# Power Automate

*Note: This guide requires you to log into* [*http://flow.microsoft.com*](http://flow.microsoft.com) *and use the Power Apps Studio.*

## Lab 3: Business Goals

In our fictional scenario, your manager wants you to build a report which:

* Set a target for New England
* Set an alert to notify if goal is met
* Add a flow to trigger a note in Teams

## Lab 3: Step-by-Step Guide (60 minutes)

### Sales Goal Met

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| * Go to <http://www.powerbi.com> and Login * Open the SalesReport in Power BI Service. * Filter to the New England Sales Territory * Pin the '% to Quarterly Target' visual to a dashboard called ‘Sales Territory Dash’ * Create an alert for this tile called "New England Profit Target Met" * Set the alert to trigger after it goes above 0 and select Save button. * Go back to 'Manage Alerts' * Click the alert you just made and Use Microsoft Flow to trigger additional actions' * A new page will open to log into <http://flow.microsoft.com> * Select the Continue Button * Select the New England Profit Target Met alert. * Post a message to Teams congratulating the New England sales team. * Trigger an email to the Sales VP to add a stretch goal for the team (which we will do in PowerApps) * Select My Flows * Select the “Trigger a flow with a Power BI data-driven alert” * View flow properties * Select ellipsis (…) to see more properties. * Note how to Turn off flow. * (OPTIONAL) go back and edit My Flows to add an approval flow after the Teams post before sending VP email. |  |

## Lab 4: Business Goals (30 minutes)

In our fictional scenario, your manager wants you to build a report which:

* Set an alert for Power BI Report Refresh Failure
* Add to a flow to enter an alert in DevOps and send email

## Lab 4: Step-by-Step Guide

### Power BI Refresh Failure

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| * Open the Data Integrity report * Pin the 'PBI Refresh Age' visual to a dashboard called 'Admin Dash' * Create an alert for this tile called 'PBI Refresh Failure - Sales Workspace' * Set the alert to trigger after it goes above 0 * Go to 'Manage Alerts' * Click the alert you just made and 'Add functionality in Flow' * Add the following events   + Create a bug in DevOps   + Post a message to Teams for the PBI Admin team   + Email the AD group assigned to that workspace with the error message * Duplicate this Flow for each failure point and simply change the triggering Alert |  |