New Section

New Section

**Table columns**

Search

+ New table column

Show only unused table columns

- Comments
- Created By
- Created By (Delegate)
- Created On
- Interview End Time
- Modified By
- Modified By (Delegate)
- Modified On
- Offer Made?

New Application

Application

General Interview Related

Details

Interview Start Time ---

Interview Outcome ---

**Table columns**

Search

+ New table column

Show only unused table columns

- Created By
- Created By (Delegate)
- Created On
- Interview End Time
- Modified By
- Modified By (Delegate)
- Modified On
- Offer Made?
- Owning Business Unit
- Reference Check Date
- Reference Check Outcome
- Reference Check Required?
- Screening Call Date

Comments

Comments

**Comments**

Properties Events Business rules

Display options

Table column Comments ⓘ Edit table column

Label \* Comments

Hide label

Hide on phone ⓘ

Hide ⓘ

Lock ⓘ

Read-only

Formatting

Form field width 1 column

Components

The screenshot shows the Microsoft Power Apps builder interface. On the left, there's a sidebar for 'Table columns' with a search bar and a list of fields including 'Created By', 'Modified By', and 'Offer Made?'. The main area is titled 'New Application' with tabs for 'General', 'Interview', and 'Related'. Under 'Interview', there are sections for 'Details' (with fields for 'Interview Start Time' and 'Interview Outcome') and 'Comments' (with a rich text editor). The right side has a 'Properties' panel for the 'Interview' tab, showing settings for 'Label' (set to 'Interview'), 'Name' (set to 'tab\_2'), and 'Layout' (set to '2 columns'). At the bottom, there's a video preview window showing a person's face.

Click on Save and Publish.

The screenshot shows the Microsoft Dynamics 365 application record view for 'APP-1014'. The left sidebar includes links for Home, Recent, Pinned, Recruitment, Applications, Contacts, and Interviews. The main content area displays the application summary with fields for Application Number (APP-1014), Role (Content Creator), and Owner (Lisa Crosbie). Above the summary, it says 'Recruitment Process Active for 4 hours'. To the right, there are sections for 'Candidate' (showing James Wilson) and 'Timeline' (with a search bar and note input field). A 'Get started' callout at the bottom right encourages users to manage their timeline.

The screenshot shows the Microsoft Power Apps environment. In the top navigation bar, there are tabs for 'Power Apps', 'Search', and 'Lisa Crosbie's Environment'. Below the navigation, a sidebar titled 'Objects' lists categories like 'All (5)', 'Cards (0)', 'Chatbots (0)', 'Choices (1)', 'Cloud flows (0)', and 'Tables (4)'. The main area displays a list of 'Forms' under 'Recruitment > Tables > Application > Forms'. The columns include 'Name' (sorted by ascending name), 'Form type', 'Status', 'Managed', and 'Customizable'. There are three entries, all named 'Information' and set to 'On' for Status and Managed. The 'Customizable' column shows 'Yes' for the first two and 'No' for the third.

Module 4

Create a Business Process Flow

The screenshot shows a Microsoft Dynamics 365 application window for a record titled 'APP-1014 - Saving Application'. The top navigation bar includes 'Save & Close', 'New', 'Deactivate', 'Delete', 'Refresh', 'Check Access', 'Process', 'Assign', 'Flow', and 'Share'. The main area displays a 'Recruitment Process' card with the status 'Active for 4 hours'. It shows a timeline with stages: 'Screening (4 Hrs)' (active), 'Interview' (in progress, indicated by a circular icon with a cursor), and 'Offer'. The 'General' tab is selected. A modal dialog is open over the interview stage, titled 'Screening Call Date', showing the date '4/18/2024'. Buttons for 'Next Stage' and 'James Wilson' are visible. To the right, a 'Timeline' section allows users to search or enter notes.

The screenshot shows the same Microsoft Dynamics 365 application window for 'APP-1014 - Unsaved Application'. The interview stage is now active, indicated by a circular icon with a checkmark. A detailed view of the interview is shown in a modal dialog. The interview is described as 'Active for less than one minute'. The 'Interview Start Time' is set to '4/23/2024 11:00 AM'. The 'Interview Outcome' dropdown is set to '...'. The 'Reference Check Required?' checkbox is checked. A button labeled 'Next Stage' is visible. The 'Timeline' section on the right is partially visible. A 'Get started' message at the bottom encourages users to capture and manage all records in their timeline.

Power Apps

Objects

Search

New Add existing Publish all customizations ...

All (5)

- Apps (0)
- Cards (0)
- Chatbots (0)
- Choices (1)
- Cloud flows (0)
- Tables (4)

App Automation

- Cloud flow
- Custom connector
- Dataflow
- Desktop flow

Card Chatbot Dashboard Report Security Table More

Action Business process flow Workflow

Name	Type
cr829_application	Table
Business process flow	Table
Workflow	Choice
cr829_role	Table

Search A Star Settings Print Help ...

## New business process flow X

Use business process flows to define a set of steps for people to follow to take them to a desired outcome.

**Display name \***

**Name \***

**Table \***

Create Cancel

The screenshot shows a web browser window for 'Power Apps | Solutions - Recruitment'. The URL is <https://make.powerapps.com/environments/5f03c41a-87b3-ebed-84e5-f11b3d8e091a/solutions/097b4a27-d4fe-ee11-a1fd-6045bd00c23d/objects/all>. A 'Pop-ups blocked' dialog is open in the top right corner, listing 'https://make.powerapps.com' and providing options to manage or allow pop-ups.

The main page displays a list of objects under 'Recruitment > All'. The columns are: Display name, Name, Type, Managed, Last Modif..., Owner, and Status. The objects listed are:

Display name	Name	Type	Managed	Last Modif...	Owner	Status
Application	cr829_application	Table	No	27 minutes ago		
Contact	contact	Table	Yes	1 day ago		
Microsoft Entra ID			Yes	1 day ago		
Outcome			No			
Role			No	54 minutes ago		

A modal dialog titled 'Currently creating a new Process' is centered on the screen. It contains the text: 'When you're done creating the new Process, click Done below to return to the page. This will refresh the page and fetch your changes.' A 'Done' button is at the bottom of the modal.

Power Apps

Objects

Search

New Add existing Publish all customizations ...

All (6)

- Apps (0)
- Cards (0)
- Chatbots (0)
- Choices (1)
- Cloud flows (0)
- Processes (1)

Tables (4)

Recruitment > All

Display name ↑	Name ↓
Application	cr829_application
Contact	contact
Microsoft Entra ID	aaduser
Outcome	cr829_outcome
Recruitment Process	Recruitment Process
Role	cr829_role

Power Apps

Recruitment Process

Add Cut Copy Paste Delete Snapshot Connector

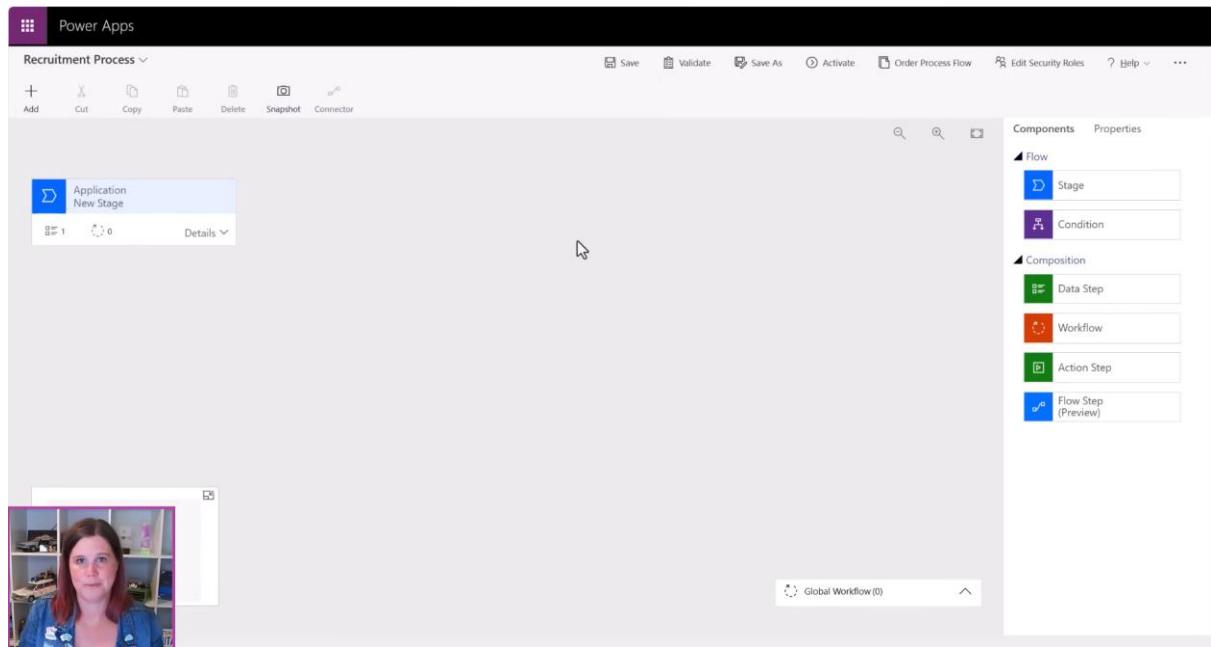
Save Validate Save As Activate Order Process Flow Edit Security Roles Help ...

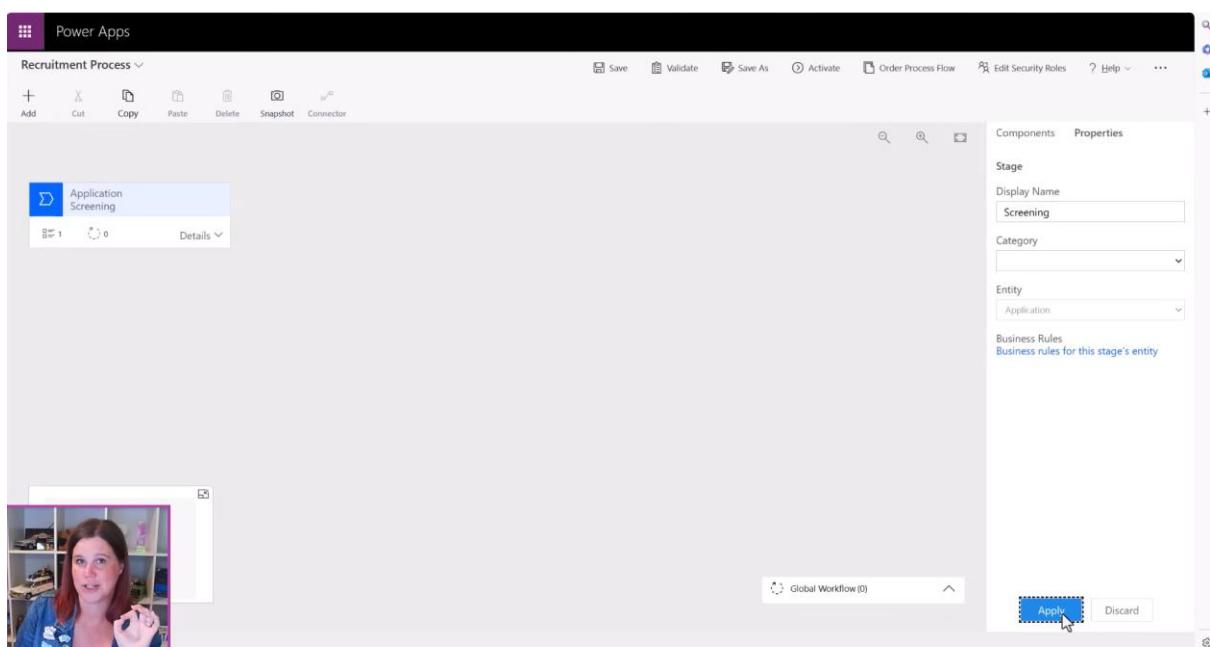
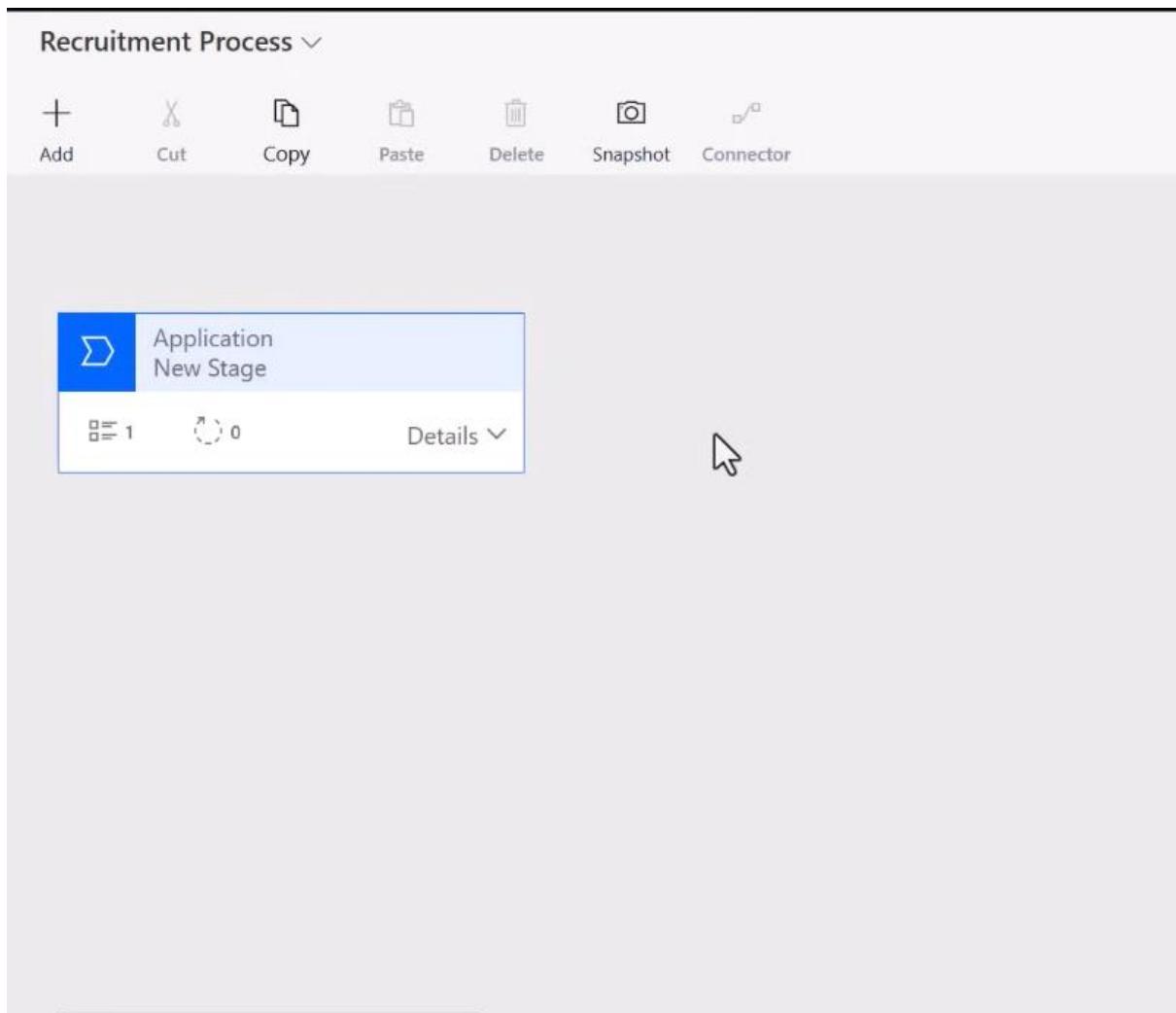
Components Properties

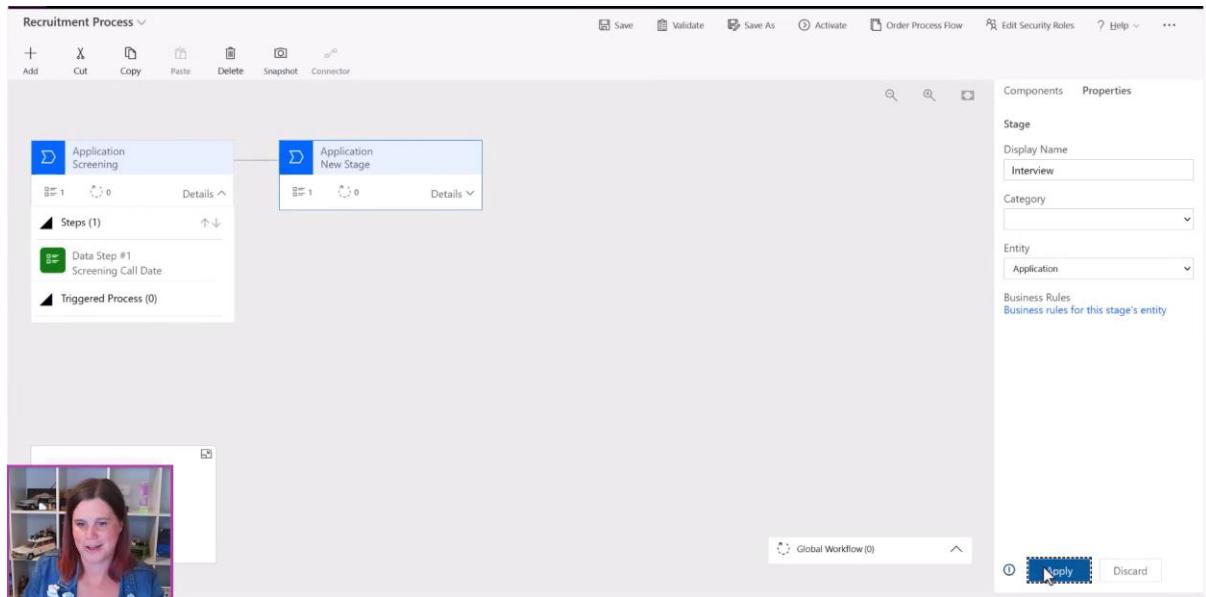
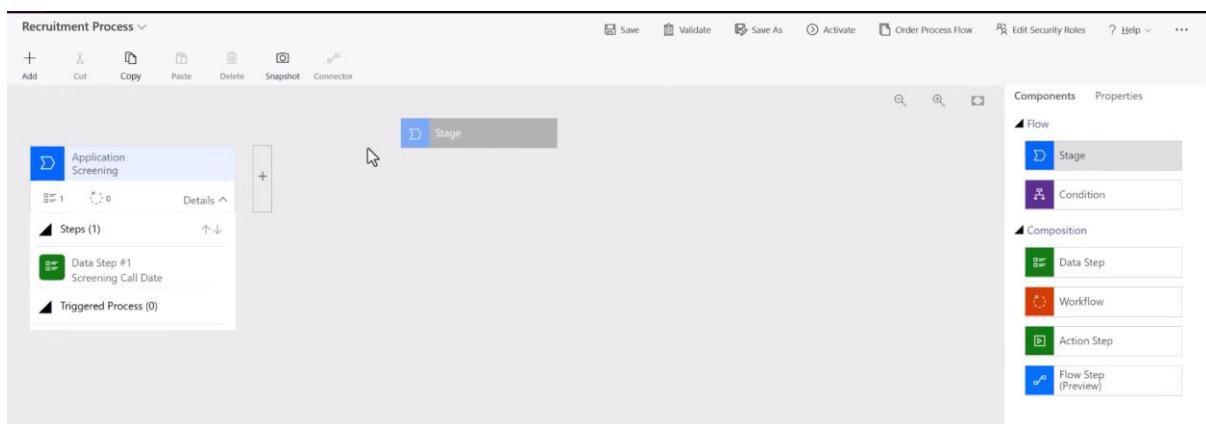
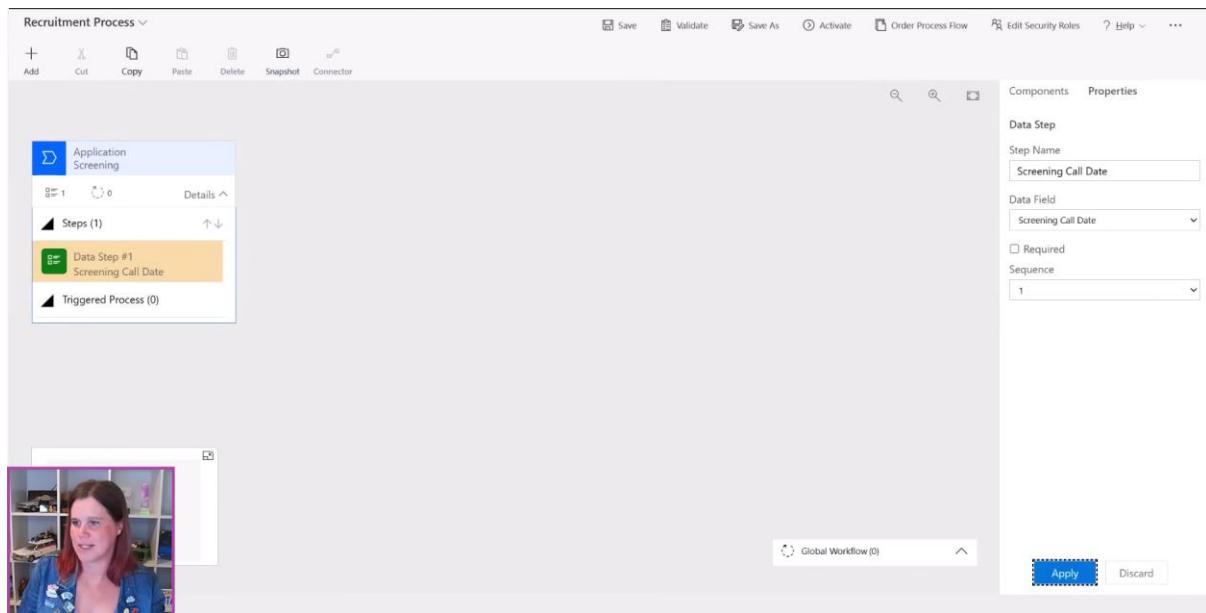
Flow Stage Condition

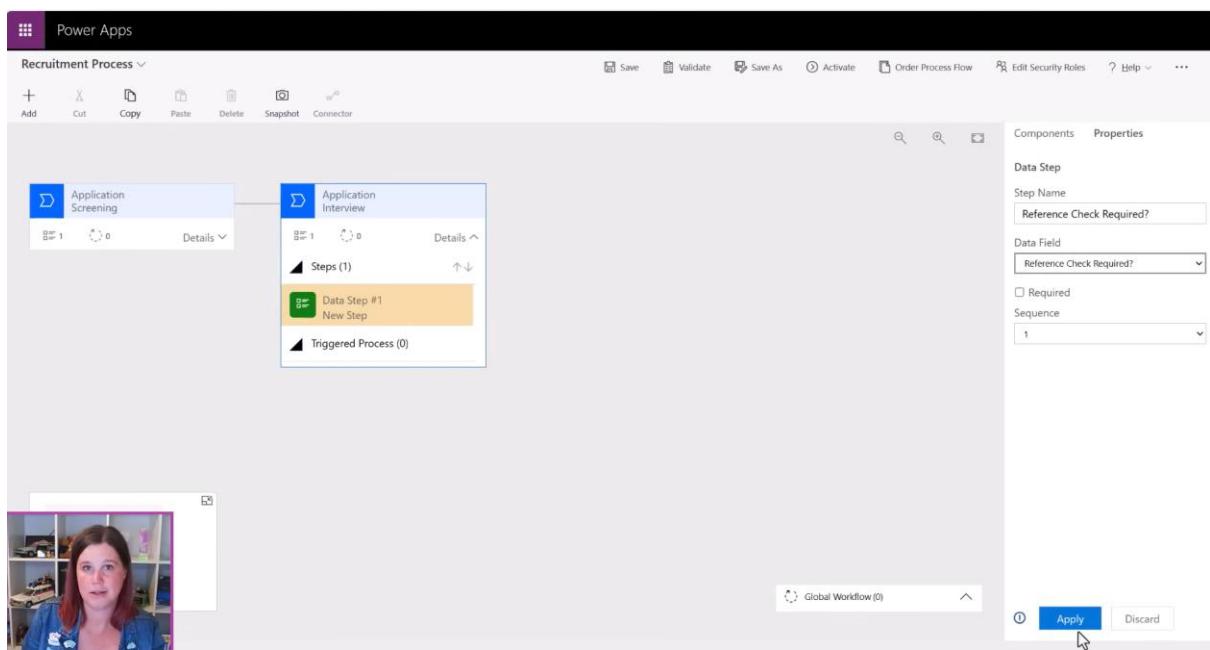
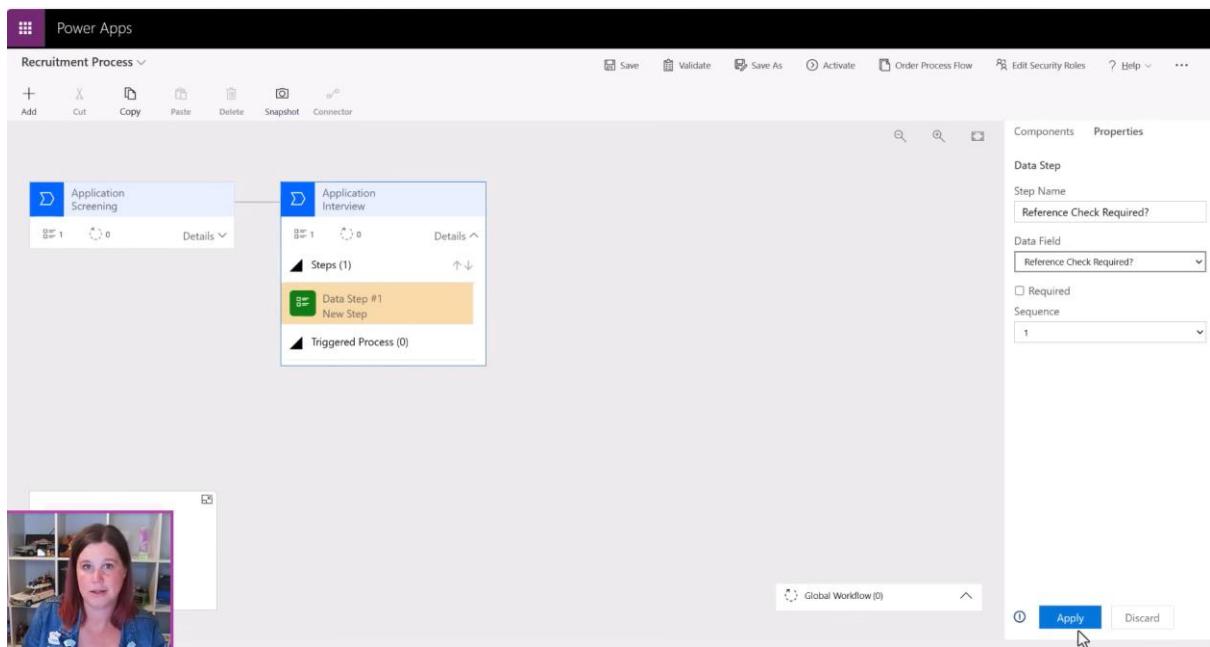
Composition Data Step Workflow Action Step Flow Step (Preview)

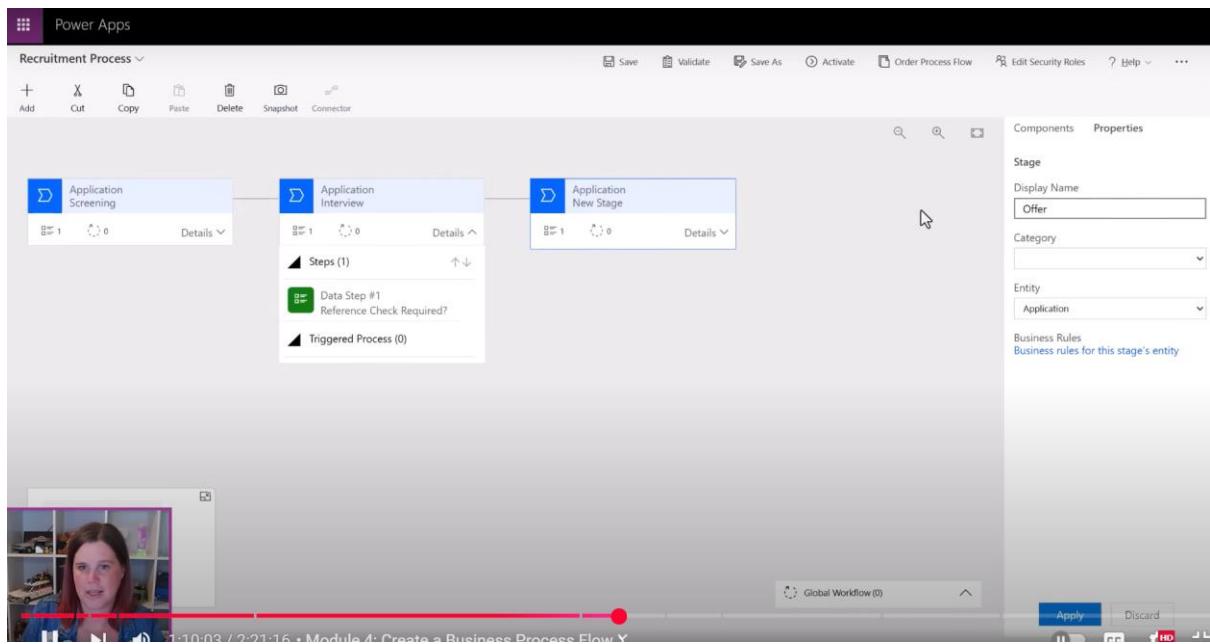
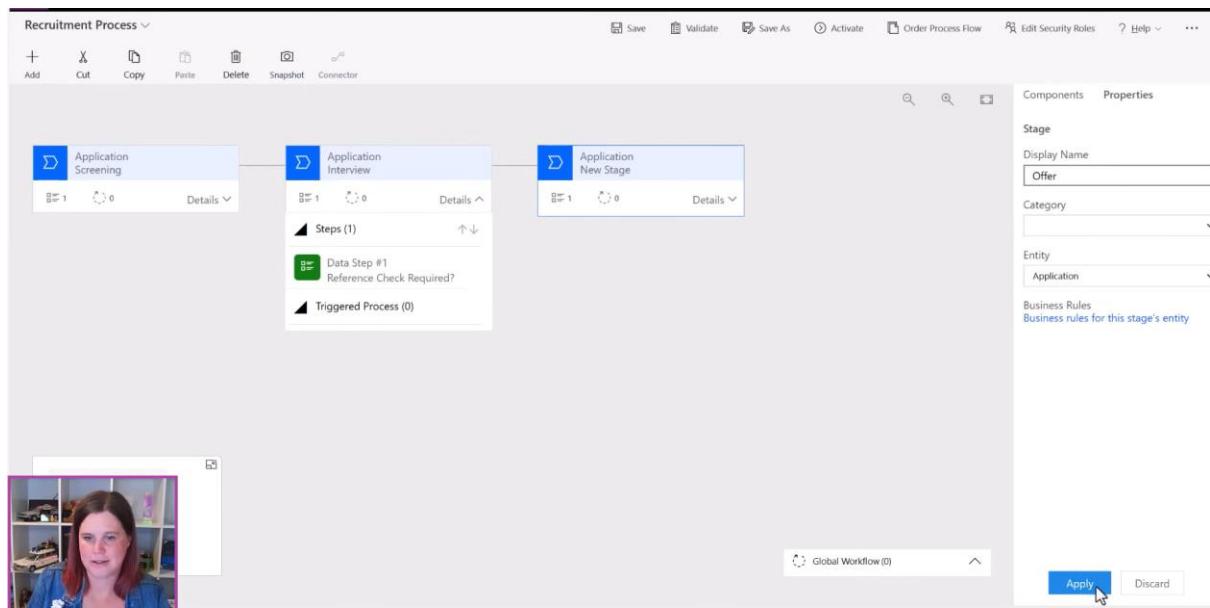
Global Workflow (0)

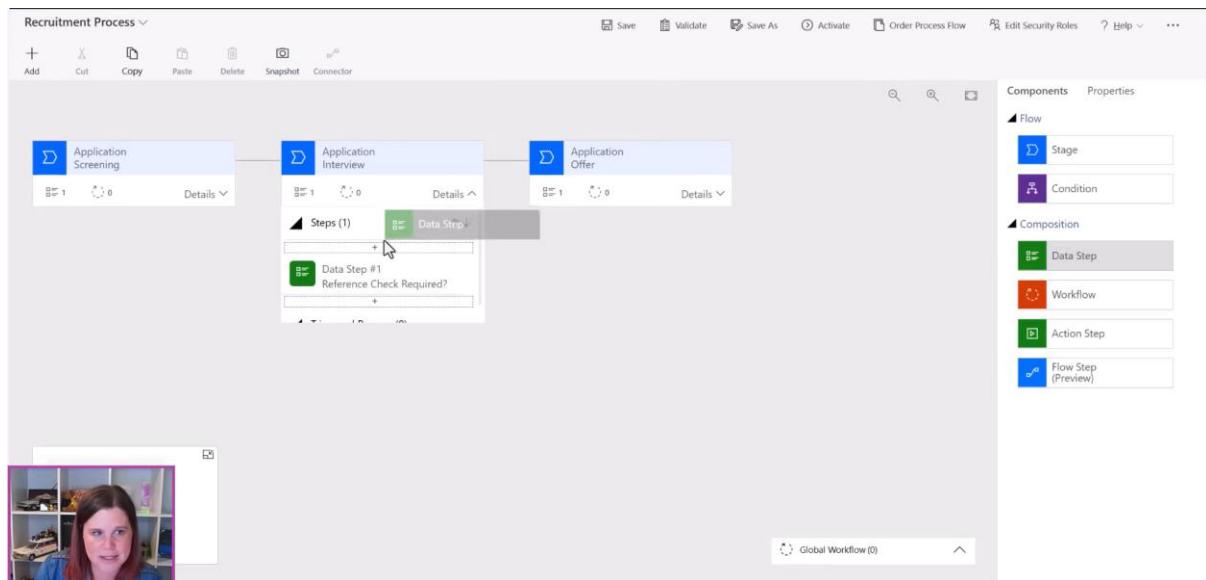
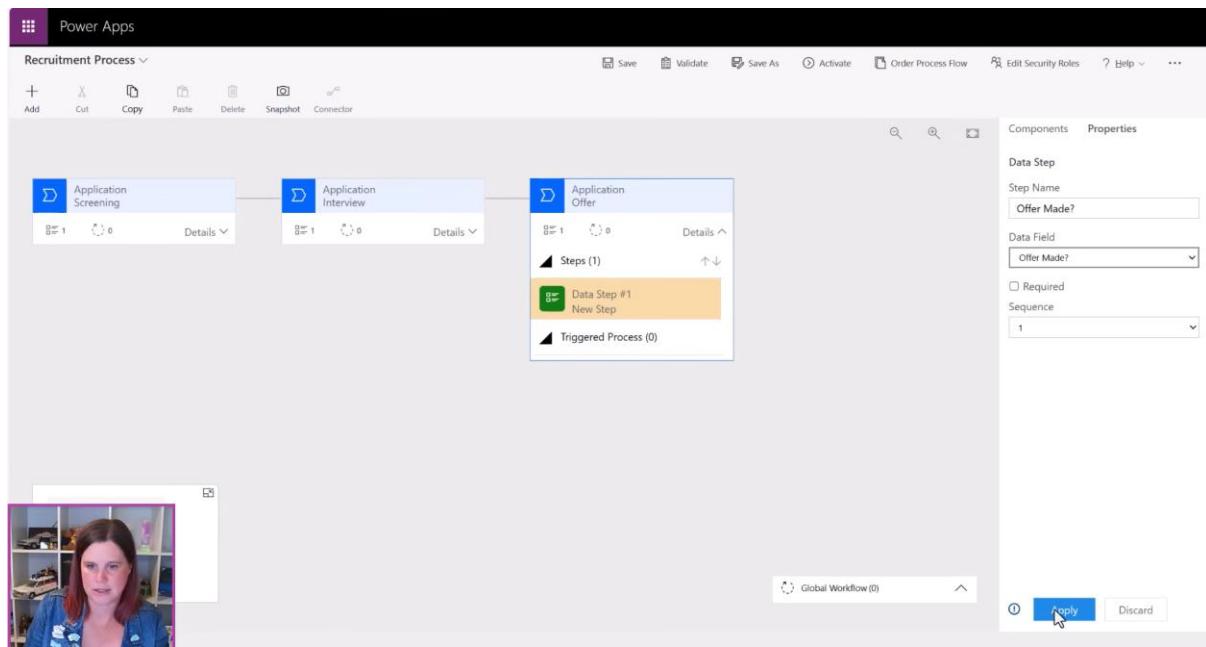


