# Project Work Completion:

Finalizing your project work and reporting your findings is a critical part of the course. Within your team, ensure that all URLs to your results are shared correctly. Proper sharing is a skill we've emphasized throughout the course, and it is expected that your submissions adhere to the criteria. Please ensure the following:

* Grant the lecturers (Essi and Mirlinda) full control on your SharePoint communication site and make sure you share the correct URL.
* Assign lecturers (Essi and Mirlinda) as a co-owner of your Power Automate flows and test that the shared URLs open the intended flow.
* Assign lecturers (Essi and Mirlinda) as a co-owner of your Power Apps mobile app and verify that the shared URLs open the specific app.
* Share the URL of your Copilot agent.

For additional guidance on sharing, please check the Microsoft documentation.

**Detailed Reporting:** Take the time to report your individual contributions to the project work thoroughly, particularly if your team was not actively engaged in the project workshops.

**SEE THE TABLE BELOW (next page)!**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Team member names** | **Project assignment 1: SharePoint Online** | **Project assignment 2: Power Automate** | **Project assignment 3: PowerApps** | **Project assignment 4: Copilot Studio** | **Describe the functionality briefly in which the team member worked on ()** |  |
| Joonatan Ahtomaa | Made and embedded Viva Engage community communication site.  Created latest news section for communication site. Created news articles to communication site. Worked on the look of teamsite and communication site. Added lists and forms to communication site and teamsite.  Created Teams for Sunny Beach Resorts. | Created flow for sending weekly report to teamsite documents and members outlooks, gathered info from lists and excel. Worked on a flow with Farhad where events when created get added into team calendar. Made a flow for Microsoft forms where info is added to excel when someone submits a response. Helped debug a flow where when room becomes unavailable it sends message to Teams. | Team calendar & problems list. Edit\_TC and Detail\_TC Description column and its logic. | Set the knowledge and initial greetings for the bot. Helped fix any errors, tested and fixed errors, gave feedback for what is working with the bot and what could be improved. | Weekly news report flow: Gets info from our communication and teamsites list and forms, filters it weekly and sends as .html file to weekly reports-folder in documents teamsite and send outlook email, occurs every Wednesday.    Auto add events to Team calendar flow: When an event is created in teamsite it automatically transfer that info to team calendar.    Forms weekly responses:  We have a Microsoft forms in teamsite which you can submit your anonymous  answer to couple of questions, this then transfers to excel “FormsResponses” and that saves the answers and when they were submitted, then in the Weekly report flow I can easily get this information from structured excel data.  Weekly news report flow: Gets info from our communication and teamsites list and forms, filters it weekly and sends as .html file to weekly reports-folder in documents teamsite and send outlook email, occurs every Wednesday.    Auto add events to Team calendar flow: When an event is created in teamsite it automatically transfer that info to team calendar.    Forms weekly responses:  We have a Microsoft forms in teamsite which you can submit your anonymous  answer to couple of questions, this then transfers to excel “FormsResponses” and that saves the answers and when they were submitted, then in the Weekly report flow I can easily get this information from structured excel data.    Helped debug the message to teams after room status = Unavailable flow, it had input as body/availability put still didn’t send message, that is because it also needed value. With this added the flow worked and sent message to “Maintenace” channel in Teams.    Fixed an error with Powerapps where Edit\_TC and Detail\_TC didn’t contain description.    Set the knowledge an initial greetings for the bot inside copilot studio, for knowledge you had to link sharepoint links. |  |
| Esko Rautiainen | I made the teams site. Created Frequently asked questions page to communication site. Updated appearance of teams site and comms site. Room status tracker UI. Hospital locations with Bing Maps. Countdown timer. Added events to Events list and Team Calendar list. Created maintenance channel for Teams. | Synchronize changes from Team Calendar to Events list flow. Debugging Auto Add Events to Team Calendar flow and Auto-Transfer task to planner flow. | Navigation menus & their logic. UI for presented data.  Room status tracker list. Added “are you sure” confirmation check for deleting events. | Created BotReport topic and RoomAvailable topic.  Troubleshooting SunnyReporter flow, which allows you to create new items as you report them through the Agent. | PowerApp allows you to view Team Calendar, Problems and Room Status Tracker in Microsoft lists. It allows you to edit lists and add new events and problems.  “Are you sure” button asks for confirmation before deleting events and uses some custom Power fx logic.    New employees can get familiar with FAQs and company policies through FAQs page. Hospital locations help in the case of an emergency.    Changes made to Team Calendar sync back to Event list.  I debugged automation bugs with Auto Add Events to Team Calendar and Auto-Transfer Task to planner. Automation bugs created new instances of the previously created event every 15 minutes.    BotReport is triggered with a keyword and asks the user a series of questions, defining the problem/report. It sends the information forward to Power Automate.    RoomAvailable functions similarly, but asks the user series of questions and recommends a room based on the answers. |  |
| Farhad Rahimi | I worked with Joonatan and made the communication site and came up with some ideas for some news article that Joonatan added. And added a lot of events to teamsite. A lot of problems to communication site, overall Worked a lot on improving both sites. | I made a flow that added events to the team calendar and helped esko with the flow that removes the event from team calender if it gets deleted. And i made a flow that when a room becomes unavailable it sends a message to our teams maintanence channel. Did some of the parts with Joonatan. | Thorough testing for PowerApps and help with debugging. | Figuring out and creating a  layout for what the Bot will be used for and how users will interact with it.  Helped Singha with some stuff that he needed help with and  added  to the copilot.  Ran several tests for any errors and supporting others to fix. | Auto add events to Team calendar flow: When an event is created in teamsite it automatically transfer that info to team calendar.    Message to teams after room status = unavailable flow:  Sends message to Maintenance team channel when room becomes unavailable. |  |
| Shuvojyoti Singha | SunnyAgent Icon and its links. Added events and helped with ideas for different news with Joonatan. | Flow to transfer "Reporting issues"-tasks to list in communication into To-do planner in TeamSite | Added are you sure confirmation option when deleting problems in PowerApps.  Tested PowerApps functionalities for bugs or errors and collaborated with others on the fix. | Bot creation & description.  2 automation Flows for the topics.  Connecting to website. | Added a clickable image to access the Copilot bot directly from the homepage. Worked along with Joonatan to publish event posts and news articles. to keep staff informed.    Two flows support Copilot topics—one for reporting issues, another for checking room availability.    Added a pop-up asking users to confirm before deleting a problem to prevent mistakes.    Built SunnyAgent to help users report issues and request rooms through conversation.  Connected to flows that handle user inputs and update SharePoint data in real time. |  |

