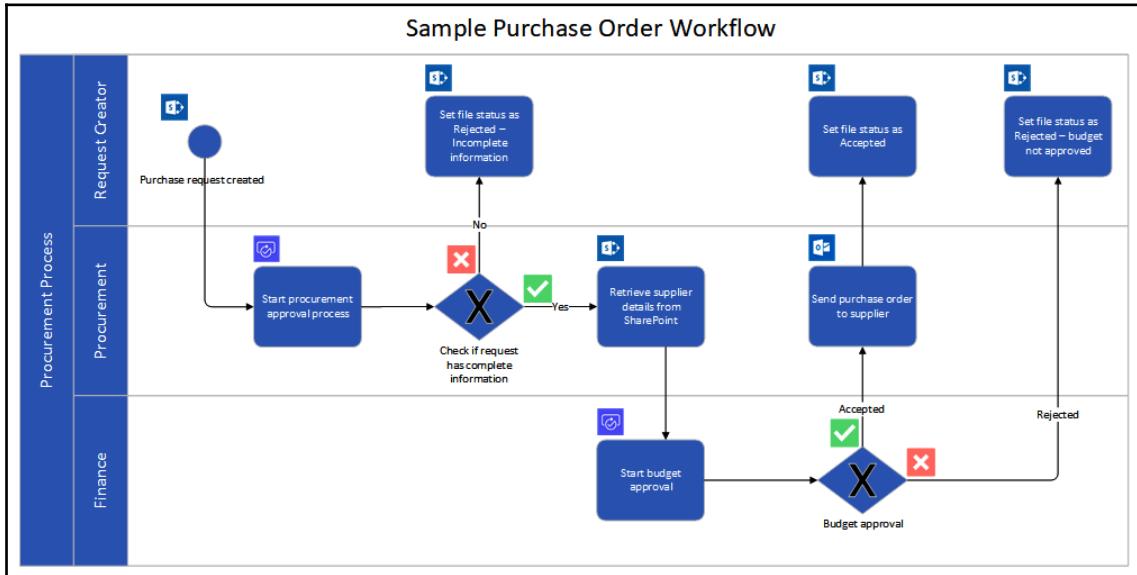
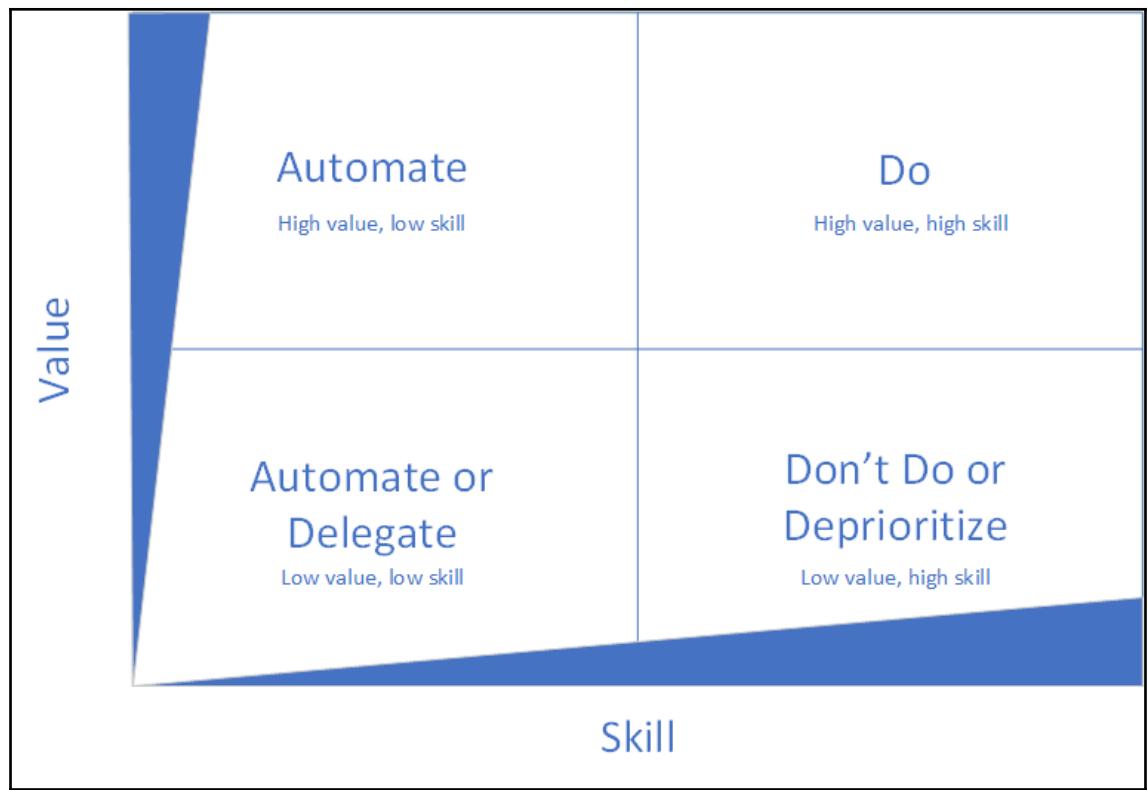


Chapter 1: Introducing Power Automate





List of supported connectors | M X

https://flow.microsoft.com/en-us/connectors/

Microsoft Power Automate Templates Connectors Learn Search templates ... Sign in Try free Buy now

Search connectors... All connectors

Popular connectors

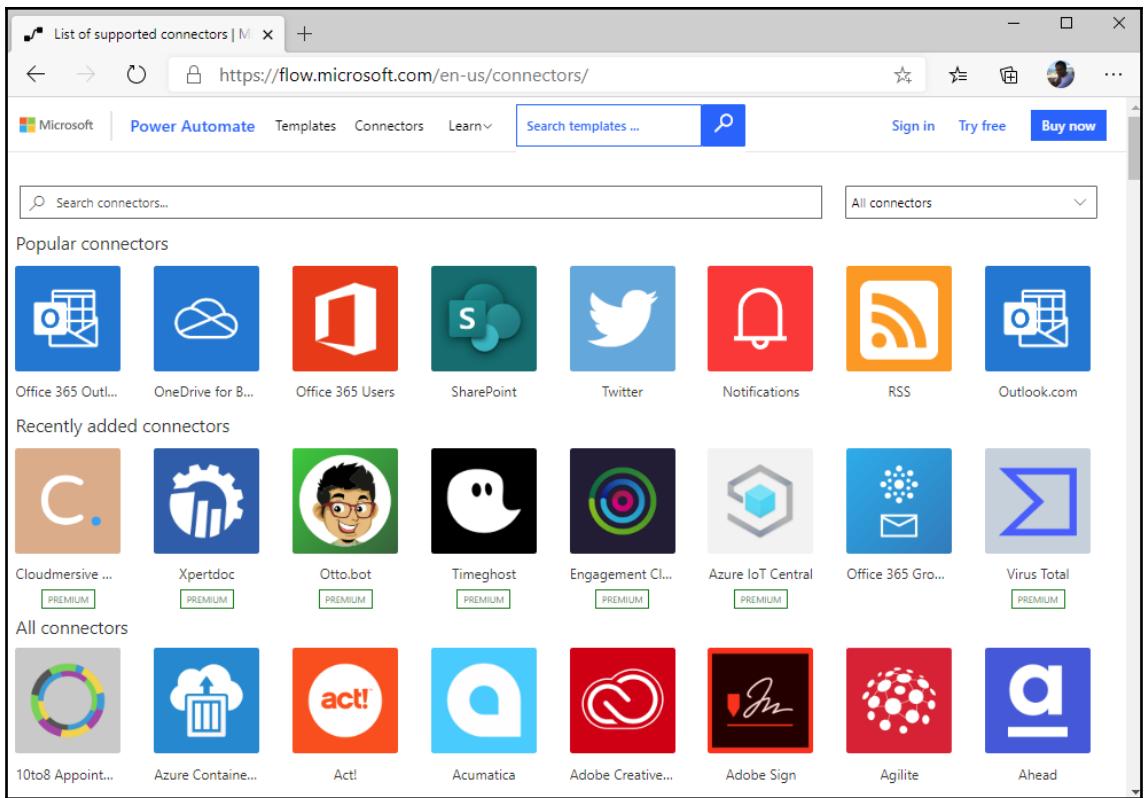
- Office 365 Outlook
- OneDrive for Business
- Office 365 Users
- SharePoint
- Twitter
- Notifications
- RSS
- Outlook.com

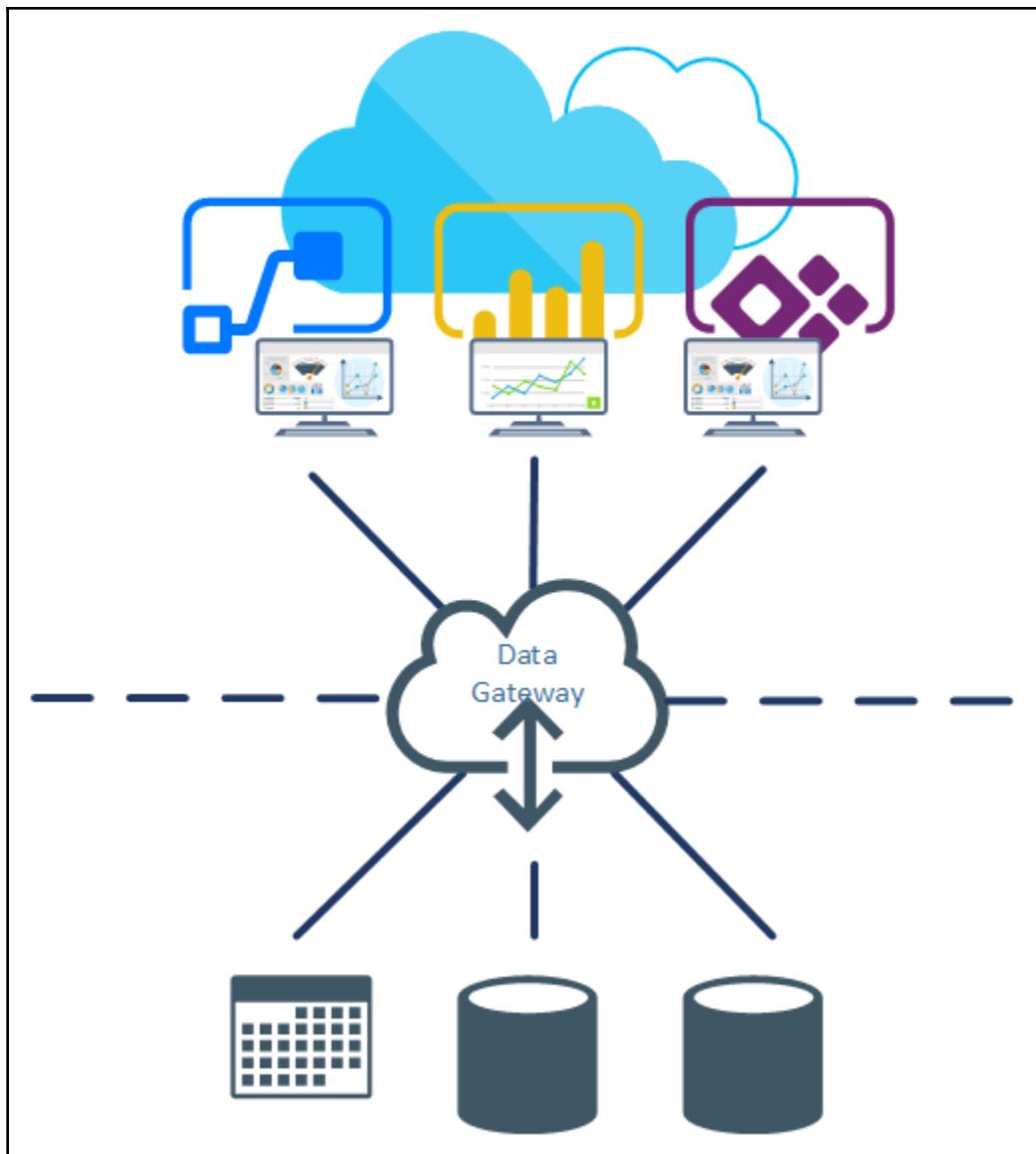
Recently added connectors

- Cloudmersive ... PREMIUM
- Xpertdoc PREMIUM
- Otto.bot PREMIUM
- Timeghost PREMIUM
- Engagement Cl... PREMIUM
- Azure IoT Central PREMIUM
- Office 365 Groups PREMIUM
- Virus Total PREMIUM

All connectors

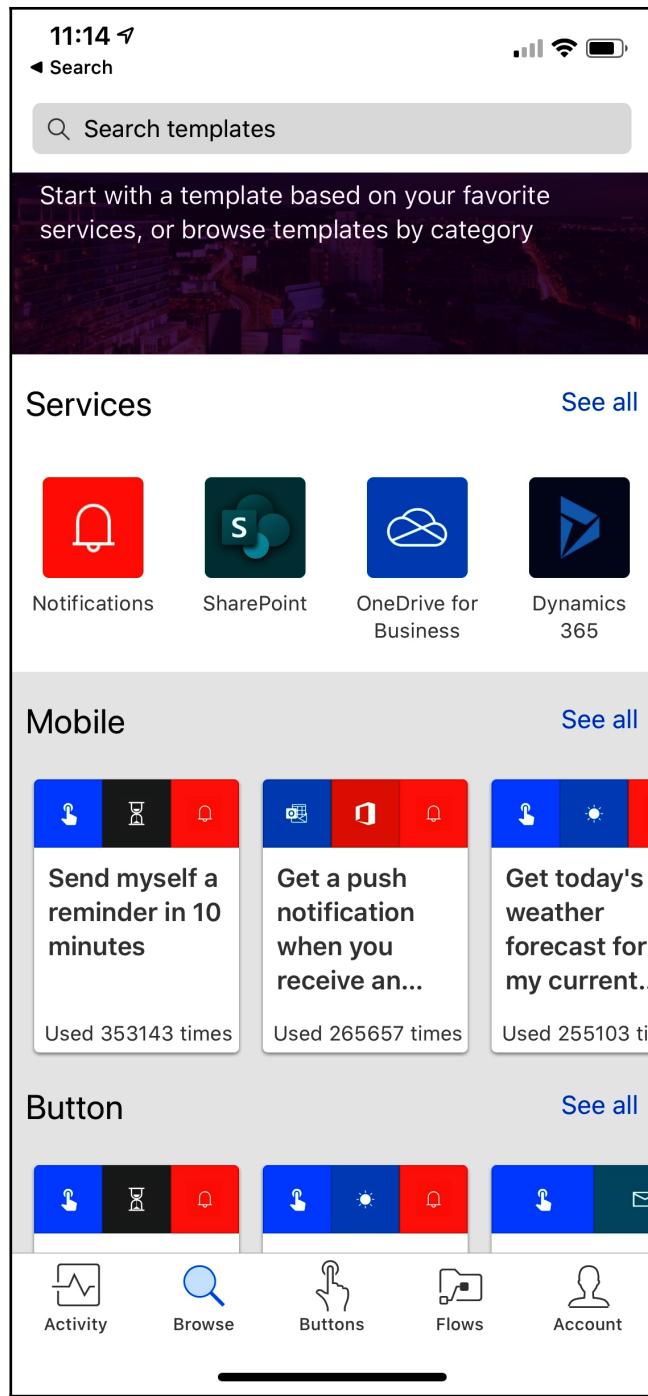
- 10to8 Appoint... PREMIUM
- Azure Container... PREMIUM
- act! PREMIUM
- Acumatica PREMIUM
- Adobe Creative... PREMIUM
- Adobe Sign PREMIUM
- Agilité PREMIUM
- Ahead PREMIUM





Chapter 2: Getting Started with Power Automate

The screenshot shows the Microsoft Power Automate web interface. The left sidebar contains navigation links: Home, Action items (with My flows, Create), Templates, Connectors, Data (with AI Builder), Solutions, and Learn. The main content area features a heading "Microsoft Power Automate helps Office 365 work smarter" and a subtext about freeing up time by connecting apps. It includes a "Watch a quick video" link and a search bar for templates. Two template cards are displayed: "Save Office 365 email attachments to OneDrive for Business" (blue card) and "Get a push notification when you receive an email from your boss" (red card). Both cards show a "Try it" button and a usage statistic ("Used 491137 times" and "Used 265595 times" respectively).



The screenshot shows the Microsoft Flow Admin Center interface. The left sidebar has a 'Data policies' section selected. The main area displays a table titled 'Data loss prevention policies' with one row: 'No policies'. A 'New policy' button is located in the top right corner.

The screenshot shows the Power Platform admin center interface. The left sidebar has a 'Data policies (preview)' section selected. The main area shows the 'Home (default)' environment details, including type (Default), region (United States), refresh cadence (Frequent), and purpose (Not specified). It also shows access roles for 'Environment admin' and 'Environment maker'. Below this, there's a section for adding databases and a 'Resources' panel listing 'Power Apps' and 'Flows'.

Manage your flows | Microsoft Power Automate

https://us.flow.microsoft.com/manage/environments/Default-5304a95c-5ee5-4443-8624-7ef70...

Power Automate

Search for helpful resources

Environments Home (default)

Three ways to make a flow

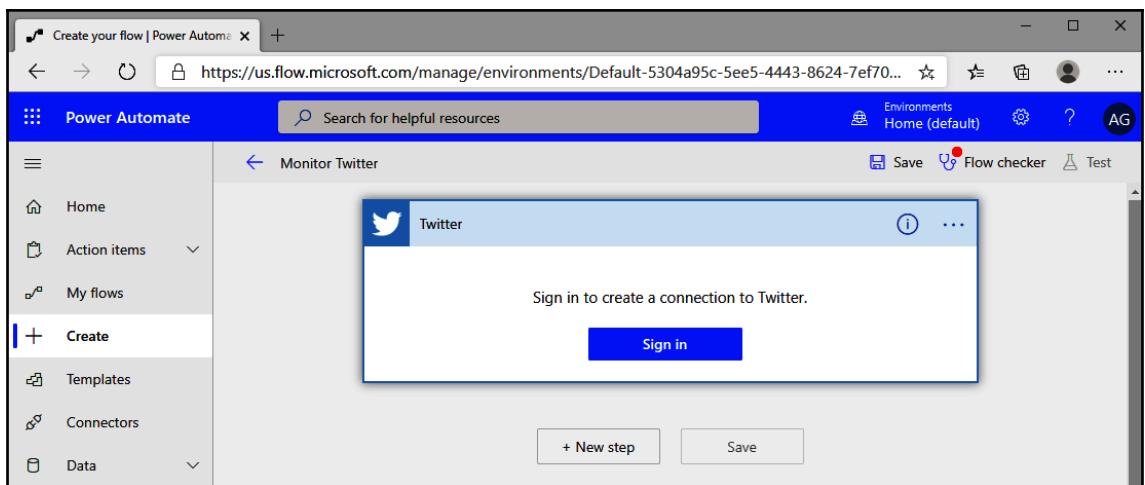
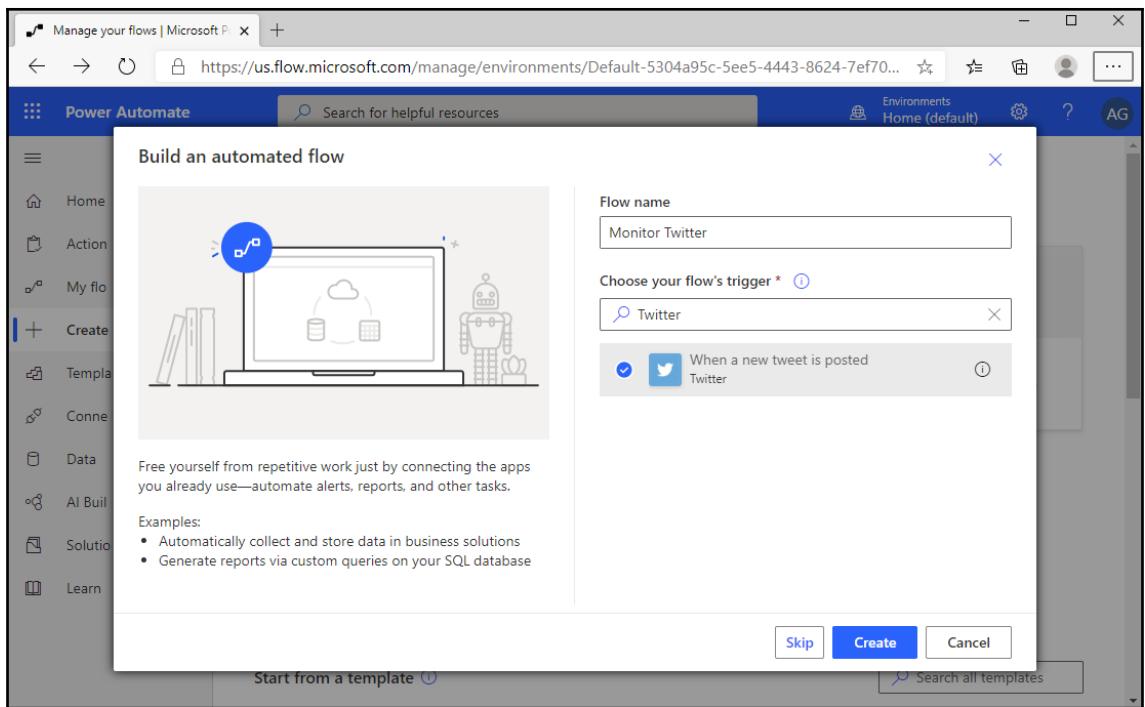
Start from blank

- Automated flow Triggered by a designated event.
- Instant flow Triggered manually as needed.
- Scheduled flow You choose when and how often it runs.
- UI flow Record a process in the user interface.