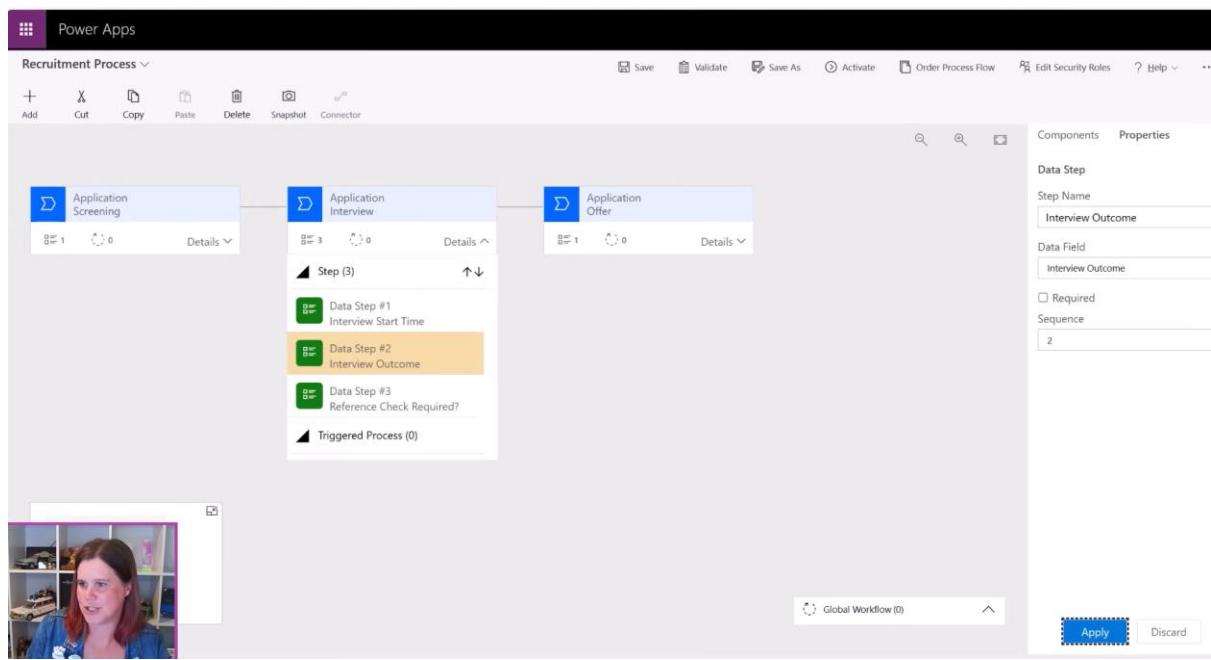
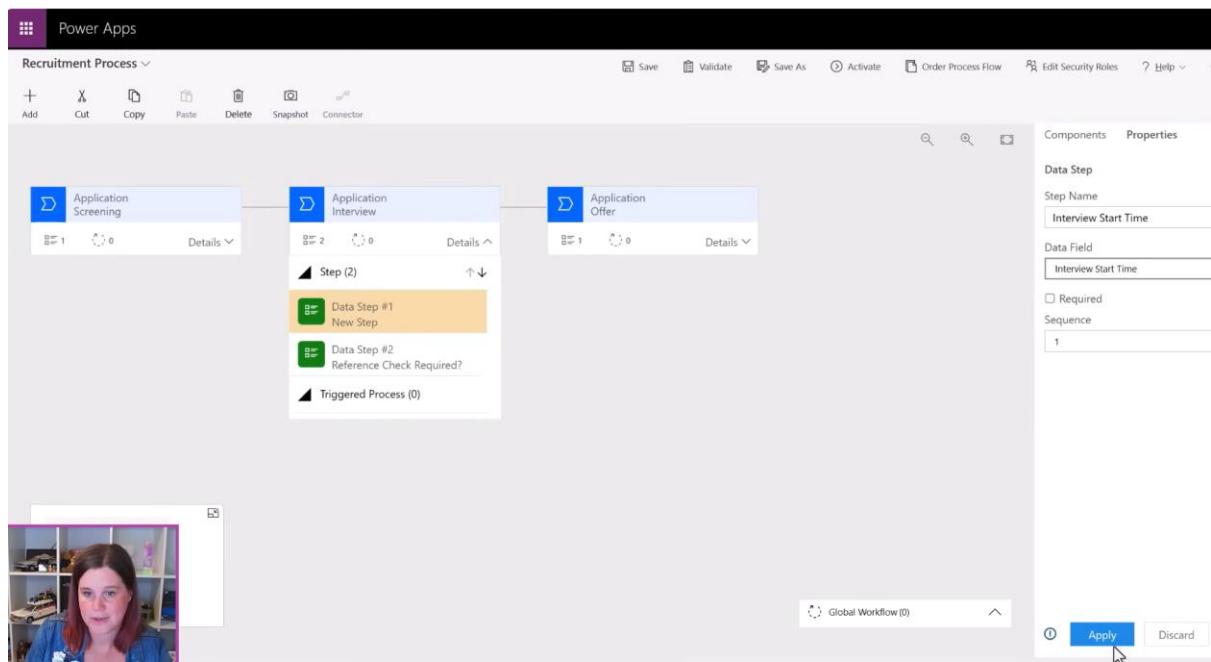


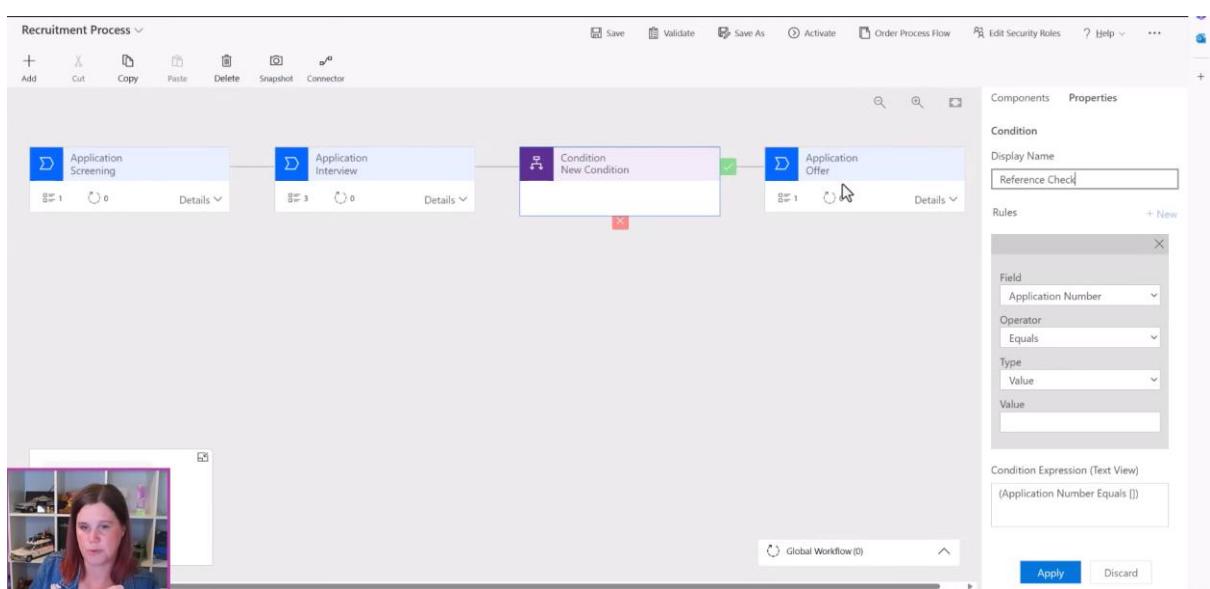
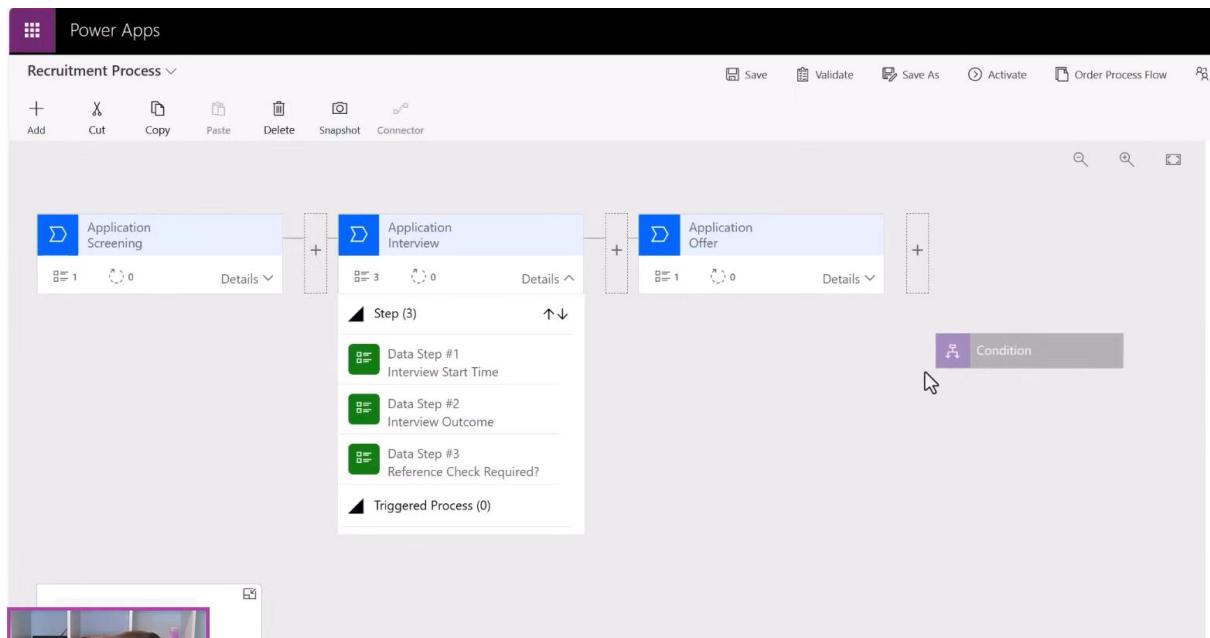


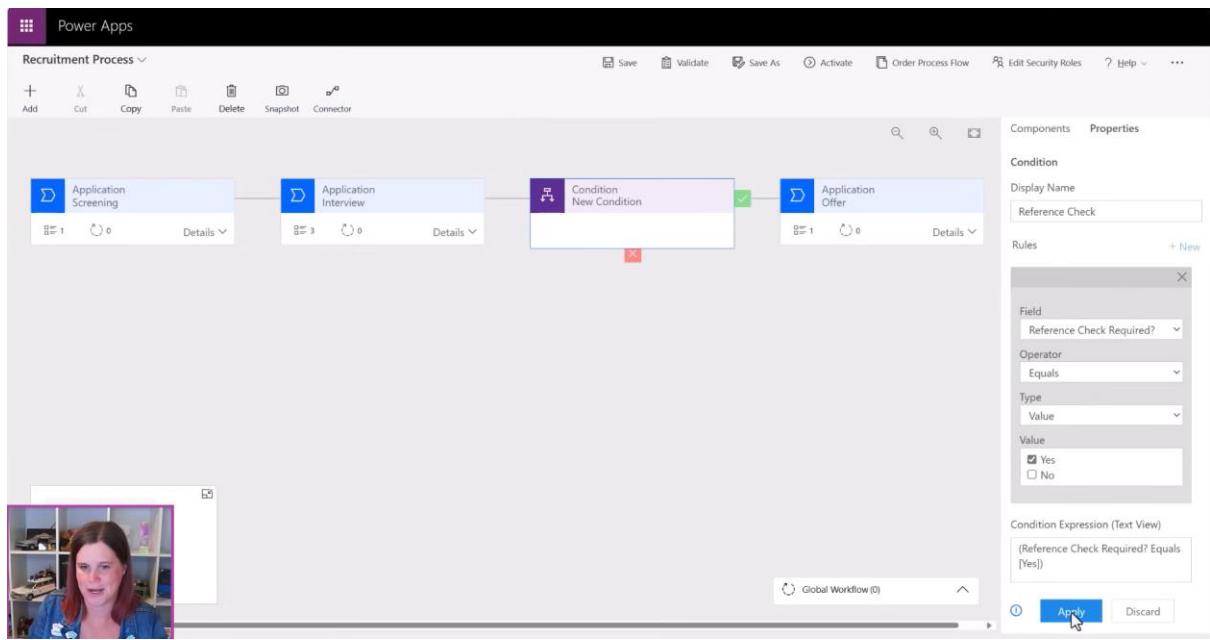




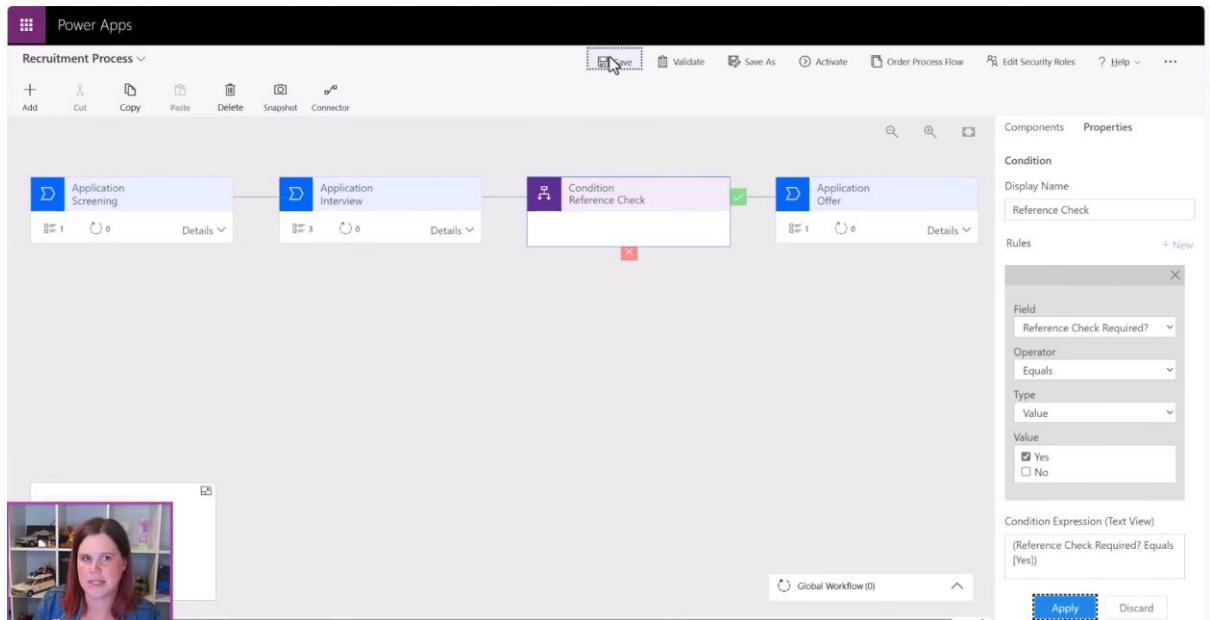


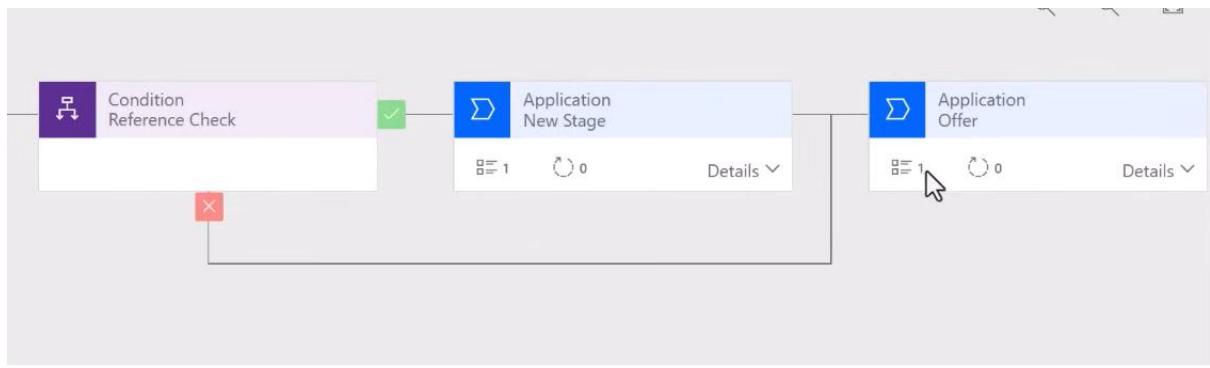






Click on Save after Apply to activate the conditional Logic.





Recruitment Process ▾

Add Cut Copy Paste Delete Snapshot Connector

Components Properties

**Stage**

- Display Name: Reference Check
- Category:
- Entity: Application
- Business Rules: Business rules for this stage's entity

Global Workflow (0)

Apply Discard

Power Apps

Recruitment Process ▾

Add Cut Copy Paste Delete Snapshot Connector

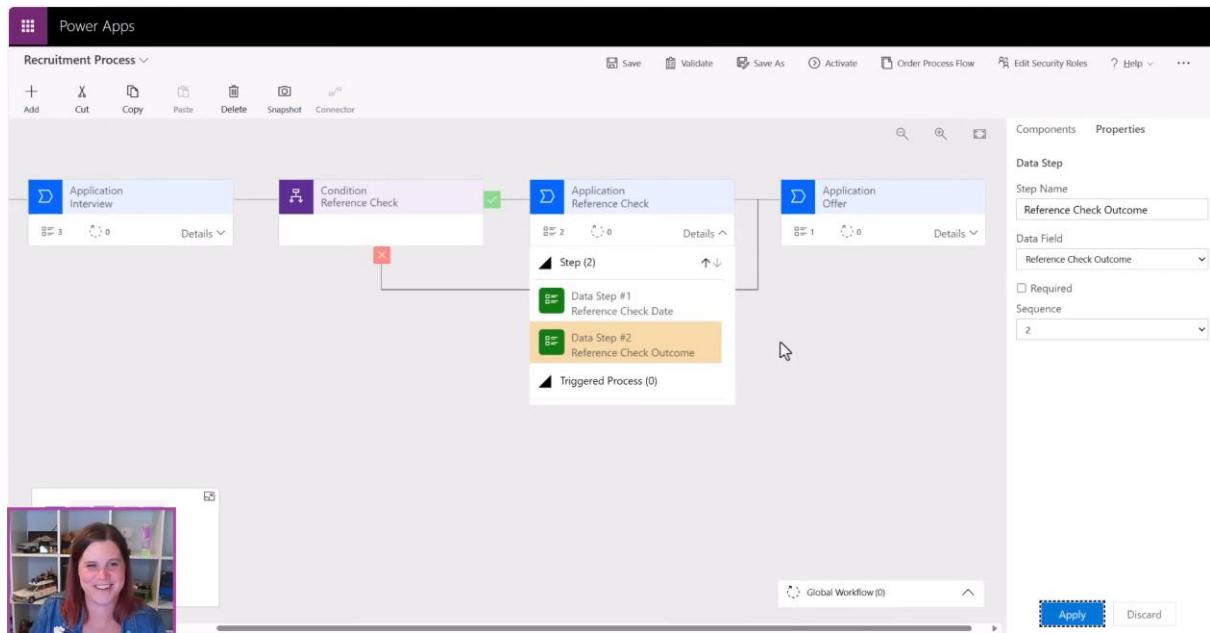
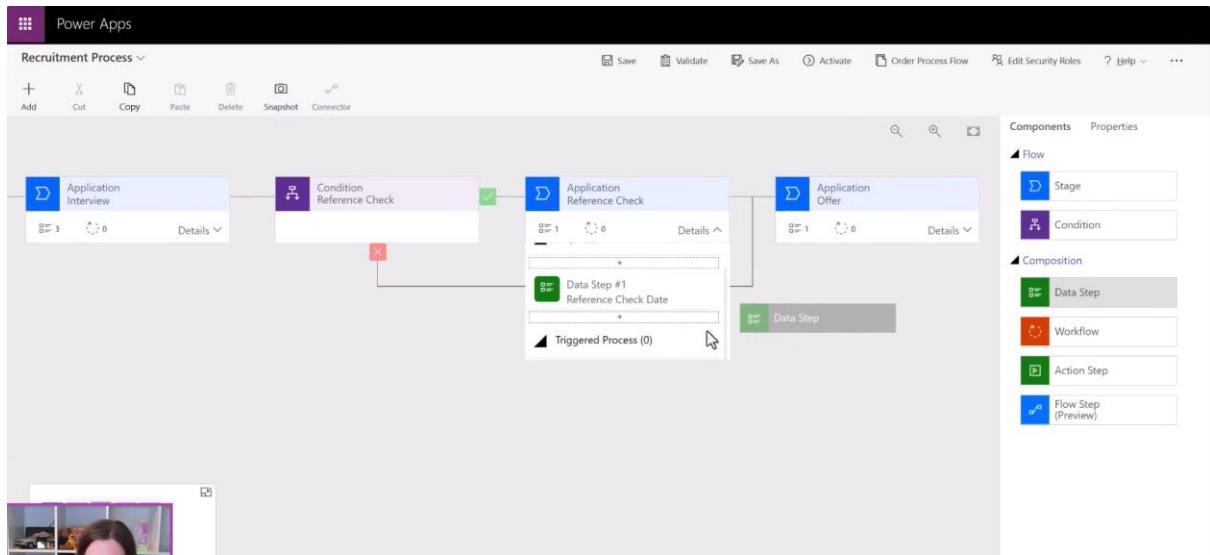
Components Properties

**Data Step**

- Step Name: Reference Check Date
- Data Field: Reference Check Date
- Required
- Sequence: 1

Global Workflow (0)

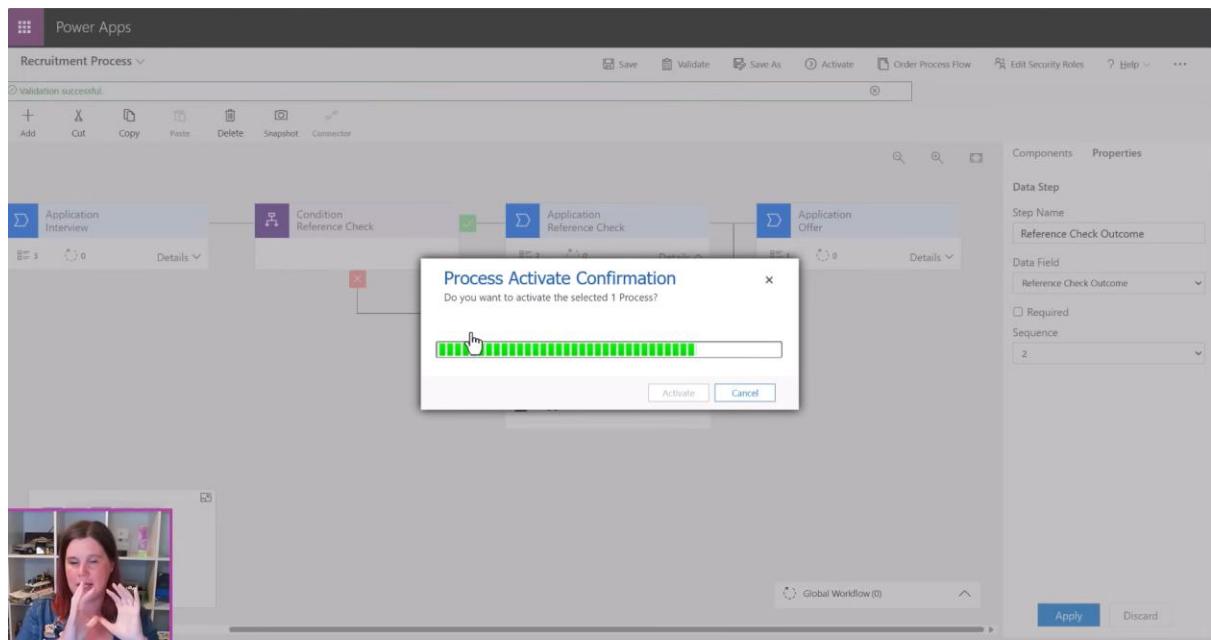
Apply Discard



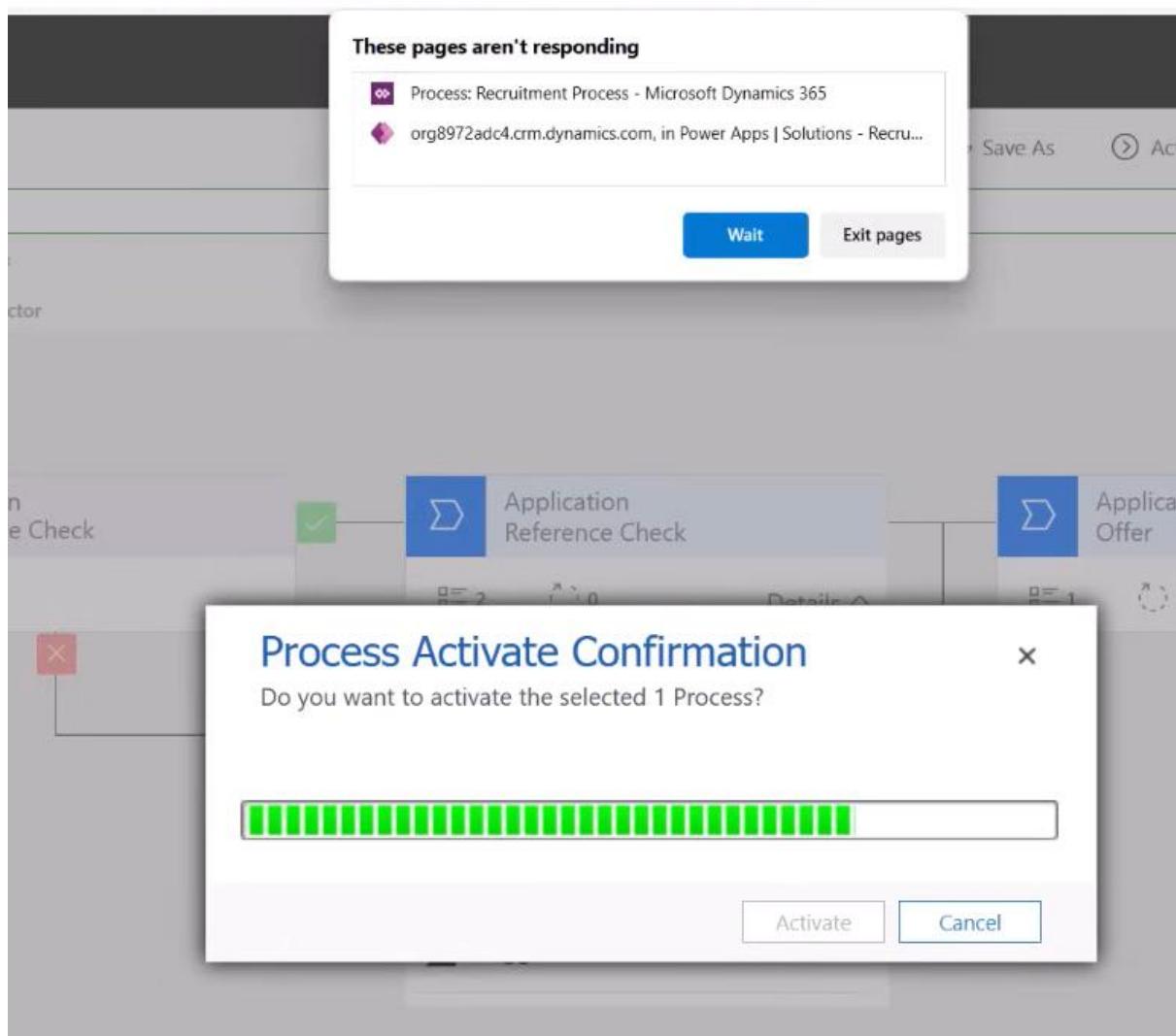
**Click on SAVE.**

If the Validation is Successful then Click on Activate.

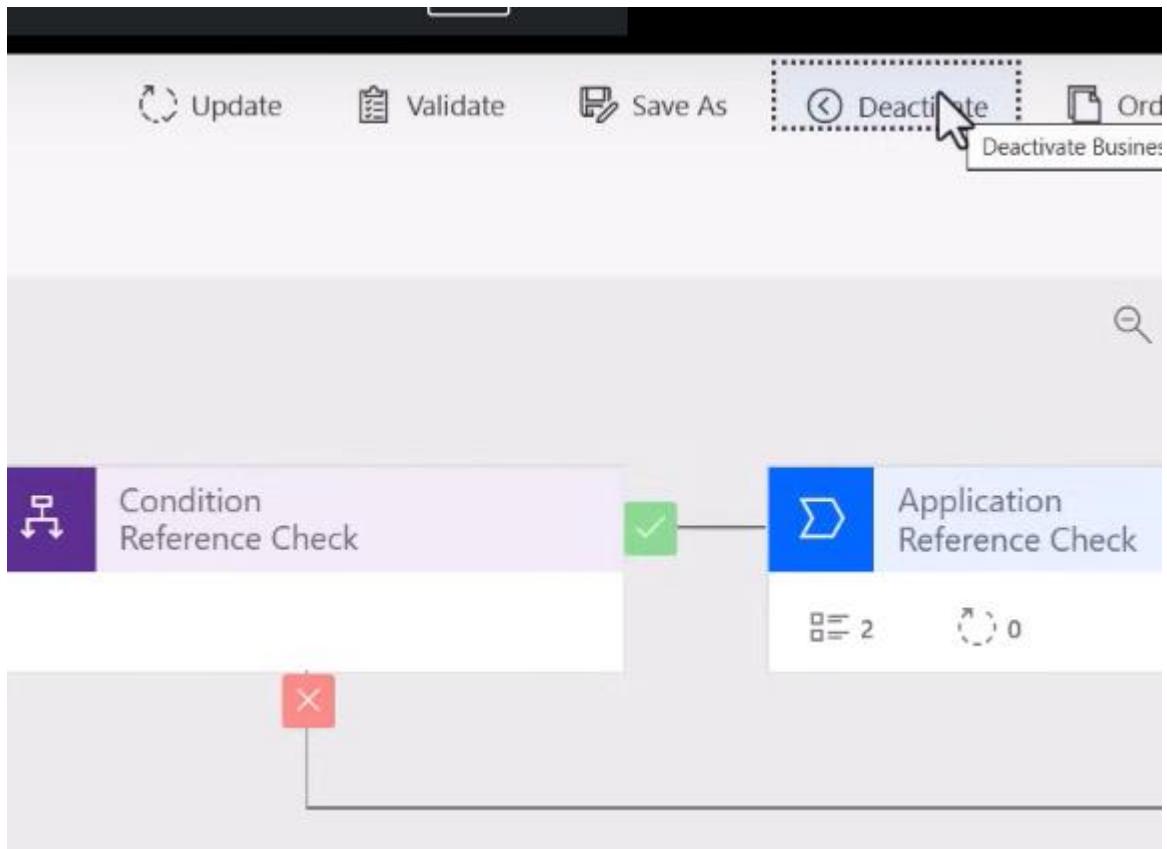
This Process might take some time (30Seconds)



trol/UnifiedProcessDesigner.aspx?id=%7bEAAA101D-DEFE-EE11-A1FD-6045BD00C23D%7d

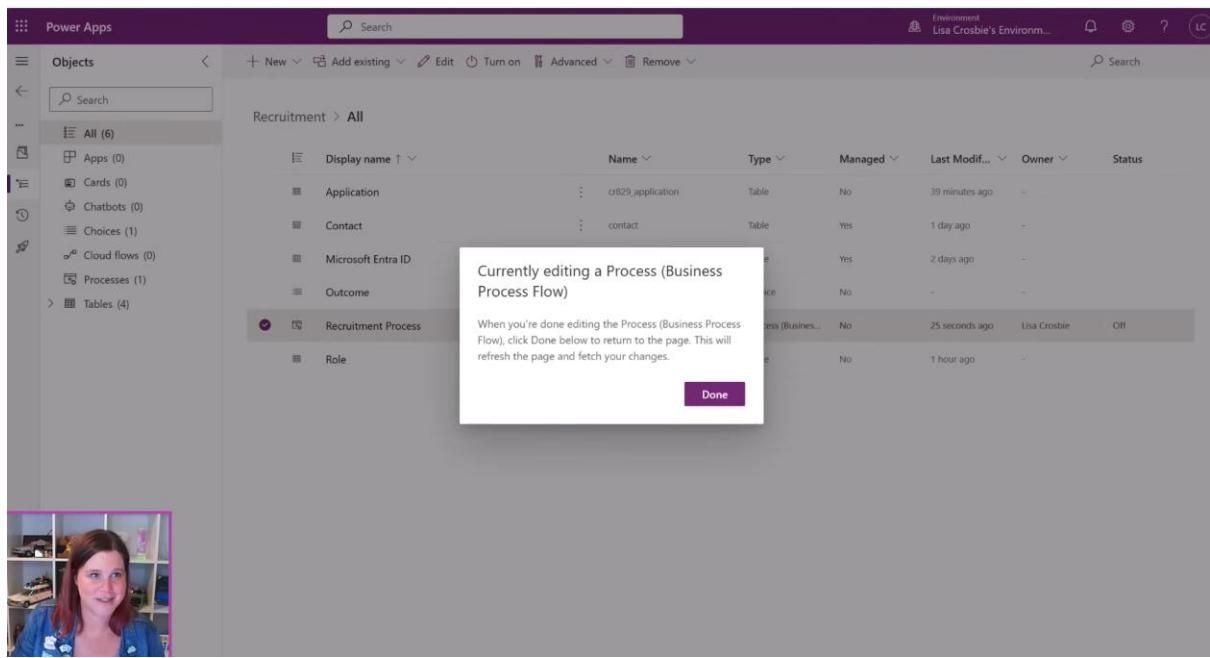


Click on Wait and then wait further.