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| **URL’s for the outcomes** |
| ***Add here the URL for the SharePoint sites***  *Teamsite:* [*https://hamkprojects.sharepoint.com/sites/SunnyBeachResorts*](https://hamkprojects.sharepoint.com/sites/SunnyBeachResorts)    *Communication site:*  [*https://hamkprojects.sharepoint.com/sites/SunnyBeachResortscommunicationsite*](https://hamkprojects.sharepoint.com/sites/SunnyBeachResortscommunicationsite)    *Teams-channels:*    *Sunny Beach Communication site:*  [*Sunny Beach Communication Site | General | Microsoft Teams*](https://teams.microsoft.com/l/team/19%3AvWKhUa2BbO_wf-uyDH1cW9rliLjtck-8Z-ThseqRWUo1%40thread.tacv2/conversations?groupId=a6e889fb-8f61-4748-aca2-a4e0463e6a14&tenantId=ae83d978-51f7-4e9c-a426-ddc856038746)  [*Sunny Beach Communication Site | Maintenance | Microsoft Teams*](https://teams.microsoft.com/l/channel/19%3Ac205f73c37934a8baa2ef56fdd88ea31%40thread.tacv2/Maintenance?groupId=a6e889fb-8f61-4748-aca2-a4e0463e6a14&tenantId=ae83d978-51f7-4e9c-a426-ddc856038746)  *(Maintenance channel has the posts of Unavailable rooms)*    *Sunny Beach Resorts:*  [*Sunny Beach Resorts | Weekly reports | Microsoft Teams*](https://teams.microsoft.com/l/channel/19%3Aecd647237d67439db3d07513264508f7%40thread.tacv2/Weekly%20reports?groupId=1ce75e5d-b69d-4830-ac98-39be23bbebdc&tenantId=ae83d978-51f7-4e9c-a426-ddc856038746)  *(This channel stores weekly reports in files-section)*    *Viva Engage:*  [*https://engage.cloud.microsoft/main/org/hamkprojects.onmicrosoft.com/groups/eyJfdHlwZSI6Ikdyb3VwIiwiaWQiOiIyMjM0NzE1NzUwNDAifQ/all*](https://engage.cloud.microsoft/main/org/hamkprojects.onmicrosoft.com/groups/eyJfdHlwZSI6Ikdyb3VwIiwiaWQiOiIyMjM0NzE1NzUwNDAifQ/all)  *(Also, a join link in communication site)* |
| ***Add here the URL for the Power Automate workflows***  *SunnyRoom:*  [*https://make.powerautomate.com/environments/Default-ae83d978-51f7-4e9c-a426-ddc856038746/solutions/~preferred/flows/4be7246d-b92a-9bbe-d68c-77badbe87f98/details*](https://make.powerautomate.com/environments/Default-ae83d978-51f7-4e9c-a426-ddc856038746/solutions/~preferred/flows/4be7246d-b92a-9bbe-d68c-77badbe87f98/details)    *Sync changes from Team Calendar to Events list:*  [*https://make.powerautomate.com/environments/Default-ae83d978-51f7-4e9c-a426-ddc856038746/flows/shared/d5ab379a-8618-49b1-9e8f-b46b9667c1ca/details*](https://make.powerautomate.com/environments/Default-ae83d978-51f7-4e9c-a426-ddc856038746/flows/shared/d5ab379a-8618-49b1-9e8f-b46b9667c1ca/details)    *Auto Add Events to Team Calendar:*  [*https://make.powerautomate.com/environments/Default-ae83d978-51f7-4e9c-a426-ddc856038746/flows/shared/9a4f493d-4d33-4e9c-8fdd-1fe74ca07400/details*](https://make.powerautomate.com/environments/Default-ae83d978-51f7-4e9c-a426-ddc856038746/flows/shared/9a4f493d-4d33-4e9c-8fdd-1fe74ca07400/details)    *Message to teams after room status = Unavailable:*  [*https://make.powerautomate.com/environments/Default-ae83d978-51f7-4e9c-a426-ddc856038746/flows/shared/291d431a-cb54-4fae-8fa5-faf916ae72f6/details*](https://make.powerautomate.com/environments/Default-ae83d978-51f7-4e9c-a426-ddc856038746/flows/shared/291d431a-cb54-4fae-8fa5-faf916ae72f6/details)    *Forms weekly responses:*  [*https://make.powerautomate.com/environments/Default-ae83d978-51f7-4e9c-a426-ddc856038746/flows/shared/7ba0362b-9aed-4c8b-88be-b95aa8f932ef/details*](https://make.powerautomate.com/environments/Default-ae83d978-51f7-4e9c-a426-ddc856038746/flows/shared/7ba0362b-9aed-4c8b-88be-b95aa8f932ef/details)      *Weekly Report:*  [*https://make.powerautomate.com/environments/Default-ae83d978-51f7-4e9c-a426-ddc856038746/flows/shared/53a04d7f-47b2-4c4f-b1e0-dee938ad4c0a/details*](https://make.powerautomate.com/environments/Default-ae83d978-51f7-4e9c-a426-ddc856038746/flows/shared/53a04d7f-47b2-4c4f-b1e0-dee938ad4c0a/details)    *Delete Event from Calendar:*  [*https://make.powerautomate.com/environments/Default-ae83d978-51f7-4e9c-a426-ddc856038746/flows/shared/34662461-bf91-4be0-84fc-3fcf8341056a/details*](https://make.powerautomate.com/environments/Default-ae83d978-51f7-4e9c-a426-ddc856038746/flows/shared/34662461-bf91-4be0-84fc-3fcf8341056a/details)    *SunnyReporter:*  [*https://make.powerautomate.com/environments/Default-ae83d978-51f7-4e9c-a426-ddc856038746/solutions/~preferred/flows/99457418-2221-f011-998a-6045bd934a18/details*](https://make.powerautomate.com/environments/Default-ae83d978-51f7-4e9c-a426-ddc856038746/solutions/~preferred/flows/99457418-2221-f011-998a-6045bd934a18/details) |
| ***Add here the URL for the PowerApps app***  *Sunny Beach Resorts PowerApp:*  *Edit:* [*https://make.powerapps.com/e/Default-ae83d978-51f7-4e9c-a426-ddc856038746/canvas/?action=edit&app-id=%2Fproviders%2FMicrosoft.PowerApps%2Fapps%2Fbf754e98-8286-4241-bebb-8e244dd4c4bb*](https://make.powerapps.com/e/Default-ae83d978-51f7-4e9c-a426-ddc856038746/canvas/?action=edit&app-id=%2Fproviders%2FMicrosoft.PowerApps%2Fapps%2Fbf754e98-8286-4241-bebb-8e244dd4c4bb)  *Play:* [*https://apps.powerapps.com/play/e/default-ae83d978-51f7-4e9c-a426-ddc856038746/a/bf754e98-8286-4241-bebb-8e244dd4c4bb?tenantId=ae83d978-51f7-4e9c-a426-ddc856038746&hint=bdd52bcb-9235-437b-a95e-543ac24fc200&sourcetime=1746272784488&source=portal*](https://apps.powerapps.com/play/e/default-ae83d978-51f7-4e9c-a426-ddc856038746/a/bf754e98-8286-4241-bebb-8e244dd4c4bb?tenantId=ae83d978-51f7-4e9c-a426-ddc856038746&hint=bdd52bcb-9235-437b-a95e-543ac24fc200&sourcetime=1746272784488&source=portal)*#* |
| **Add here the URL for the Copilot agent/bot**  **SunnyAgent URL :** [**https://copilotstudio.microsoft.com/environments/Default-ae83d978-51f7-4e9c-a426-ddc856038746/bots/ebe813bd-0f21-f011-998a-6045bd934a18/overview**](https://copilotstudio.microsoft.com/environments/Default-ae83d978-51f7-4e9c-a426-ddc856038746/bots/ebe813bd-0f21-f011-998a-6045bd934a18/overview) |