Start from a template

Search all templates

The screenshot shows the Microsoft Power Automate interface for managing flows. On the left, there's a sidebar with navigation links like Home, Action items, My flows, Create, Templates, Connectors, Data, AI Builder, Solutions, and Learn. The main area is titled 'Three ways to make a flow'. It shows four options under 'Start from blank': 'Automated flow' (triggered by a designated event), 'Instant flow' (triggered manually as needed), 'Scheduled flow' (you choose when and how often it runs), and 'UI flow' (record a process in the user interface). Below these, there's a section for 'Start from a template' with a search bar. The URL in the browser is https://us.flow.microsoft.com/manage/environments/Default-5304a95c-5ee5-4443-8624-7ef70... .



Twitter / Authorize an application - Profile 3 - Microsoft Edge

https://api.twitter.com/oauth/authorize?force_login=true&oauth_token=ZI...

You're about to authorize your first app! Sweet! [Learn more about apps→](#)

Authorize Microsoft Power Platform to access your account?

learningpowera1

.....

Remember me · [Forgot password?](#)

[Authorize app](#) [Cancel](#)

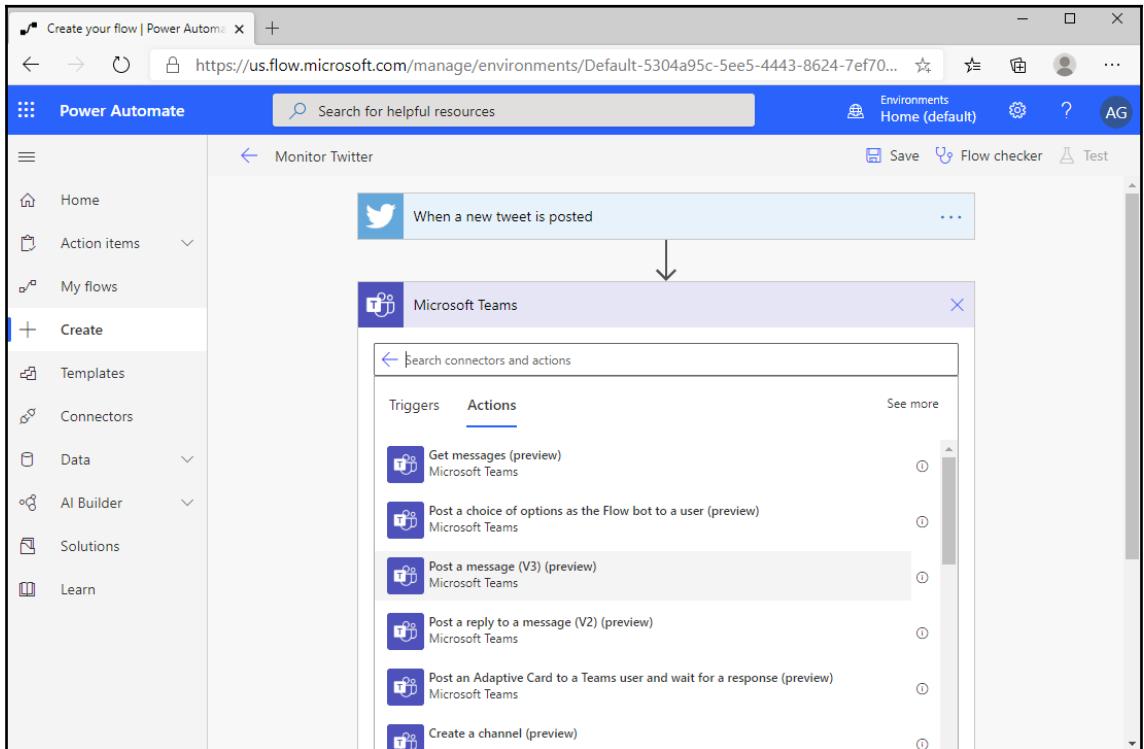
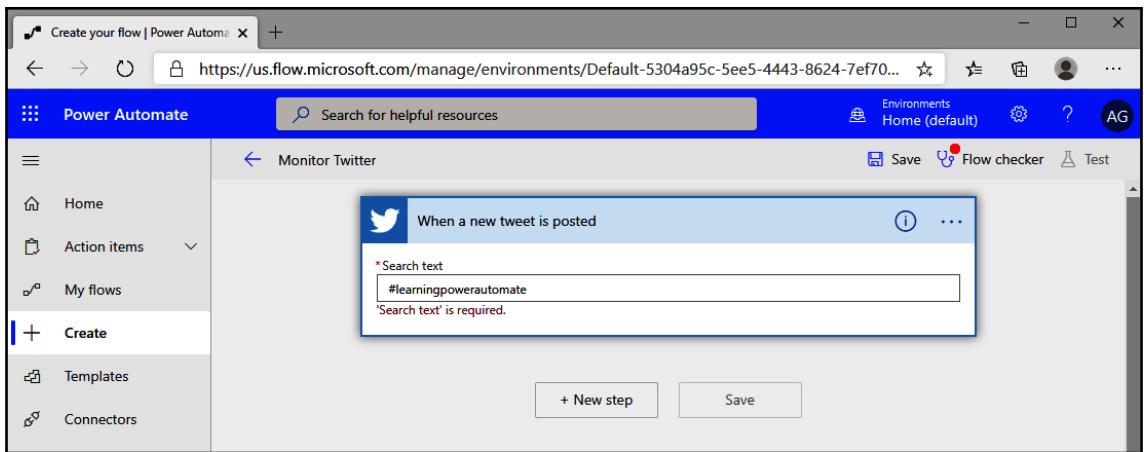
This application will be able to:

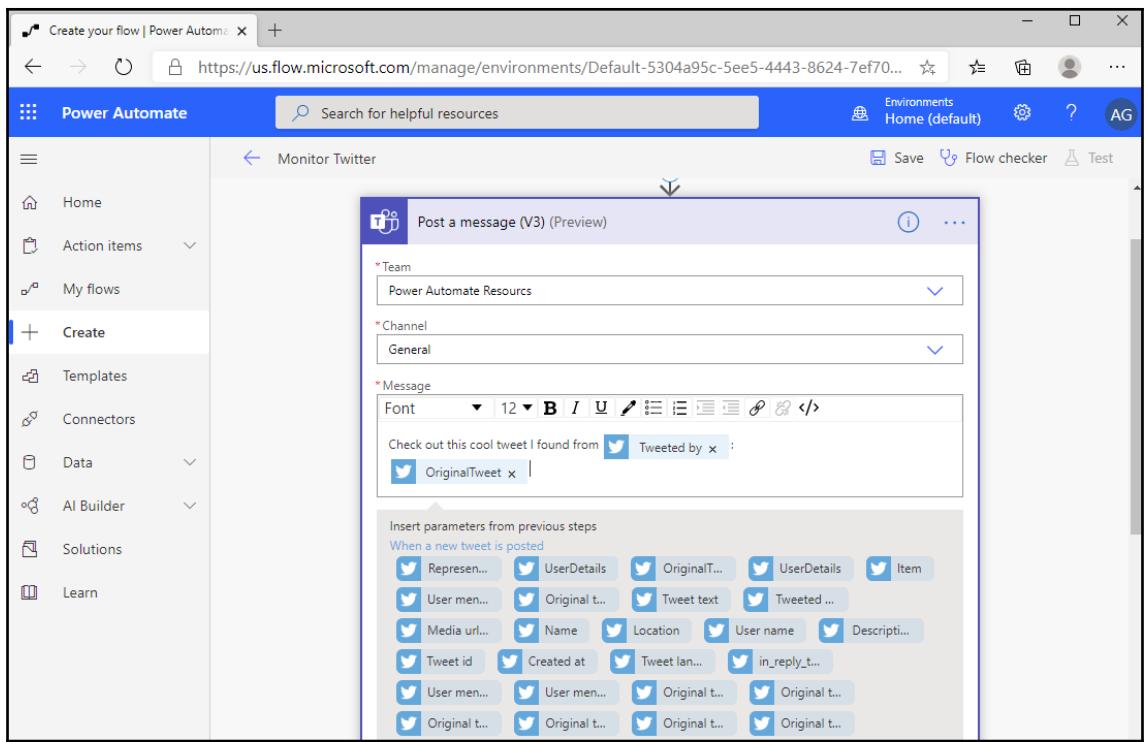
- See Tweets from your timeline (including protected Tweets) as well as your Lists and collections.

 Microsoft Power Platform
By Microsoft
www.powerapps.com

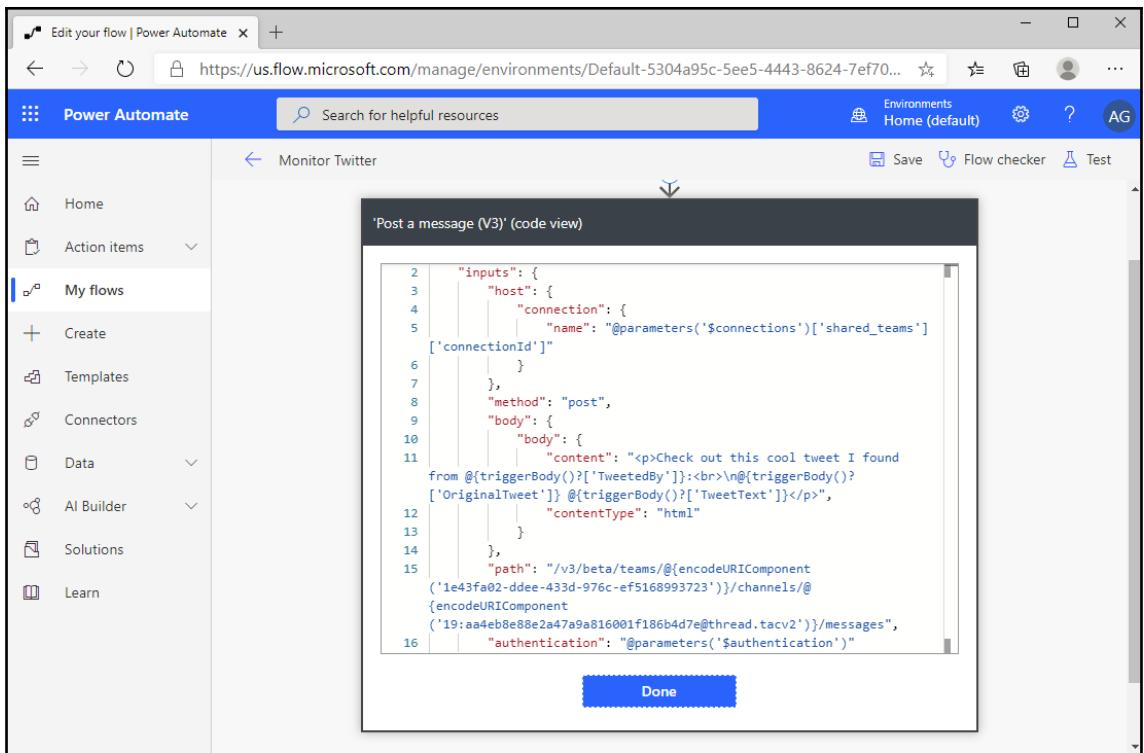
Microsoft Power Platform is a service for building custom business apps that connect to your data and work across the web and mobile - without the time and expense of custom software development.

[Privacy Policy](#)