If Deactivation is appearing ,it means it is activated.

Now close this Tab and select Done.

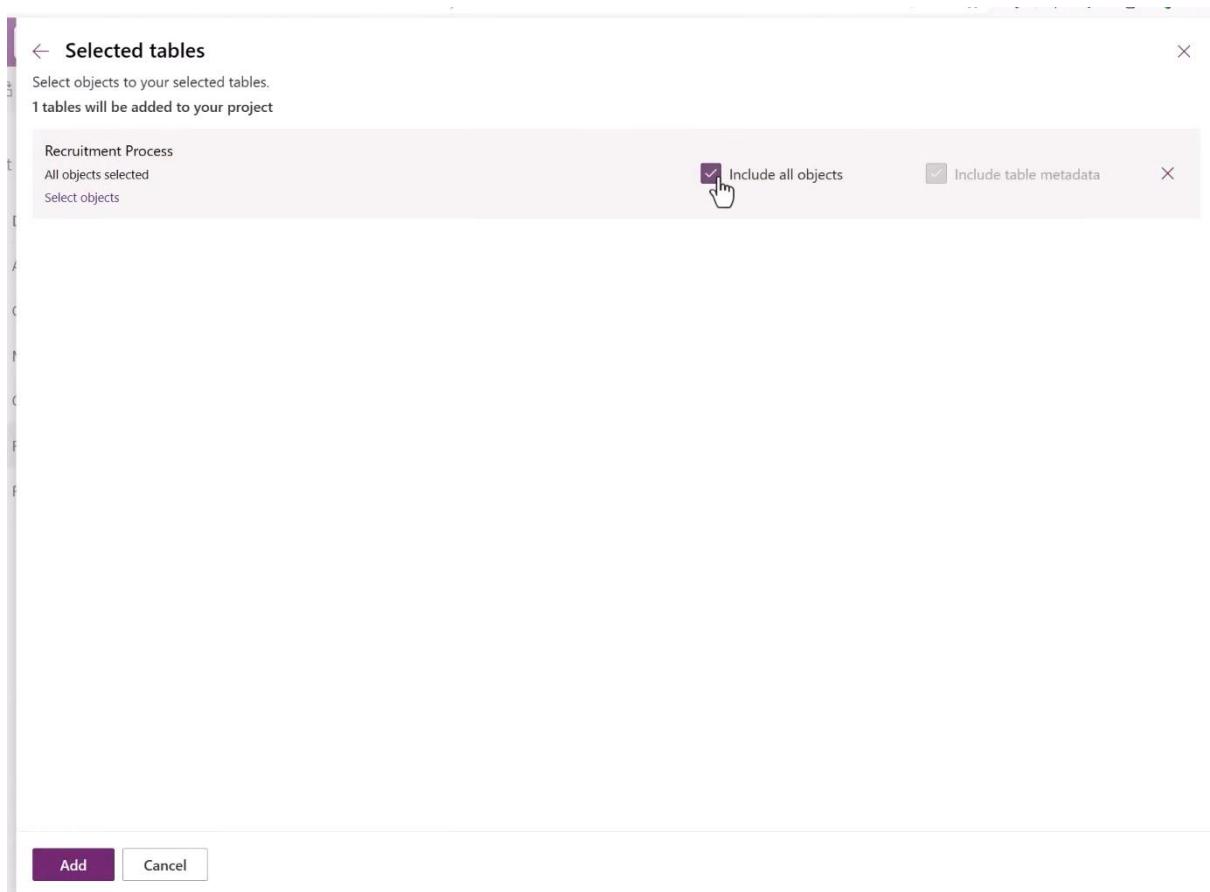
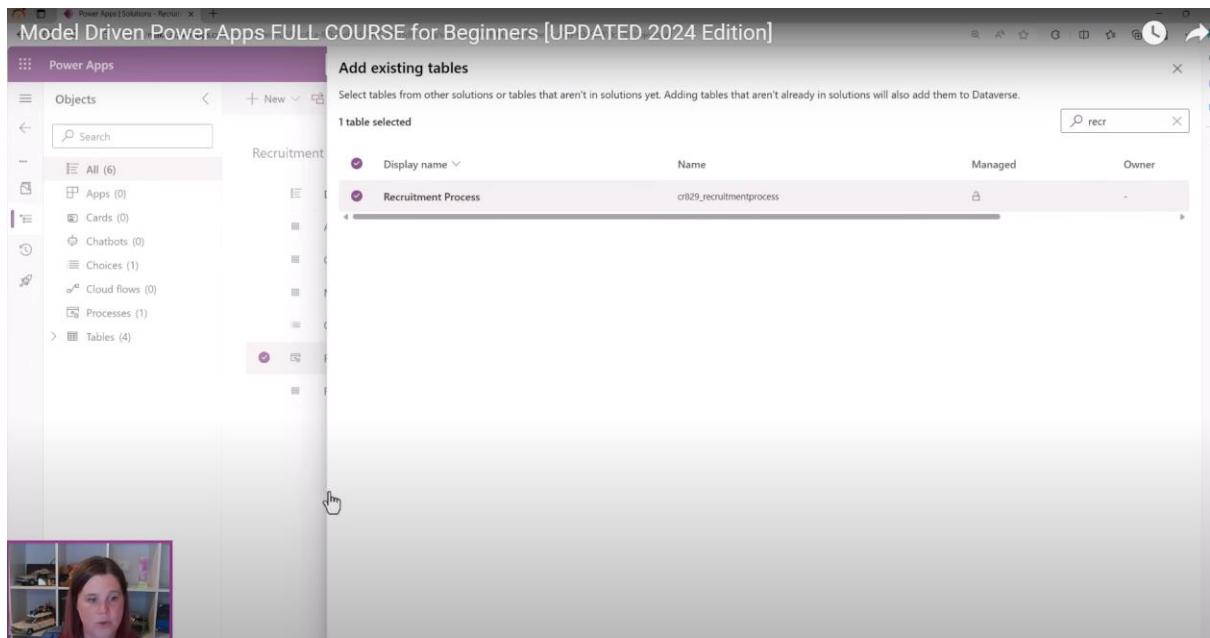


Now next part is optional thing which is used for tidiness and completeness of the Solution. It creates another table.

New Add existing Edit Turn on Advanced Remove

AI Model Analytics App Automation Card Chatbot Dashboard Report Security Site Table More

Name	Type
cr829_application	Table
contact	Table
aaduser	Table
cr829_outcome	Choice
Recruitment Process	Table
cr829_role	Table



Power Apps

Objects < + New Add existing Publish all customizations ...

Recruitment > All

	Display name ↑	Name	Type	Managed	Last Modif...	Owner	Status
Application	cr829_application	Table	No	2 minutes ago	-	-	-
Contact	contact	Table	Yes	1 day ago	-	-	-
Microsoft Entra ID	aaduser	Table	Yes	2 days ago	-	-	-
Outcome	cr829_outcome	Choice	No	-	-	-	-
Recruitment Process	Recruitment Process	Process (Business)	No	2 minutes ago	Lisa Crosbie	On	-
Recruitment Process	cr829_recruitmentprocess	Table	No	2 minutes ago	-	-	-
Role	cr829_role	Table	No	1 hour ago	-	-	-

 Module 5 Build a Model-Driven App

Power Apps

Objects < + New Add existing Publish all customizations ...

All (7)

- Apps (0)
- Cards (0)
- Chatbots (0)
- Choices (1)
- Cloud flows (0)
- Processes (1)
- Tables (5)

App > Model-driven app

Automation > Model-driven app

Card

Chatbot

Dashboard

Report

Security

Table > Microsoft Entra ID

More >

Recruitment Process

Recruitment Process

Role

## New model-driven app

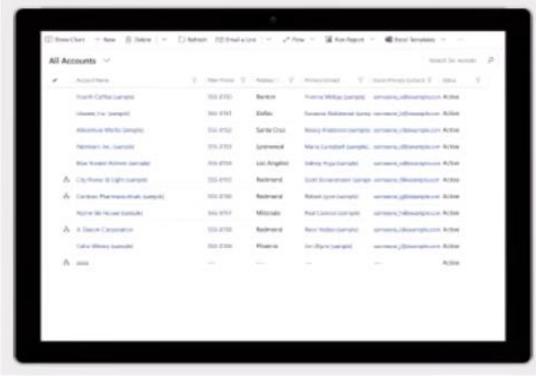
**Name \***

**Description**

▼ Advanced

Create
Cancel

**New page**



Choose content for the page

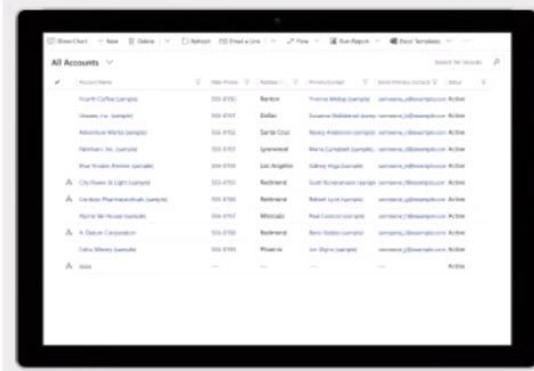
- Dataverse table
- Dashboard
- URL
- Web resource
- Custom page

This option gives you two pages for each table. You get a view, which displays the rows and columns of the table. You also get a form, which lets people interact with the table by editing existing rows, or by creating new ones.

Next
Cancel

← New page

×



This option gives you two pages for each table. You get a view, which displays the rows and columns of the table. You also get a form, which lets people interact with the table by editing existing rows, or by creating new ones.

#### Choose data table for these pages

Select existing table

Create new table

#### Select one or more tables

Search

- App Insights Metadata
- Application
- ApplicationUser
- Appointment
- ArchiveCleanupInfo
- ArchiveCleanupOperation
- Article

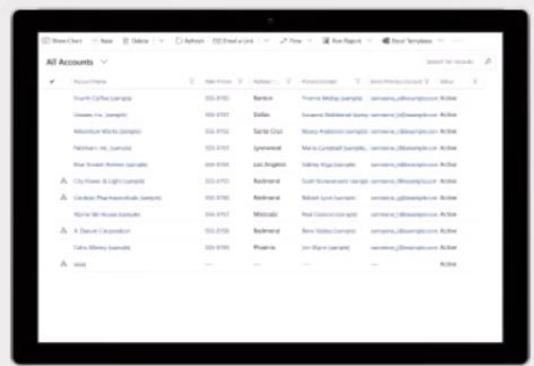
Show in navigation

Add

Cancel

← New page

×



This option gives you two pages for each table. You get a view, which displays the rows and columns of the table. You also get a form, which lets people interact with the table by editing existing rows, or by creating new ones.

#### Choose data table for these pages

Select existing table

Create new table

#### Select one or more tables

Search

- Connection Reference
- Connection Role
- Connector
- Contact
- Content Snippet
- ConversationTranscript
- CopilotExampleQuestion

Show in navigation

Add

Cancel

**New page**

This option gives you two pages for each table. You get a view, which displays the rows and columns of the table. You also get a form, which lets people interact with the table by editing existing rows, or by creating new ones.

**Choose data table for these pages**

Select existing table  
 Create new table

**Select one or more tables**

Search:

RevokedInheritedAccessRecordsTracker  
 Rich Text Attachment  
 Role  
 RoleEditorLayout  
 Rollup Field   
 Rollup Query  
 Routing Rule Set

Show in navigation

**Add** **Cancel**

**Power Apps | Recruitment App**

**Pages** **+ New**

Navigation

- New Group
  - Applications view
  - Contacts view
  - Roles view
- Pinned
- New Group
  - Applications
  - Contacts
- Roles

All other pages

**Active Roles**

Name	Created On	Department	Reports To
No data available			

Share

**Roles**

Display options

Content type: Table

Table: Role

Title: Roles

Icon: Default icon

ID: subarea\_ad7c6603

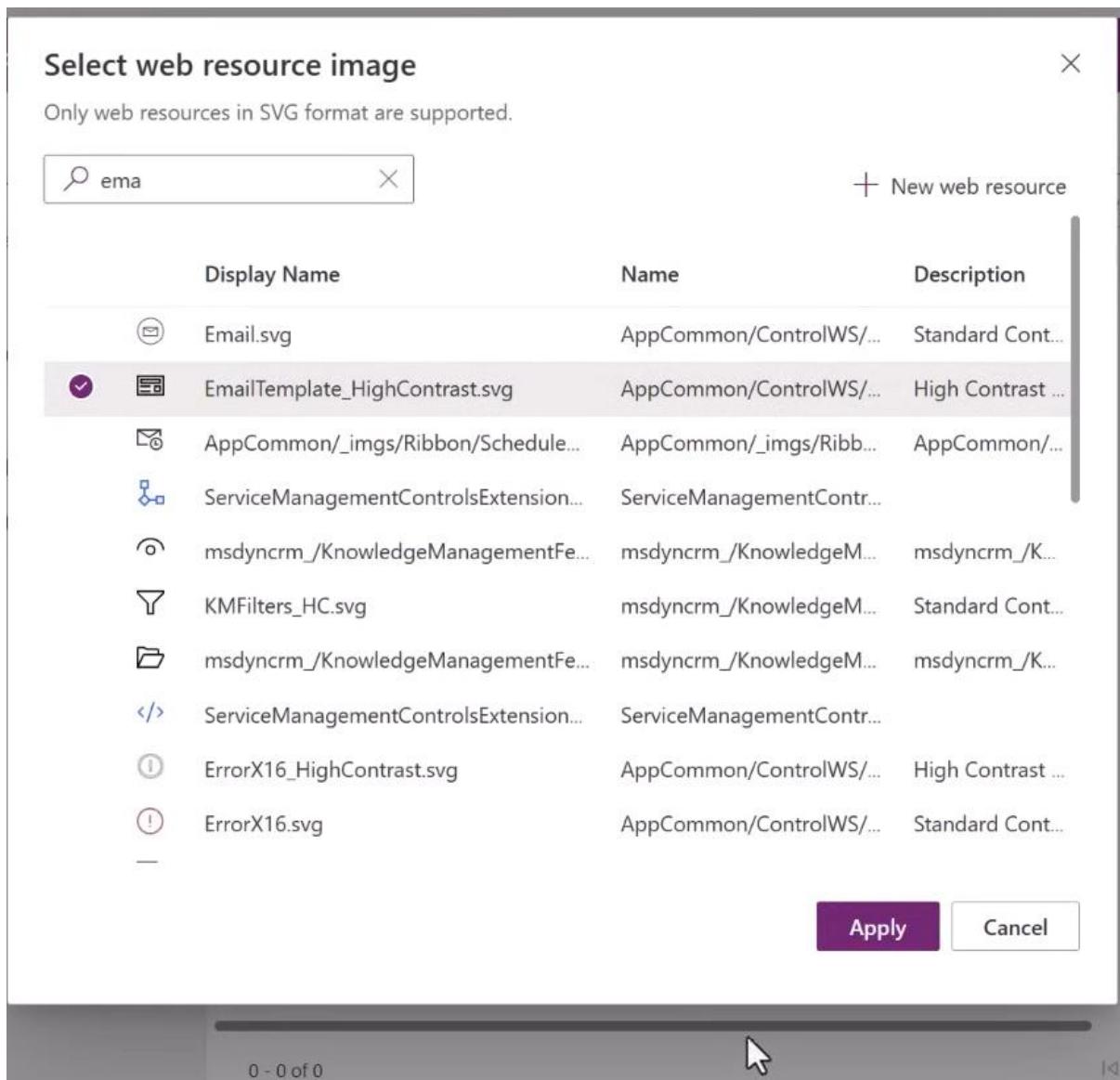
Advanced settings

The screenshot shows the Microsoft Power Apps Pages interface. On the left, there's a sidebar with 'Pages', 'Data', and 'Automation' sections. The main area is titled 'Pages' with a '+ New' button. A search bar is present. Below it, the 'Navigation' section lists several items: 'New Group', 'Applications view', 'Applications form', 'Contacts view', 'Contacts form', 'Roles view' (which is selected and highlighted in blue), and 'Roles form'. To the right of the navigation list is a vertical list of items: 'Home', 'Recent', 'Pinned', 'New Group', 'Applications', 'Contacts', 'Roles', 'Edit table', 'Edit command bar', 'Move up', 'Move down', and 'Remove from navigation'. A context menu is open over the 'Roles' item in the navigation list.

Click on Move Up and see the figure below.

The screenshot shows a Power Apps interface titled "Recruitment App". On the left, there's a navigation bar with "Pages", "Data", and "Automation" tabs. Under "Pages", there's a "Search" bar and a "Navigation" section with "New Group" expanded, showing "Roles view", "Applications view", and "Contacts view". Below this is a section for "All other pages". On the right, the main area is titled "Power Apps | Recruitment App" and shows a list titled "Active Roles". The list has columns for "Name" (sorted by ascending), "Created On", "Department", and "Reports To". A message at the bottom says "No data available".

This screenshot is similar to the one above, but it includes a sidebar on the right. The sidebar has sections for "Roles", "Display options", "Content type" (set to "Table"), "Table" (set to "Role"), "Title" (set to "Roles"), "Icon" (set to "Default icon"), and "Advanced settings". The main area shows the same "Active Roles" list with no data available.



Pages + New

Navigation

- New Group
- Roles view
- Roles form
- Applications view
- Applications form
- Contacts view
- Contacts form

All other pages

Power Apps | Recruitment App

Active Applications

Application Number	Candida...	Interview Start...	Interview Ou...
No data available			

Comments Save Publish Play

Applications >

Views Charts Settings

Display options

Content type Table

Table Application

Title Applications

Icon Use web resource

Select icon

ID \* subarea\_953174d8

Advanced settings

**Select web resource image**

Only web resources in SVG format are supported.

Search bar:  X

+ New web resource

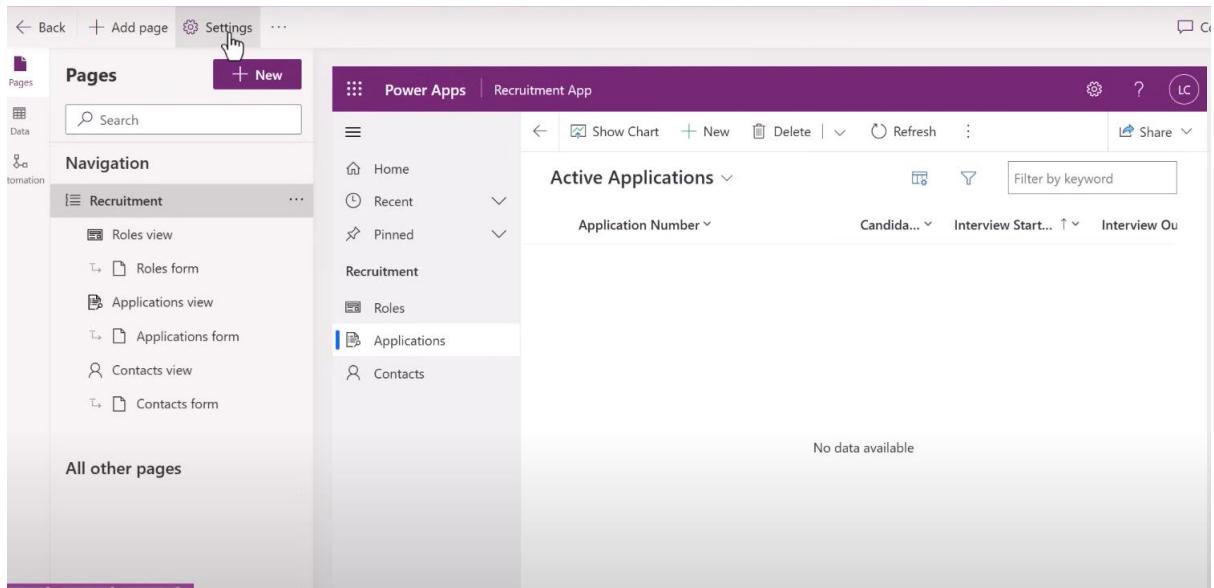
Display Name	Name	Description
<input checked="" type="checkbox"/> AnalysisJob.svg	msdyn_Icons/AnalysisJob...	
<input type="checkbox"/> AnalysisComponent.svg	msdyn_Icons/AnalysisCo...	
<input type="checkbox"/> AnalysisResult.svg	msdyn_Icons/AnalysisRes...	
ServiceManagementControlsExtension... msdyncrm_KnowledgeManagementFe...	ServiceManagementContr...	
ApplicationManagement_HC.svg	AppCommon/ControlWS/...	High Contrast ...
SampleDataManagement.svg	AppCommon/ControlWS/...	Standard Cont...
TeamManagement_HighContrast.svg	AppCommon/ControlWS/...	High Contrast ...
SLAManagement_imgs/SLA.svg	SLAManagement_imgs/S...	
UserManagement.svg	AppCommon/ControlWS/...	Standard Cont...
-		

Apply Cancel

Now Click on New Group.

The screenshot shows the Power Apps Studio interface. On the left, there's a navigation bar with 'Pages', 'Data', and 'Automation'. Below it is a 'Navigation' section with 'New Group', 'Roles view', 'Roles form', 'Applications view' (which is selected), 'Applications form', 'Contacts view', and 'Contacts form'. Under 'All other pages' is a placeholder image of a person's face. In the center, the 'Recruitment App' is displayed with a title bar 'Power Apps | Recruitment App'. Below the title bar is a toolbar with 'Show Chart', '+ New', 'Delete', 'Refresh', and 'Share'. The main area is titled 'Active Applications' with columns for 'Application Number', 'Candidate...', 'Interview Start...', and 'Interview Ou...'. A message 'No data available' is shown. On the right, the 'Applications' settings pane is open, showing 'Content type: Table', 'Title: Application', 'Icon: Use web resource', 'Icon URL: AnalysisJob.svg', and 'ID: subarea.953174d8'. There's also a 'Select icon' button and a 'Advanced settings' section.

This screenshot is nearly identical to the one above, showing the 'Recruitment App' in Power Apps Studio. The navigation, title bar, and central 'Active Applications' view are the same. However, the 'Applications' settings pane on the right has been modified. The 'ID' field now contains 'group.d8517833'. All other settings remain the same as in the first screenshot.



Make if OFF → Enable Offline

The screenshot shows the 'Features' section of the settings page. It includes the following options:

- Enable a modern RichTextEditor control experience for notes authoring**: Describes enabling a modern version of the RichTextEditor control for default (non-configured) instances. A toggle switch is set to "Yes".
- Enable offline classic**: Describes enabling the app to work in offline classic mode. A toggle switch is set to "Yes". Below it, there is a note: "Set to environment value" with a link to "environment value".
- Enable Power BI quick report visualization on a table**: Describes end users visualizing data on a table's view page with Power BI quick reports. A toggle switch is set to "Yes".
- Enable Timeline Highlights**: Describes enabling Timeline Highlights powered by Generative AI. A toggle switch is set to "Yes".

At the bottom right are 'Save' and 'Cancel' buttons.

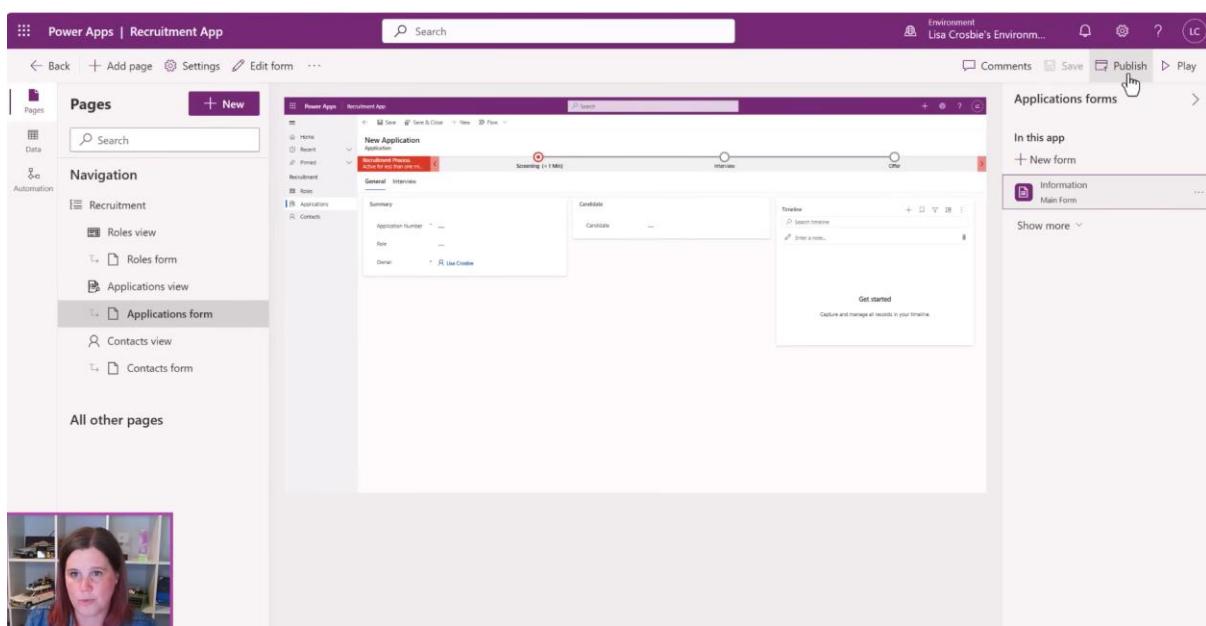
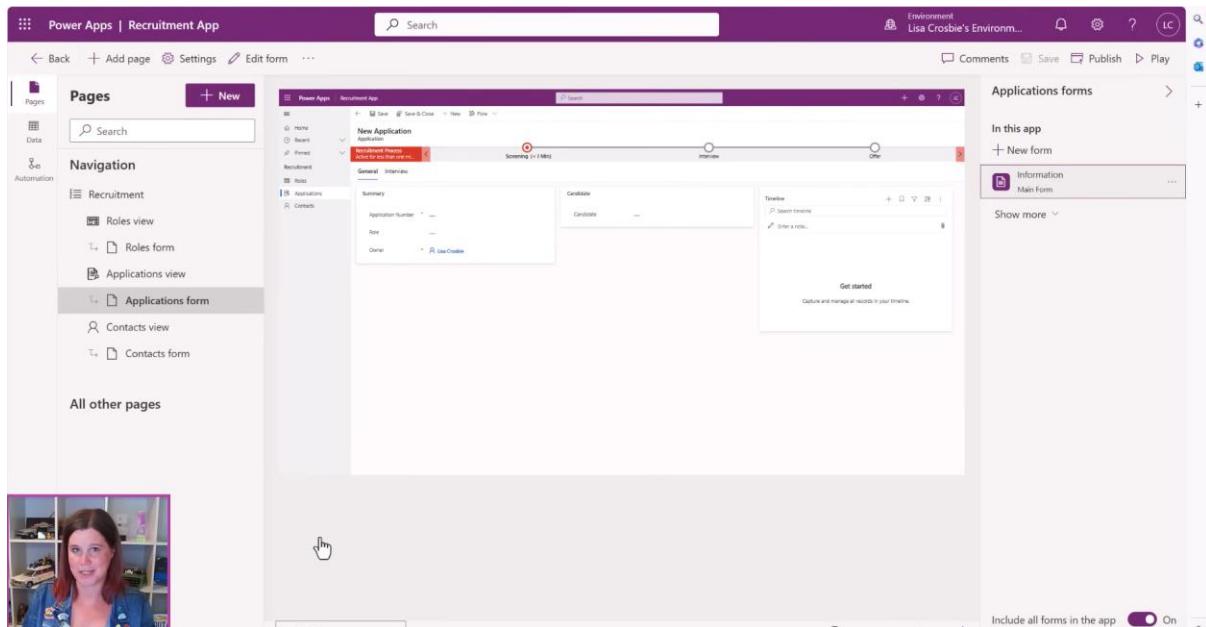
The screenshot shows the Power Apps interface for a 'Recruitment App'. On the left, there's a navigation bar with 'Pages', 'Data', and 'Automation' sections. Under 'Navigation', 'Recruitment' is expanded, showing 'Roles view', 'Applications view', 'Contacts view', and their corresponding 'form' options. Below this is a link to 'All other pages'. On the right, the main area displays a table titled 'Active Roles' with columns for 'Name', 'Created On', 'Departm...', and 'Reports ...'. A message at the bottom says 'No data available'. At the top right, there are 'Comments', 'Save', 'Publish', and 'Play' buttons, along with a 'Recruitment' section containing 'Display options' (Title: 'Recruitment', ID: 'group\_d8517833'), and 'Advanced settings'.

Click on SAVE and then Publish.

Now Check all the options from the left.

The screenshot shows the Power Apps interface for a 'Recruitment App'. The left navigation bar is identical to the previous screenshot. The main area displays a 'New Application' form for an 'Application' under the 'Recruitment Process'. The process flow is shown as: 'Recruitment Process' (Active for less than one mil...) -> 'Screening (< 1 Min)' -> 'Interview'. The 'General' tab is selected, showing fields for 'Summary' (Application Number, Role), 'Candidate' (Owner, Candidate), and a 'Notes' section. At the top right, there are 'Save', 'Save & Close', 'New', 'Flow', and other navigation buttons.

Select Desktop View.