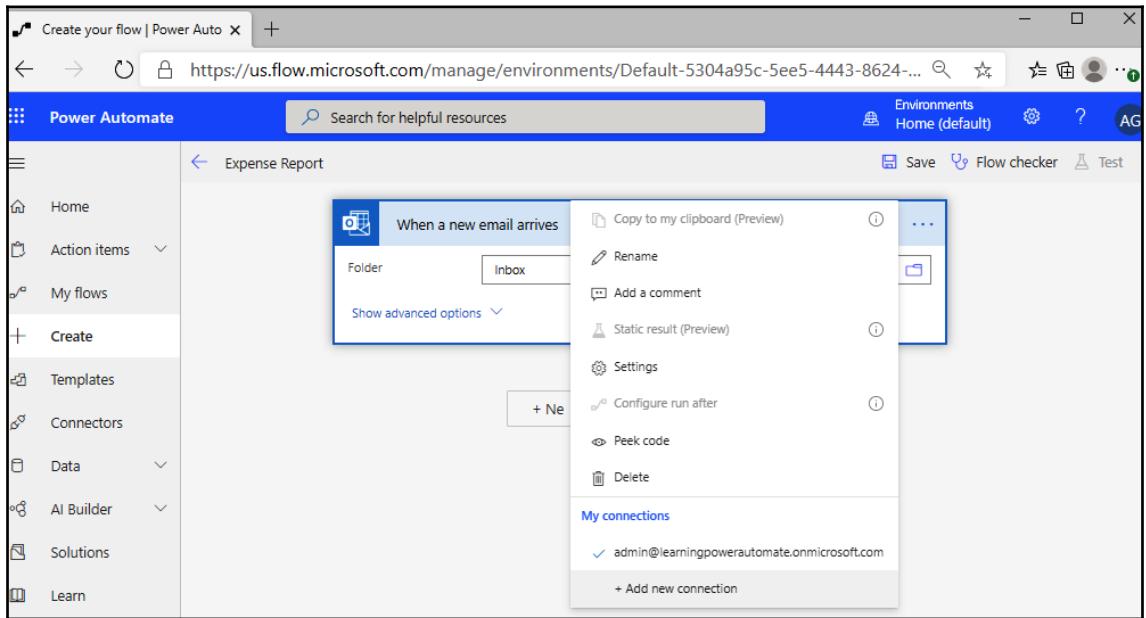


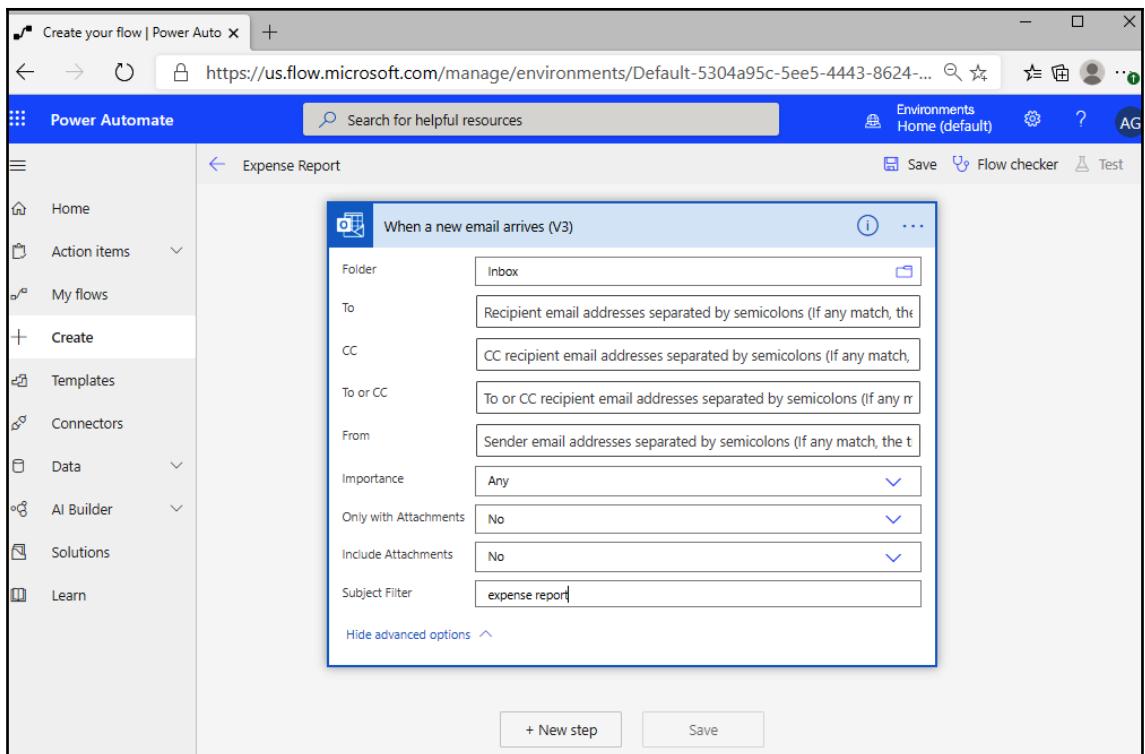


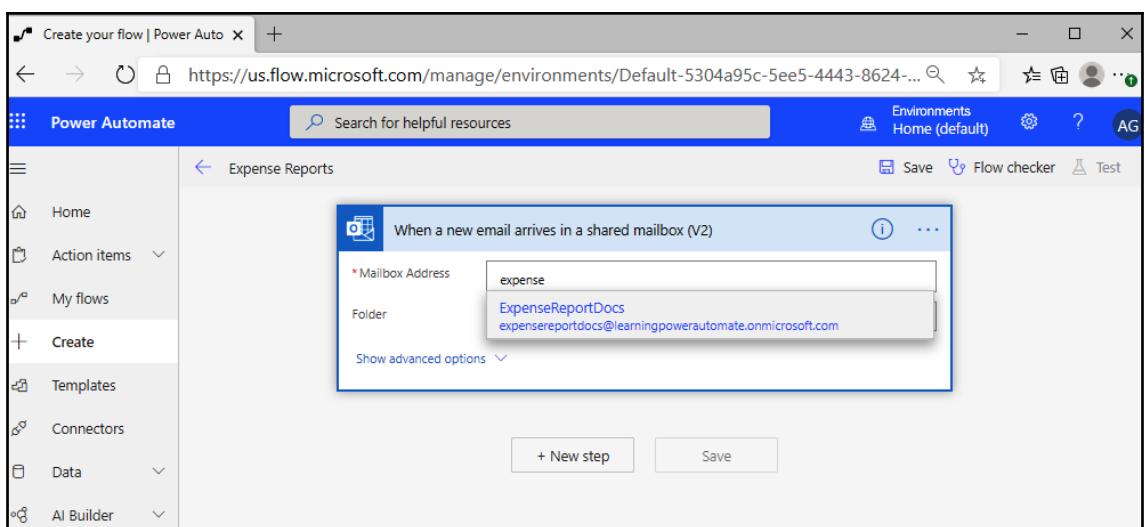
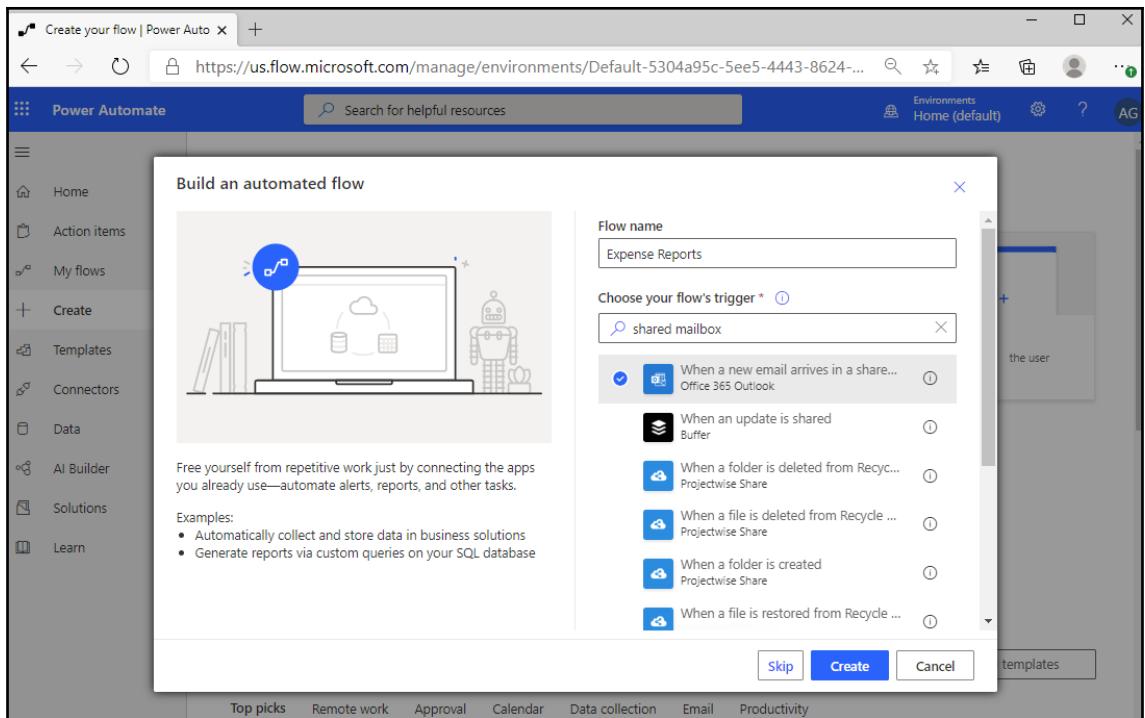
The screenshot shows the Microsoft Teams application interface. The left sidebar displays 'Your teams' with 'Home' and 'Power Automate Resources' selected. The main area is the 'General' channel of the 'Power Automate Resources' team. It features three circular icons: one with a yellow background and three user profiles, another with a teal background and a book icon, and a third with a pink background and a question mark icon. Below these are buttons for 'Add more people', 'Create more channels', and 'Open the FAQ'. A message from Aaron Guilmette at 9:21 AM is highlighted, reading: 'Check out this cool tweet I found from learningpowera1: I'm so excited to be working on this new book for #learningpower automate!'. There is a 'Reply' button below the message. At the bottom, there is a text input field for starting a new conversation and a row of communication and collaboration icons.

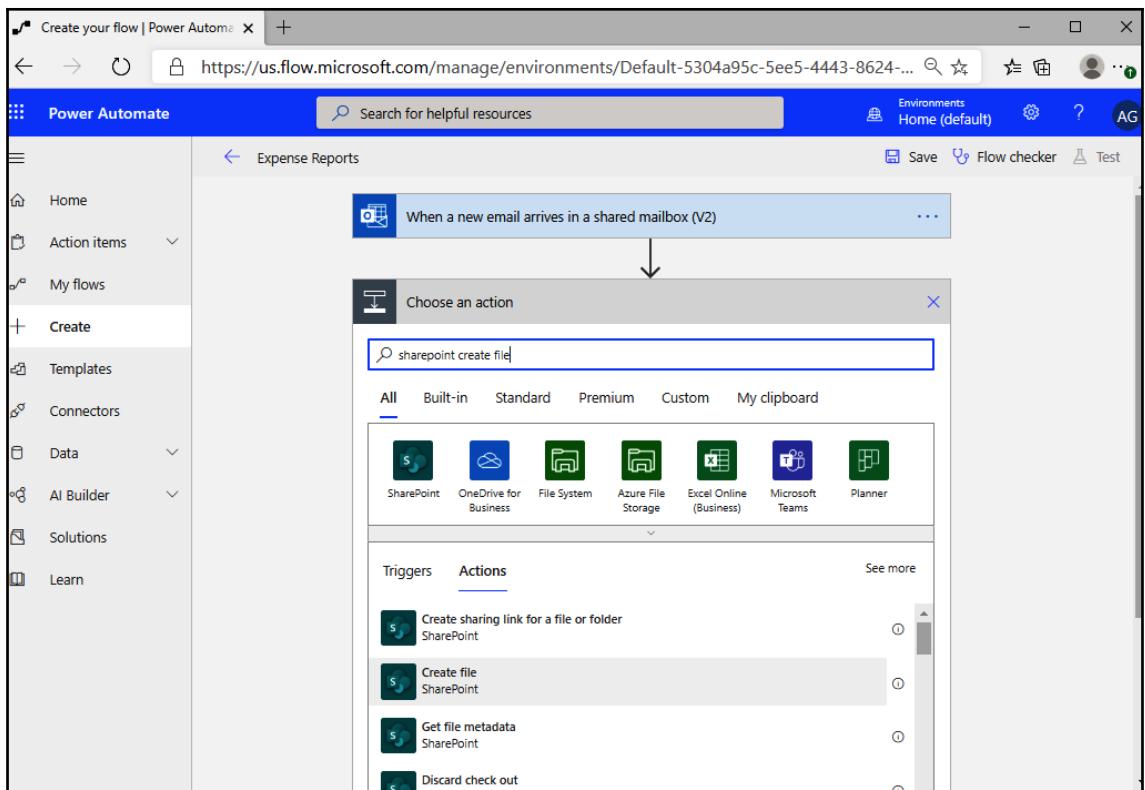


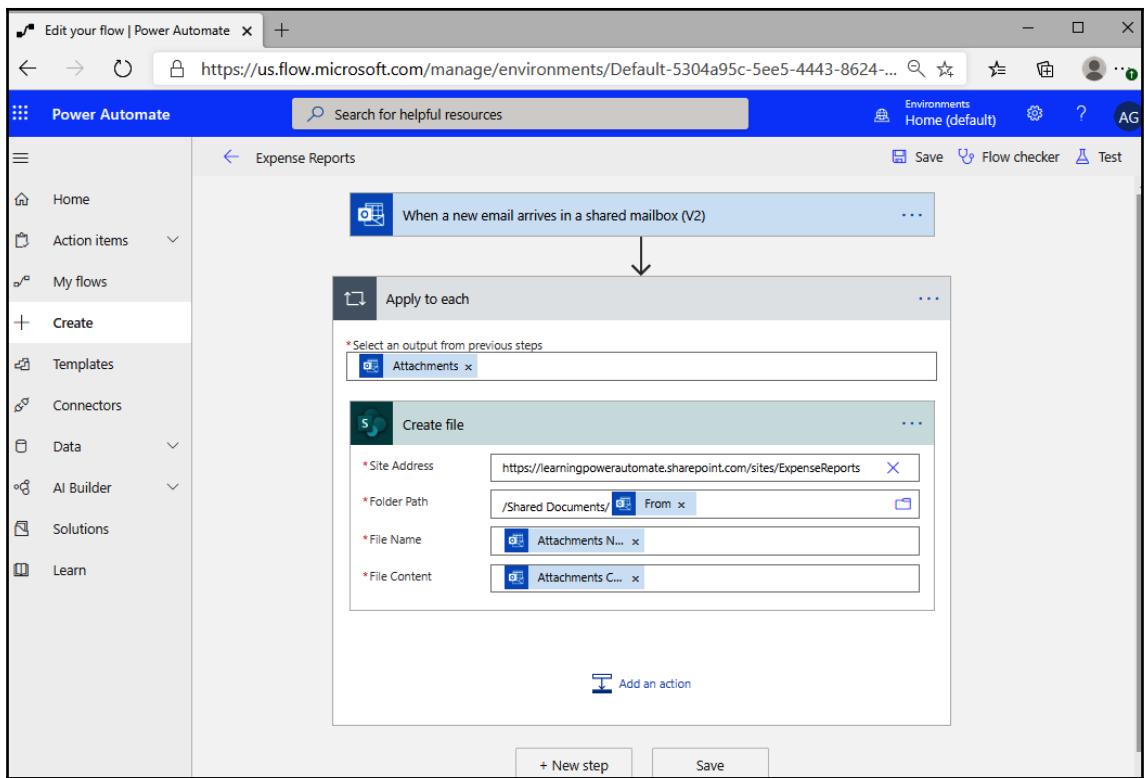
Chapter 3: Working with Email

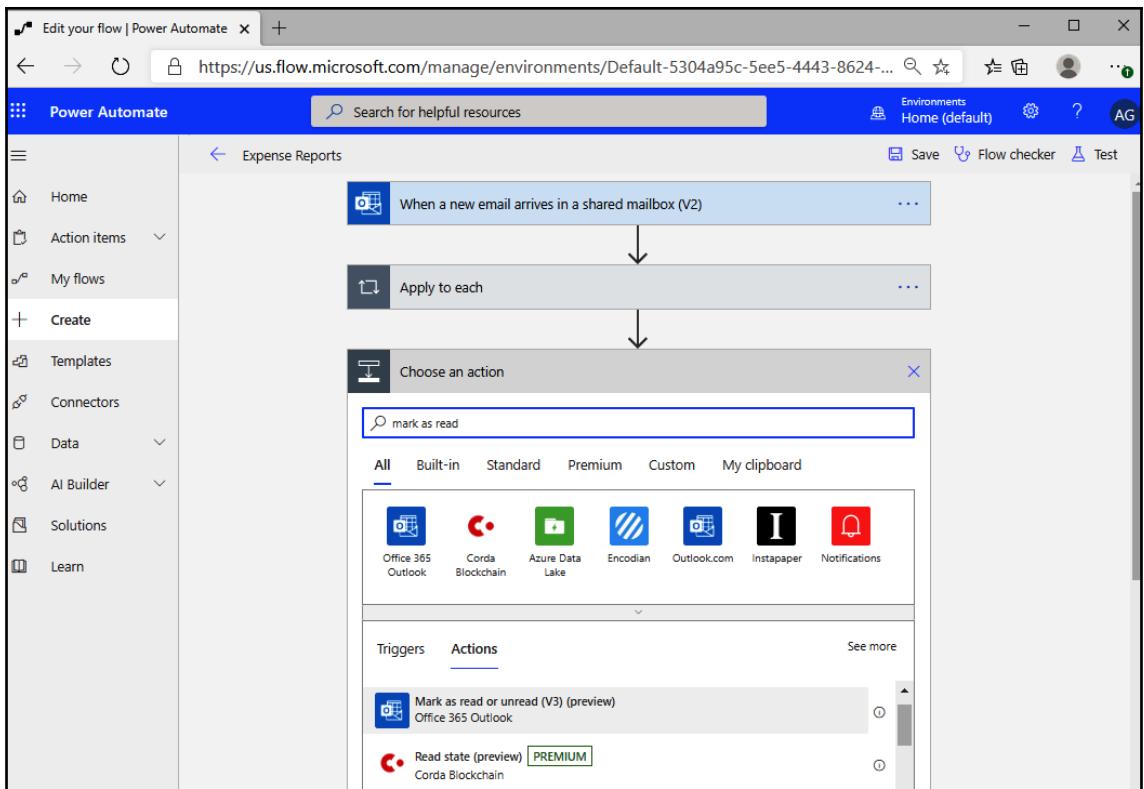


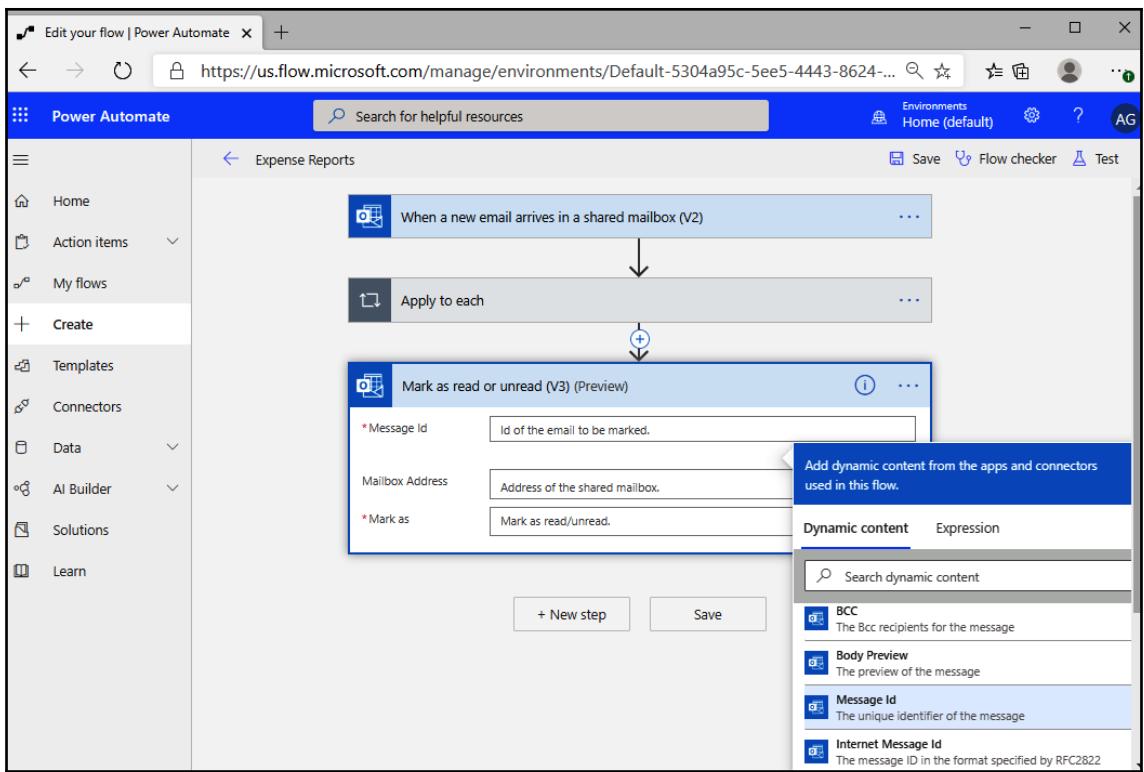


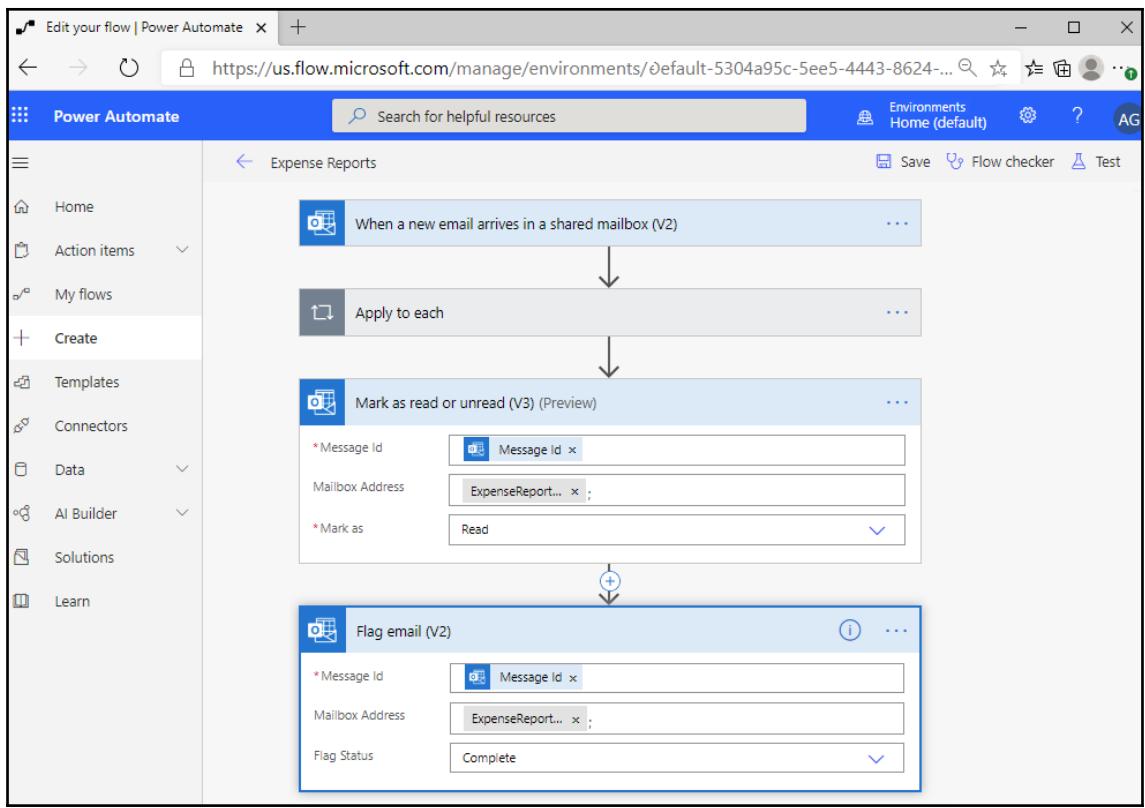












Run History | Power Automate

https://us.flow.microsoft.com/manage/environments/Default-5304a95c-5ee5-4443-8624-...

Power Automate

Search for helpful resources

Environments Home (default)

AG

Flows

+ New Edit Share Save As ...