Power Apps | Recruitment App

Search

Comments Save Publish Play

Environment Lisa Crosbie's Environment

Pages + New

Navigation

- Recruitment
- Roles view
- Roles form
- Applications view
- Applications form
- Contacts view
- Contacts form

All other pages

Power Apps Recruitment App

New Application

Screening (1 MB)

General Interview

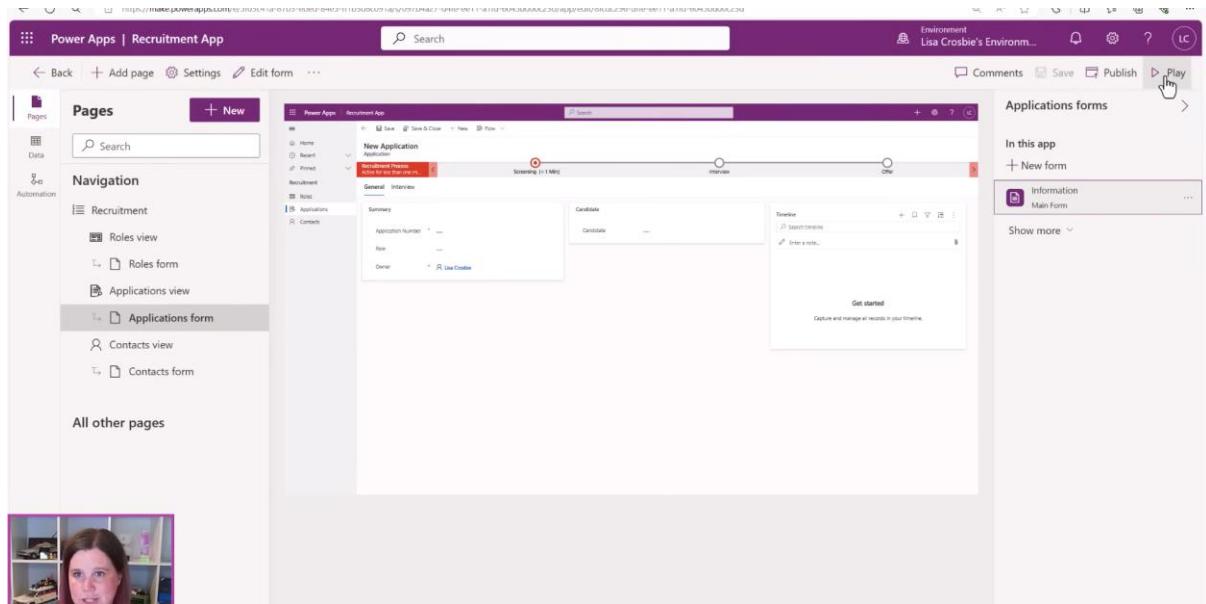
Summary Candidate Timeline

Get started

In this app

+ New form

Information Main Form



Power Apps | Recruitment App

Search

New look

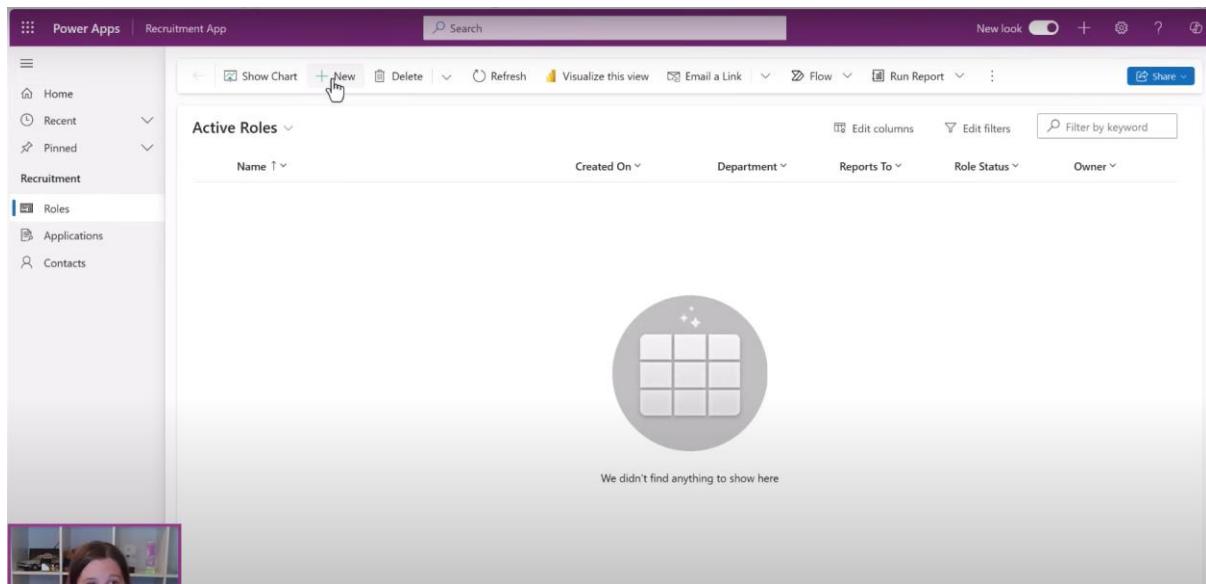
Show Chart + New Delete Refresh Visualize this view Email a Link Flow Run Report

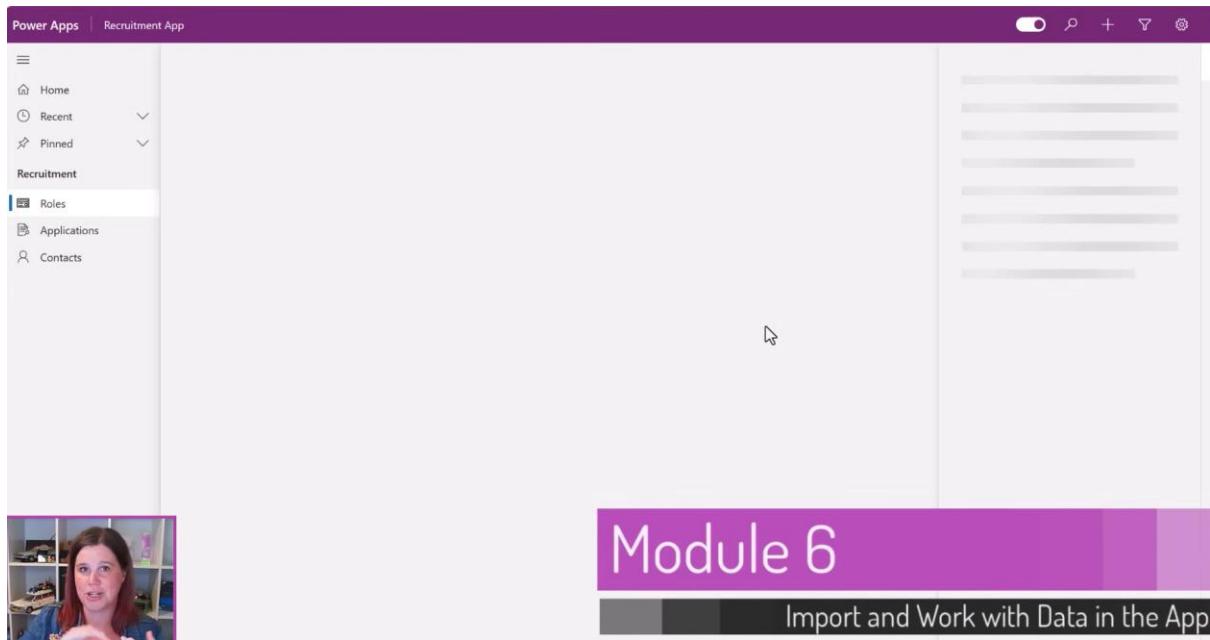
Active Roles

Name	Created On	Department	Reports To	Role Status	Owner

Edit columns Edit filters Filter by keyword

We didn't find anything to show here





The screenshot shows the 'New Role' form in the 'Recruitment App'. The top navigation bar includes 'Power Apps' and 'Recruitment App' with a search bar. The left sidebar is identical to the previous screenshot. The main form is titled 'New Role - Unsaved' and has a 'General' tab selected. The fields are as follows:

Name	*	Sales Manager
Owner	*	Lisa Crosbie
Department		Sales
Reports To		Drevin Stormblade
Role Status		Open

Navigate Back to check the Data

Sales Manager - Saved

Role

General Related

Name \* Sales Manager

Owner \*  Lisa Crosbie X

Department Sales

Reports To  Drevin Stormblade X

Role Status Open

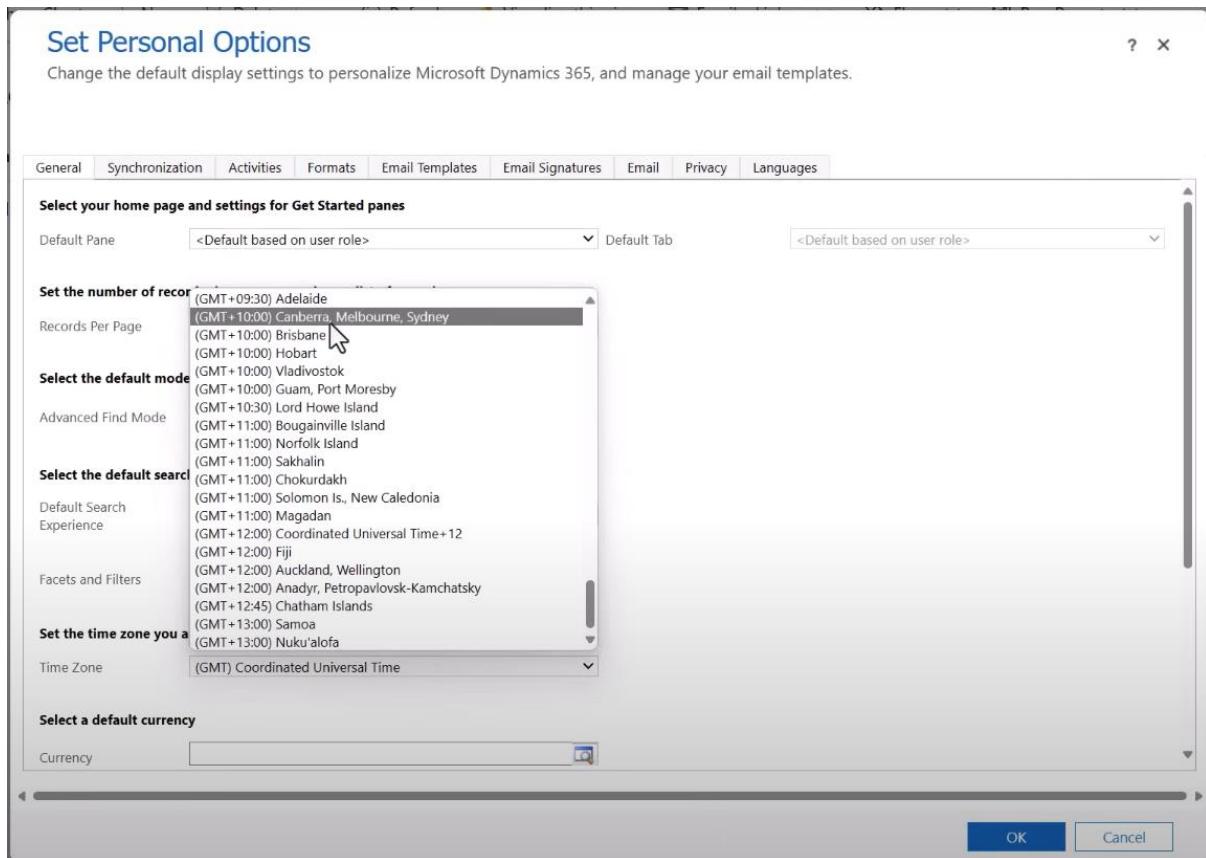
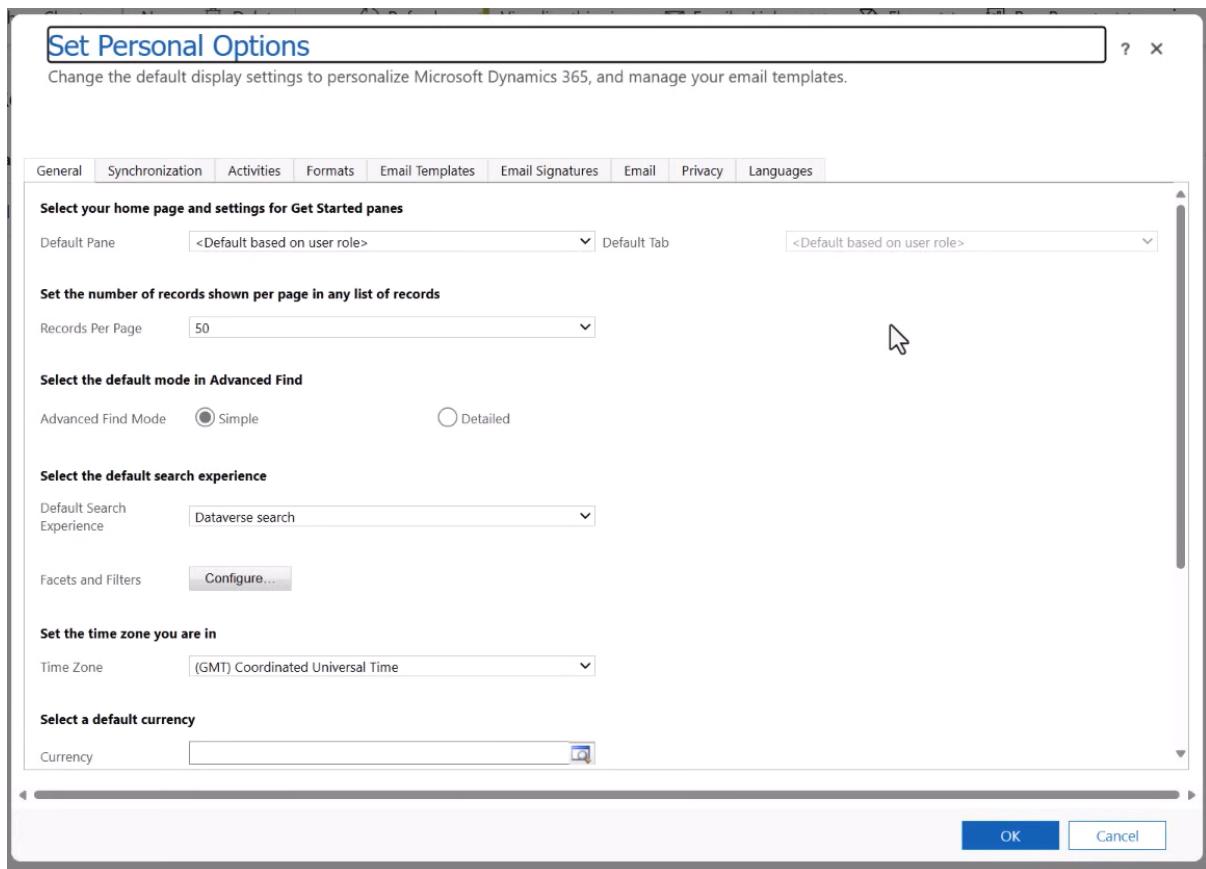
Power Apps | Recruitment App

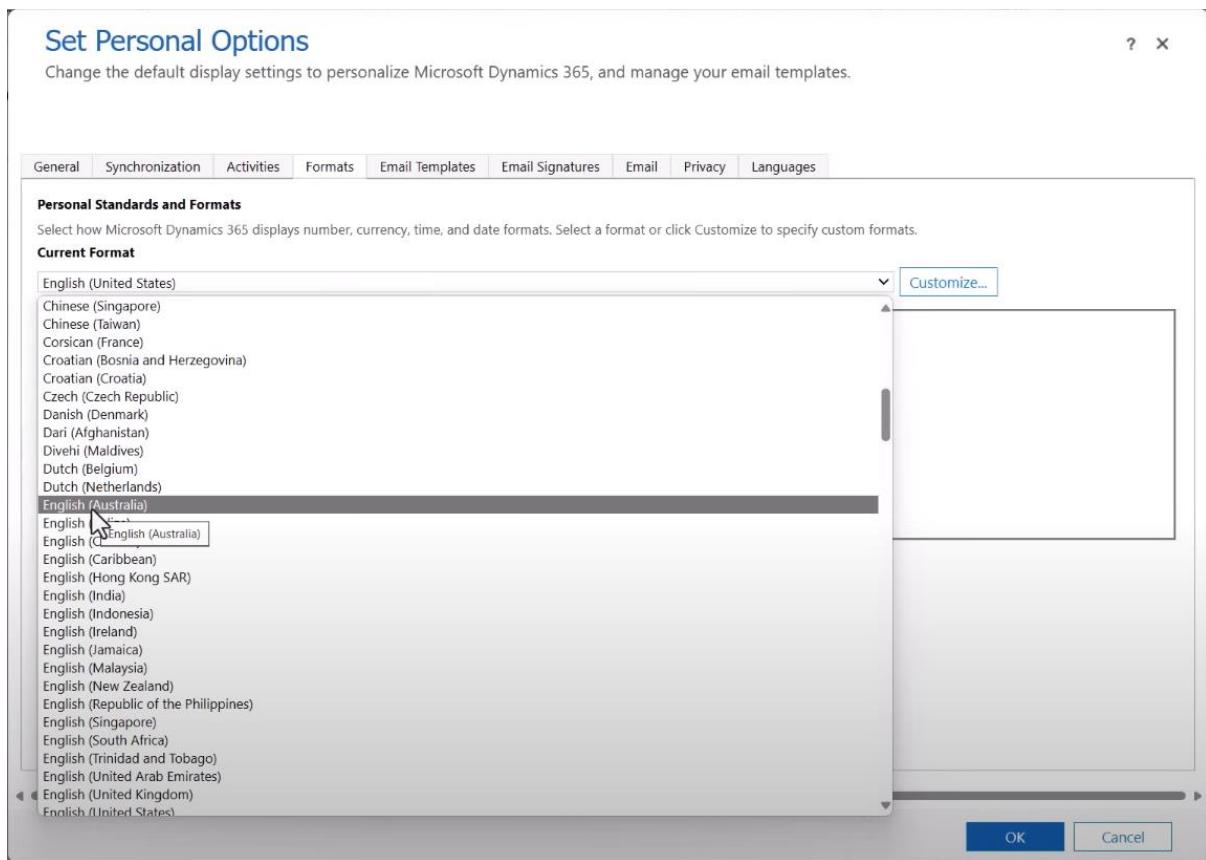
Active Roles

Name ↑	Created On	Department	Reports To	Role Status
Sales Manager	4/20/2024 6:37 AM	Sales	Drevin Stormblade	Open

Settings

General  
About  
Privacy & Cookies  
Legal terms  
More Settings  
Personalization Settings  
Advanced Settings  
Toast Notification Display Time  
Optional experiences  
New look





Power Apps | Recruitment App

Active Contacts

	Email	Company Name	Business Phone
Jim Glynn (sample)	someon	55	
Maria Campbell (sample)	someon	55	
Nancy Anderson (sample)	someon	55	
Patrick Sands (sample)	someon	55	
Paul Cannon (sample)	someon	55	
Rene Valdes (sample)	someon	55	
Robert Lyon (sample)	someon	55	
Scott Konersmann (sample)	someon	55	
Sidney Higa (sample)	someon	55	
Susan Burk (sample)	someon	55	
Susanna Stubberod (sample)	someon	55	
Thomas Andersen (sample)	someon	55	
Yvonne McKay (sample)	someon	55	

Rows: 13

Make a New Contact

Power Apps | Recruitment App

Search

Home Recent Pinned Recruitment Roles Applications Contacts

David Wang - Saved  
Contact · Contact

Summary Details Related

CONTACT INFORMATION

First Name	David
Last Name	* Wang
Job Title	---
Account Name	---
Email	david@
Business Phone	555 112
Mobile Phone	---
Fax	---
Preferred Method of Contact	Any
Address 1: Street 1	---

Timeline

Search timeline

Enter a note...

Capture and manage

Power Apps | Recruitment App

Search

Home Recent Pinned Recruitment Roles Applications Contacts

New Application

Recruitment Process Active for less than one minute

Screening (< 1 Min)

General Interview

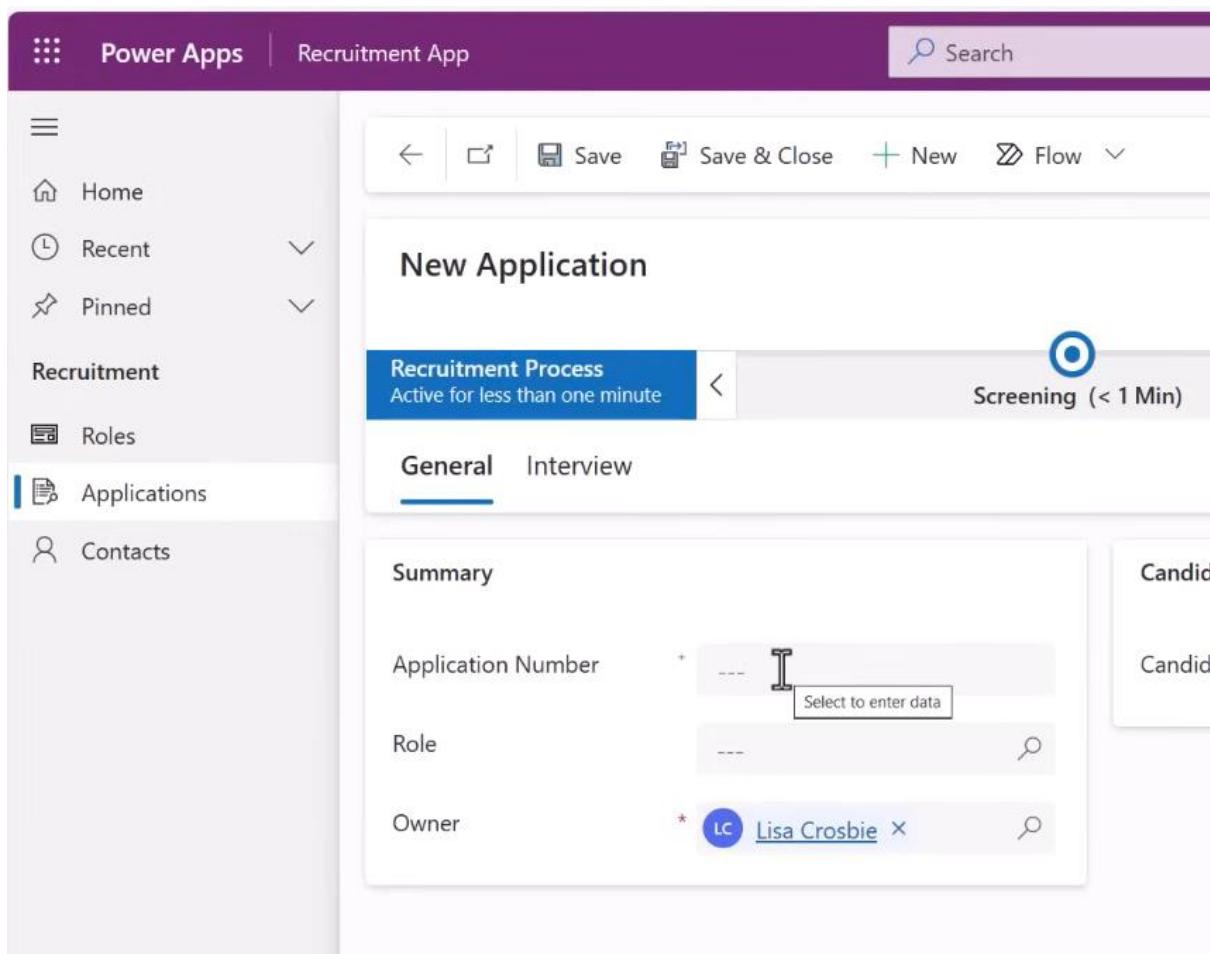
Summary

Application Number  Select to enter data

Role

Owner \*  Lisa Crosbie

Candid



Home Recent Pinned Recruitment Roles Applications Contacts

New Application - Unsaved

Recruitment Process Active for less than one minute

Screening (< 1 Min) Interview Offer

General Interview

Summary Candidate Timeline

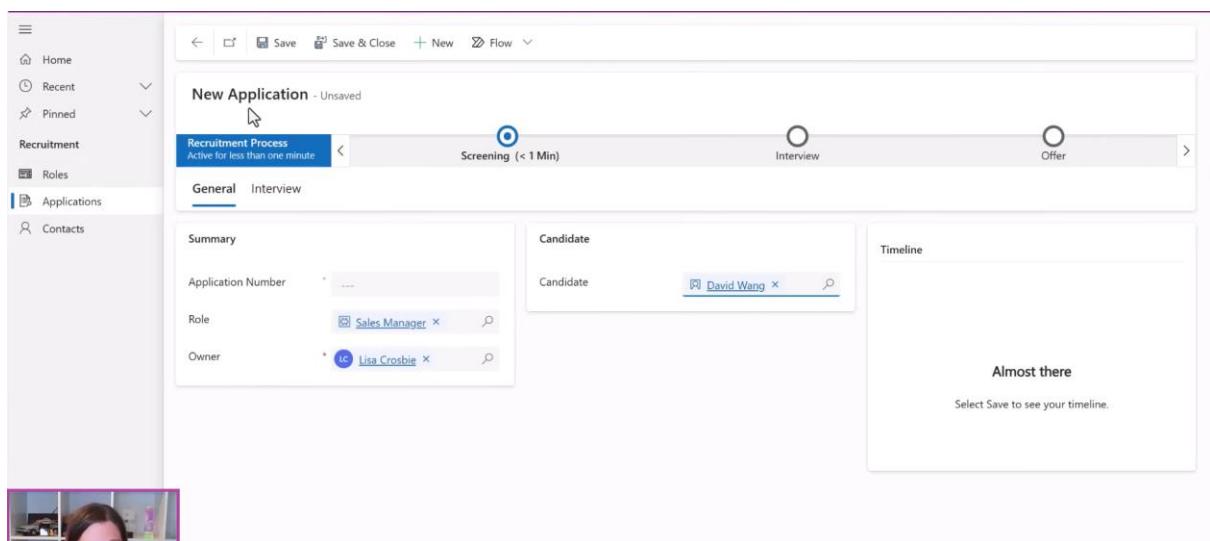
Application Number

Role  Sales Manager

Owner \*  Lisa Crosbie

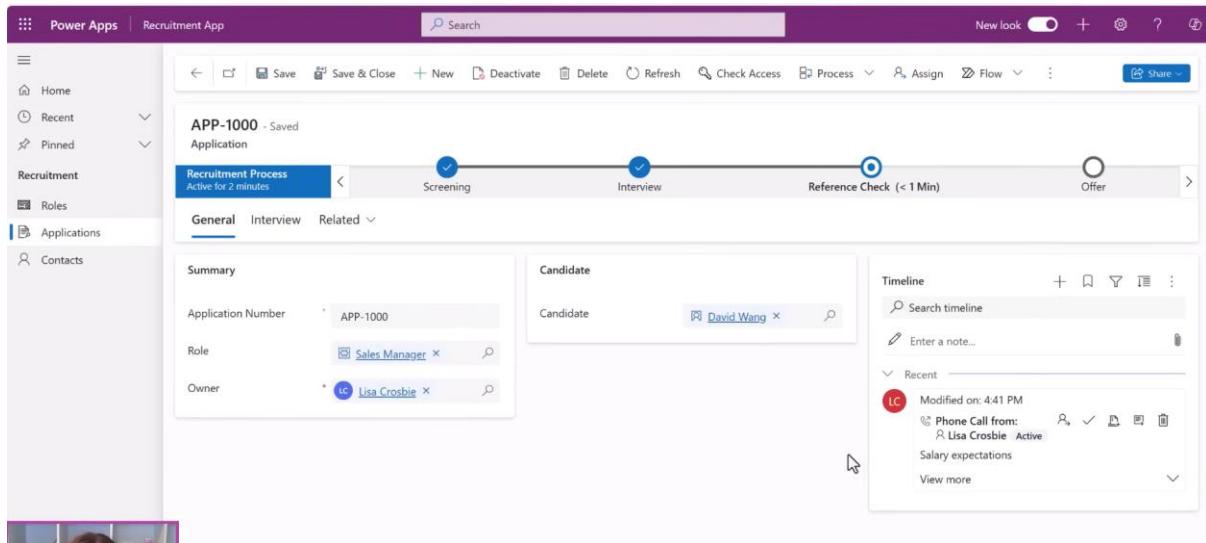
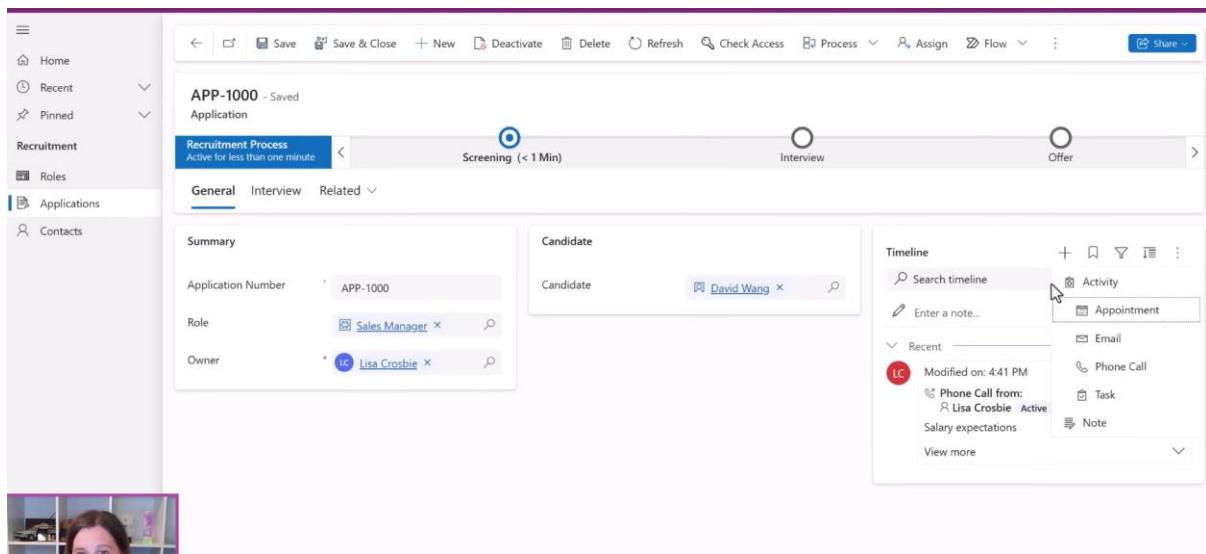
Candidate  David Wang

Almost there  
Select Save to see your timeline.



The screenshot shows a recruitment application tracking interface. On the left is a sidebar with navigation links: Home, Recent, Pinned, Recruitment, Roles, Applications, and Contacts. The main area displays an application for "APP-1000 - Saved Application". The top navigation bar includes Save, Save & Close, New, Deactivate, Delete, Refresh, Check Access, Process, Assign, Flow, and Share buttons. A timeline at the top shows stages: Screening (< 1 Min), Interview, and Offer. Below the timeline is a summary section with fields for Application Number (APP-1000), Role (Sales Manager), and Owner (Lisa Crosbie). To the right is a Candidate section showing David Wang. A Timeline sidebar on the right lists activities: Appointment, Email, Phone Call, and Note. A video call interface is overlaid on the bottom left, showing a woman with red hair speaking. A "Get started" button with the text "Capture and manage all records in your timeline." is also visible.

The screenshot shows a "New Phone Call" creation form. The top navigation bar includes Save, Mark Complete, Save & Close, Flow, and a back arrow. The main form has tabs for Phone Call (selected) and Description. The Phone Call tab contains fields for Subject (Salary expectations), Call From (Lisa Crosbie), Call To (David Wang), and Phone Number (---). The Direction is set to Outgoing. The Description tab is currently empty. At the bottom, there is a "Regarding" field containing APP-1000.



Power Apps | Recruitment App

Search

New look

Home Recent Pinned Recruitment Roles Applications Contacts

Show Chart + New Delete Refresh Visualize this view Email a Link Flow Run Report

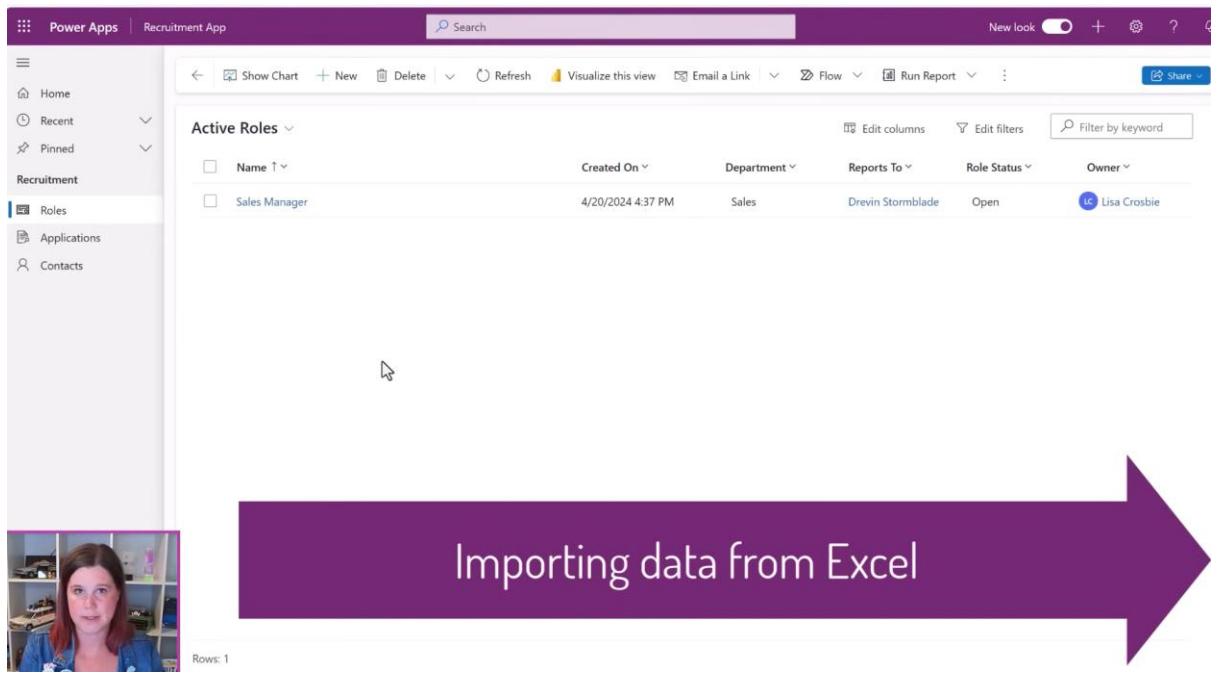
Active Roles

Name ↑	Created On	Department	Reports To	Role Status	Owner
Sales Manager	4/20/2024 4:37 PM	Sales	Drevin Stormblade	Open	Lisa Crosbie

Filter by keyword

Rows: 1

Importing data from Excel



Power Apps | Recruitment App

Search

New look

Home Recent Pinned Recruitment Roles Applications Contacts

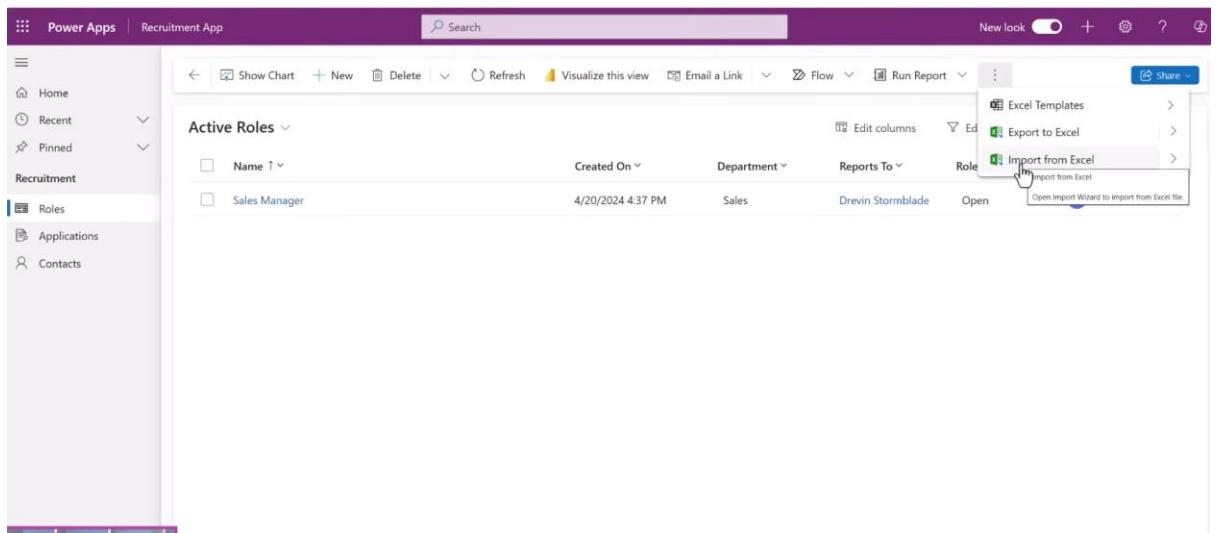
Show Chart + New Delete Refresh Visualize this view Email a Link Flow Run Report

Active Roles

Name ↑	Created On	Department	Reports To	Role Status	Owner
Sales Manager	4/20/2024 4:37 PM	Sales	Drevin Stormblade	Open	Lisa Crosbie

⋮

Excel Templates Export to Excel Import from Excel Open Import Wizard to import from Excel file



The screenshot shows the Power Apps portal interface. The left sidebar has a 'Recruitment' section with 'Roles' selected. The main area displays a table titled 'Active Roles' with the following data:

Name ↑	Created On	Department	Reports To	Role
Sales Manager	4/20/2024 4:37 PM	Sales	Drevin Stormblade	Open

A context menu is open over the last row, showing options: 'Import from CSV', 'Import from XLSX', 'Import from JSON', and 'Open Import Wizard to import from CSV file'. The user's name, Lisa Crosbie, is also visible at the bottom right.

Use Files from Github and upload.

Import from CSV

File Upload  Roles.csv

Owner For Imported Records

Select Owner For Imported Records  Lisa Crosbie 

Close 



## Import from CSV

X

 You're about to import Roles.csv

3 KB

### Delimiter Settings

#### Data Delimiter

Quotation mark ( " )

#### Field Delimiter

Comma ( , )

First row contains column headings

### Duplicate Data Settings

Allow Duplicates

 No

Back

Review Mapping



## Import from CSV

X

 You're about to import Roles.csv

3 KB

Map each column from your source file to an entity field in Dynamics 365.

Name Your Data Map



 Delete

Map Attributes

Show All



Primary Fields

Name \*



Name



Optional Fields

Source Fields

Dynamics 365 Entity Fields

Department



Department (OptionSet)



Role Status



Role Status (OptionSet)



Back

Finish Import



## Import from CSV

X

i You're about to import Roles.csv

3 KB

Map each column from your source file to an entity field in Dynamics 365.

Name Your Data Map

Delete

Map Attributes

Show All

Primary Fields

Name \*



Name

Optional Fields

Source Fields

Dynamics 365 Entity Fields

Department



Department (OptionSet)



Role Status



Role Status (OptionSet)



Option Set mapping for field Role Status

X

Source Option V...

Dynamics 365 Option Values

Filled



Filled



Open



Open

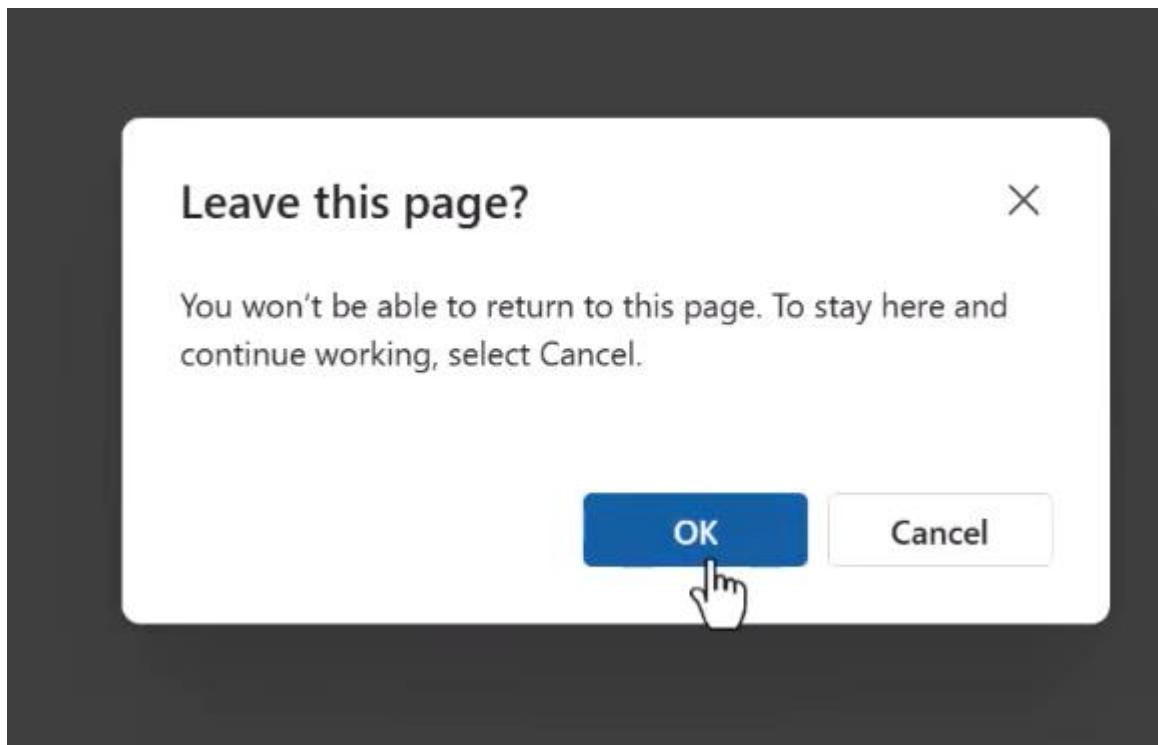


OK

Cancel

Back

Finish Import



Check with Refresh if its not displayed.

A screenshot of the Microsoft Power Apps interface. The top navigation bar shows "Power Apps" and "Recruitment App". The left sidebar has a menu with "Home", "Recent", "Pinned", "Recruitment" (which is selected), "Roles", "Applications", and "Contacts". The main area is titled "Active Roles" and shows a table with columns "Name" (sorted by created date) and "Created On". There are buttons for "Show Chart", "New", "Delete", and "Refresh". A search bar is at the top right.

The screenshot shows the Microsoft Power Apps interface for a "Recruitment App". The left sidebar has sections for Home, Recent, Pinned, Recruitment, Roles, Applications, and Contacts, with "Contacts" selected. The main area displays a list titled "My Active Contacts" with one item: "David Wang" (Email: david@dc.com). The ribbon at the top includes options like Show Chart, New, Delete, Refresh, Visualize this view, Email a Link, Flow, Run Report, and a share icon. A context menu is open over the contact list, showing options: Excel Templates, Export to Excel, Import from Excel, and Import from SFTP. The "Import from SFTP" option is highlighted with a mouse cursor.

## Import from CSV

X

*(i)* You're about to import Contacts.csv

3 KB

Map each column from your source file to an entity field in Dynamics 365.

Name Your Data Map



Delete

Map Attributes

Show All



Primary Fields

Last Name \*



Last Name



Optional Fields

Source Fields

Dynamics 365 Entity Fields

Business Phone



Business Phone



Email



Email



First Name



First Name



name to

My Imports								<input type="button" value="Filter by keyword"/>
<input type="checkbox"/>	Import Name	Status Reason	Successes	Partial Failures	Errors	Total Proc...	Created On	Created By
<input type="checkbox"/>	Roles.csv	Completed	50	0	0	50	4/20/2024 4:51 PM	Lisa Crosbie
<input type="checkbox"/>	Applications.csv	Completed	21	0	0	21	4/20/2024 11:45 AM	Lisa Crosbie
<input type="checkbox"/>	Contacts.csv	Completed	49	0	1	50	4/20/2024 11:44 AM	Lisa Crosbie

Power Apps | Recruitment App |

Home | Recent | Pinned | Recruitment | Roles | Applications | Contacts

Show Chart | New | Delete | Refresh | Visualize this view | Email a Link | Flow | Run Report | Share | Excel Templates | Export to Excel | Import from Excel

Active Applications

<input type="checkbox"/>	Application Number	Candidate	Interview Start Time	Interview Outcome
<input type="checkbox"/>	APP-1000	David Wang	4/24/2024 12:00 PM	No

**Import from CSV**

Map each column from your source file to an entity field in Dynamics 365.

Name Your Data Map

Map Attributes

Primary Fields  
No fields to display

Optional Fields

Source Fields	Dynamics 365 Entity Fields
Candidate	<input type="button" value="Candidate (Lookup)"/>
Interview Outcome	<input type="button" value="Interview Outcome (OptionSet)"/>
Interview Start Ti...	<input checked="" type="checkbox"/> <input type="button" value="Interview Start Time"/>
Offer Made?	<input type="button" value="Offer Made? (Two Options)"/>
Role	<input type="button" value="Role (Lookup)"/>

Lookup reference for field Role

Related Record Type: Referred Field

Role	<input checked="" type="checkbox"/> <input type="text" value="Name"/> <input type="button" value="x"/> Enter text here
------	---

Cross the NAME.

## Import from CSV

Map each column from your source file to an entity field in Dynamics 365.

Name Your Data Map

Delete

Map Attributes

Show All

Primary Fields

No fields to display

Optional Fields

Source Fields

Dynamics 365 Entity Fields

Candidate



Candidate (Lookup)



Lookup reference for field Candidate



Related Record Type: Referred Field

Contact



Enter text here



OK

Cancel

Interview Outcome



Interview Outcome (OptionSet)



Interview Start Ti...



Interview Start Time



Offer Made?



Offer Made? (Two Options)



Role



Role (Lookup)





## Import from CSV

X

Map each column from your source file to an entity field in Dynamics 365.

Name Your Data Map

Delete

Map Attributes

Show All

Primary Fields

No fields to display

Optional Fields

Source Fields

Dynamics 365 Entity Fields

Candidate



Candidate (Lookup)

v

Lookup reference for field Candidate

X

Related Record Type: Referred Field

Contact



email

v

Select All

7 Items

Do not allow Bulk Emails

Do not allow Emails

Interview Outcome



Email

Interview Start Ti...



Offer Made?



Email Address 2

Role



Role (Lookup)

Back

Finish Import



## Import from CSV

X

 You're about to import Applications.csv

1 KB

Map each column from your source file to an entity field in Dynamics 365.

Name Your Data Map

 Delete

Map Attributes		Show All
Primary Fields		
No fields to display		
Optional Fields		
Source Fields	Dynamics 365 Entity Fields	
Candidate	 Candidate (Lookup)	
Interview Outcome	 Interview Outcome (OptionSet)	
Interview Start Ti...	 Interview Start Time	
Offer Made?	 Offer Made? (Two Options)	
Role	 Role (Lookup)	

Back

Finish Import

Click of Finish and then Refresh

The screenshot shows the Power Apps portal interface. The top navigation bar includes 'Power Apps' and 'Recruitment App'. A search bar is on the right. The left sidebar has sections for 'Home', 'Recent', 'Pinned', 'Recruitment', 'Roles', 'Applications' (which is selected), and 'Contacts'. The main content area is titled 'Active Applications'. It displays a table with two rows:

Application Number	Candidate
APP-1000	David Wang

The screenshot shows the Power Apps portal interface. The top navigation bar includes 'Power Apps' and a search bar. The left sidebar is titled 'Objects' and shows categories like 'All (7)', 'Tables (5)', and 'Application' (which is selected). The main content area shows the 'Application' table properties for the 'Recruitment > Tables > Application' table. The properties are:

Name	Primary column
Application	Application Number
Type	Last modified
Standard	1 hour ago

On the right, there are sections for 'Schema' (Columns, Relationships, Keys) and 'Data experiences' (Forms, Views, Charts, Dashboards). A button 'Update forms and charts' is at the bottom.

Power Apps

Objects

Search

+ New view    Add existing view    Advanced

Recruitment > Tables > Application > Views

Name ↑	View type ↓
Active Applications	Public View default
Application Advanced Find View	Advanced Find View
Application Associated View	Associated View de
Application Lookup View	Lookup View default
Inactive Applications	Public View
Quick Find Active Applications	Quick Find View def

All (7)

Apps (0)

Cards (0)

Chatbots (0)

Choices (1)

Cloud flows (0)

Processes (1)

Tables (5)

Application

- Columns
- Relationships
- Keys
- Forms
- Views

Power Apps | View

Back    View column    Components    Undo    Redo    Switch to classic

Table columns

Application    Related

Search

+ New table column

(Deprecated) Stage Id

(Deprecated) Traversed Path

Comments

Created By

Created By (Delegate)

Created On

Interview End Time

Modified By

Modified By (Delegate)

Modified On

Owner

Owning Business Unit

Process Id

Record Created On

Reference Check Date

Reference Check Outcome

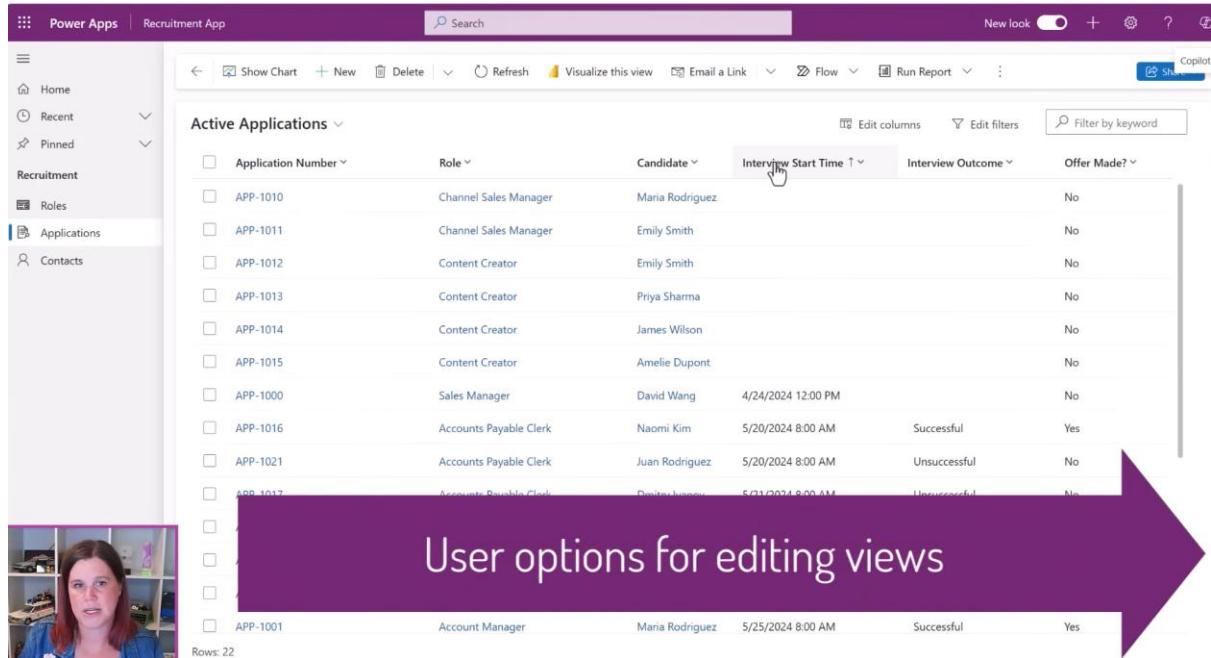
Reference Check Required?

Role

Application Number	Candidate	Interview Start Ti...	Interview Outcome
APP-1010	Maria Rodriguez		
APP-1011	Emily Smith		
APP-1012	Emily Smith		
APP-1013	Priya Sharma		
APP-1014	James Wilson		
APP-1015	Amelie Dupont		
APP-1000	David Wang	4/24/2024 12:00 PM	
APP-1016	Naomi Kim	5/20/2024 8:00 AM	Successful
APP-1021	Juan Rodriguez	5/20/2024 8:00 AM	Unsuccessful
APP-1017	Dmitry Ivanov	5/21/2024 8:00 AM	Unsuccessful
APP-1018	Fatima Al Qahtani	5/22/2024 8:00 AM	Unsuccessful
APP-1019	Ryan O'Reilly	5/22/2024 10:00 AM	Unsuccessful
	Ji-Yeon Park	5/22/2024 11:00 AM	Unsuccessful
	Maria Rodriguez	5/25/2024 8:00 AM	Successful
	Ahmed Al Mans...	5/25/2024 9:00 AM	Unsuccessful
	Emily Smith	5/26/2024 8:00 AM	Unsuccessful

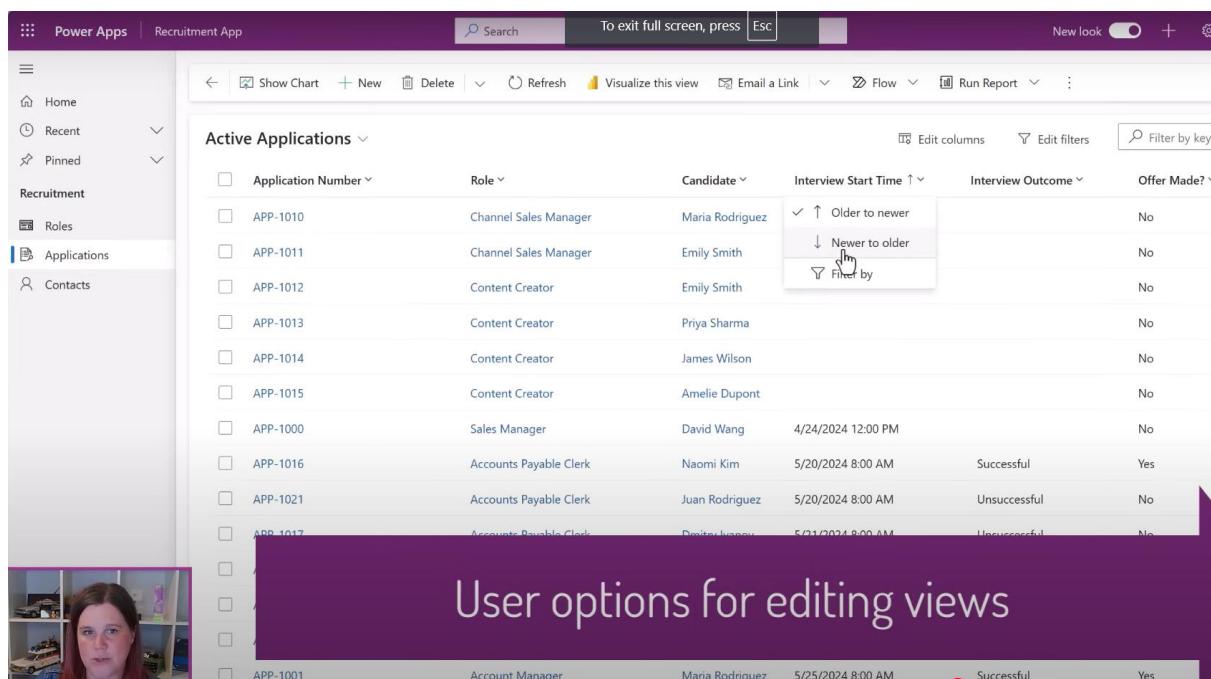


## Click on Save an Publish



The screenshot shows a Power Apps interface for a "Recruitment App". On the left, there's a navigation bar with "Home", "Recent", "Pinned", "Recruitment", "Roles", "Applications" (which is selected), and "Contacts". The main area displays a table titled "Active Applications" with columns: Application Number, Role, Candidate, Interview Start Time, Interview Outcome, and Offer Made?. The "Interview Start Time" column has a downward-pointing arrow icon indicating it's sortable. A large purple arrow originates from the bottom right and points towards this column header. At the bottom of the table, it says "Rows: 22".

Application Number	Role	Candidate	Interview Start Time	Interview Outcome	Offer Made?
APP-1010	Channel Sales Manager	Maria Rodriguez			No
APP-1011	Channel Sales Manager	Emily Smith			No
APP-1012	Content Creator	Emily Smith			No
APP-1013	Content Creator	Priya Sharma			No
APP-1014	Content Creator	James Wilson			No
APP-1015	Content Creator	Amelie Dupont			No
APP-1000	Sales Manager	David Wang	4/24/2024 12:00 PM		No
APP-1016	Accounts Payable Clerk	Naomi Kim	5/20/2024 8:00 AM	Successful	Yes
APP-1021	Accounts Payable Clerk	Juan Rodriguez	5/20/2024 8:00 AM	Unsuccessful	No
APP-1017	Accounts Payable Clerk	Dmitri Ivanov	5/21/2024 8:00 AM	Unsuccessful	No
APP-1001	Account Manager	Maria Rodriguez	5/25/2024 8:00 AM	Successful	Yes



This screenshot is similar to the one above, showing the "Active Applications" table in the "Recruitment App". The "Interview Start Time" column header now has a context menu open, displaying three options: "Older to newer" (with a checkmark), "Newer to older", and "Filter by". The rest of the interface and data remain the same.

Application Number	Role	Candidate	Interview Start Time	Interview Outcome	Offer Made?
APP-1010	Channel Sales Manager	Maria Rodriguez	✓ ↑ Older to newer		No
APP-1011	Channel Sales Manager	Emily Smith	↓ Newer to older		No
APP-1012	Content Creator	Emily Smith	Filter by		No
APP-1013	Content Creator	Priya Sharma			No
APP-1014	Content Creator	James Wilson			No
APP-1015	Content Creator	Amelie Dupont			No
APP-1000	Sales Manager	David Wang	4/24/2024 12:00 PM		No
APP-1016	Accounts Payable Clerk	Naomi Kim	5/20/2024 8:00 AM	Successful	Yes
APP-1021	Accounts Payable Clerk	Juan Rodriguez	5/20/2024 8:00 AM	Unsuccessful	No
APP-1017	Accounts Payable Clerk	Dmitri Ivanov	5/21/2024 8:00 AM	Unsuccessful	No
APP-1001	Account Manager	Maria Rodriguez	5/25/2024 8:00 AM	Successful	Yes

Power Apps | Recruitment App

Search

New look

Home Recent Pinned Recruitment Roles Applications Contacts

Show Chart + New Delete Refresh Visualize this view Email a Link Flow Run Report

Active Roles

Created On Department Reports To Role Status Owner

Active Roles Default

Inactive Roles

Open Roles

Manage and share views

Accounts Receivable Clerk Bookkeeper Brand Manager Business Development Representative Call Center Agent Channel Sales Manager Chief Financial Officer (CFO)

	Created On	Department	Reports To	Role Status	Owner
	4/20/2024 4:47 PM	Customer Service		Open	Lisa Crosb
	4/20/2024 4:47 PM	Sales		Open	Lisa Crosb
	4/20/2024 4:47 PM	Finance		Open	Lisa Crosb
	4/20/2024 4:47 PM	Finance		Open	Lisa Crosb
	4/20/2024 4:47 PM	Marketing		Open	Lisa Crosb
	4/20/2024 4:47 PM	Sales		Filled	Lisa Crosb
	4/20/2024 4:47 PM	Customer Service		Open	Lisa Crosb
	4/20/2024 4:47 PM	Sales		Filled	Lisa Crosb
	4/20/2024 4:47 PM	Finance		Open	Lisa Crosb

Active Applications - Power Apps

https://org8972ad4.crm.dynamics.com/main.aspx?appid=8fcdd296-dff8-e911-a1d4-6040b300c23d&pagedtype=entitylist&str=c9b29\_role&viewid=470a8f51-a2fd-4cf8-a893-9503f3fa7d48&viewtype=1039

Power Apps | Recruitment App

Search

Home Recent Pinned Recruitment Roles Applications Contacts

Show Chart + New Delete Refresh Visualize this view Email a Link Flow Run Report

Active Roles

Name Created On Department Reports To

Account Coordinator Account Manager Accounts Payable Clerk Accounts Receivable Clerk Bookkeeper Brand Manager Business Development Representative Call Center Agent Channel Sales Manager

Name	Created On	Department	Reports To
Account Coordinator	4/20/2024 4:47 PM	Customer Service	
Account Manager	4/20/2024 4:47 PM	Sales	
Accounts Payable Clerk	4/20/2024 4:47 PM	Finance	
Accounts Receivable Clerk	4/20/2024 4:47 PM	Finance	
Bookkeeper	4/20/2024 4:47 PM	Finance	
Brand Manager	4/20/2024 4:47 PM	Marketing	
Business Development Representative	4/20/2024 4:47 PM	Sales	
Call Center Agent	4/20/2024 4:47 PM	Customer Service	
Channel Sales Manager	4/20/2024 4:47 PM	Sales	

Edit columns: Roles

Add columns Reset to default Download LayoutXML

Name Created On Department Reports To Role Status Owner

Power Apps | Recruitment App

Active Roles

Name	Created On	Department	Reports To
Account Coordinator	4/20/2024 4:47 PM	Customer Service	
Account Manager	4/20/2024 4:47 PM	Sales	
Accounts Payable Clerk	4/20/2024 4:47 PM	Finance	
Accounts Receivable Clerk	4/20/2024 4:47 PM	Finance	
Bookkeeper	4/20/2024 4:47 PM	Finance	
Brand Manager	4/20/2024 4:47 PM	Marketing	
Business Development Representative	4/20/2024 4:47 PM	Sales	
Call Center Agent	4/20/2024 4:47 PM	Customer Service	
Channel Sales Manager	4/20/2024 4:47 PM	Sales	
Chief Financial Officer (CFO)	4/20/2024 4:47 PM	Finance	
Client Relationship Manager	4/20/2024 4:47 PM	Customer Service	
Content Creator	4/20/2024 4:47 PM	Marketing	
Cost Analyst	4/20/2024 4:47 PM	Finance	
Customer Experience Manager	4/20/2024 4:47 PM	Customer Service	

Rows: 51

Edit columns: Roles

Add columns Reset to default Download LayoutXML

Name Department Role Status Owner

Apply Cancel

Power Apps | Recruitment App

Active Roles\*

Search views

Active Roles\* Default

- Active Roles\*
- Inactive Roles
- Open Roles
- Save as new view
- Manage and share views

Department	Role Status	Owner	Created By
Customer Service	Open	Lisa Crosbie	Lisa Crosbie
Sales	Open	Lisa Crosbie	Lisa Crosbie
Finance	Open	Lisa Crosbie	Lisa Crosbie
Finance	Open	Lisa Crosbie	Lisa Crosbie
Finance	Open	Lisa Crosbie	Lisa Crosbie
Finance	Open	Lisa Crosbie	Lisa Crosbie
Marketing	Open	Lisa Crosbie	Lisa Crosbie
Sales	Filled	Lisa Crosbie	Lisa Crosbie
Customer Service	Open	Lisa Crosbie	Lisa Crosbie
Sales	Filled	Lisa Crosbie	Lisa Crosbie
Finance	Open	Lisa Crosbie	Lisa Crosbie
Customer Service	Open	Lisa Crosbie	Lisa Crosbie
Marketing	Filled	Lisa Crosbie	Lisa Crosbie
Finance	Open	Lisa Crosbie	Lisa Crosbie
Customer Service	Open	Lisa Crosbie	Lisa Crosbie

Rows: 51

New look

Edit columns Edit filters Filter by keyword

https://org8972ad4.crm.dynamics.com/main.aspx?appid=8fc0296-dffe-e11-a1fd-6045bd00c23d&pageType=entitylist&etn=c829\_role&viewId=470d951-a2f4-4c6f-a893-9503f3fa2f24&viewType=1039

Power Apps | Recruitment App

Search

New look

Share

Copilot

Chat

Active Roles\*

Name	Department	Role Status	Owner	Created By
Account Coordinator	Customer ...	Open	Lisa Crosbie	Lisa Crosbie
Account Manager	Sales	Open	Lisa Crosbie	Lisa Crosbie
Accounts Payable Clerk	Finance	Open	Lisa Crosbie	Lisa Crosbie
Accounts Receivable Clerk	Finance	Open	Lisa Crosbie	Lisa Crosbie
Bookkeeper	Finance	Open	Lisa Crosbie	Lisa Crosbie
Brand Manager	Marketing	Open	Lisa Crosbie	Lisa Crosbie
Business Development Representative	Sales	Filled	Lisa Crosbie	Lisa Crosbie
Call Center Agent	Customer ...	Open	Lisa Crosbie	Lisa Crosbie
Channel Sales Manager	Sales	Filled	Lisa Crosbie	Lisa Crosbie
Chief Financial Officer (CFO)	Finance	Open	Lisa Crosbie	Lisa Crosbie
Client Relationship Manager	Customer ...	Open	Lisa Crosbie	Lisa Crosbie
Content Creator	Marketing	Filled	Lisa Crosbie	Lisa Crosbie
Cost Analyst	Finance	Open	Lisa Crosbie	Lisa Crosbie
Customer Experience Manager	Customer ...	Open	Lisa Crosbie	Lisa Crosbie

Rows: 51

Using Copilot to ask questions about your data

Make sure AI-generated content is accurate and



https://org8972ad4.crm.dynamics.com/main.aspx?appid=8fc0296-dffe-e11-a1fd-6045bd00c23d&pageType=entitylist&etn=c829\_role&viewId=470d951-a2f4-4c6f-a893-9503f3fa2f24&viewType=1039

Power Apps | Recruitment App

Search

New look

Share

Copilot

Chat

Active Roles\*

Name	Department	Role Status	Owner	Created By
Account Coordinator	Customer ...	Open	Lisa Crosbie	Lisa Crosbie
Account Manager	Sales	Open	Lisa Crosbie	Lisa Crosbie
Accounts Payable Clerk	Finance	Open	Lisa Crosbie	Lisa Crosbie
Accounts Receivable Clerk	Finance	Open	Lisa Crosbie	Lisa Crosbie
Bookkeeper	Finance	Open	Lisa Crosbie	Lisa Crosbie
Brand Manager	Marketing	Open	Lisa Crosbie	Lisa Crosbie
Business Development Representative	Sales	Filled	Lisa Crosbie	Lisa Crosbie
Call Center Agent	Customer ...	Open	Lisa Crosbie	Lisa Crosbie
Channel Sales Manager	Sales	Filled	Lisa Crosbie	Lisa Crosbie
Chief Financial Officer (CFO)	Finance	Open	Lisa Crosbie	Lisa Crosbie
Client Relationship Manager	Customer ...	Open	Lisa Crosbie	Lisa Crosbie
Content Creator	Marketing	Filled	Lisa Crosbie	Lisa Crosbie
Cost Analyst	Finance	Open	Lisa Crosbie	Lisa Crosbie
Customer Experience Manager	Customer ...	Open	Lisa Crosbie	Lisa Crosbie

View Prompts

How many roles do we have in the Sales Department  
48/500





Power Apps

Objects

All (9)

Apps (1)

Cards (0)

Chatbots (0)

Choices (1)

Cloud flows (0)

Processes (1)

Site maps (1)

Tables (5)

Search

New view Add existing view Advanced

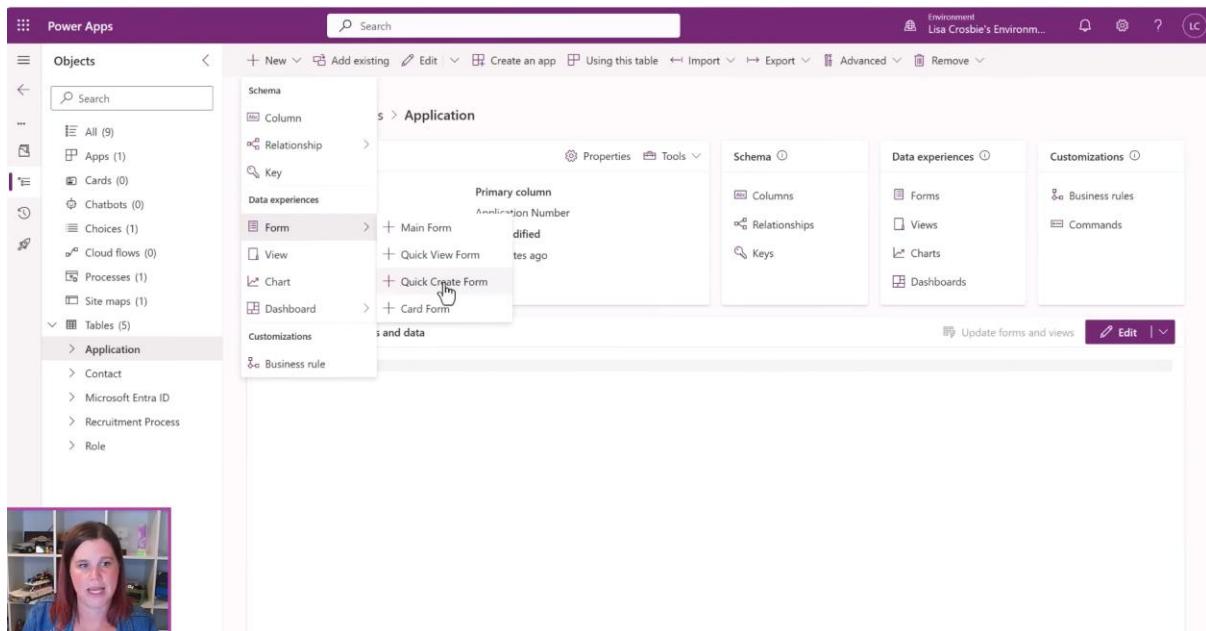
Environment Lisa Crosbie's Environment

Search

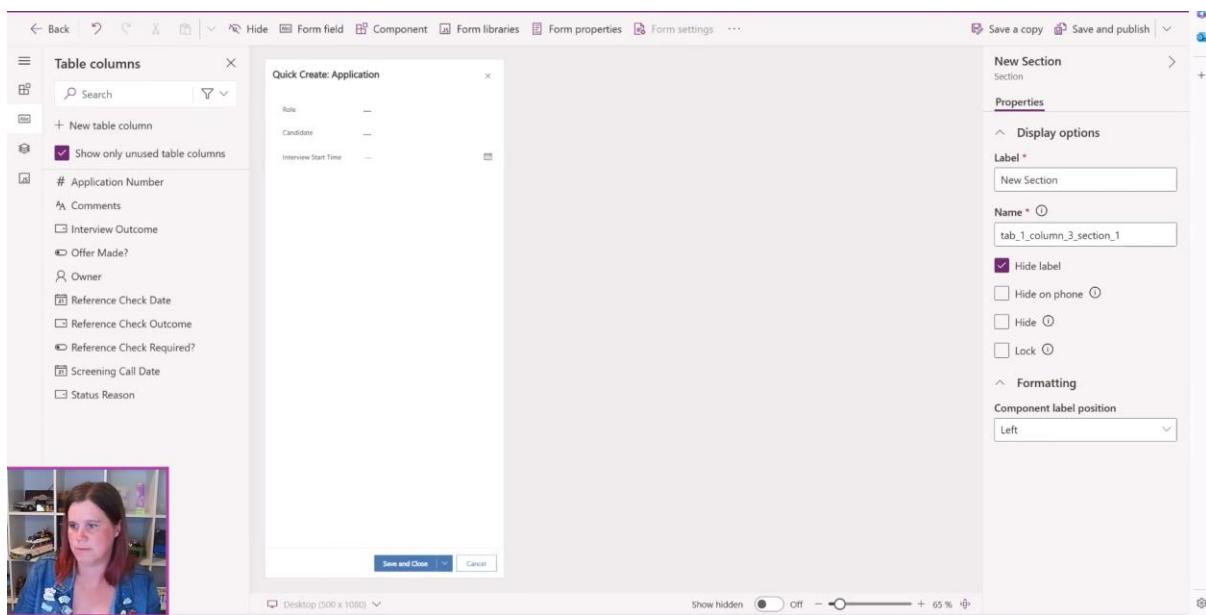
Recruitment > Tables > Application > Views

Name	View type	Status	Managed	Customizable
Active Applications	Public View default	On	No	Yes
Application Advanced Find View	Advanced Find View default	On	No	Yes
Application Associated View	Associated View default	On	No	Yes
Application Lookup View	Lookup View default	On	No	Yes
Inactive Applications	Public View	On	No	Yes
Quick Find Active Applications	Quick Find View default	On	No	Yes

Quick create forms



Now add the stuffs from left panel that you want in this Quick Create Application. Use Hide Label to hide the labels on the form.



Click on Save and Publish.

**Power Apps | Form**

Search

Environment Lisa Crosbie's Environment... Back Delete Form field Component Form libraries Form properties Form settings ... Save a copy Save and publish Application quick create form Quick create form Properties Events Table Application Display Name Application quick create form Description Show image

Table columns

- + New table column
- Show only unused table columns
- # Application Number
- Comments
- Interview Outcome
- Offer Made?
- Owner
- Reference Check Date
- Reference Check Outcome
- Reference Check Required?
- Screening Call Date
- Status Reason

Quick Create: Application

Role	...
Candidate	...
Interview Start Time	...