My flows Team flows Business process flows UI flows

Name	Modified	Type
Expense Reports	Automated	
Monitor Twitter	Automated	

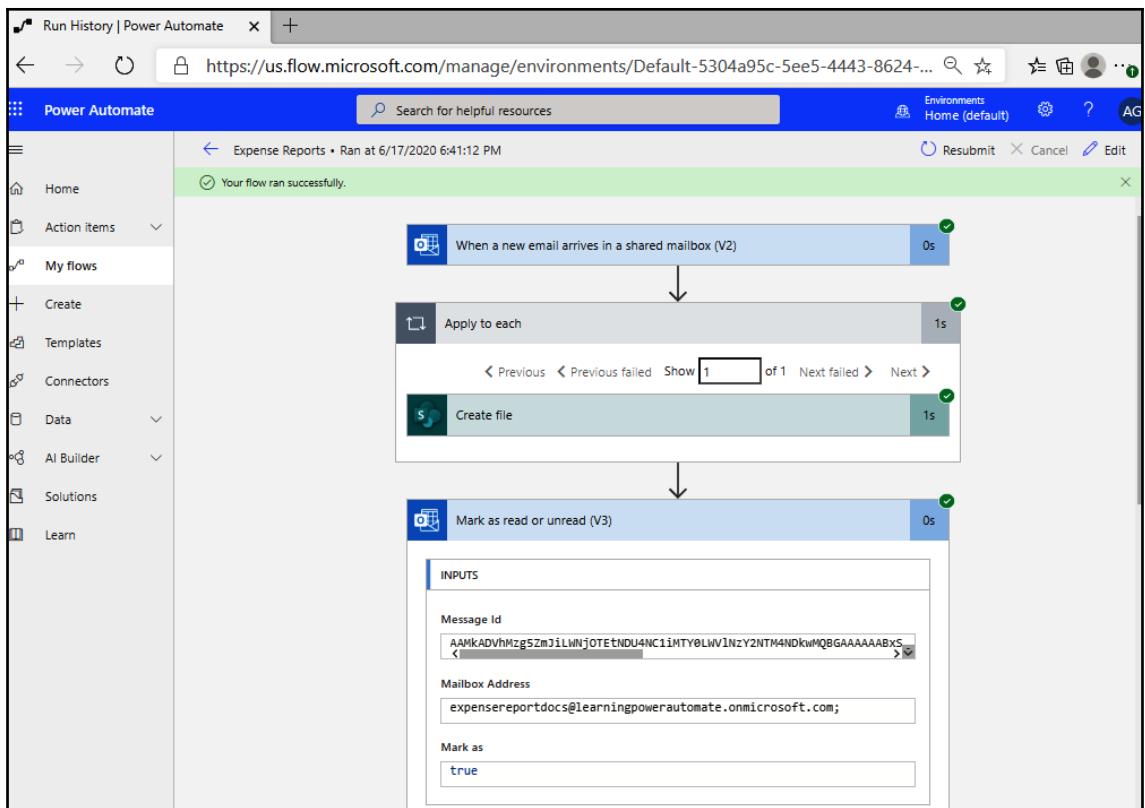
⋮

Expense Reports

- Edit
- Share
- ⋮
- Save As
- Send a copy
- Export >
- Run history
- Analytics
- Turn off
- Repair tips off
- Delete
- Details

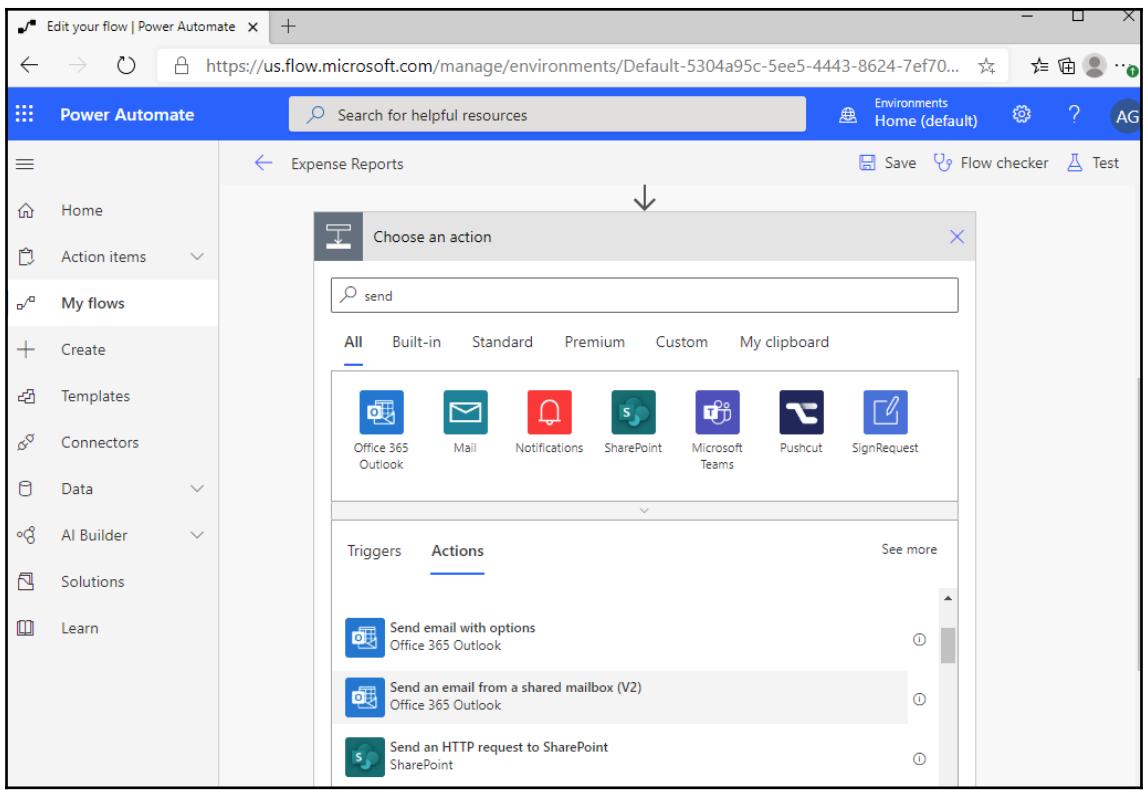
https://us.flow.microsoft.com/manage/environments/Default-5304a95c-5ee5-4443-8624-7ef70524e648/flows/e802dd7b-411d-4a5c-a660-75cac3ead62/runs

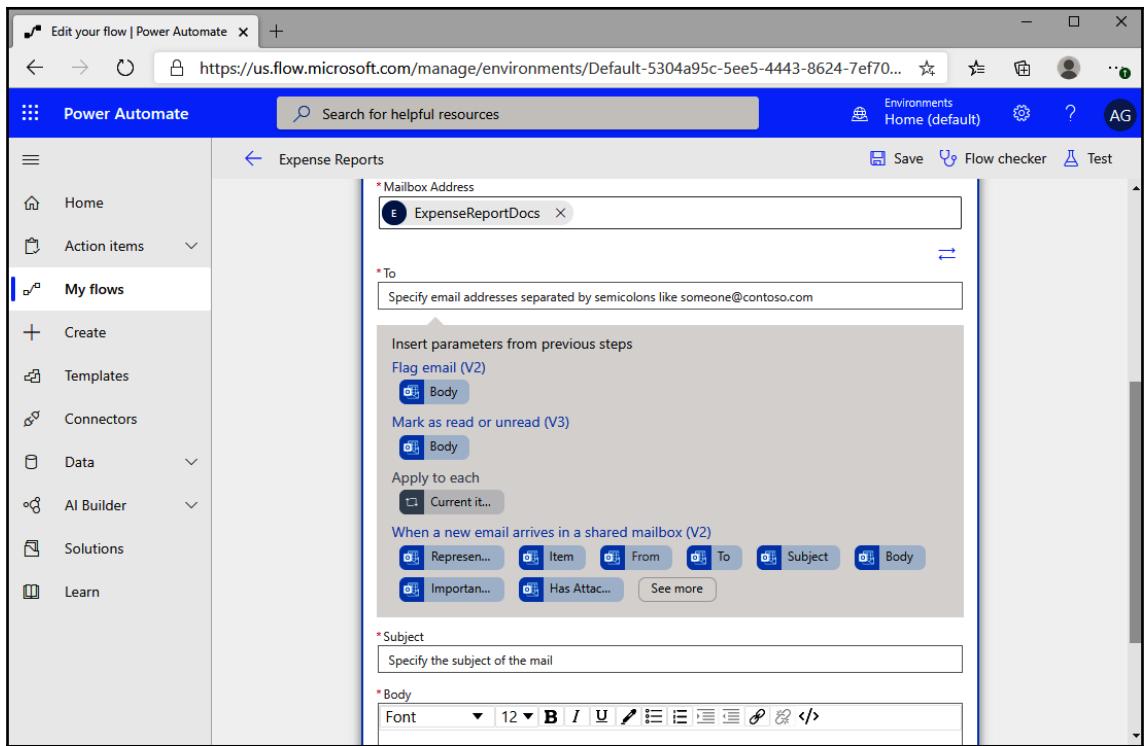
The screenshot shows the Microsoft Power Automate interface. On the left is a navigation sidebar with options like Home, Action items, My flows, Create, Templates, Connectors, Data, AI Builder, Solutions, and Learn. The main area is titled 'Flows' and shows three tabs: My flows (selected), Team flows, Business process flows, and UI flows. Below these tabs is a table listing flows. The first flow, 'Expense Reports', is highlighted. A context menu is open over this flow, listing options such as Edit, Share, Save As, Send a copy, Export, Run history (which is highlighted in blue), Analytics, Turn off, Repair tips off, Delete, and Details.

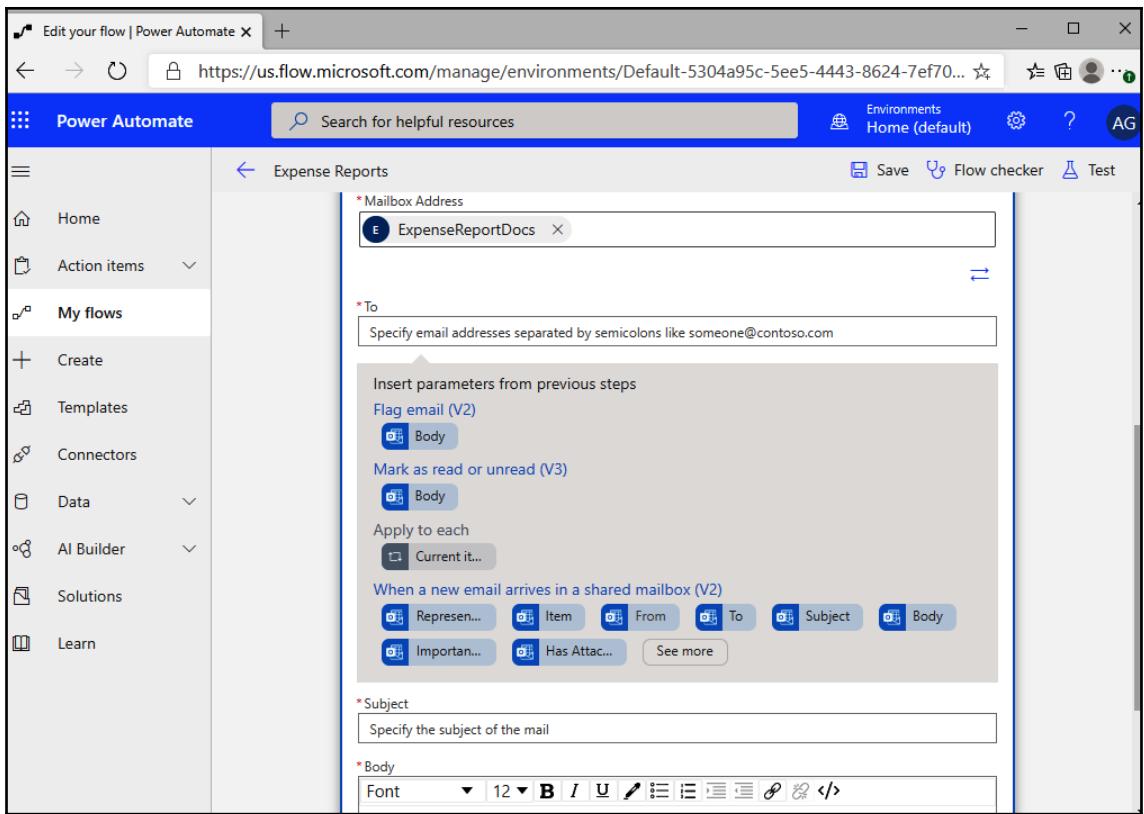


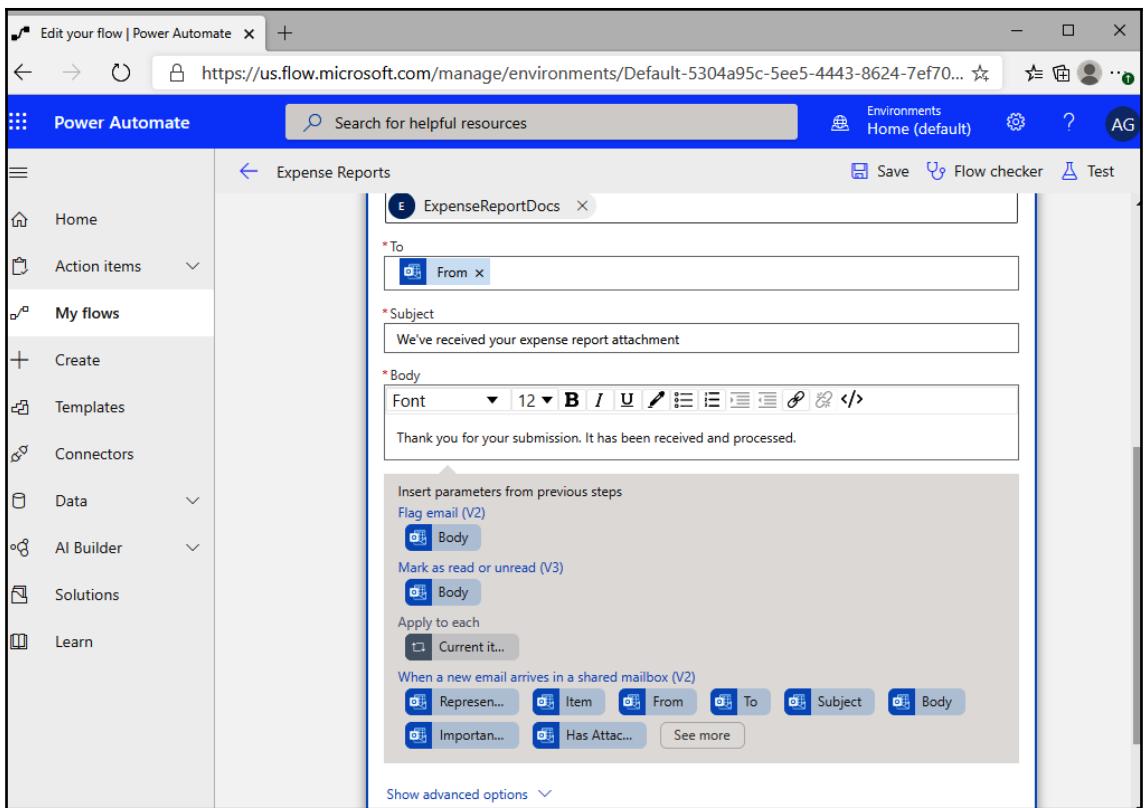
The screenshot shows a SharePoint document library titled "Expense Reports". The left navigation bar includes links for Home, Conversations, Documents, Shared with us, Notebook, Pages, Site contents, Recycle bin, and Edit. A Microsoft Teams icon is also present. The main content area displays a file named "expensereport1.csv" with a modified timestamp of "A few seconds ago". To the right, a sidebar shows access details for the file, indicating "Has access" for "admin@learningpowerautomate.onmicrosoft.com" (4 users) and a properties section where the title is set to "Enter value here" and the name is "admin@learningpowerautomate.onmicrosoft.com".

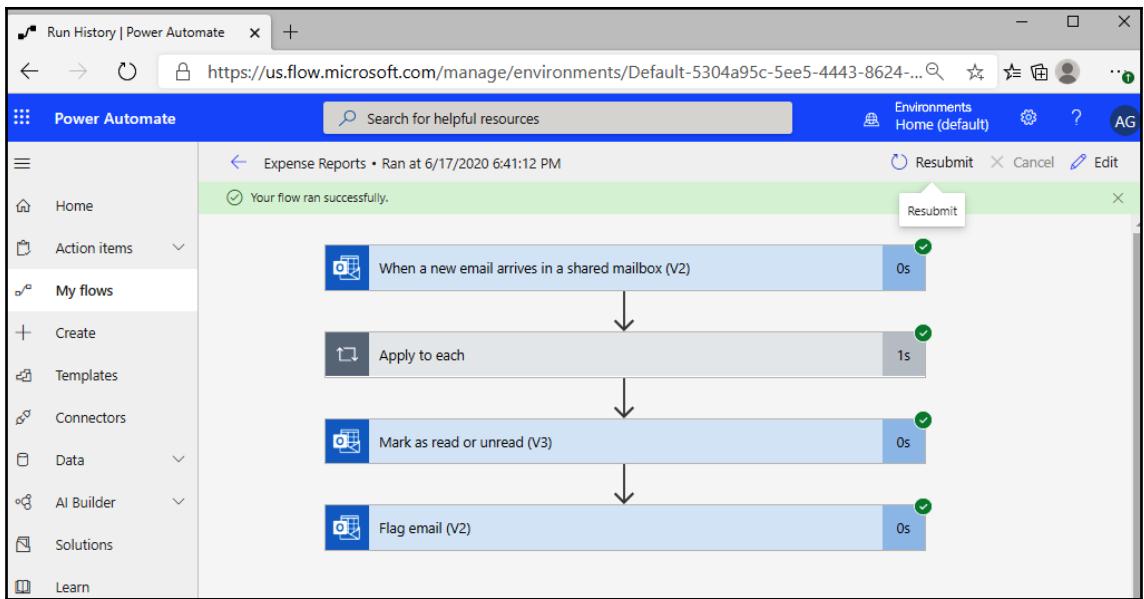
The screenshot shows the "Edit your flow | Power Automate" interface. The left sidebar lists Home, Action items, My flows (selected), Create, Templates, Connectors, Data, and AI Builder. The main area is titled "Flows" and shows four tabs: My flows (selected), Team flows, Business process flows, and UI flows. Below these tabs is a table with columns for Name, Modified, and Type. Two flows are listed: "Expense Reports" (modified 3 sec ago, Type: Automation) and "Monitor Twitter" (modified 3 h ago, Type: Automation). An "Edit" button is highlighted with a white arrow.



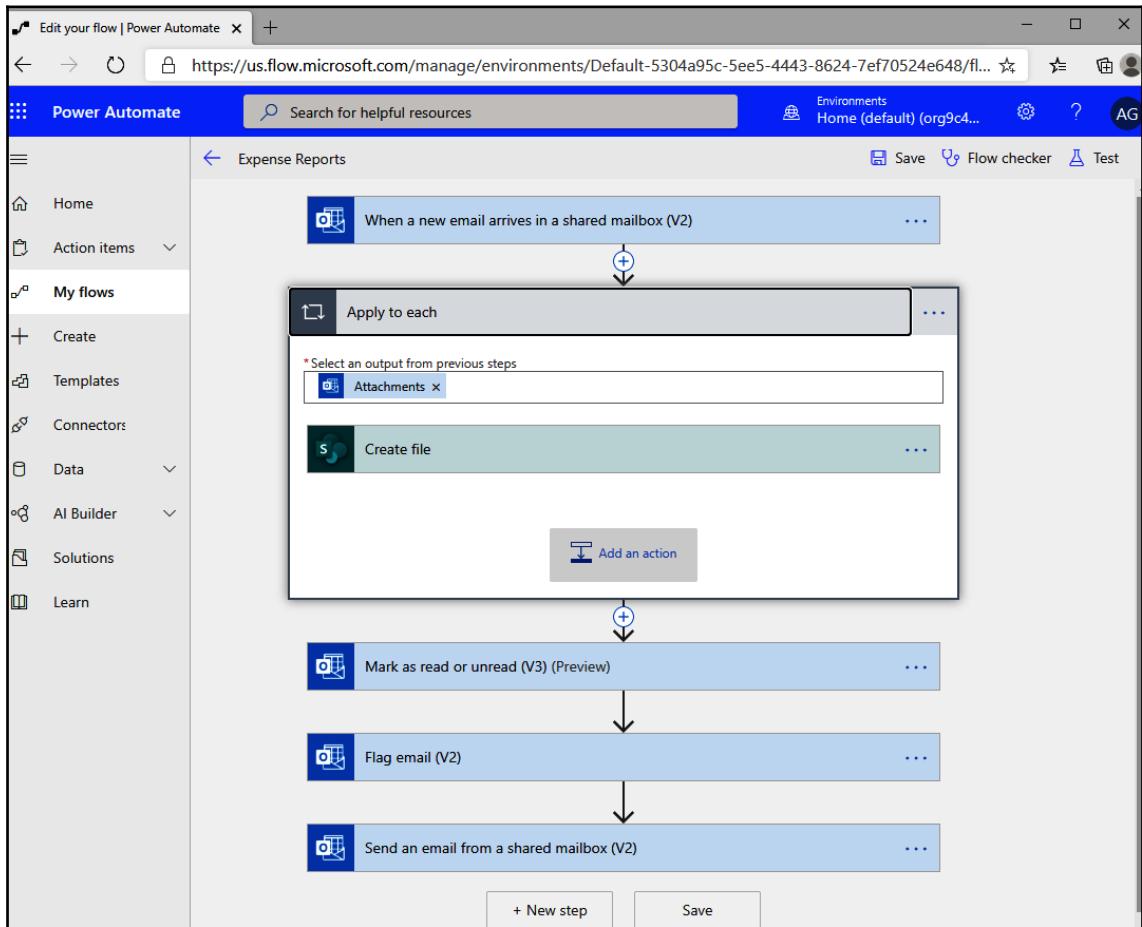


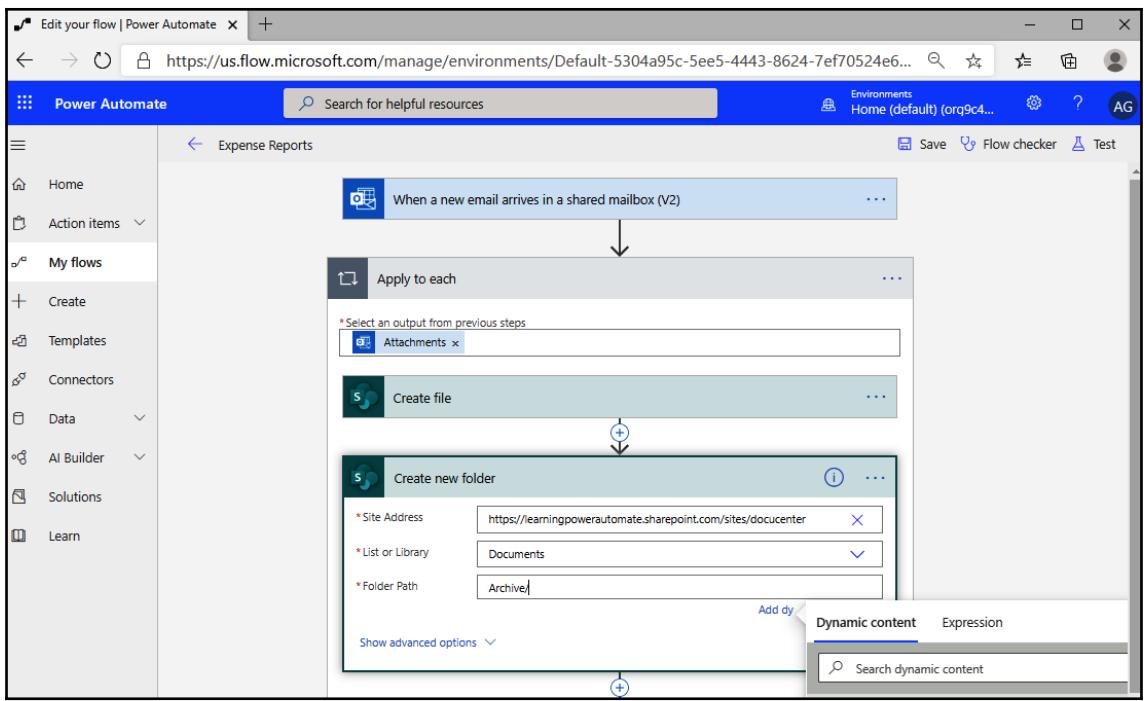


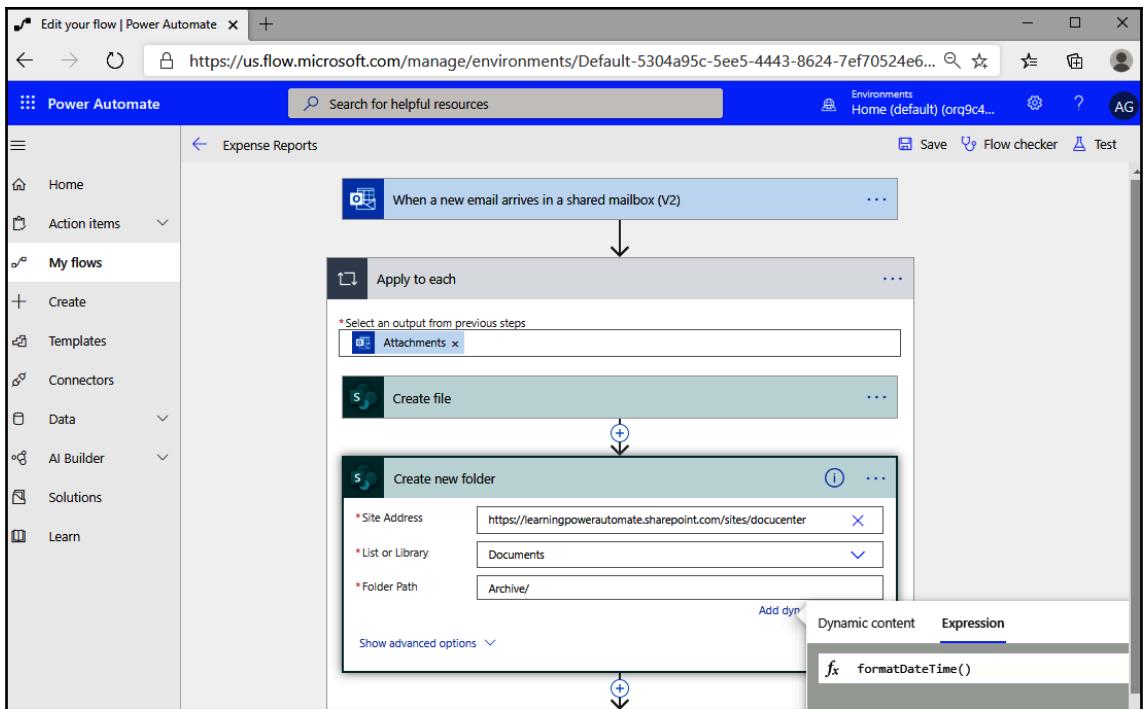


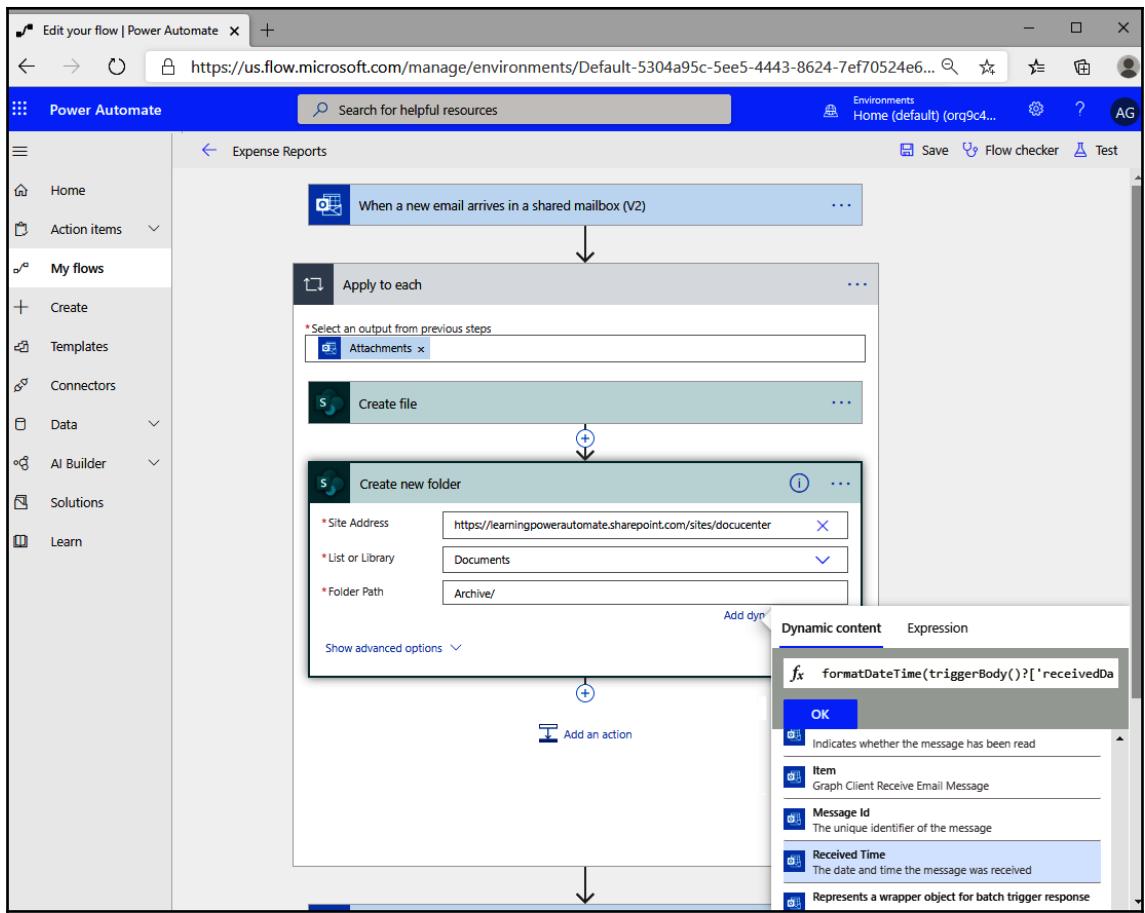


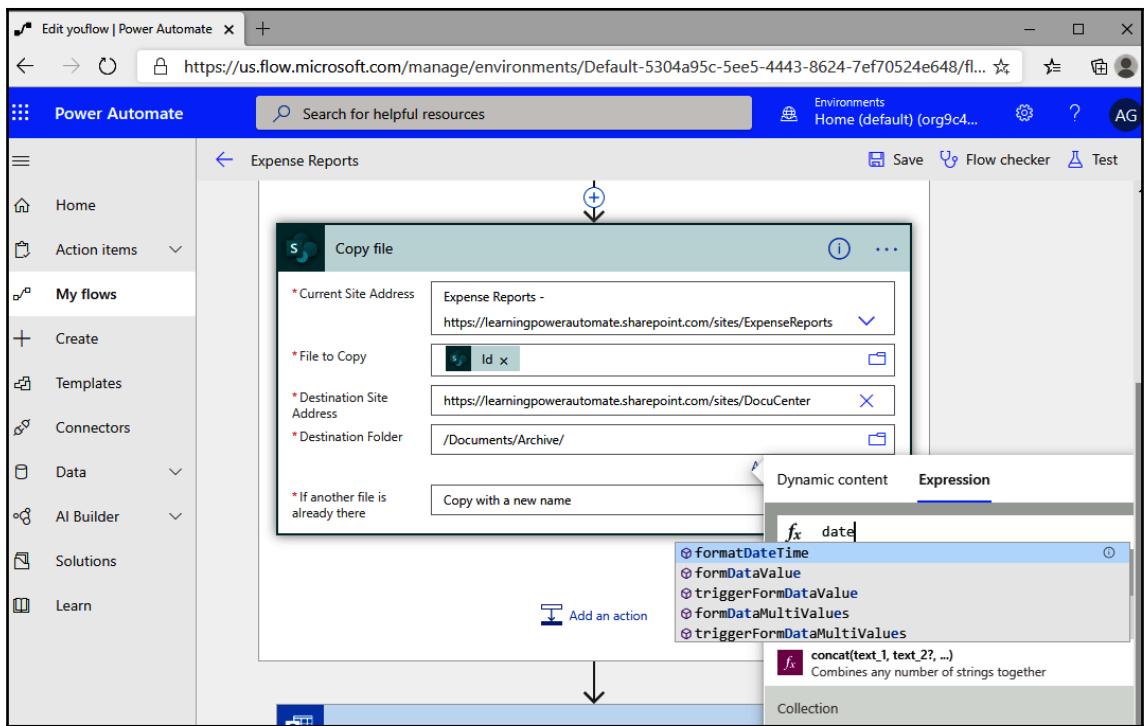
Chapter 4: Copying Files











Edit your flow | Power Automate

https://us.flow.microsoft.com/manage/environments/Default-5304a95c-5ee5-4443-8624-7ef70524e648/flows

Power Automate

Expense Reports

Save Flow checker Test

Home Action items My flows Create Templates Connectors Data AI Builder Solutions Learn

* Current Site Address: Expense Reports - https://learningpowerautomate.sharepoint.com/sites/ExpenseReports

* File to Copy: Id

* Destination Site Address: https://learningpowerautomate.sharepoint.com/sites/DocuCenter

* Destination Folder: /Documents/Archive/

* If another file is already there: Copy with a new name

Add action

Dynamic content Expression

fx formatDateTime() OK

Internet Message Id: The message ID in the format specified by RFC2822

Is HTML: Is Html?

Is Read: Indicates whether the message has been read

Item: Graph Client Receive Email Message

Message Id: The unique identifier of the message

Received Time: The date and time the message was received

Represents a wrapper object for batch trigger response: Represents a wrapper object for batch trigger response

Subject: The subject of the message

To: To

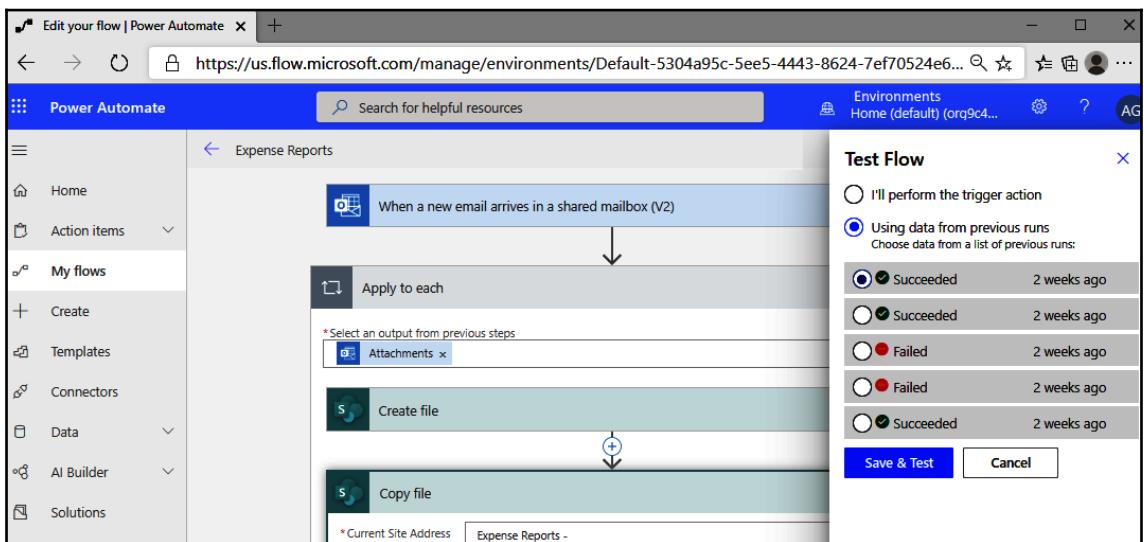
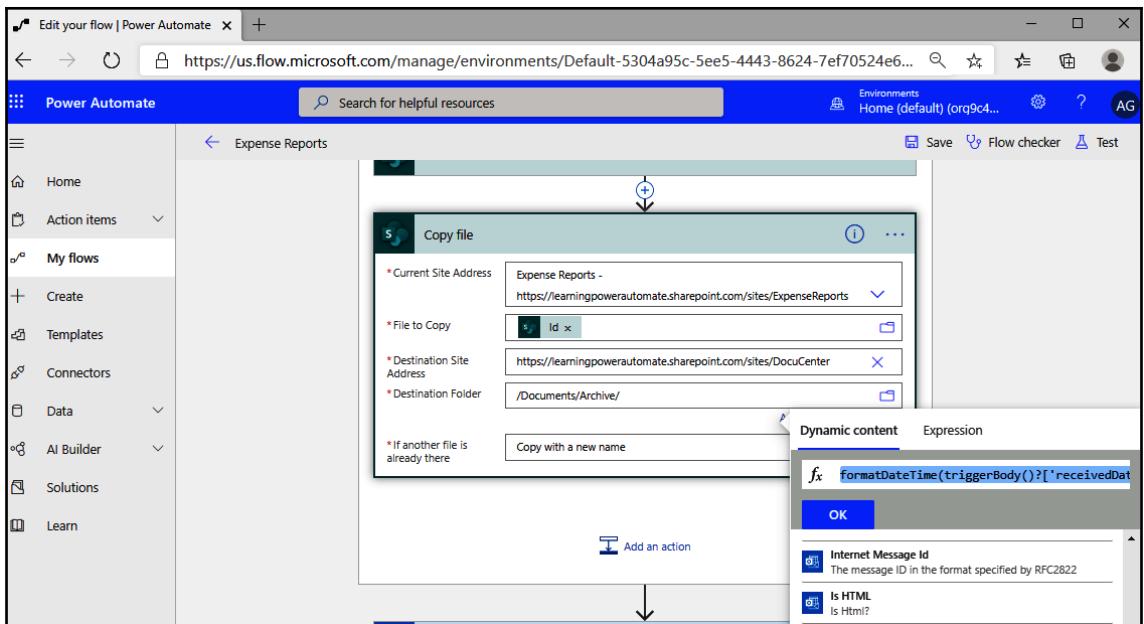
Mark as read or unread (V3) (Preview)