Save and Close Cancel

**Quick view forms**



**Power Apps**

Search

Environment Lisa Crosbie's Environment... Back Create an app Using this table Import Export Advanced Remove

Objects

- All (9)
- Apps (1)
- Cards (0)
- Chatbots (0)
- Choices (1)
- Cloud flows (0)
- Processes (1)
- Site maps (1)
- Tables (5)
  - Application
  - Contact
  - Microsoft Entra ID
  - Recruitment Process
  - Role

Contact

Form

Primary column: Last Name

Main Form

Quick View Form

Quick Create Form

Card Form

Properties Tools

Schema

Columns Relationships Keys

Data experiences

Forms Views Charts Dashboards

Customizations Business rules Commands Messages

Update forms and views Edit

Created By IP Address	Contributors
Ahmed Al Mansoori	No
Aisha Patel	No
Alejandro Garcia	No
Amelie Dupont	No
Amina Kone	No
Andre Nascimento	No
Anika Khan	No
Brian Jones	No

**Quick view forms**



The screenshot shows the Power Apps Form builder interface. On the left, there's a sidebar titled 'Table columns' with a search bar containing 'mob'. It includes options like '+ New table column' and 'Show only unused table columns'. A preview window on the right displays a 'New Contact' form with fields for 'First Name', 'Last Name', and 'Mobile Phone'. To the right of the form, a detailed view of the 'Mobile Phone' field properties is shown. The properties pane includes sections for 'Label', 'Display options', 'Formatting', and 'Form field width' (set to '1 column').

Now Add the things into it . We can search for the table that we want.

Click on Save and Publish.

The screenshot shows the Power Apps Objects page. The left sidebar has a 'Search' bar and lists categories like 'All', 'Apps', 'Cards', 'Chatbots', 'Choices', 'Cloud flows', 'Processes', and 'Site maps'. Under 'Tables', there are 'Application' and 'Information' tables. The 'Forms' section under 'Application' is highlighted. The main area shows a table of forms with columns for 'Name', 'Form type', 'Status', 'Managed', and 'Customizable'. The table includes rows for 'Application quick create form', 'Information' (which is selected and highlighted), and another 'Information' row.

Name	Form type	Status	Managed	Customizable
Application quick create form	Quick Create	On	No	Yes
Information	Card	On	No	Yes
Information	Main	On	No	Yes
Information	Quick View	On	No	Yes

Power Apps | Form

Search

Back Delete Form field Component Form libraries Business rules Form properties F

### Table columns

Search

+ New table column

Show only unused table columns

- Created By
- Created By (Delegate)
- Created On
- Interview End Time
- Modified By
- Modified By (Delegate)
- Modified On
- Offer Made?
- Owning Business Unit
- Reference Check Date
- Reference Check Outcome

New Application

Recruitment Process  
Active for less than one m...

Screening (< 1 Min)

General Interview Related

Summary

Application Number ---

Role ---

Owner Lisa Crosbie

Candidate Candidate ---

Timeline

Power Apps | Form

Search

Environment Lisa Crosbie's

Back Delete Form field Component Form libraries Business rules Form properties Form settings ...

### Components

Search

- Subgrid
- Timeline
- Spacer
- Layout
- Grid
- Display
- Calendar
- Canvas app
- External website
- Form
- HTML web resource
- Image web resource
- Knowledge search
- Map
- Quick view
- Timeline
- Input
- Media
- AI Builder
- Power BI

New Application

Recruitment Process  
Active for less than one m...

Screening (< 1 Min)

General Interview Related

Summary

Application Number ---

Role ---

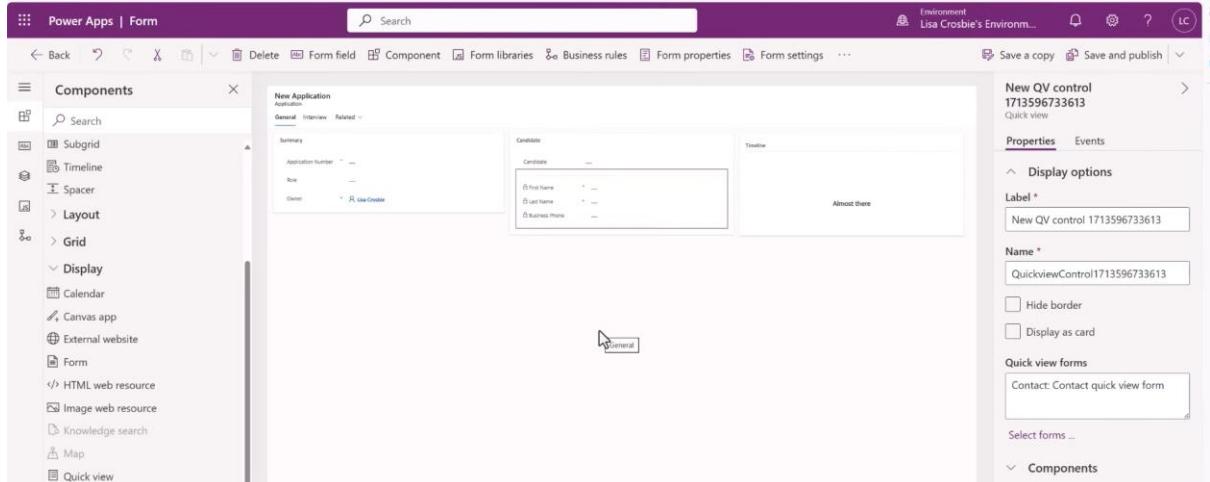
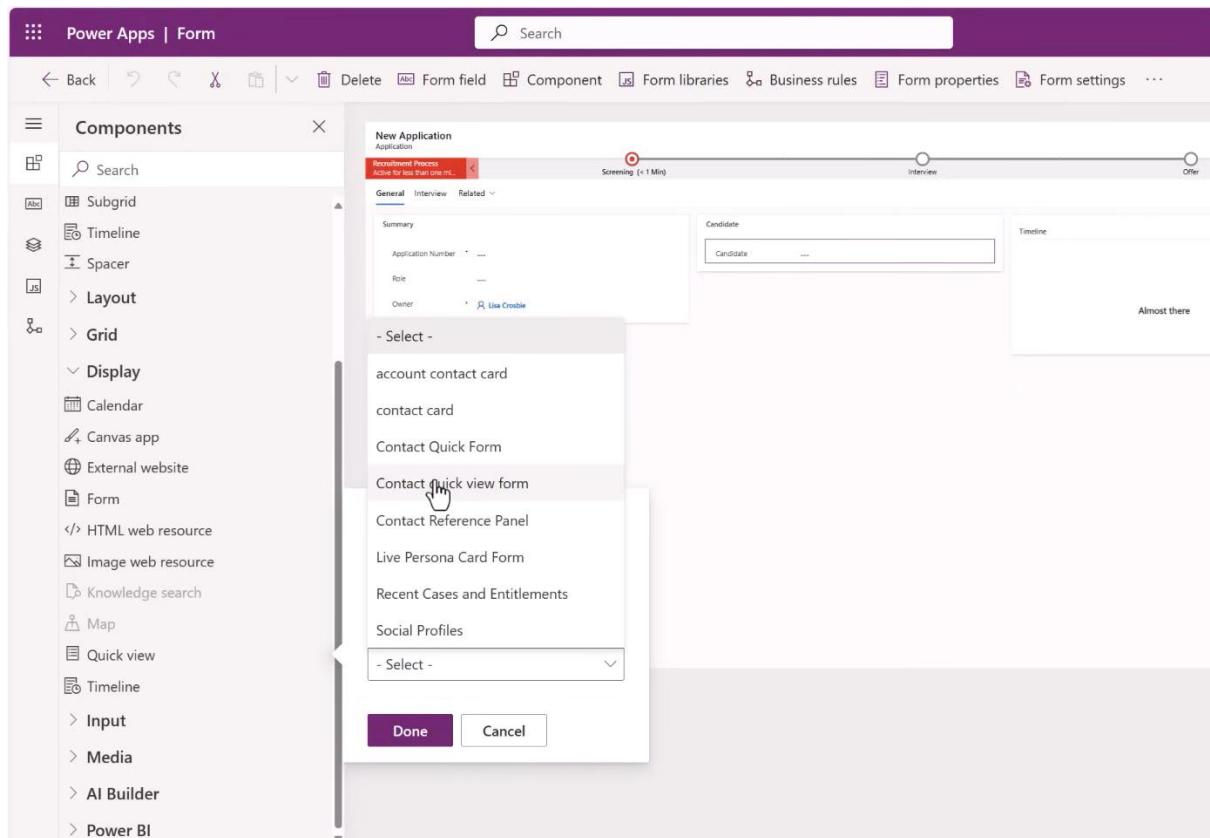
Owner Lisa Crosbie

Candidate Candidate ---

Timeline

Select quick view forms

Almost there



Click on Save and Publish.

Power Apps

Objects

Search

Recruitment > Tables > Role

Table properties

Name: Role  
Primary column: Name  
Type: Standard  
Last modified: 1 hour ago

Properties Tools Schema Data experiences Customizations

Columns Relationships Keys Forms Business rules

Relationships Charts Dashboards

Role columns and data

Update forms and views Edit

This screenshot shows the 'Role' table properties in the Power Apps Studio. The 'Views' option under 'Data experiences' is highlighted with a mouse cursor. The table has one primary column named 'Name' and is of type 'Standard'. It was last modified an hour ago.

Power Apps

Objects

Search

Recruitment > Tables > Role > Views

Name	View type	Status	Managed	Customizable
Active Roles	Public View default	On	No	Yes
Inactive Roles	Public View	On	No	Yes
Open Roles	Public View	On	No	Yes
Quick Find Active Roles	Quick Find View default	On	No	Yes
Role Advanced Find View	Advanced Find View default	On	No	Yes
Role Associated View	Associated View default	On	No	Yes
Role Lookup View	Lookup View default	On	No	Yes

This screenshot shows the 'Views' list for the 'Role' table. It includes several pre-defined views like 'Active Roles', 'Inactive Roles', and 'Open Roles', along with more advanced views like 'Role Advanced Find View' and 'Role Associated View'. A new view, 'Role Lookup View', is currently being selected, as indicated by the mouse cursor.

Power Apps | View

Back | View column | Undo | Redo | Switch to classic

Table columns

Role Related

Name | Created On

Name	Created On
Sales Associate	4/20/2024 4:47 PM
Sales Director	4/20/2024 4:47 PM
Business Development Representative	4/20/2024 4:47 PM
Account Manager	4/20/2024 4:47 PM
Territory Sales Representative	4/20/2024 4:47 PM
Sales Analyst	4/20/2024 4:47 PM
Field Sales Representative	4/20/2024 4:47 PM
Regional Sales Manager	4/20/2024 4:47 PM
Inside Sales Representative	4/20/2024 4:47 PM
Channel Sales Manager	4/20/2024 4:47 PM
Marketing Coordinator	4/20/2024 4:47 PM
Marketing Manager	4/20/2024 4:47 PM

+ View column

Search

ABC

Role Related

New table column

Created By

Created By (Delegate)

Department

Modified By

Modified By (Delegate)

Modified On

Owner

Owning Business Unit

Record Created On

Reports To

Role Status

Status

Edit properties

Older to newer

Newer to older

Filter by

Insert view column

Move Left

Move Right

Edit table column

Remove

4/20/2024 4:47 PM

Now add the Department and Reports to from the left panel.

Back | View column | Undo | Redo | Switch to classic

Table columns

Role Related

Name | Department | Reports To

Name	Department	Reports To
Sales Associate	Sales	
Sales Director	Sales	
Business Development Representative	Sales	
Account Manager	Sales	
Territory Sales Representative	Sales	
Sales Analyst	Sales	
Field Sales Representative	Sales	
Regional Sales Manager	Sales	
Inside Sales Representative	Sales	
Channel Sales Manager	Sales	
Marketing Coordinator	Marketing	
Marketing Manager	Marketing	

+ View column

Search

ABC

Role Related

New table column

Created By

Created By (Delegate)

Created On

Modified By

Modified By (Delegate)

Modified On

Owner

Owning Business Unit

Record Created On

Role Status

Status

Sales

Click on Save and Publish.

Power Apps

Objects

Search

Recruitment > Tables > Role > Forms

Name ↑	Form type ↓	Status ↓	Managed ↓	Custom
Information	Card	On	No	Yes
Information	Quick View	On	No	Yes
Information	Main	On	No	Yes

All (9)

- Apps (1)
- Cards (0)
- Chatbots (0)
- Choices (1)
- Cloud flows (0)
- Processes (1)
- Site maps (1)
- Tables (5)
  - Application
  - Contact
  - Microsoft Entra ID
  - Recruitment Process
  - Role

Power Apps | Form

Components

Search

New Role Rule

General Related

Name:

Owner:  Lisa Crosbie

Department:

Reports To:

Role Status:

Power Apps | Form

Search

Back | Delete | Form field | Component | Form libraries | Business rules | Fo

### Components

Search

**Popular**

- 1-column tab
- 2-column tab
- 1-column section
- 2-column section
- Quick view
- Subgrid
- Timeline
- Spacer

**Layout**

**Grid**

- Editable Grid
- Subgrid**
- Display

**Input**

**Media**

**AI Builder**

**Power BI**

New Role

Role

General Related

Name:

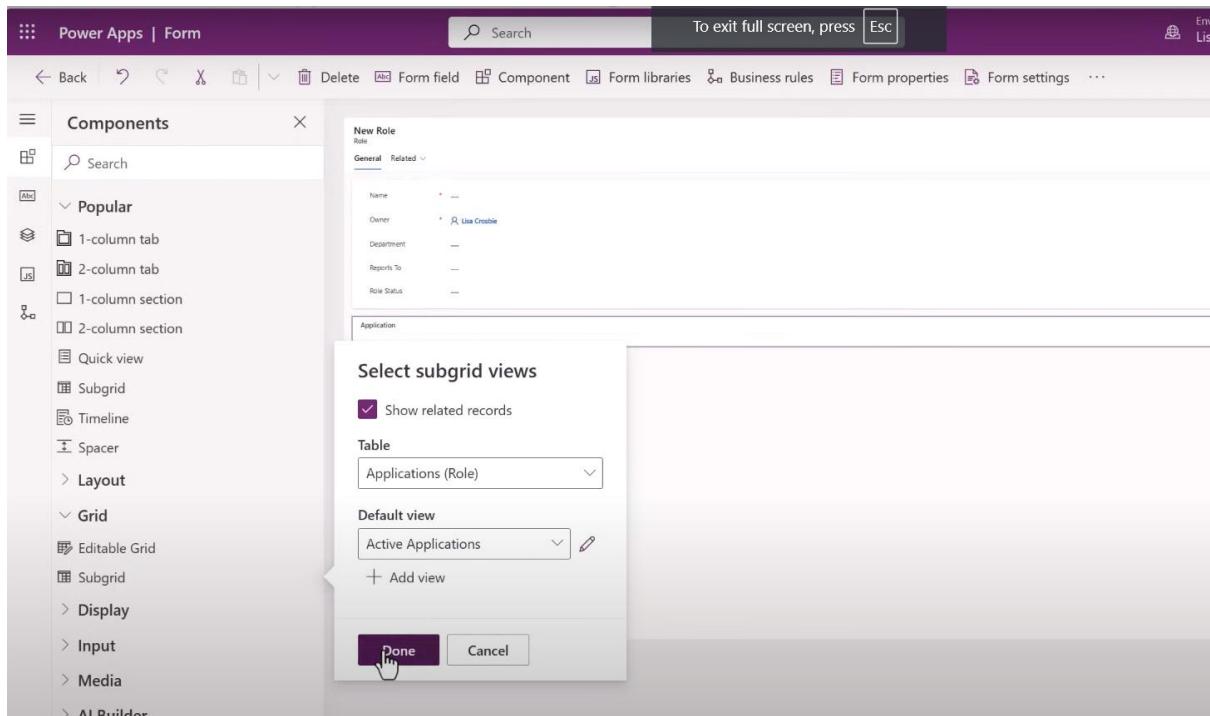
Owner:  Lisa Crosbie

Department:

Reports To:

Role Status:

Application



Click on Hide Panel and then Save and Publish.

The screenshot shows the 'Recruitment App' in the Power Apps environment. The left sidebar has 'Applications' selected. The main area displays a grid titled 'Active Applications' with columns for Application Number, Role, Candidate, Interview Start Time, Interview Outcome, and Offer Made?. A large purple arrow points from the bottom right towards the grid, which contains the following data:

Application Number	Role	Candidate	Interview Start Time	Interview Outcome	Offer Made?
APP-1010	Channel Sales Manager	Maria Rodriguez			No
APP-1011	Channel Sales Manager	Emily Smith			No
APP-1012	Content Creator	Emily Smith			No
APP-1013	Content Creator	Priya Sharma			No
APP-1014	Content Creator	James Wilson			No
APP-1015	Content Creator	Amelie Dupont			No
APP-1000	Sales Manager	David Wang	4/24/2024 12:00 PM		No
APP-1016	Accounts Payable Clerk	Naomi Kim	5/20/2024 8:00 AM	Successful	Yes
APP-1021	Accounts Payable Clerk	Juan Rodriguez	5/20/2024 8:00 AM	Unsuccessful	No
APP-1017	Accounts Payable Clerk	Dmitriy Ivanov	5/21/2024 8:00 AM	Unsuccessful	No

A purple banner at the bottom of the grid area reads 'Power Apps Grid Control'.

Power Apps

Objects < Search

Recruitment > Tables > Role

Table properties Properties Tools Schema Data experiences Custom

Name Primary column	Properties	Schema	Data experiences	Custom
Role Name	Tools	Columns	Forms	Views
Type Last modified	Relationships	Relationships	Keys	Charts
Standard 1 hour ago	Keys	Dashboards		

Role columns and data Update forms and views

All (9) Apps (1) Cards (0) Chatbots (0) Choices (1) Cloud flows (0) Processes (1) Site maps (1) Tables (5) Application Contact Microsoft Entra ID Recruitment Process Role

Update forms and views

This screenshot shows the Power Apps Studio interface. On the left, there's a navigation pane with various objects like Apps, Cards, and Tables. The 'Tables' section is expanded, and 'Role' is selected. The main area displays the 'Role' table properties, including its primary column (Role), name (Name), type (Standard), and last modified date (1 hour ago). It also shows the schema (Columns, Relationships, Keys) and data experiences (Forms, Views, Charts, Dashboards). A button at the bottom right says 'Update forms and views'.

Power Apps | View

Back View column Components Undo Redo Switch to classic

Table columns X

Role Related

Search

+ New table column

Created By

Created By (Delegate)

Modified By

Modified By (Delegate)

Modified On

Owning Business Unit

Name ↑

- Account Coordinator
- Account Manager
- Accounts Payable Clerk
- Accounts Receivable Clerk
- Bookkeeper
- Brand Manager
- Business Development Representative
- Call Center Agent

Add a component

This screenshot shows the 'Components' view in Power Apps. It lists various roles such as Account Coordinator, Account Manager, Accounts Payable Clerk, etc. There's a sidebar on the left with options like 'Table columns', 'Created By', 'Modified By', etc. A button at the top right says '+ Add a component'.

## Get more components



All    Built by Microsoft    Built by others

All components in the current environment. Not seeing a component you're expecting to see? Learn more

Component	Owner	
RichTextEditorControl_Name	Microsoft	1
Calendar	Microsoft	1
SLA Timer	Microsoft	1
CC_Toggle_Name	Microsoft	1
(Deprecated) Read-only Grid	Microsoft	1
PreviewGalleryControl	Microsoft	1
PowerBIPCFControl_DisplayName_Key	Microsoft	1
Power Apps grid control	Microsoft	1
Power Apps Read-Only Grid	Microsoft	1
CC_NumberInput_Name	Microsoft	1
CC_Model_Form_Component	Microsoft	1
Editable Grid	Microsoft	1
CC_Checkbox_Name	Microsoft	1

Add

Cancel

## [←](#) Add Power Apps grid control

### [^](#) Child items (preview)

Table \*

Select an option

View

Select an option

Child Items Parent Id [i](#)

Table column

Select an option

Accessible label [i](#)

Static value

Enable editing [i](#)

Value

No

Disable editing in child items grid [i](#)

Value

No

Done

Cancel



## Edit Power Apps grid control

### Child items (preview)

Table \*

Applications

View

Active Applications

Child Items Parent Id ⓘ

Table column

Select an option

Select an option

Candidate (Lookup)

Role (Lookup)

 Created By (Lookup)

Created By (Delegate) (Lookup)

Modified By (Lookup)

Modified By (Delegate) (Lookup)

Owning Business Unit (Lookup)

grid ⓘ

Value

No



## Edit Power Apps grid control

Value

No

Enable pagination ⓘ

Value

No

Enable OptionSet colors ⓘ

Value

Yes

Show row status icons ⓘ

Value

Yes

Show data type icons ⓘ

Value

No

Navigation types allowed ⓘ

Value

All

Reflow behavior ⓘ

Done

Cancel

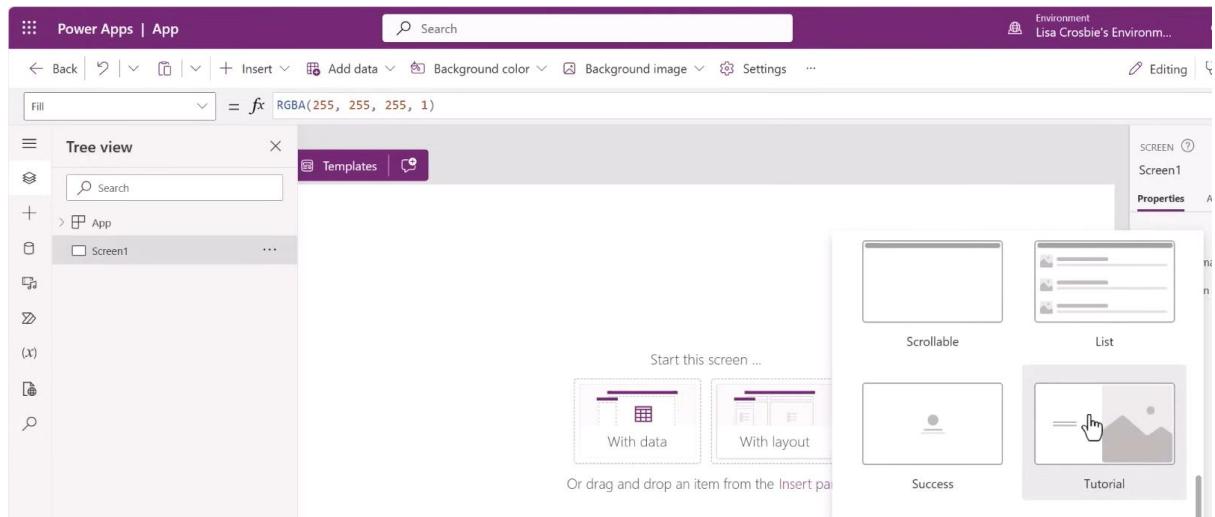
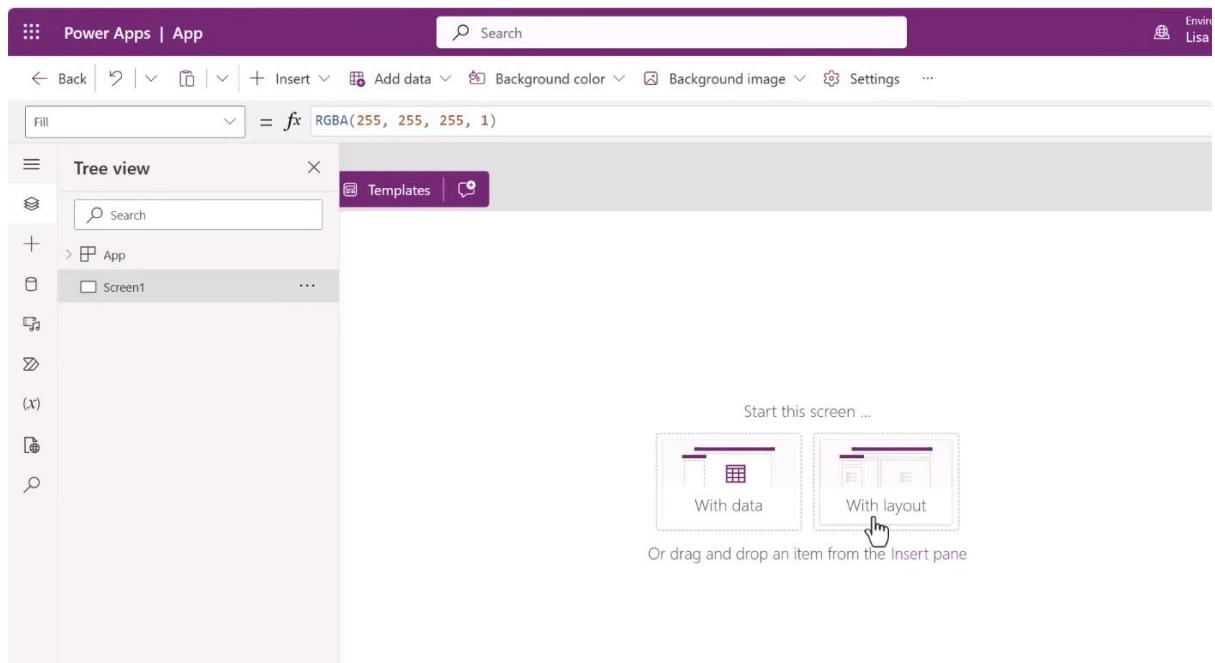
Click on Done and then Save and Publish.

The screenshot shows a Power Apps custom page titled "Recruitment App". The main content area displays a table titled "Active Roles" with columns: Name, Created On, Department, Reports to, Role Status, and Owner. Below this is a detailed table for "Account Manager" roles, listing application numbers, candidates, roles, interview start times, outcomes, and offer status. A large purple banner at the bottom reads "Module 8" and "Create a Custom Page".

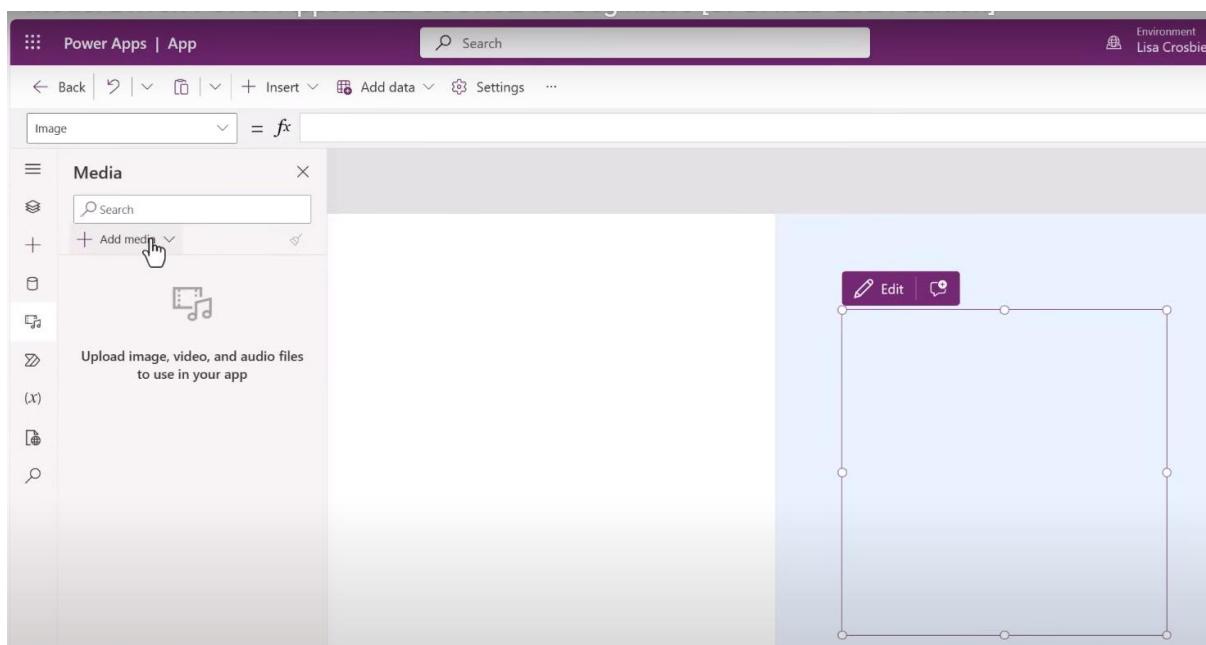
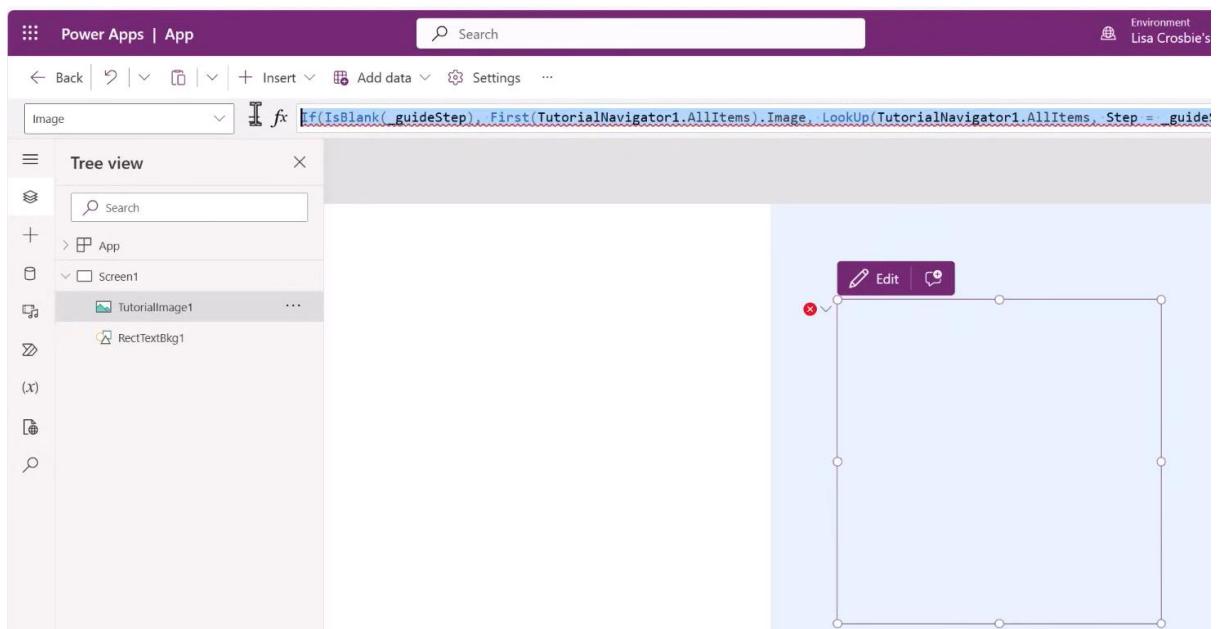
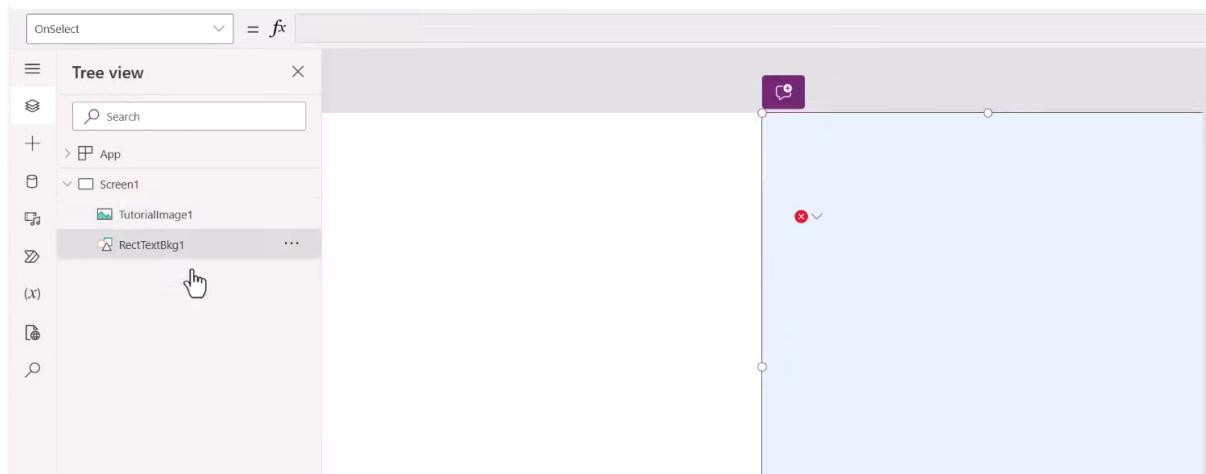
Name	Created On	Department	Reports to	Role Status	Owner
Account Coordinator	4/20/2024 1:37 AM	Customer Service		Open	Lisa Crosbie
Account Coordinator	4/20/2024 6:52 AM	Customer Service		Open	Lisa Crosbie
Account Manager	4/20/2024 1:37 AM	Sales	Arlie Firehand	Open	Lisa Crosbie