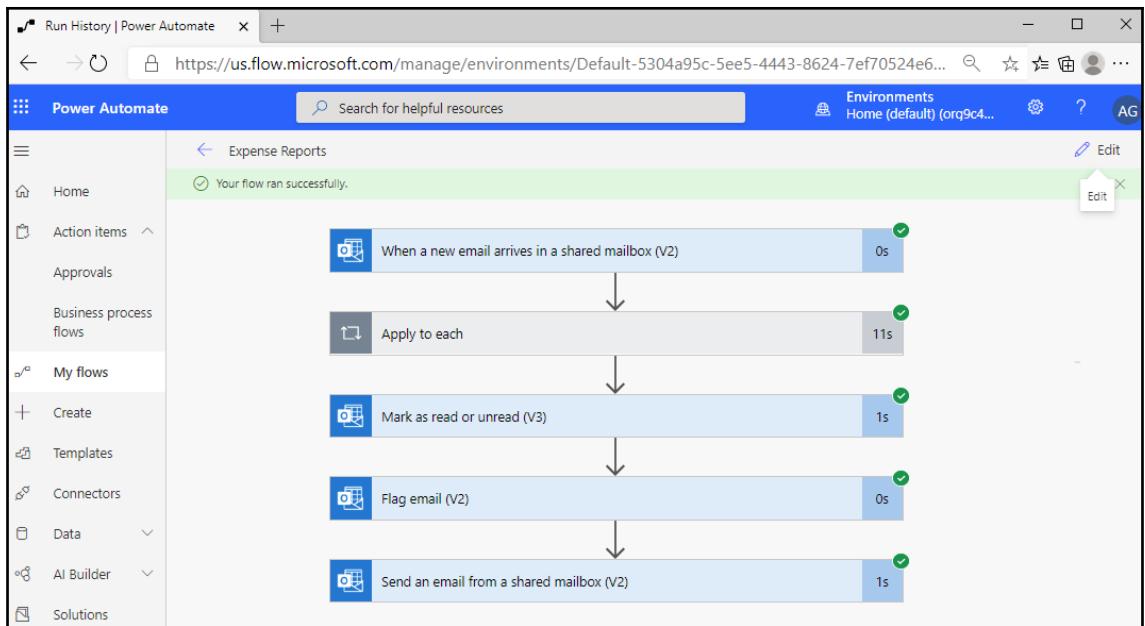
Flag email (V2)

Send an email from a shared mailbox (V2)

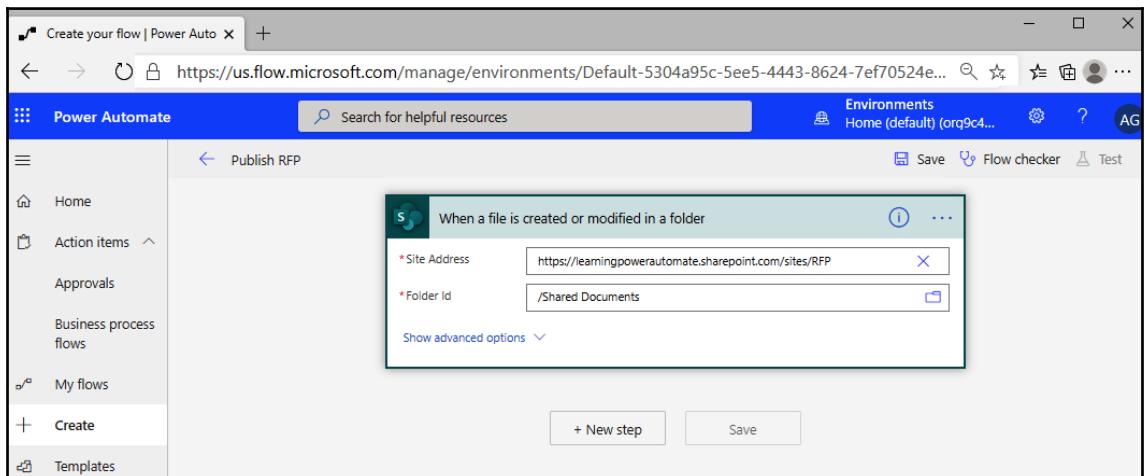
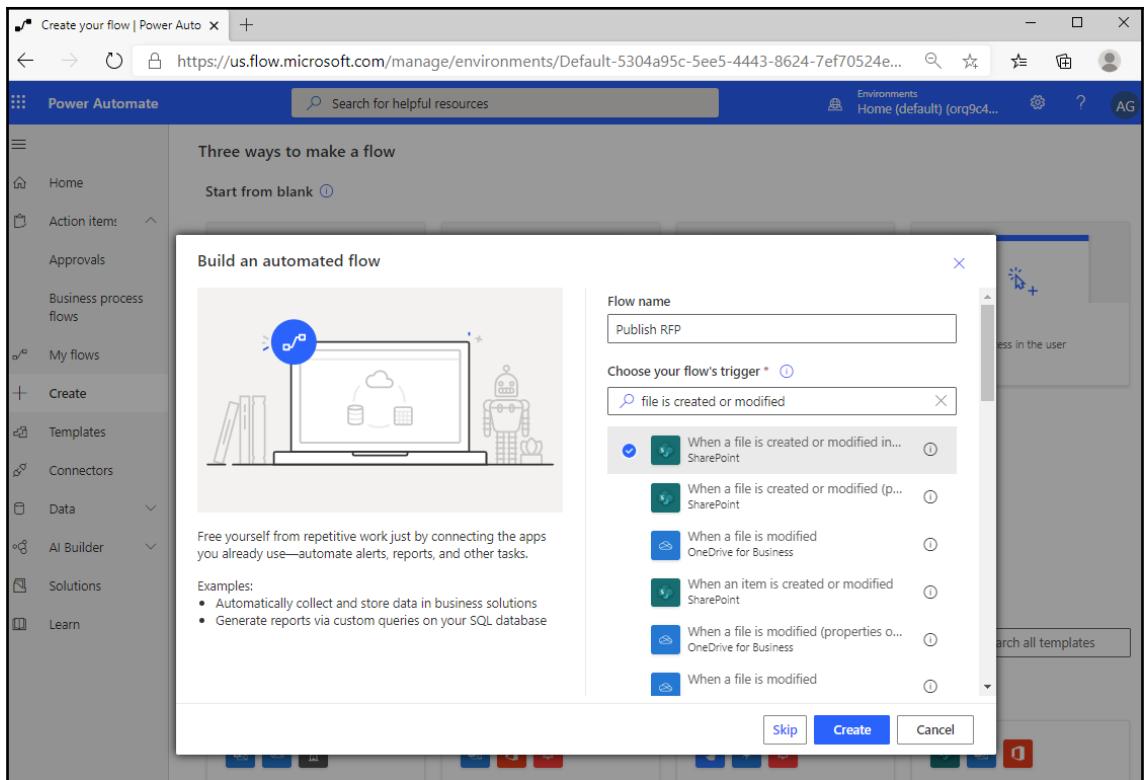
+ New step Save

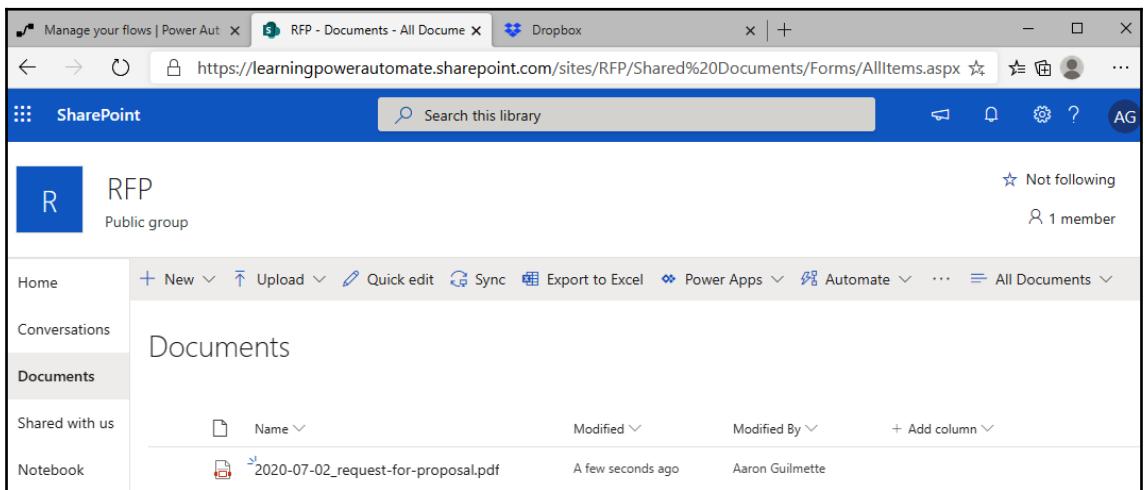
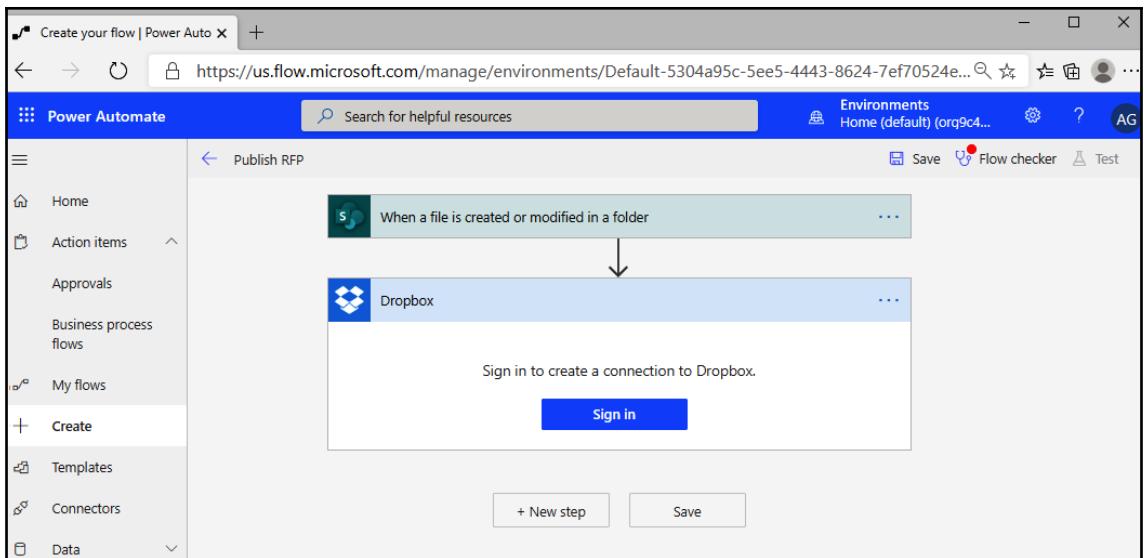
```
graph TD; Start[File to Copy: Id] --> DestSite[Destination Site Address: https://learningpowerautomate.sharepoint.com/sites/DocuCenter]; DestSite --> DestFolder[Destination Folder: /Documents/Archive/]; Cond{If another file is already there: Copy with a new name} --> Step1[Mark as read or unread (V3) (Preview)]; Step1 --> Step2[Flag email (V2)]; Step2 --> Step3[Send an email from a shared mailbox (V2)]
```





The screenshot shows a SharePoint document library named "DocuCenter". The library has a single item named "expensereport1.csv" uploaded on "2020-06-17". The item was modified "About a minute ago" by "Aaron Guilmette". The library interface includes standard SharePoint navigation and management tools like New, Upload, Quick edit, Share, Copy link, Sync, Download, and Add column.





The screenshot shows the Microsoft Power Automate interface. On the left, the navigation bar includes 'Run History | Power Automate', 'RFP - Documents - All Document', and 'Dropbox'. The main area displays a flow titled 'Publish RFP' that ran at 7/2/2020 6:17:25 PM. A green banner indicates 'Your flow ran successfully.' The flow consists of two steps:

- Trigger:** When a file is created or modified in a folder (1s ago)
- Action:** Create file (1s ago)
 - INPUTS:** Click to download
 - OUTPUTS:** Status code: 200
 - Headers:**

Key	Value
Pragma	no-cache
Vary	Accept-Encoding
x-ms-request-id	c6a104c1952c49888d57dbf3...
 - Body:**

```
{"Id": "id:eQgclMkuCZAAAAAAAAACA", "Name": "2020-07-02_request-for-proposal.pdf", "DisplayName": "2020-07-02_request-for-proposal.pdf", "LastModified": "2020-07-02T18:17:25Z", "LastModifiedBy": "Power Automate (org9c4...)"}
```

The screenshot shows the Dropbox Home page in a web browser. The left sidebar contains links for Home, Files, All files, Shared, File requests, Deleted files, Tools, and Paper. The main content area displays "Suggested from your activity" with a PDF file named "2020-07-02_re... proposal.pdf" (added by Dropbox). Below that is a "Recent" section with a PDF file named "2020-07-02_request-for-proposal" (added 4 minutes ago by Dropbox). A "Create new file" button and a sidebar menu with options like Upload files, Upload folder, New folder, and New shared folder are also visible.

Chapter 5: Creating Button Flows

The screenshot shows the Microsoft Power Automate web interface at the URL <https://us.flow.microsoft.com/en-us/templates/>. The left sidebar is titled "Power Automate" and includes sections for Home, Action items, My flows, Create, Templates (which is currently selected), Connectors, Data, AI Builder, Solutions, and Learn. The main area displays a grid of 12 template cards, each with a preview icon, title, description, creator, and popularity count. The "Button" filter tab is selected at the top of the grid.

Template Name	Description	Creator	Popularity
Send myself a reminder in 10 minutes	By Microsoft	Instant	355582
Get today's weather forecast for my current location	By Microsoft	Instant	259359
Click a button to email a note	By Microsoft	Instant	112533
Request manager approval for a selected file	By Microsoft	Instant	98483
Send me a push notification with my current location	By Microsoft	Instant	71480
Request manager approval for a selected item	By Microsoft	Instant	44603
Complete a custom action for the selected file	By Microsoft	Instant	26270
Create new Outlook Task	By Microsoft	Instant	20072
Common Data Service button			
Block out my Office 365 calendar for			
Email me my location			
Upload photos to OneDrive for			

Build an instant flow

Triggered manually from any device, easy-to-share instant flows automate tasks so you don't have to repeat yourself.

Examples:

- Get an automatic mobile alert whenever a VIP client emails you
- Save all your email attachments to a folder automatically

Flow name
Out Sick

Choose how to trigger this flow *

- Manually trigger a flow Flow button for mobile
- PowerApps PowerApps
- When Power Virtual Agents calls a fl... Power Virtual Agents
- When a record is selected Common Data Service
- For a selected file OneDrive for Business
- For a selected file SharePoint
- For a selected item

Skip Create Cancel

Power Automate

Environments Home (default) (orq9c4...)

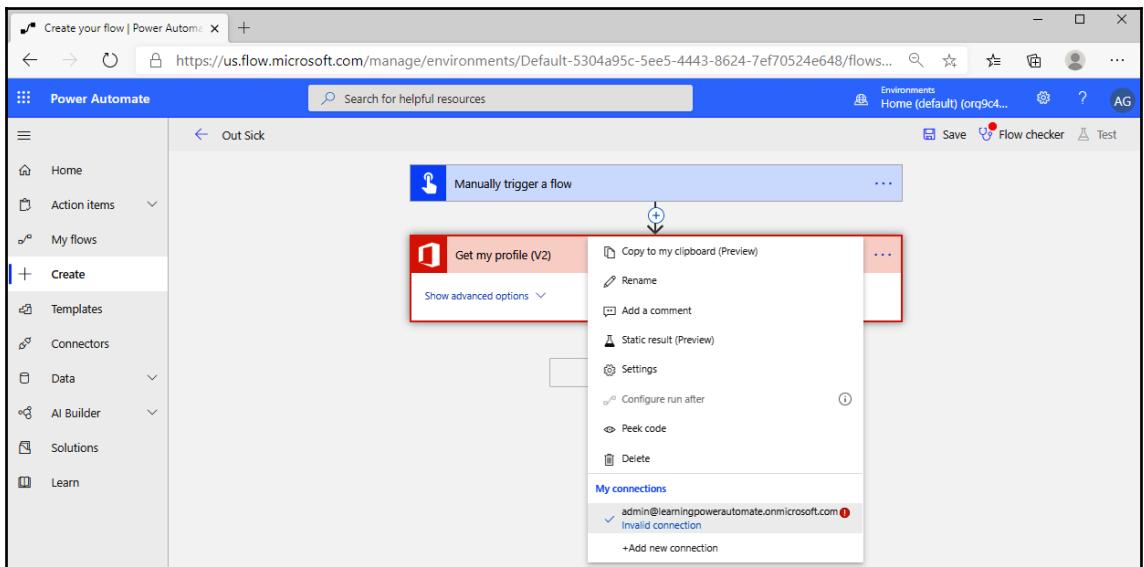
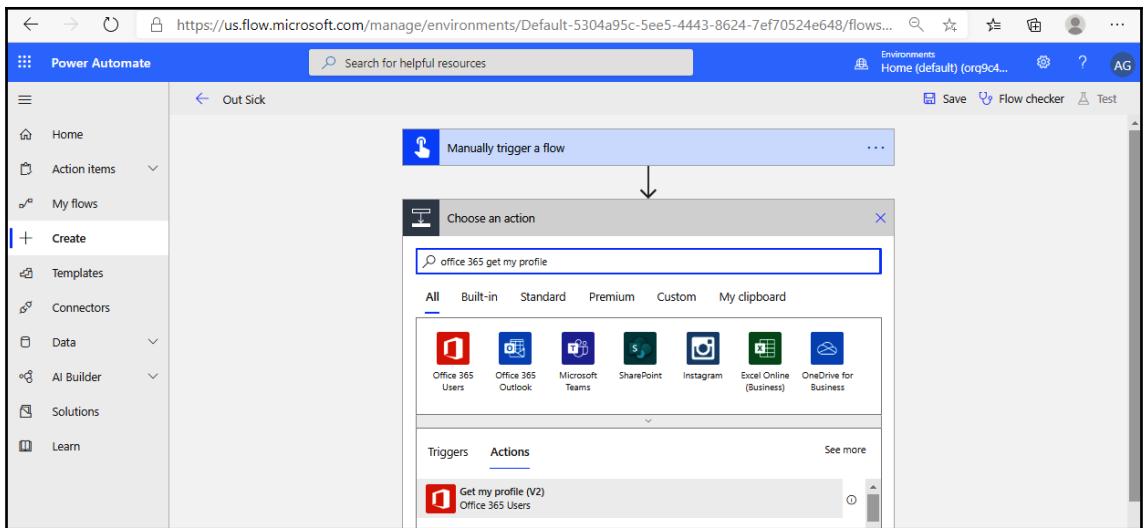
Save Flow checker Test