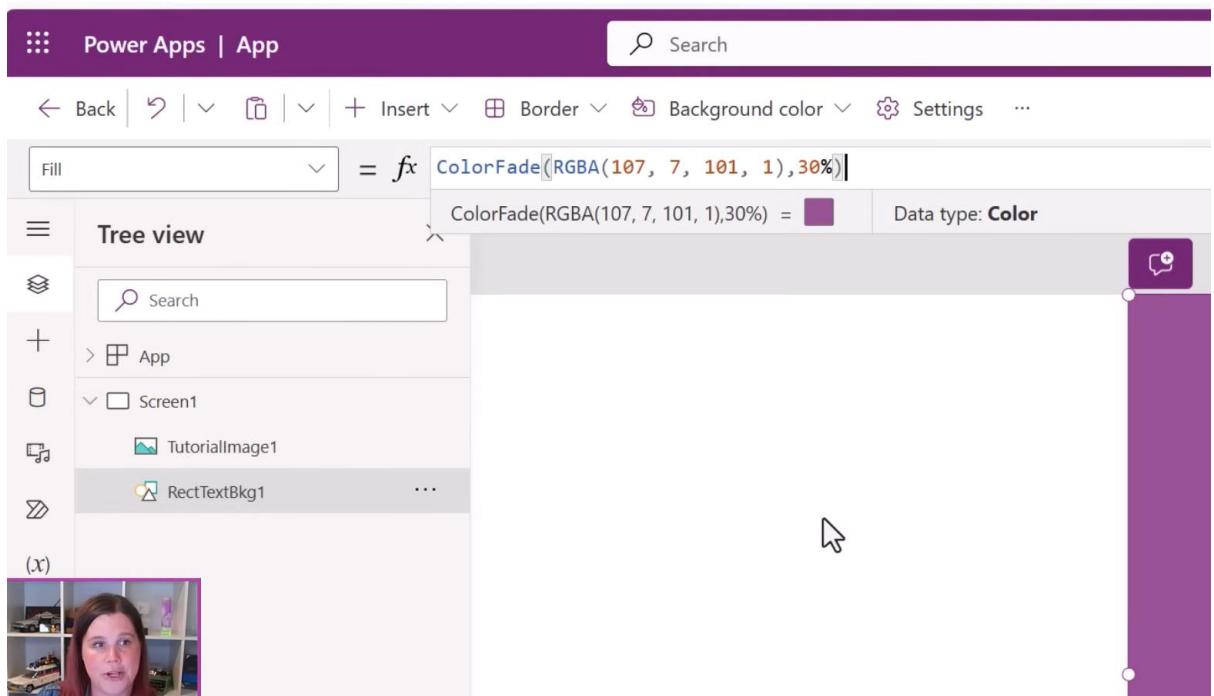
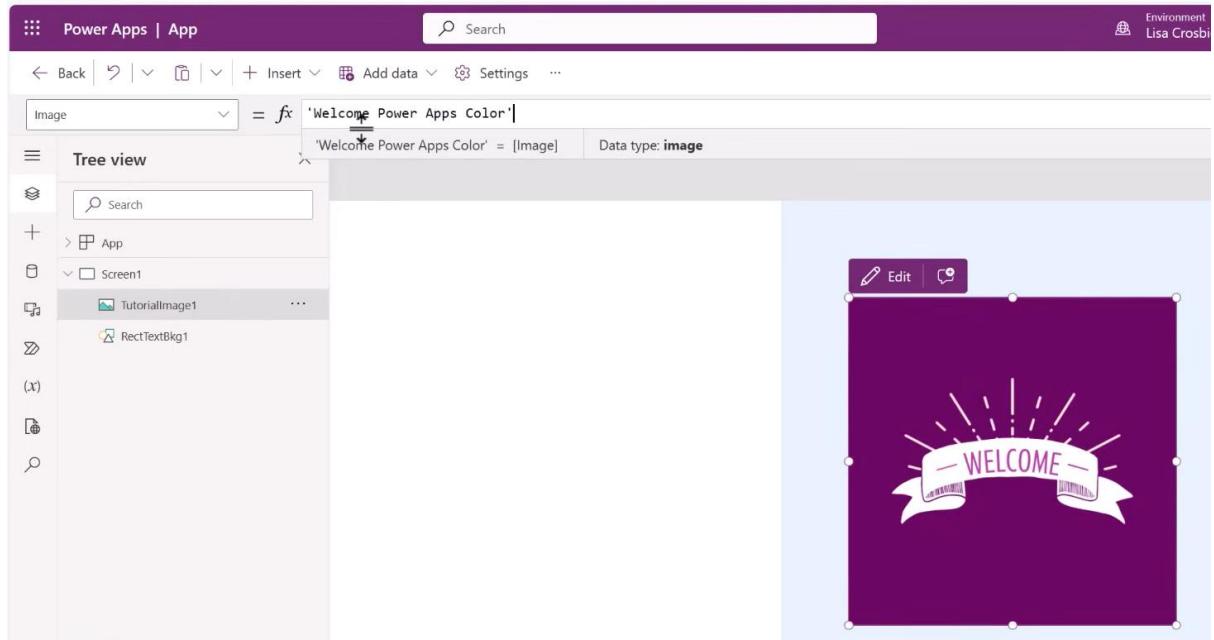
Application Number	Created On	Candidate	Role	Interview Start ...	Interview Outco...	Offer Mad...
APP-1001	4/20/2024 1:4...	Maria Rod...	Account ...	5/24/2024 10:00 PM	Successful	Yes
APP-1002	4/20/2024 1:4...	Ahmed Al ...	Account ...	5/24/2024 11:00 PM	Unsuccessful	No
APP-1003	4/20/2024 1:4...	Emily Smith	Account ...	5/25/2024 10:00 PM	Unsuccessful	No
APP-1004	4/20/2024 1:4...	Takashi N...	Account ...	5/26/2024 12:00 AM	Unsuccessful	No

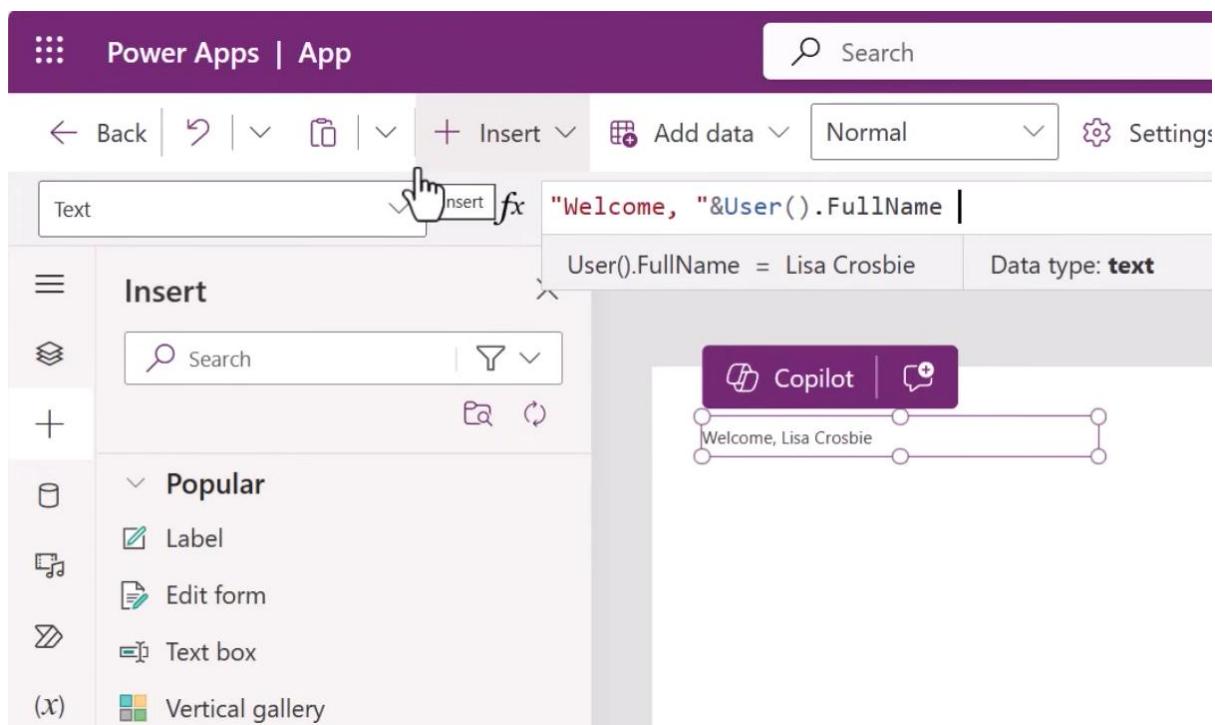
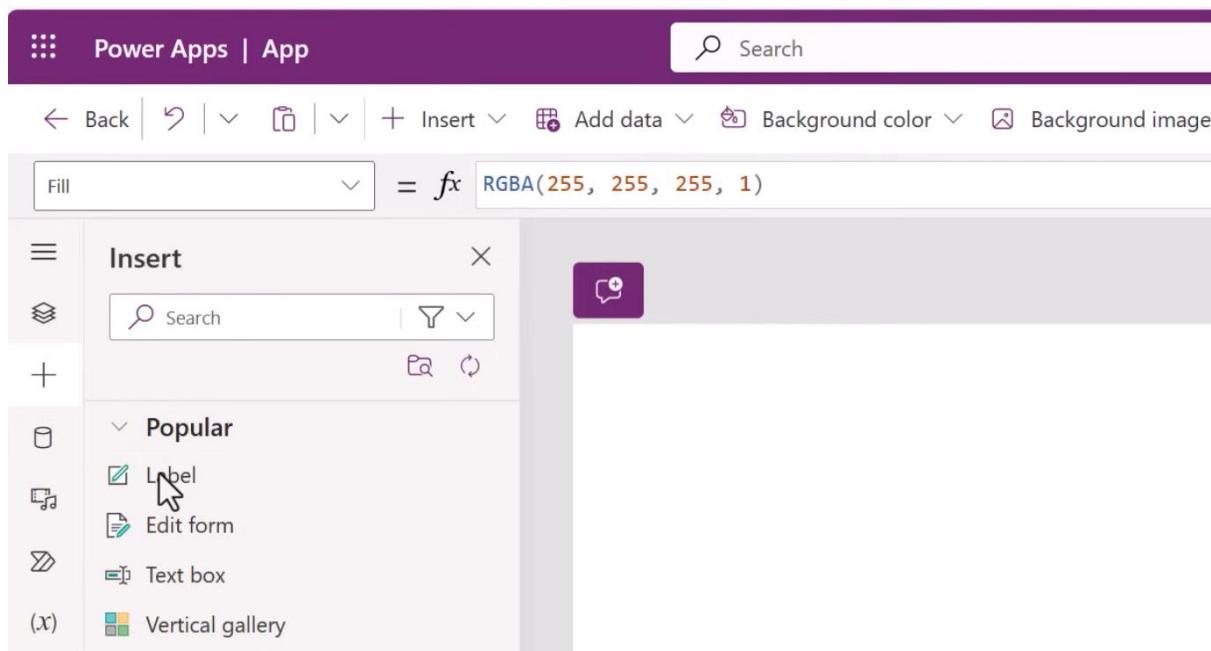
The screenshot shows the "Objects" section of the Power Apps interface. The left sidebar lists categories like Apps, Cards, Chatbots, Choices, Cloud flows, Processes, Site maps, and Tables. The "All (9)" category is selected. The right pane shows a list of objects under "Recruitment App", with "Page" highlighted. Other listed objects include "Recruitment App", "Recruitment Process", "Recruitment Process", and "Role".

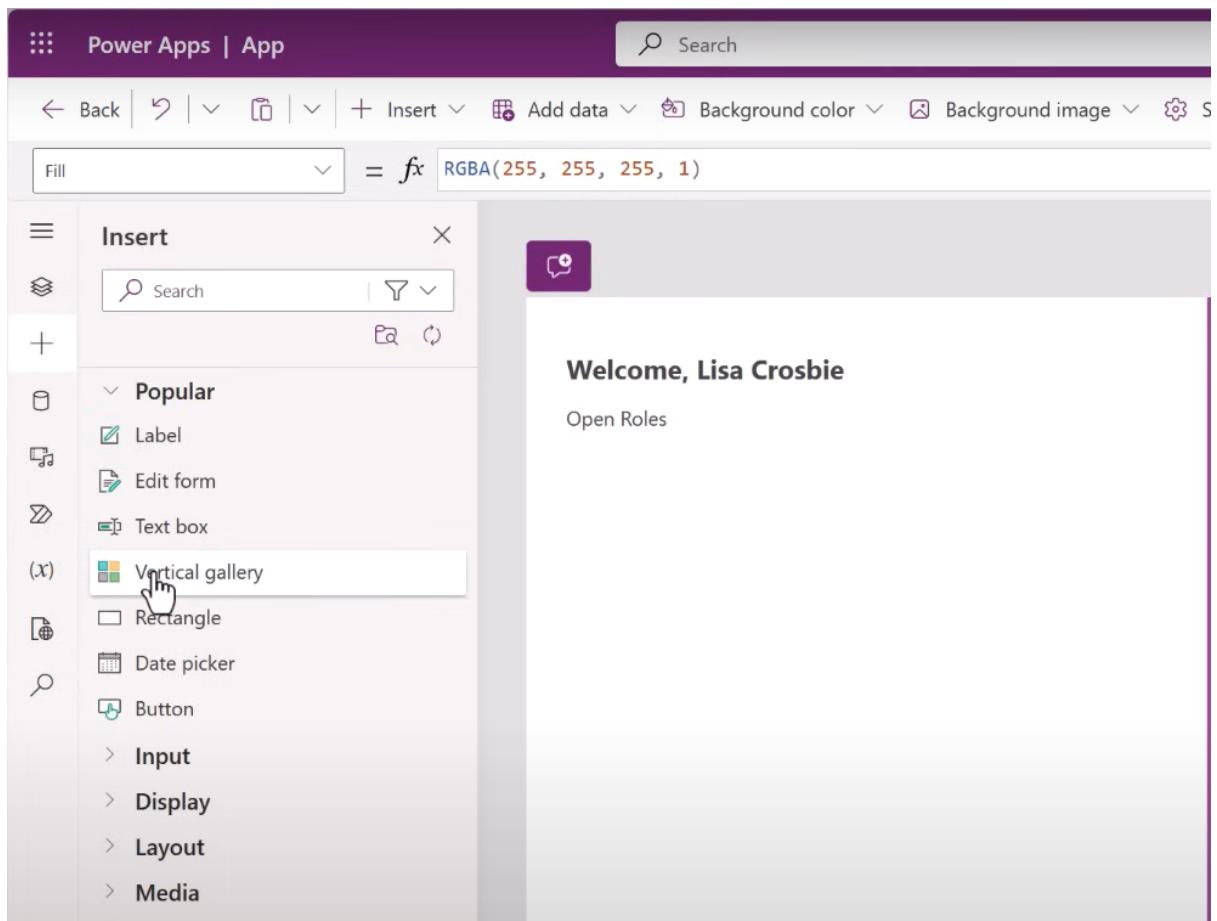
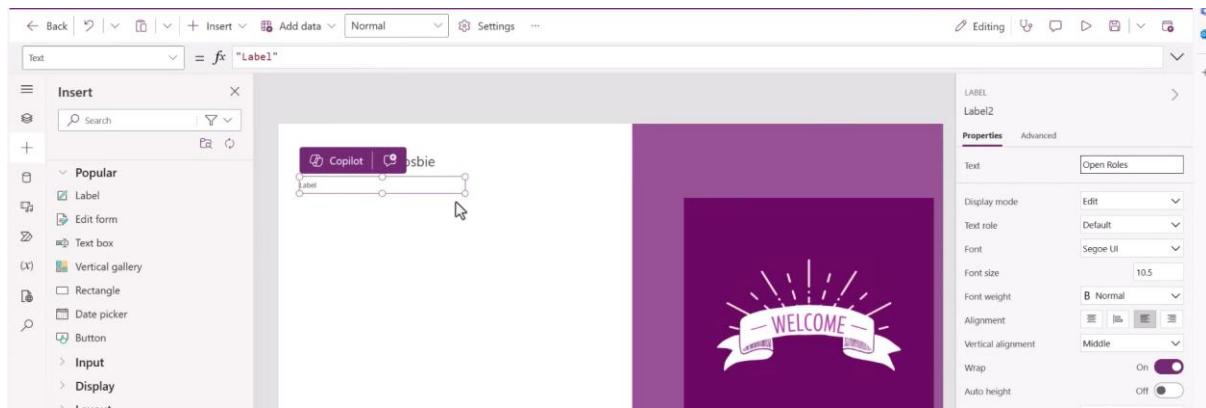


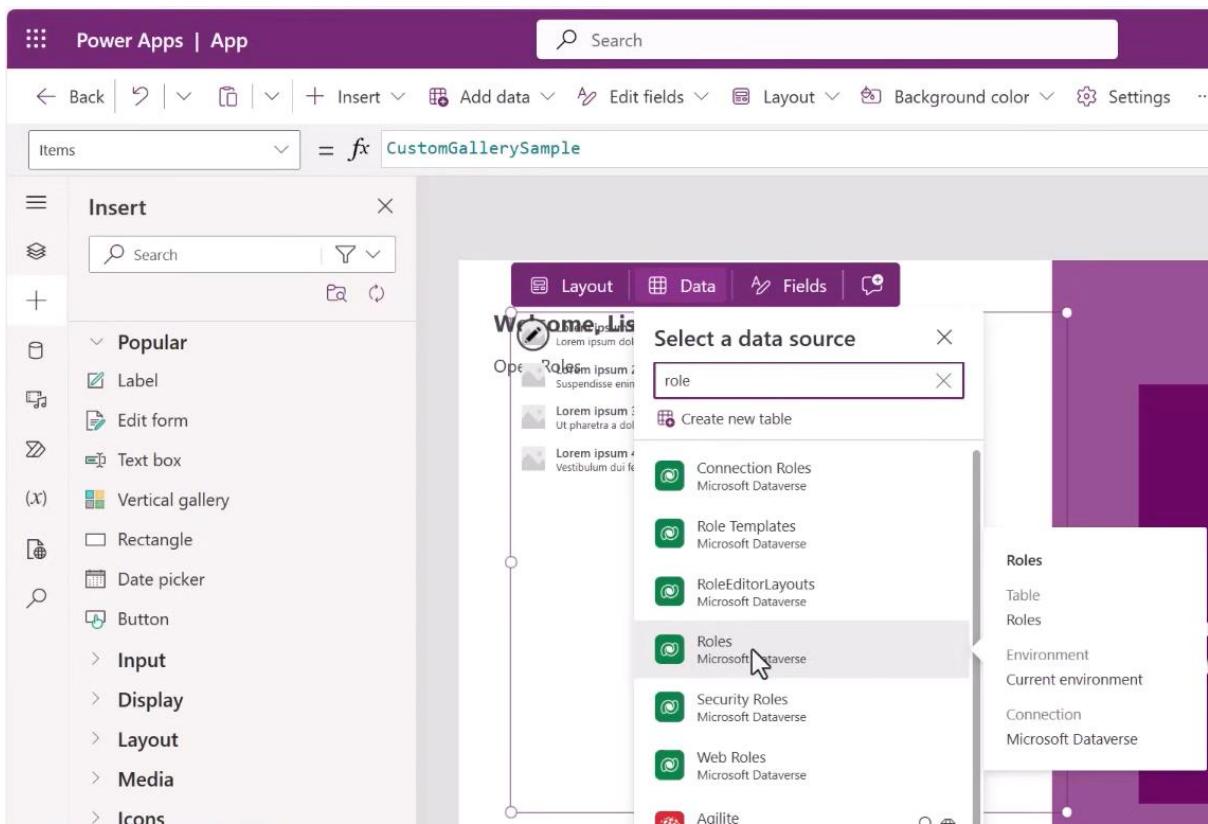
Delete the rest of the options under Screen 1.

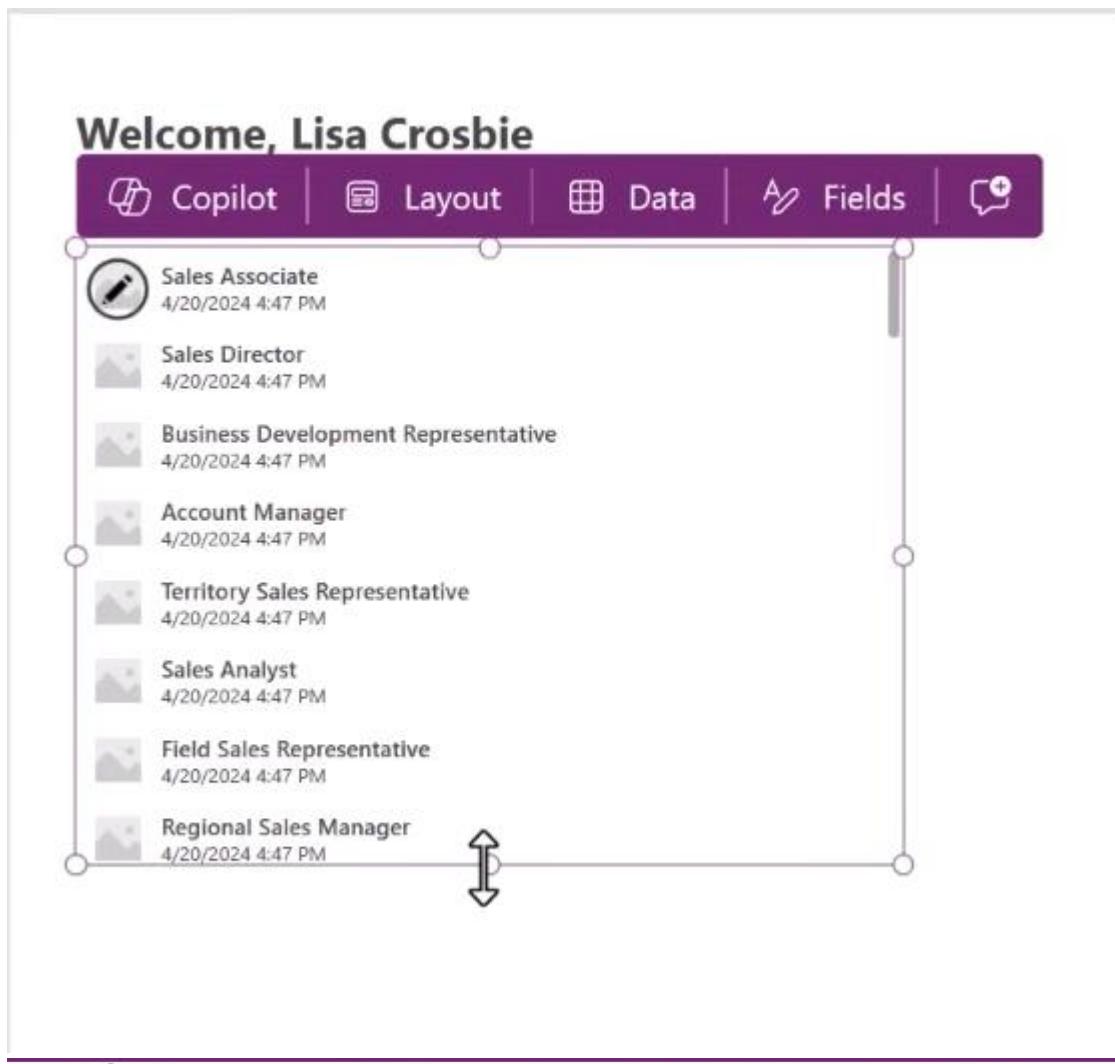












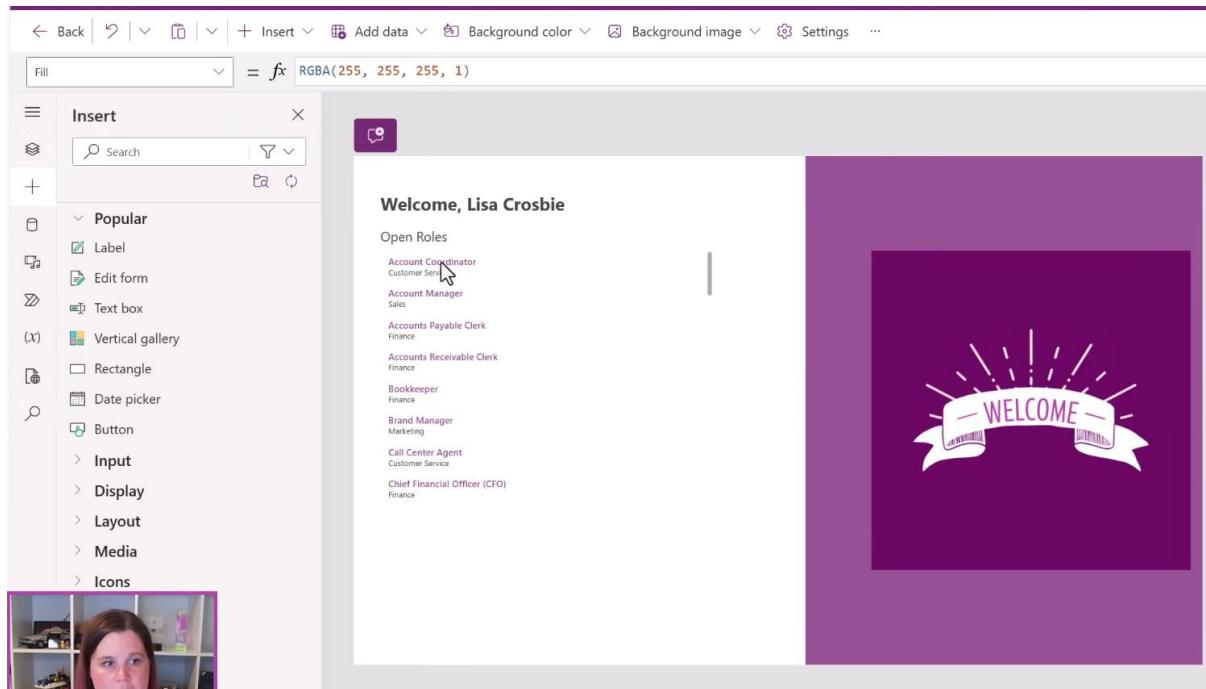
The screenshot shows the 'Edit fields' view for the 'Roles' gallery. The properties pane is open, displaying the following configuration:

- Data source: Roles
- Views: Open Roles
- Fields: 4 selected
- Layout: Title and subtitle
- Visible: On
- Position: X: 40, Y: 142

The 'Title2' field is currently set to 'ThisItem.Name'.

Now do the above changes in the Settings.

Do the colour changes.



Now add this icon.

Items = fx Filter(Roles, 'Roles (Views)'.Open Roles)

Insert

Search | Filter

- Phonebook
- Picture frames
- Pin
- Post
- Print
- Publish
- Question mark
- Radar
- Redo
- Reload
- Reset
- Ribbon
- > Right
- Save
- Scan
- Search
- > Send

Welcome, Lisa Crosbie

Copilot Layout Data Fields Chat

Account Coordinator  
Customer Service

Account Manager  
Sales

Accounts Payable Clerk  
Finance

Accounts Receivable Clerk  
Finance

Bookkeeper  
Finance

Brand Manager  
Marketing

Call Center Agent  
Customer Service

Chief Financial Officer (CFO)  
Finance

## Welcome, Lisa Crosbie

### Open Roles



**Account Coordinator**  
Customer Service



**Account Manager**  
Sales



**Accounts Payable Clerk**  
Finance



**Accounts Receivable Clerk**  
Finance



**Bookkeeper**  
Finance



**Brand Manager**  
Marketing

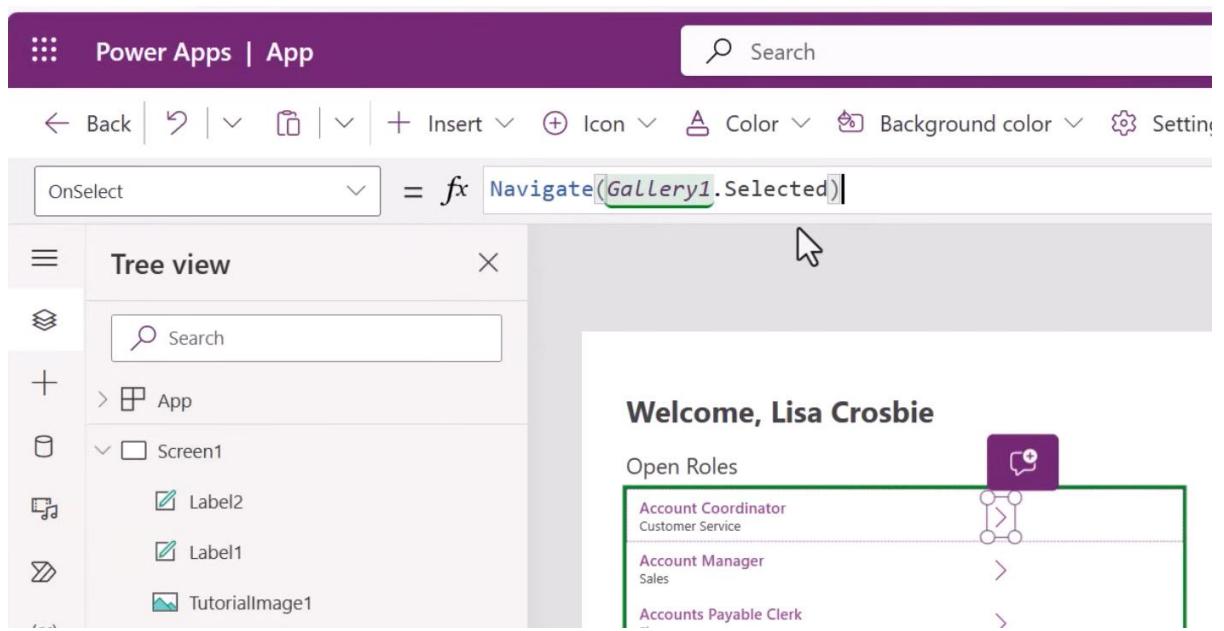


**Call Center Agent**  
Customer Service



**Chief Financial Officer (CFO)**  
Finance



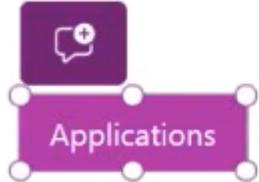


Create the Above Navigation.

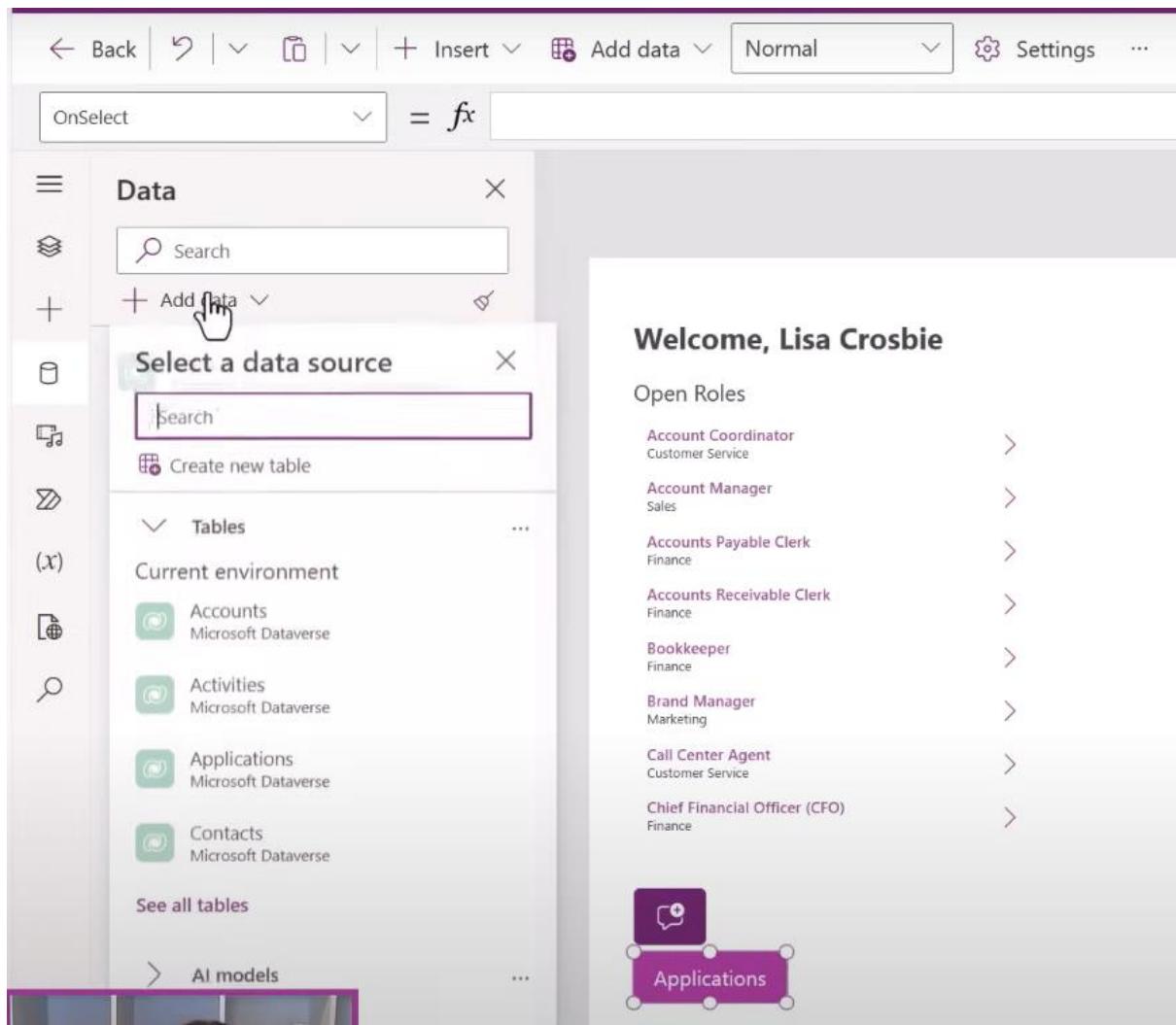
# Welcome, Lisa Crosbie

## Open Roles

- |  |   |
|--|---|
| Account Coordinator<br>Customer Service  | > |
| Account Manager<br>Sales                 | > |
| Accounts Payable Clerk<br>Finance        | > |
| Accounts Receivable Clerk<br>Finance     | > |
| Bookkeeper<br>Finance                    | > |
| Brand Manager<br>Marketing               | > |
| Call Center Agent<br>Customer Service    | > |
| Chief Financial Officer (CFO)<br>Finance | > |



Add the Button “Applications”



Now add the Following Data.

OnSelect = fx

Data

Search

+ Add data

Roles Microsoft Dataverse - Current environment...

Applications Microsoft Dataverse - Current environment...

Appointments Microsoft Dataverse - Current environment...

(x)

Welcome, Lisa Crosbie

Open Roles

- Sales Associate >
- Sales Manager >
- SEO Specialist >
- Social Media Specialist >
- Supply Chain Manager >
- Tax Specialist >
- Technical Support Specialist >
- Territory Sales Representative >

Applications

Sales Associate  
Sales

Sales Manager  
Sales

SEO Specialist  
Marketing

Social Media Specialist  
Marketing

Supply Chain Manager  
Operations

Tax Specialist  
Finance

Technical Support Specialist  
Customer Service

Territory Sales Representative  
Sales

Now add this On Select of Applications.

Back | / | \ | LU | Insert | Add data | Informal | ?

OnSelect = fx Navigate(Applications)

**Data**

Search

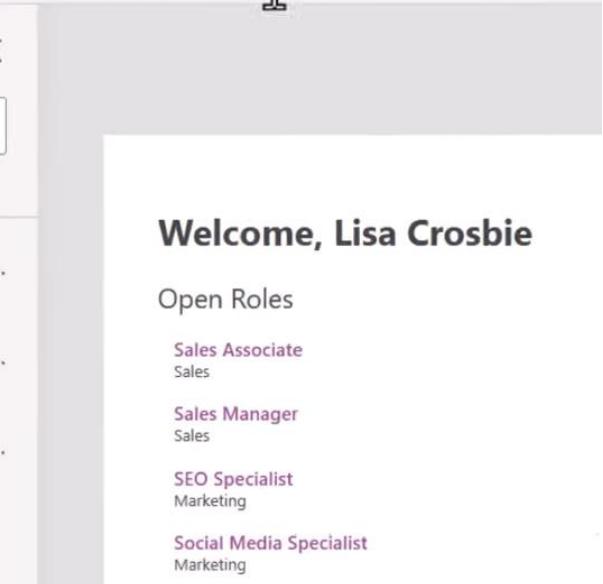
+ Add data

- Roles Microsoft Dataverse - Current environment...
- Applications Microsoft Dataverse - Current environment...
- Appointments Microsoft Dataverse - Current environment...

Welcome, Lisa Crosbie

Open Roles

- Sales Associate Sales
- Sales Manager Sales
- SEO Specialist Marketing
- Social Media Specialist Marketing



OnSelect = fx Navigate(Appointments)

**Data**

Search

+ Add data

- Roles Microsoft Dataverse - Current environment...
- Applications Microsoft Dataverse - Current environment...
- Appointments Microsoft Dataverse - Current environment...

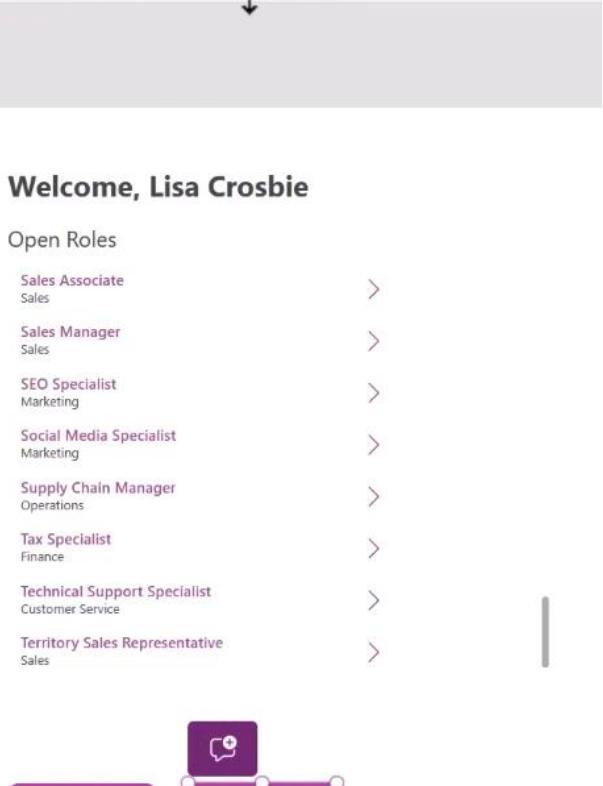
Welcome, Lisa Crosbie

Open Roles

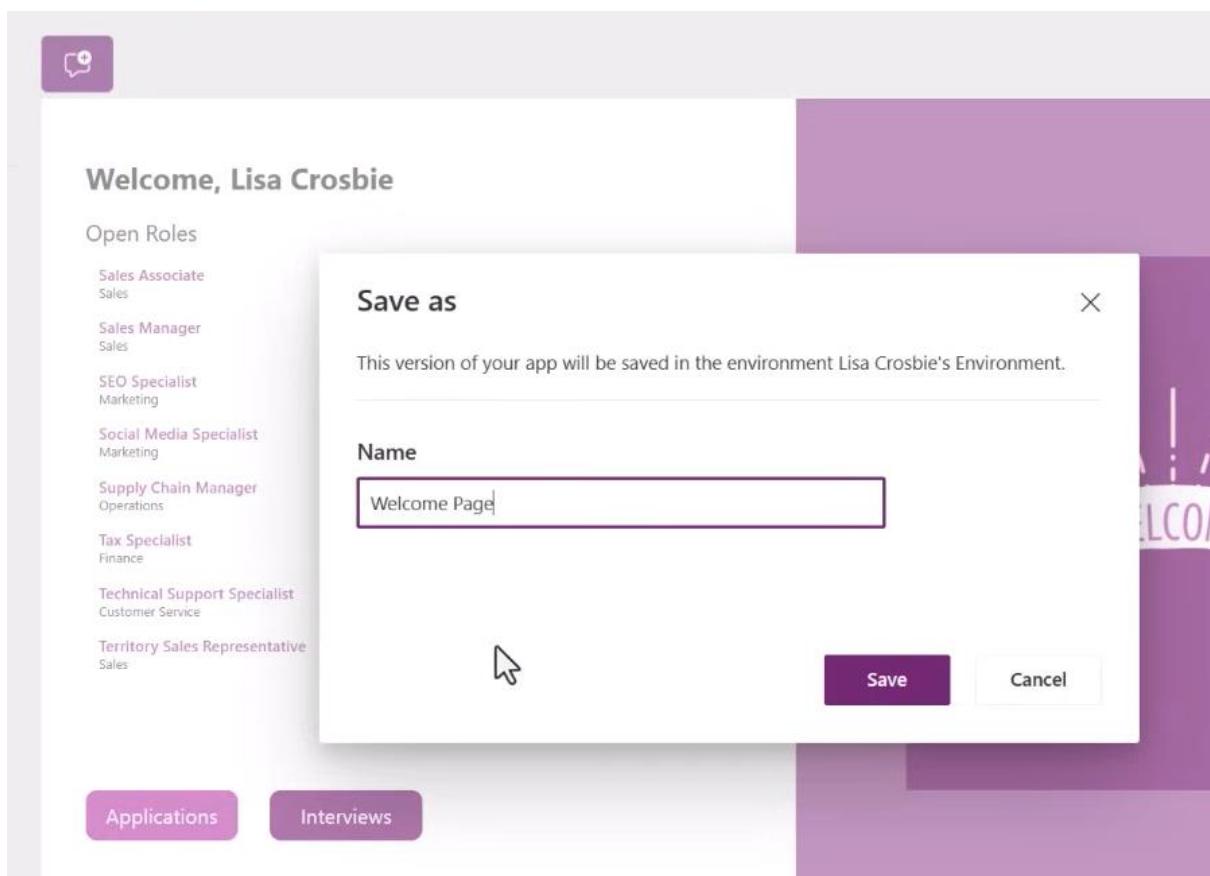
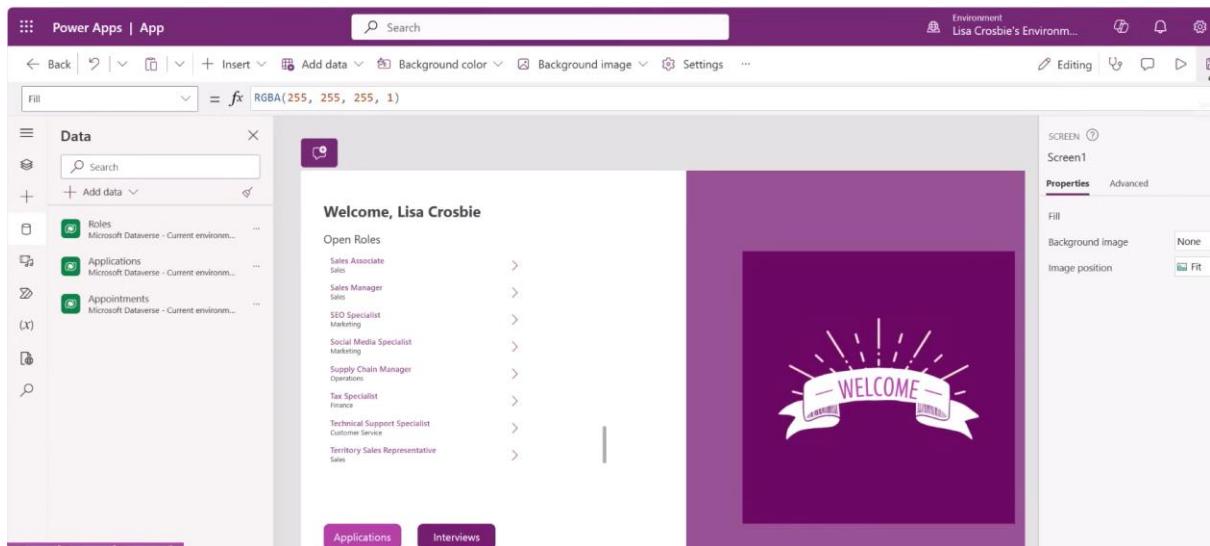
- Sales Associate >
- Sales Manager >
- SEO Specialist >
- Social Media Specialist >
- Supply Chain Manager >
- Tax Specialist >
- Technical Support Specialist >
- Territory Sales Representative >

Applications

Interviews

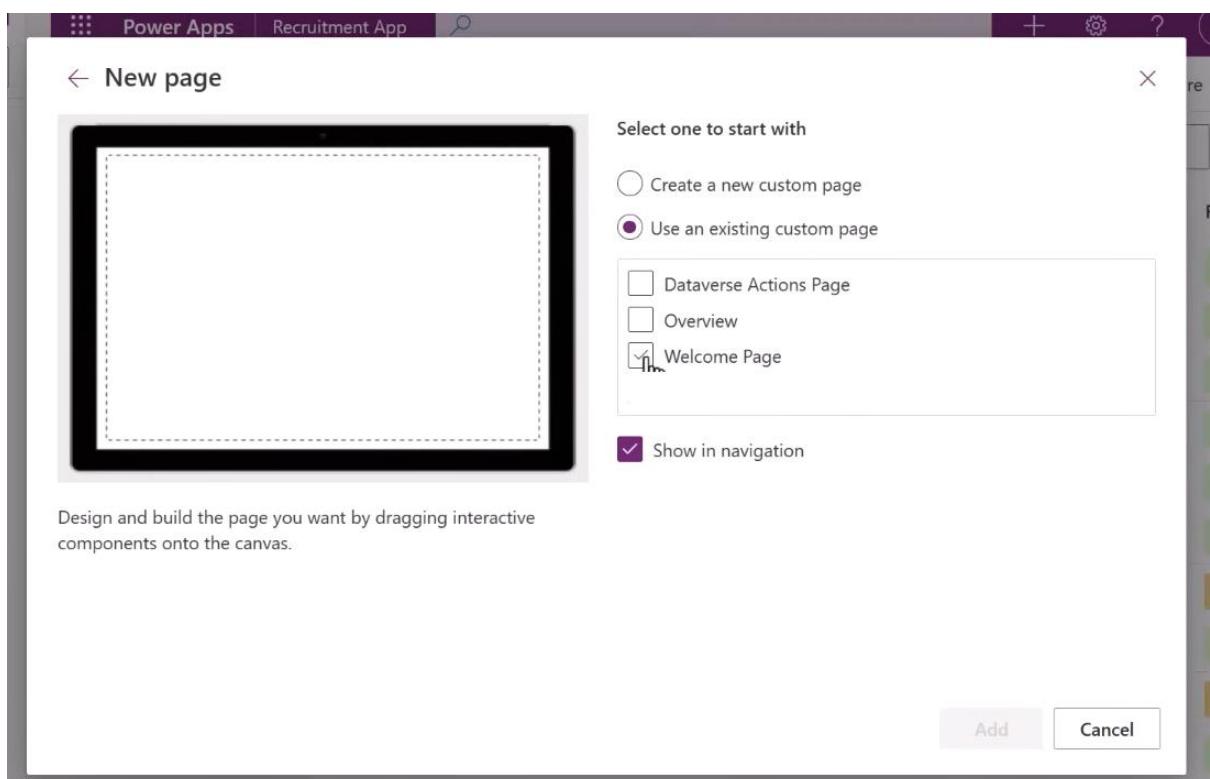
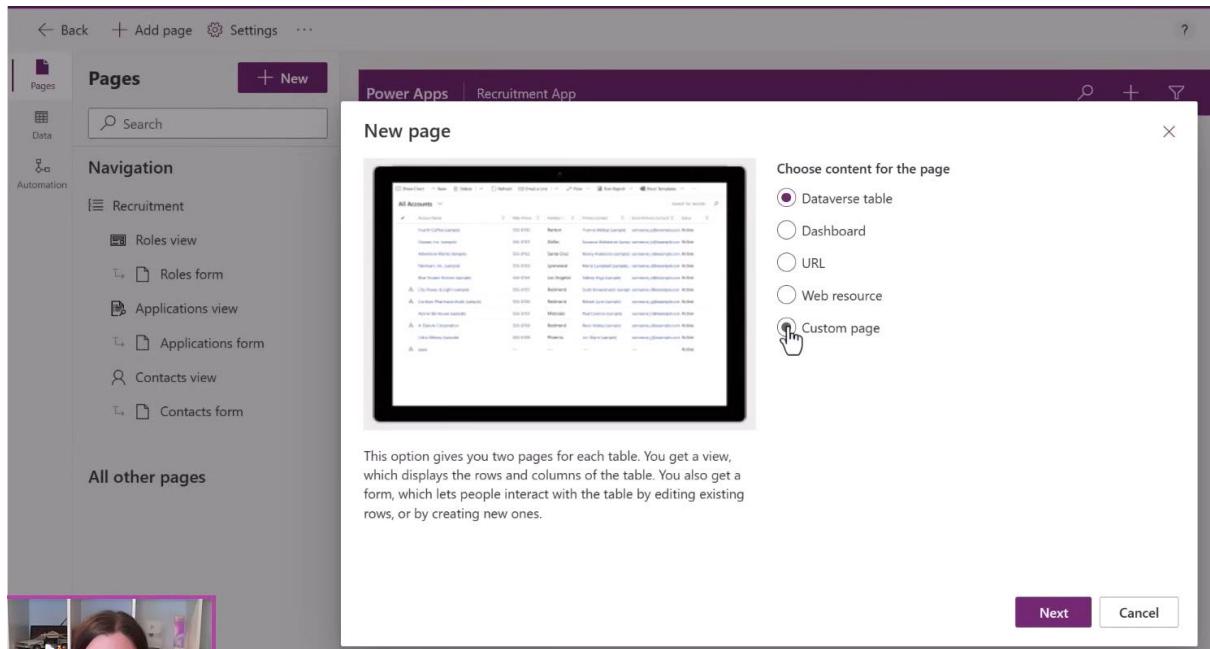


Add Interview Button and add On select property.



The screenshot shows the Microsoft Power Apps Studio interface. On the left, there's a sidebar titled 'Data' with a search bar and a list of items: 'Roles', 'Applications', and 'Appointments'. The main area displays a 'Welcome, Lisa Cr...' card with a purple header. A modal window titled 'Publish' is open, prompting the user to publish the app to 'Lisa Crosbie's Environment'. It includes sections for 'Open Roles' (listing various roles like Account Coordinator, Account Manager, etc.), 'App icon and name' (set to 'Welcome Page'), and 'Description' (with a placeholder for a brief description). At the bottom right of the modal are buttons for 'Publish this version' and 'Edit details'.

The screenshot shows the Microsoft Power Apps portal. The left sidebar lists objects: 'Objects' (selected), 'Cards (0)', 'Chatbots (0)', 'Choices (1)', 'Cloud flows (0)', 'Pages (1)', 'Processes (1)', 'Site maps (1)', and 'Tables (5)'. The main area shows a list of apps under 'Recruitment > Apps'. The first item in the list is 'Recruitment App', which has its 'Display name' set to 'Recruitment App' and its 'Name' set to 'cr829\_RecruitmentApp'. There are also columns for 'Icon' and 'More' (represented by three dots).



Select Move Up to make it go up as shown.

Now SAVE → Publish → Play

Screenshot of the Microsoft Power Apps admin center showing the 'Recruitment App' page.

The left sidebar shows navigation categories: Pages, Data, Automation, and Navigation. Under Navigation, the 'Recruitment' section is expanded, showing 'Welcome Page' (selected), 'Roles view', 'Roles form', 'Applications view', 'Applications form', 'Contacts view', and 'Contacts form'. Below this is a section for 'All other pages'.

The main content area displays a table titled 'Active Roles' with the following data:

Name	Created On	Department	Role
Account Coordinator	4/20/2024 4:4...	Custom...	O
Account Manager	4/20/2024 4:4...	Sales	O
Accounts Payable Clerk	4/20/2024 4:4...	Finance	O
Accounts Receivable Clerk	4/20/2024 4:4...	Finance	O
Bookkeeper	4/20/2024 4:4...	Finance	O
Brand Manager	4/20/2024 4:4...	Marketing	O
Business Development Representative	4/20/2024 4:4...	Sales	F
Call Center Agent	4/20/2024 4:4...	Custom...	O

Screenshot of the Microsoft Power Platform admin center.

The left sidebar includes sections for Home, Environments, Environment groups, Advisor, Analytics, Billing, Settings, Resources, Help + support, Data integration, Data (preview), Policies, and Admin centers.

The main area features a purple header with the text "Welcome, Lisa" and a message: "The Power Platform admin center is the place to manage users, environments, policies, and more." It also includes "Service health" and "Message center" sections, both currently showing "Loading...".

At the bottom, there is a "Documentation" section with links to "Power Platform admin center", "Activate Managed Environment", and "Licensing overview for Microsoft Power Platform". A large banner at the bottom right reads "Module 9" and "Security Roles and Sharing the App".

**Welcome, Lisa**

The Power Platform admin center is the place to manage users, environments, policies, and more.

+ Add cards Share feedback

Service health

Message center

**12 unread messages**

Power Platform - Public Preview of solution-aware cloud flow sharing limits in Managed Environments

Microsoft Dataverse - Service Update 9.2.24043.00000 for OCE

Microsoft Dataverse - Service Update 9.2.24042.00000 for OCE

(Updated) Files and items will display as modified by "Microsoft Power Platform" on behalf of the user

Show all

**Power Platform admin center**

Open Resources Settings Backup & Restore Copy Reset Delete History

Environments > **Lisa Crosbie's Environment**

Details		See all Edit
Environment URL	org8972adc4.crm.dynamics.com	State
Region	United States	Refresh cadence
Type	Developer	Security group
Organization ID	d0dc6b64-23fe-ee11-9f85-6045bd00390d	Environment ID
Dataverse version		5f03c41a-87b3-ebed-84e5-ff1b3d8c091a

Version	Updates
9.2.24033.00212	○

**Access**

Security roles See all

Teams See all

Users See all

S2S apps See all

Business Unit See all

Resources

## Power Platform admin center

- Home
- Environments**
  - Environment groups
  - Adviser
  - Analytics
  - Billing
  - Settings
  - Resources
  - Help + support
  - Data integration
  - Data (preview)
  - Policies
  - Admin centers

Environments > Lisa Crosbie's Environment > Settings

Search for a setting

### Product

Behavior, Collaboration, Features, Languages

### Business

Business closures, Calendar, Connection roles, Currencies

### Users + permissions

Application users

Business units

Column security profiles

Hierarchy security

License to role mapping

Mobile configuration

Plug-ins

Positions

Security roles

Teams

The Basic User role privileges cannot be adjusted due to its non-customizable nature. [Learn More](#)

... > Lisa Crosbie's Environment > Settings > Security roles > Basic User

Search by table name or table privilege n...

**Details**

Business unit: org8972adc4

**When role is assigned to a Team**

Team member gets all team privileges by default.  
Team members can inherit team privileges directly based on access level. [Learn More](#)

**Member's privilege inheritance**

Direct User (Basic) access level and Team privileges

Tables	Miscellaneous privileges	Privacy-related privileges						
Show only assigned tables								
Compact Grid View <input checked="" type="button"/>								
Table ↑	Name	Record owner...	Permission S...	Create	Read	Write	Delete	Append
Rollup Query	goalrollupquery	User or Team	Custom	None	User	None	None	None
Security Role	role	Business Unit	Custom	None	Business Unit	None	None	None
Team	team	Business Unit	Reference	None	Organization	None	None	None
User	systemuser	Business Unit	Custom	None	Organization	None	None	Business
User Settings	usersettings	Business Unit	Custom	Business Unit	Organization	Business Unit	Business Unit	Business Unit



https://admin.powerplatform.microsoft.com/environments/d0dcdb4-23fe-ee11-9f85-6045bd00390d/securityroles/c408b54b-43fd-ee11-a1ff-000d3a5c4369/roleeditor

The Basic User role privileges cannot be adjusted due to its non-customizable nature. [Learn More](#)

... > Lisa Crosbie's Environment > Settings > Security roles > **Basic User**

**Details**

Business unit: org8972adc4

**When role is assigned to a Team**

Team member gets all team privileges by default.  
Team members can inherit team privileges directly based on access

**Member's privilege inheritance**

Direct User (Basic) access level and Team privileges

**Copy role**

Create another security role by copying this one. Only its privileges will be copied over

Name \*

Copy Cancel

Tables Miscellaneous privileges Privacy-related pr...  
Show only assigned tables

Name Record owner... Permission S... Create

https://admin.powerplatform.microsoft.com/environments/d0dcdb4-23fe-ee11-9f85-6045bd00390d/securityroles/c408b54b-43fd-ee11-a1ff-000d3a5c4369/roleeditor

The Basic User role privileges cannot be adjusted due to its non-customizable nature. [Learn More](#)

... > Lisa Crosbie's Environment > Settings > Security roles > **Basic User**

**Details**

Business unit: org8972adc4

**When role is assigned to a Team**

Team member gets all team privileges by default.  
Team members can inherit team privileges directly based on access

**Member's privilege inheritance**

Direct User (Basic) access level and Team privileges

**Copy role**

Create another security role by copying this one. Only its privileges will be copied over

Name \*  Recruitment Basic Role

Copy Cancel

Tables Miscellaneous privileges Privacy-related pr...  
Show only assigned tables

Name Record owner... Permission S... Create

Copy security role   Rename security role   Delete   Save   Save + close   Configure column view

**The Basic User role privileges cannot be adjusted due to its non-customizable nature. [Learn More](#)**

... > Lisa Crosbie's Environment > Settings > Security roles > **Basic User**

^ Details

Business unit: org8972adc4

When role is assigned to a Team

Team member gets all team privileges by default.  
Team members can inherit team privileges directly based on access level.

Member's privilege inheritance

Direct User (Basic) access level and Team privileges

Tables   Miscellaneous privileges   Privacy-related privileges

Show only assigned tables

Table ↑   Name   Record owner...   Permission S...

### Copy role

Create another security role by copying this one. Only its privileges will be copied over

Name \*

Copy    Cancel

Power Platform admin center

Copy security role   Permission Settings   Copy table permissions   Rename security role   Delete   Save   Save + close   Configure column view

You have unsaved changes pending (marked with a \*).

... > Settings > Security roles > **Recruitment Basic Role**

applic

^ Details

Business unit: org8972adc4

When role is assigned to a Team

Team member gets all team privileges by default.  
Team members can inherit team privileges directly based on access level. [Learn More](#)

Member's privilege inheritance

Direct User (Basic) access level and Team privileges

Tables   Miscellaneous privileges   Privacy-related privileges

Show all tables

Compact Grid View  On

Table ↑	Name	Record owner...	Permission S...	Create	Read	Write
Core Records (1)	Application File	...	applicationfile	Organization	Reference	<input checked="" type="checkbox"/> None
Custom Tables (3)	Application	...	cr829_application	User or Team	No Access	<input checked="" type="checkbox"/> None

User  
Parent: Child Business Unit  
Organization  
Business Unit  
None

Click on Save and Close.

Power Platform admin center

Environments > Lisa Crosbie's Environment > **Settings**

Search for a setting

Environment groups

Adviser

Analytics

Billing

Settings

Resources

Help + support

Data integration

Data (preview)

Policies

Admin centers

Product

Behavior, Collaboration, Features, Languages

Business

Business closures, Calendar, Connection roles, Currencies

Users + permissions

Application users

Business units

Column security profiles

Hierarchy security

License to role mapping

Mobile configuration

Plug-ins

Positions

Security roles

Teams

Audit and logs

Audit settings, Audit summary view, Entity and field audit settings, System jobs

Power Platform admin center

Run diagnostics Manage security roles Refresh user Change position Change r

Environments > Lisa Crosbie's Environment > Settings > **Users**

Manage users so they can access data within their environment. This list includes users with disabled accounts.

Looking for application users? Click here to go to the [app\\_users list](#)

To validate user permissions for specific app(s), go to [app\\_access checker](#).

Name	Username
Lisa Crosbie	lisa1@mdapower.onr
Lisa Crosbie	

⋮ lisa1@mdapower.onr

Run diagnostics

Manage security roles

Refresh user

Change business unit

Change channel

Power Platform admin center

Environments > Lisa Crosbie's Environment > Settings > Users

Manage users so they can access data within their environment. This list includes users with disabled and enabled statuses. [Learn more](#)

Looking for application users? Click here to go to the [app users list](#).  
To validate user permissions for specific app(s), go to [app access checker](#).

Name	Username	Main phone
Lisa Crosbie	lisa1@mdapower.onmicrosoft.com	
Lisa Crosbie	admin@mdapower.onmicrosoft.com	

IntegratedSearchApp  
Knowledge Manager  
Office Collaborator  
Omnichannel CDS Flush Role  
Portal Application User role  
Power Apps Checker Service Role  
PowerAppsRPRole  
Power BI Embedded App Access  
Power BI workspace admin  
Power BI workspace contributor  
Power BI workspace viewer  
Power Platform Data Analytics Role  
Power Platform Dataflows Service Role  
Process Mining Application  
Process Mining User  
Project Background Services App Role  
Recruitment Basic Role  
Service Deleter  
Service Reader  
Service Writer  
Solution Checker

Save Cancel



Power Apps

Objects

All (10)

- Apps (1)
- Cards (0)
- Chatbots (0)
- Choices (1)
- Cloud flows (0)
- Pages (1)
- Processes (1)
- Site maps (1)
- Tables (5)

AI Model

Analytics

Recruitment

- App
- Automation
- Card
- Chatbot
- Dashboard
- Report
- Security
- Site
- Table
- More

Attribute masking rule

Column security profile

Secured masking rule

Recruitment Process

Role

Welcome Page

Search

Environment Lisa Crosbie's Environment...

Name Type Managed Last Modif... Owner Status

cr829_application	Table	No	1 hour ago	-	
contact	Table	Yes	1 day ago	-	
aaduser	Table	Yes	2 days ago	-	
cr829_outcome	Choice	No	-	-	
cr829_RecruitmentApp	Site Map	No	23 minutes ago	-	
cr829_RecruitmentApp	Model-Driven App	No	23 minutes ago	-	On
Recruitment Process	Process (Business...)	No	1 hour ago	Lisa Crosbie	On
cr829_recruitmentprocess	Table	No	1 hour ago	-	
cr829_role	Table	No	3 hours ago	-	
cr829_welcomepage_f43f7	Page	No	40 minutes ago	Lisa Crosbie	

Power Apps

Objects

Search

Add existing roles

Select roles from other solutions or roles that aren't in solutions yet. Adding roles that aren't already in solutions will also add them to Dataverse.

Display name: Recruitment Basic Role

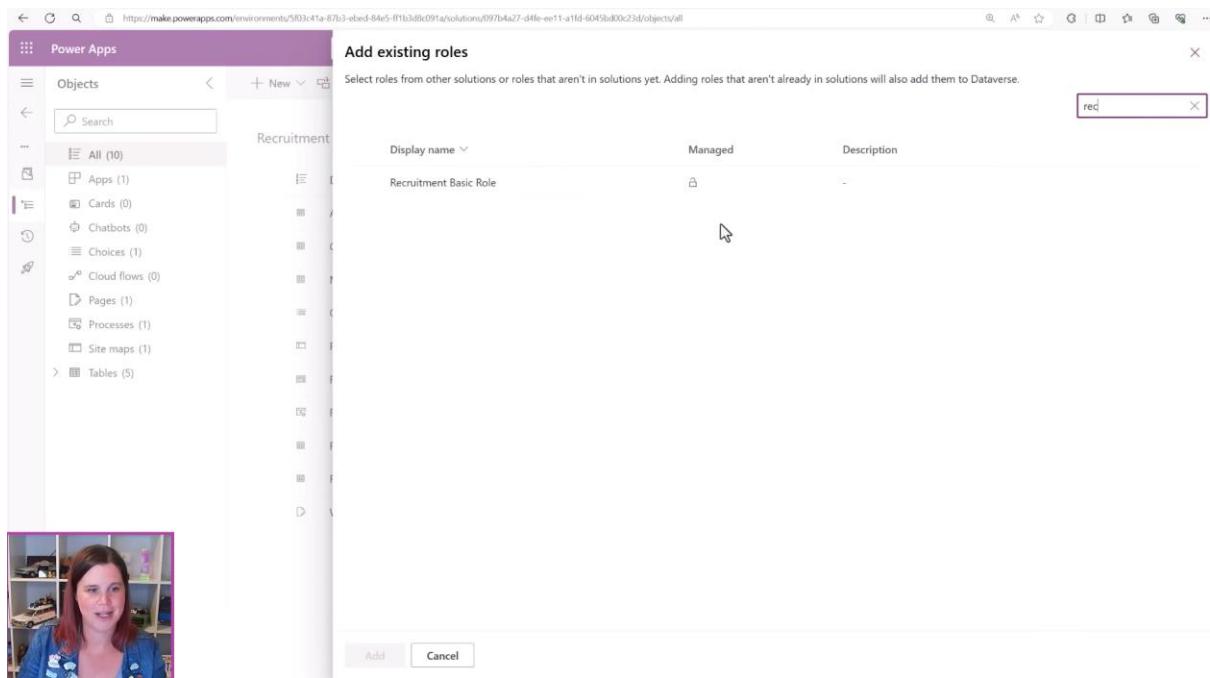
Managed: Yes

Description: -

Search bar: rec

Profile picture of a woman

Add Cancel



Power Apps

Objects

Search

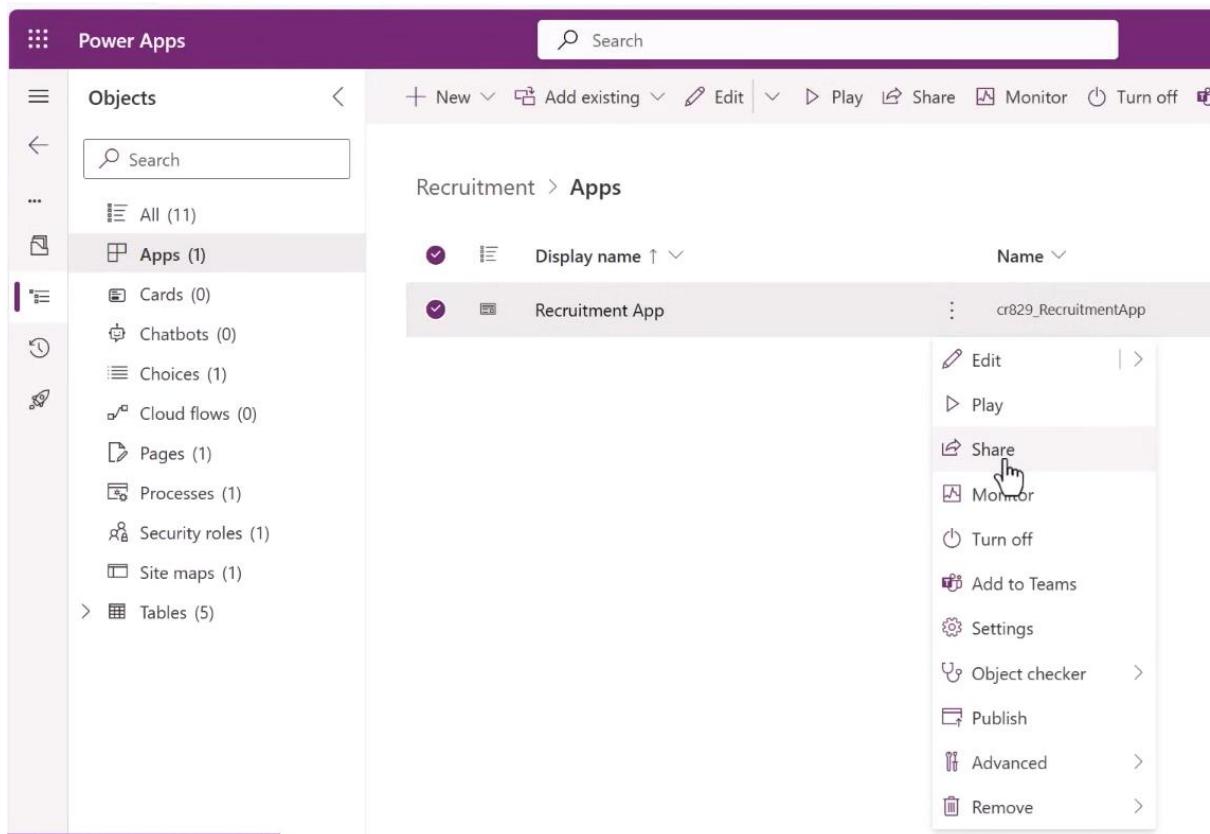
Recruitment > Apps

Display name: Recruitment App

Name: cr829\_RecruitmentApp

Actions menu (open):

- Edit
- Play
- Share (selected)
- Monitor
- Turn off
- Add to Teams
- Settings
- Object checker
- Publish
- Advanced
- Remove



The screenshot shows the Microsoft Power Apps interface. On the left, there's a navigation pane with 'Objects' selected, showing categories like All (11), Apps (1), Cards (0), Chatbots (0), Choices (1), Cloud flows (0), Pages (1), Processes (1), Security roles (1), Site maps (1), and Tables (5). The main area displays 'Recruitment > Apps' with a single item named 'Recruitment App'. To the right, a modal window titled 'Share Recruitment App' is open. It contains a message: 'Add people and assign security roles so that they can use your app.' Below this is a note: 'This is a developer environment. Use the space to make and test apps, but not for production. Limit sharing for best performance. Learn more.' The 'App' section shows a green circular icon with 'RA' and the text 'Recruitment App'. The 'Manage security roles' section has a note: 'Define which security roles your app will use. These roles can then be assigned to people. Learn more.' Under 'People', there's a search bar with 'Enter a name, email address, or group' and a dropdown for 'Dataverse' set to 'System Administrator, System Cust...'. A list of current users includes 'DA Delegated Admin' and 'LC Lisa Crosbie'. The 'Manage security roles' section lists various roles with checkboxes, and the 'Recruitment Basic Role' checkbox is checked. A 'Share' button is at the bottom right.

This screenshot is similar to the one above, showing the 'Share Recruitment App' dialog in the Microsoft Power Apps interface. The left sidebar and main navigation are identical. The 'Share Recruitment App' dialog is open, showing the same steps for sharing the app. The 'Manage security roles' section is expanded, displaying a long list of security roles with checkboxes. The 'Recruitment Basic Role' checkbox is checked. A vertical scroll bar is visible on the right side of the dialog. At the bottom right of the dialog, there is a 'Share' button. In the bottom-left corner of the screenshot, there is a small video overlay of a woman with red hair, wearing a blue top, speaking directly to the camera. The background of the video shows shelves with books and office supplies.