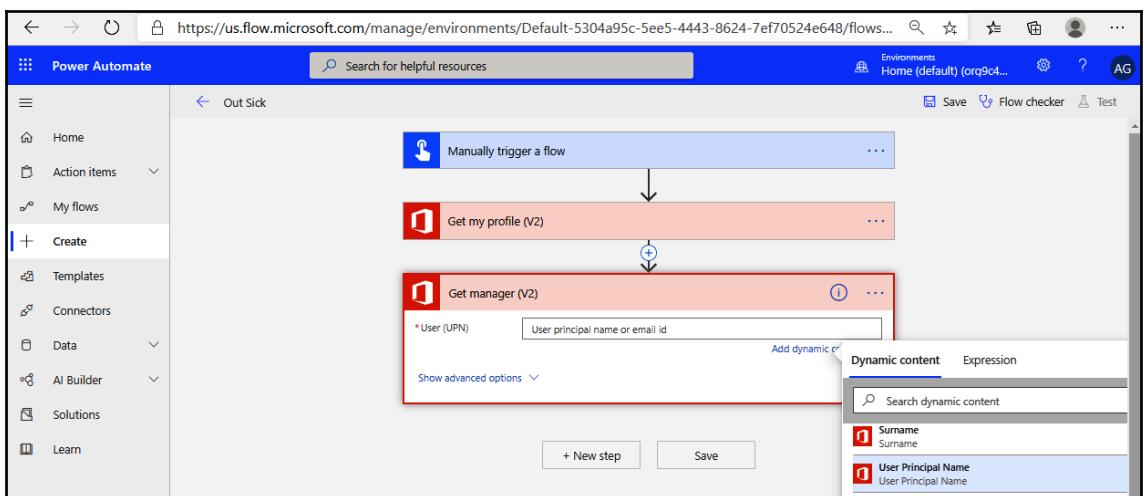
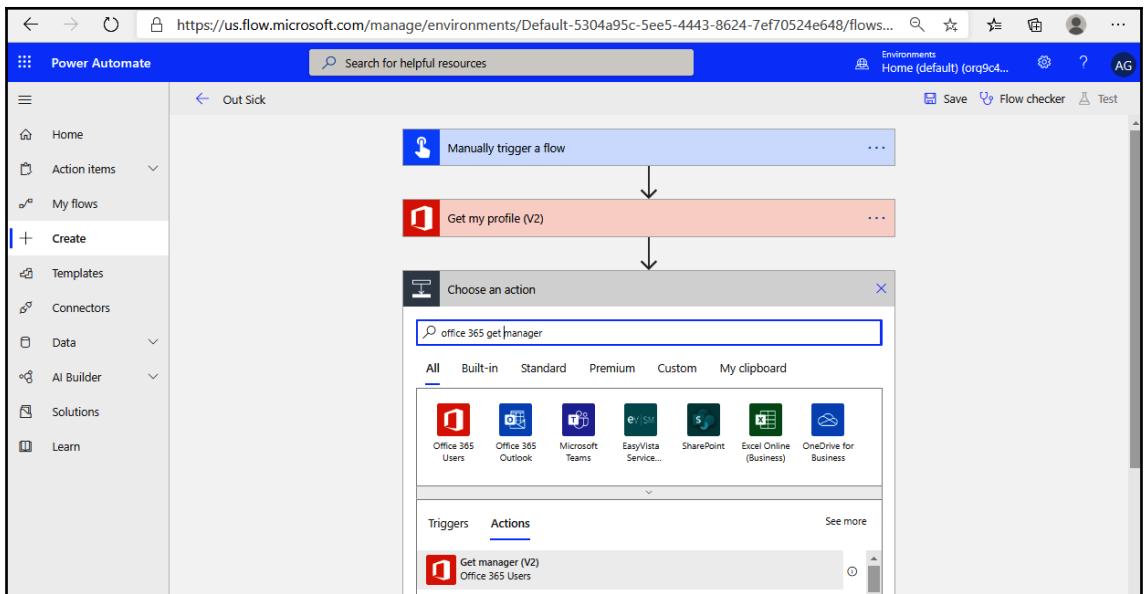
Out Sick

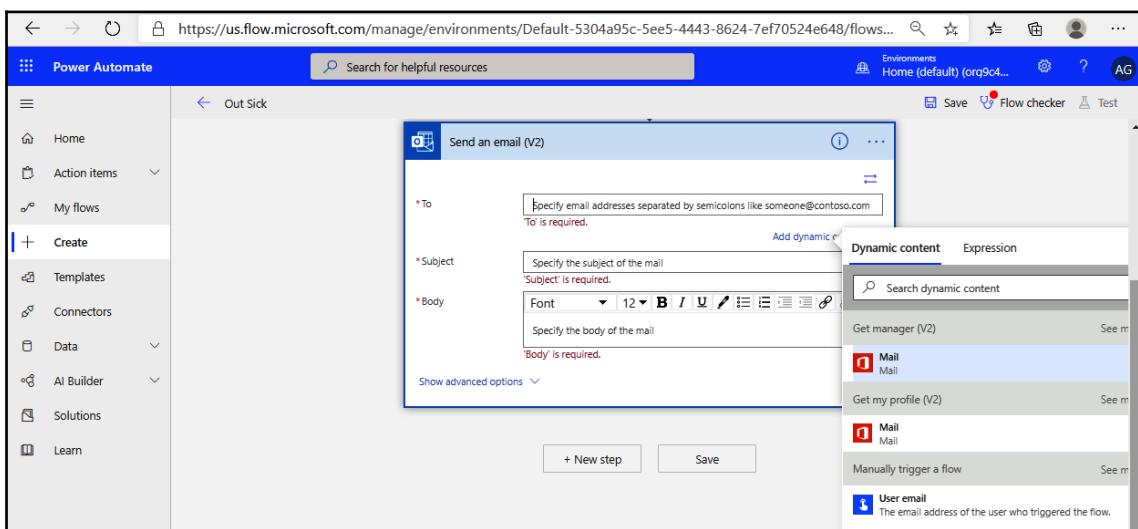
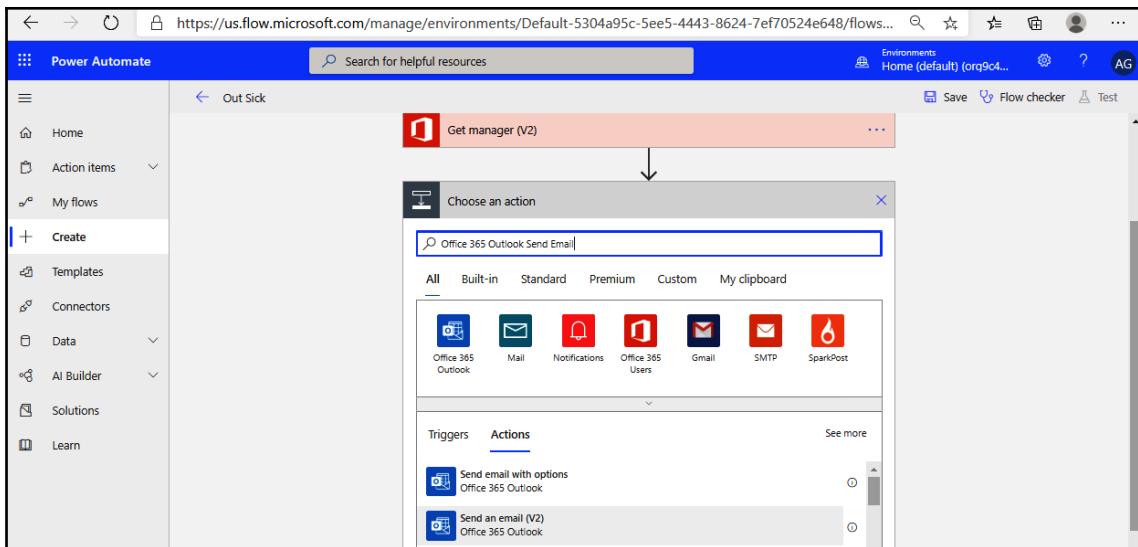
Manually trigger a flow

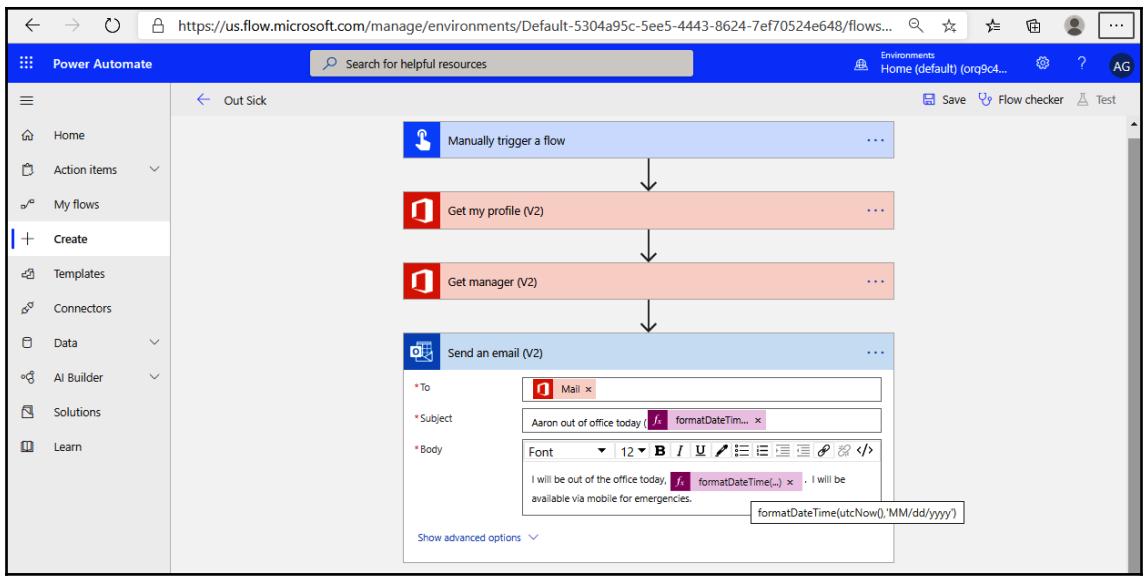
Add your next step Add steps one at a time until you create the flow you want.

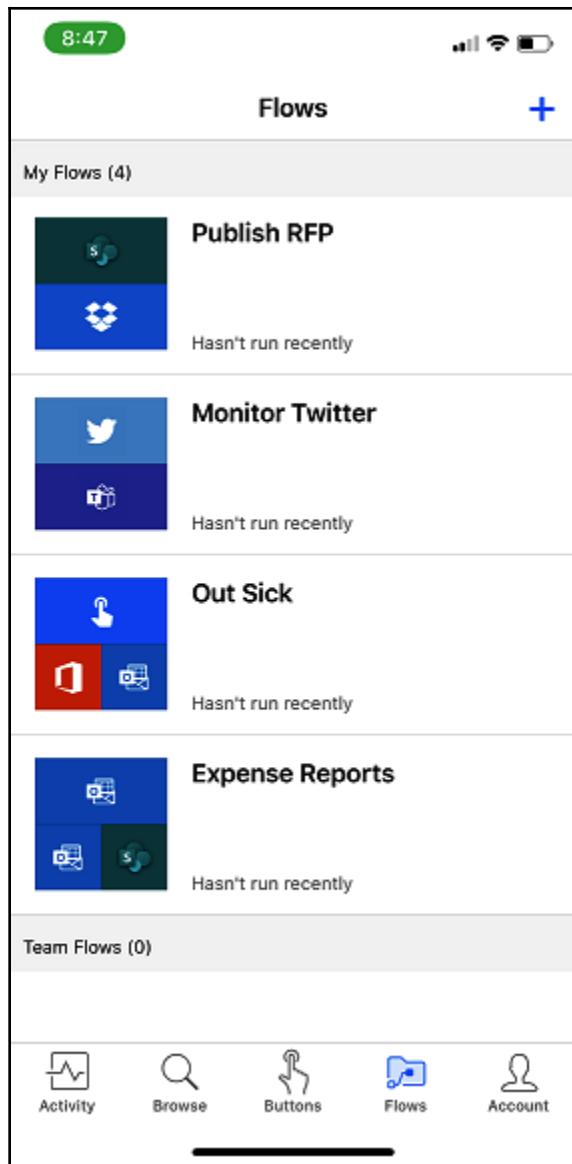
+ New step Save

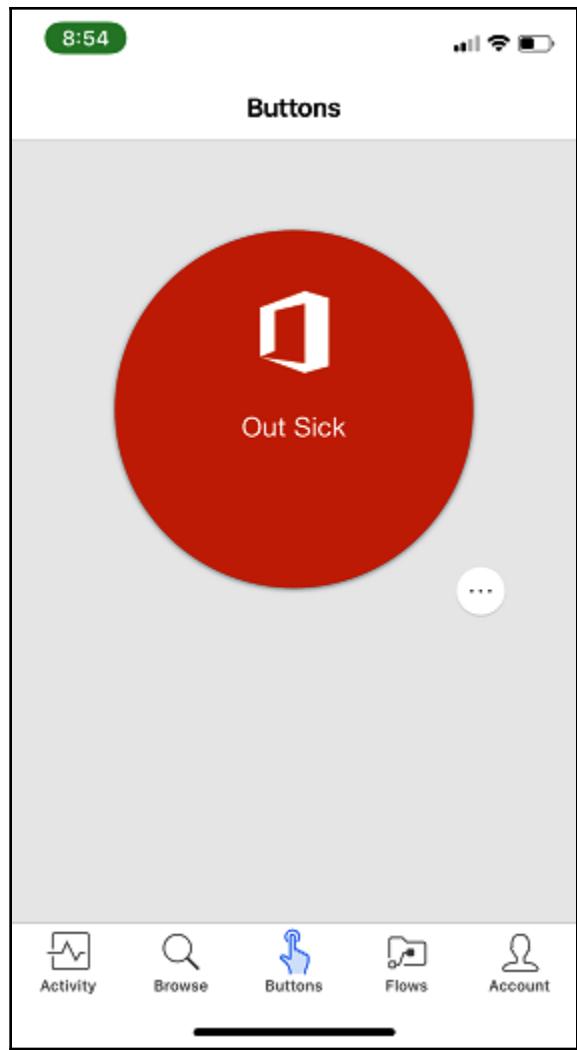


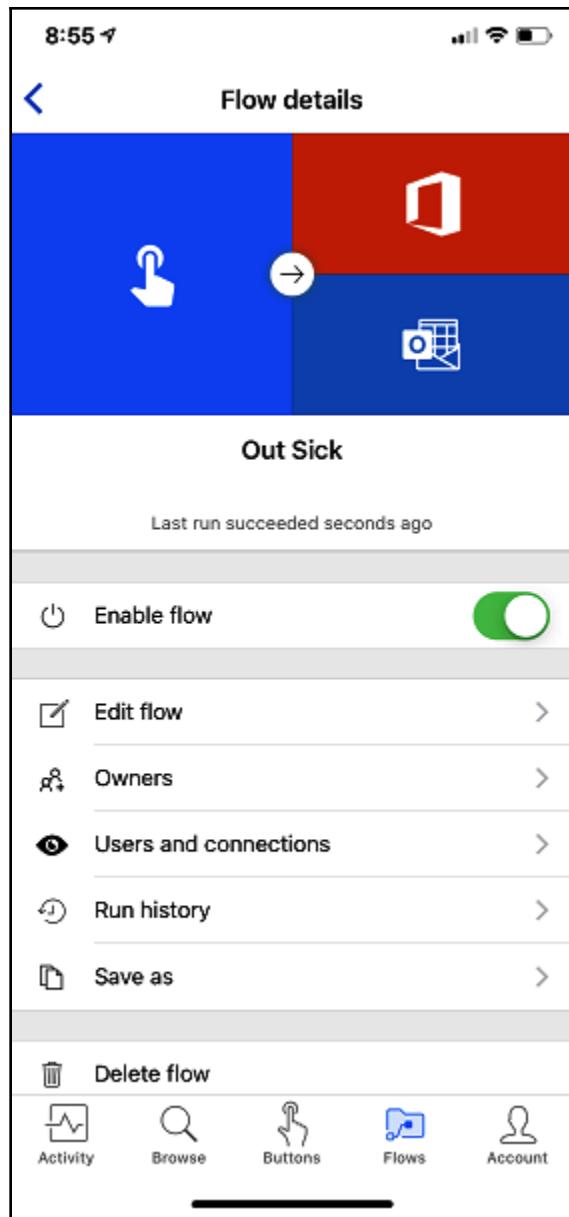


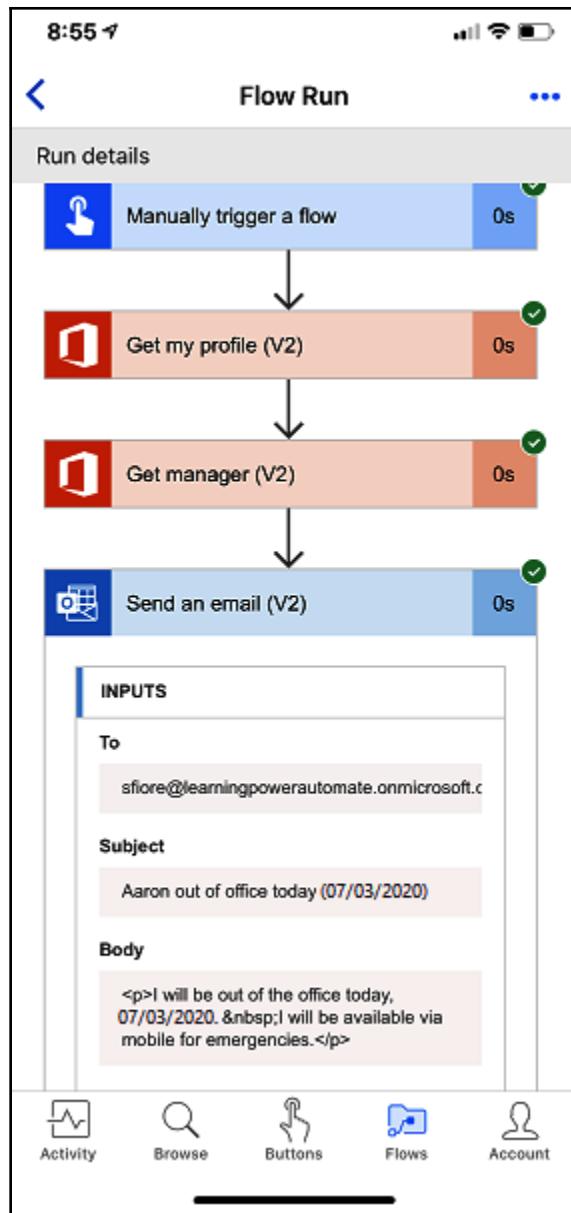




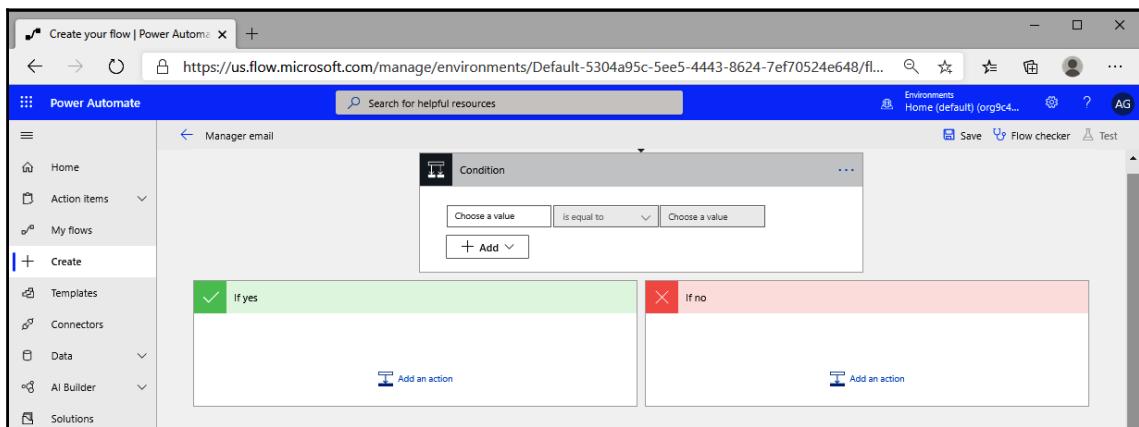
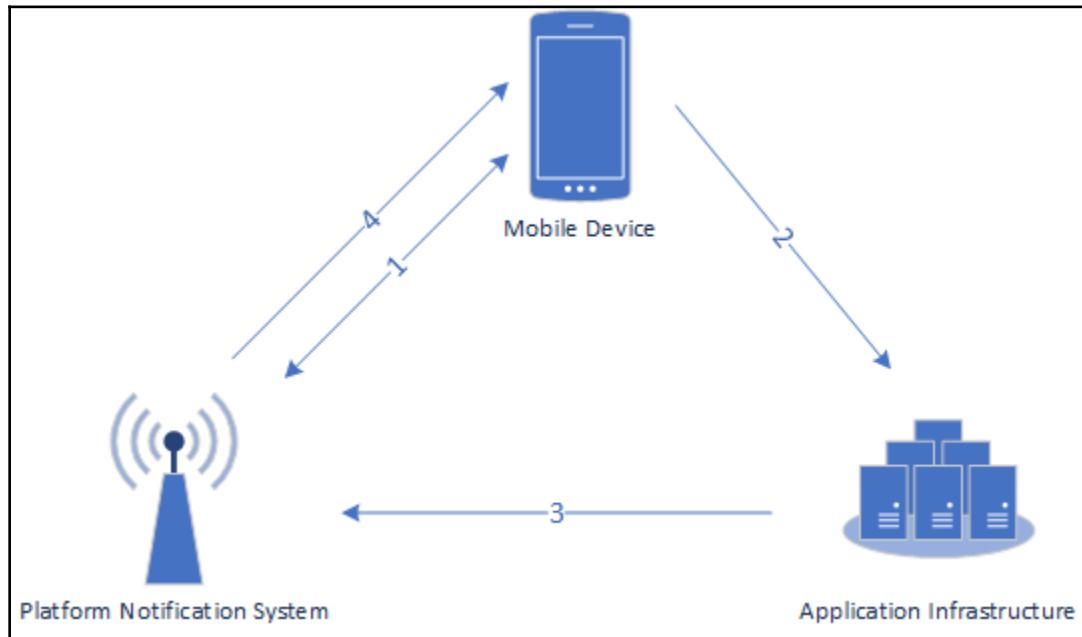


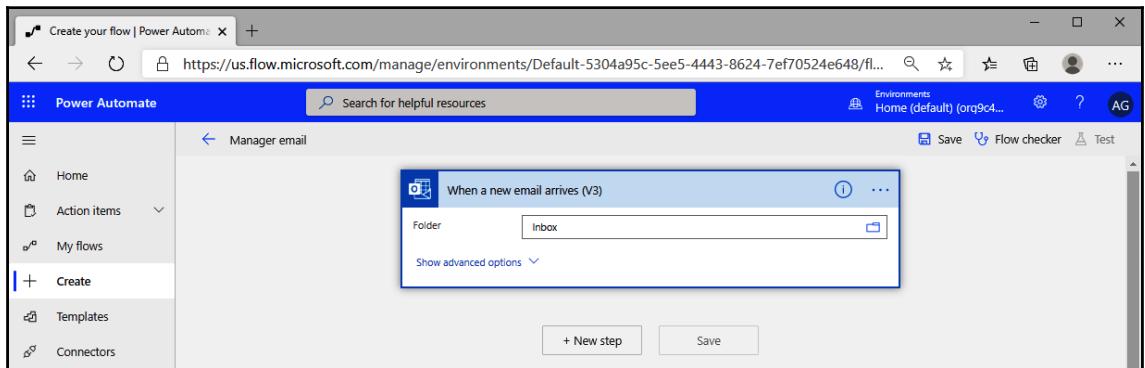
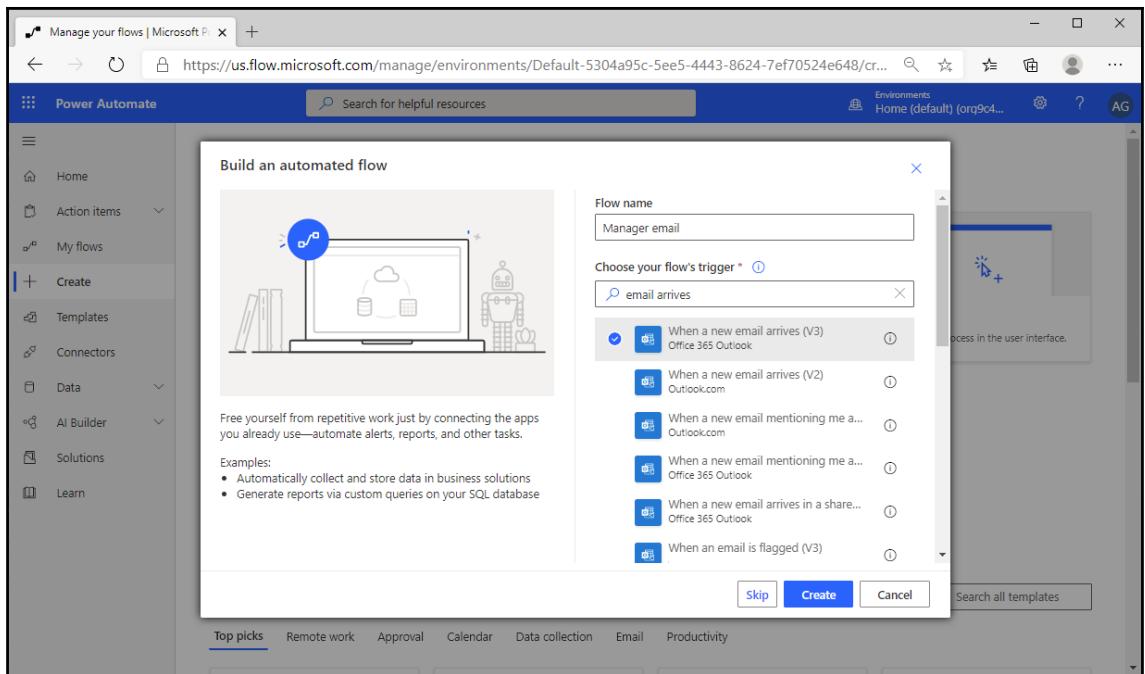


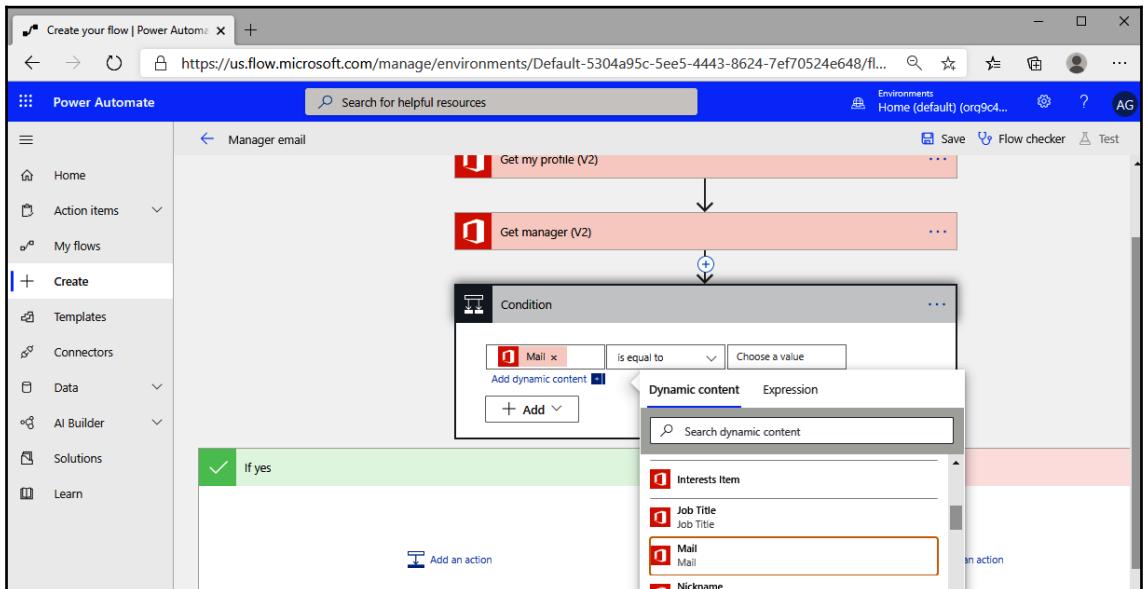
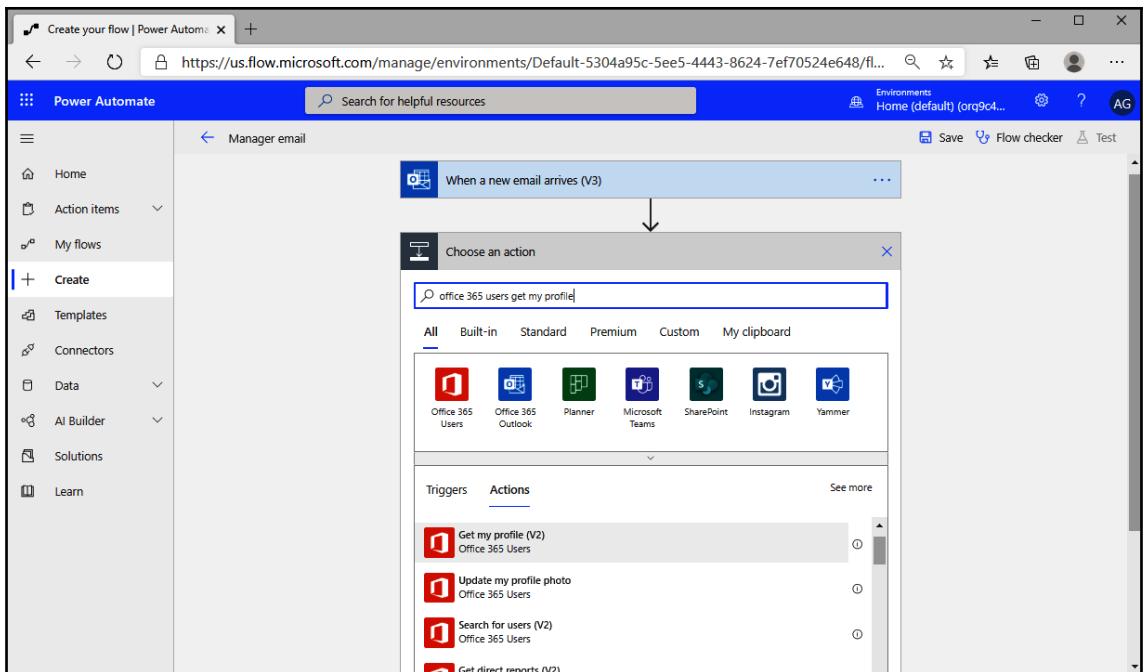


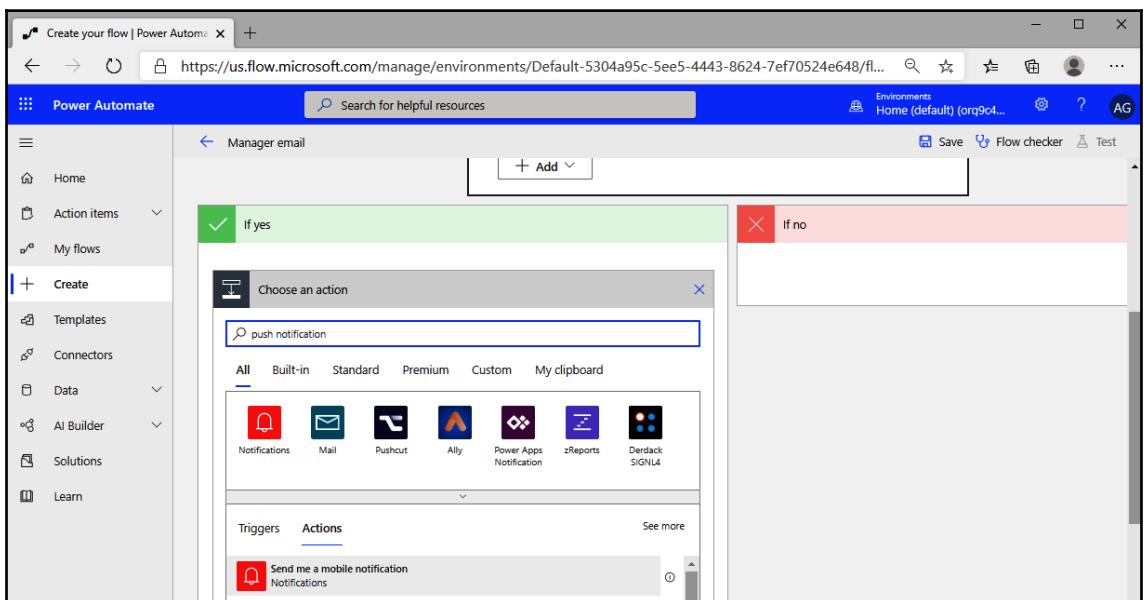
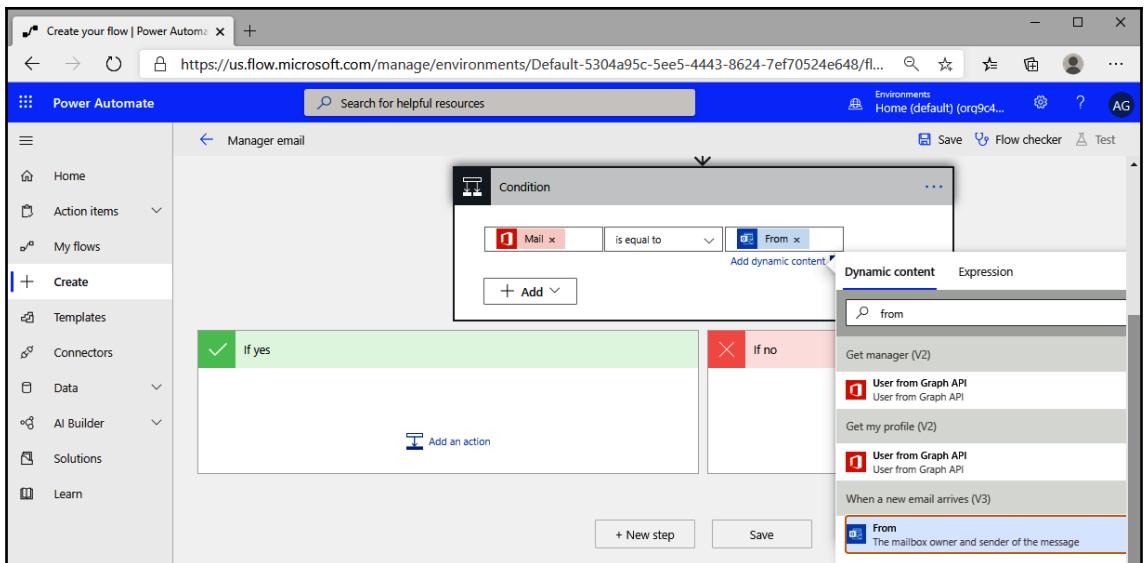


Chapter 6: Generating Push Notifications









Edit your flow | Power Automate

https://us.flow.microsoft.com/manage/environments/Default-5304a95c-5ee5-4443-8624-7ef70524e648/f...

Power Automate

Manager email

Save Flow checker Test

Environments Home (default) (org9c4...)

My flows

If yes

Send me a mobile notification

Text: New message from my manager

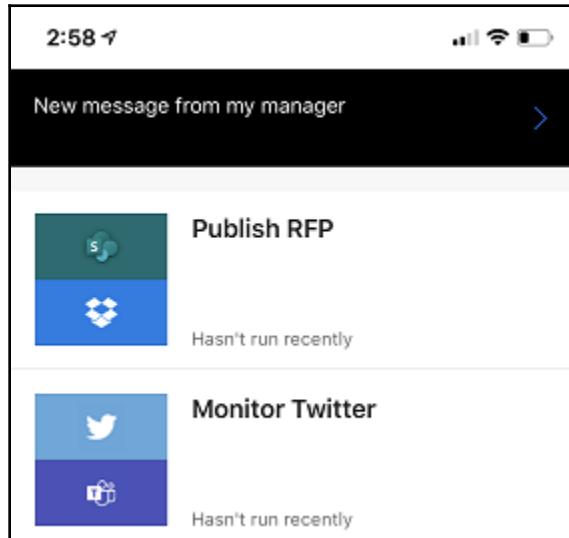
Link: https://outlook.office365.com/

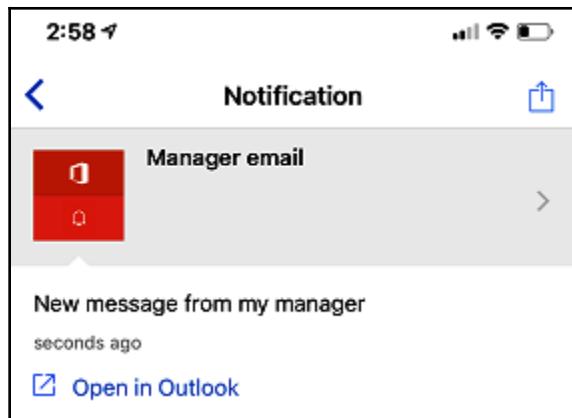
Link label: Open in Outlook

If no

Add an action

```
graph TD; Start(( )) --> Condition{Mail is equal to From}; Condition --> IfYes[If yes]; IfYes --> Notification[Send me a mobile notification]; IfYes --> IfNo[If no]; IfNo --> AddAction[Add an action];
```





Chapter 7: Working with Team Flows

The screenshot shows the 'Power Automate' interface with the 'Flows' section selected. On the left, there's a sidebar with options like Home, Action items, My flows (which is selected), Create, Templates, Connectors, Data, AI Builder, Solutions, and Learn. The main area displays a list of flows:

Name	Modified	Type
Manager email	14 min ago	Automated
Out Sick	4 d ago	Instant
Publish RFP	5 d ago	Automated
Expense Reports	5 d ago	Automated
Monitor Twitter	2 wk ago	Automated

The screenshot shows the 'Power Automate' interface with the 'Expense Reports' flow selected. The sidebar remains the same. The main area shows the flow details:

Owners: Adding another owner allows others to edit, update and delete this flow. All owners can also access the run history and add or remove other owners. [Learn more](#)

Users and groups: SharePoint

Add a user or group as owner

Enter names, email addresses, or user groups

Aaron Guilmette
admin@learningpowerautomate.onmicrosoft.com

Embedded connections: Everyone listed as an owner will have access to all these connections and will only be able to use them in this flow. [Learn more](#)

Connections in use: Connections listed are actively being used in this flow. [Manage connections](#)

admin@learningpowerautomate.onmicrosoft.c... (Office 365 Outlook)

admin@learningpowerautomate.onmicrosoft.c... (SharePoint)

The screenshot shows a Power Automate interface with a modal dialog titled "Connections Used". The dialog explains that owners of a flow have full access to all connections and their content. It lists two connections: "Office 365 Outlook" and "SharePoint".

Connections Used

Owners of the flow will have full access to all connections in the flow and the content within the connected accounts. Owners are not required to add connections to their own accounts, and can take any actions in existing connections and their content.

Office 365 Outlook

Owner with access to this connection can:

- Read your user profile
- Read, update, and delete your mails
- Send mail as signed in user (you)
- Create, read, update, and delete events
- Create, read, update, and delete contacts

SharePoint

Owner with access to this connection can:

- Read list and library names, as well as the names of the columns
- Create, read, update, copy and delete files and metadata
- Create, read, update, and delete list items

Buttons: OK, Cancel

The screenshot shows the "Owners" section of a flow configuration page. It allows adding another owner to edit, update, and delete the flow. A "Users and groups" link is provided to add a SharePoint list or library as an owner. Below this, a "Site" dropdown is set to "DocuCenter" and a "List/Library" dropdown is set to "Documents". An "Add" button is present.

Owners

Adding another owner allows others to edit, update and delete this flow. All owners can also access the run history and add or remove other owners.

[Learn more](#)

Users and groups [SharePoint](#)

Add a SharePoint list or library as owner

Site: DocuCenter

List/Library: Documents

Add

Embedded connections

Everyone listed as an owner will have access to all these connections and will only be able to use them in this flow.

[Learn more](#)

Connections in use

Connections listed are actively being used in this flow. [Manage connections](#)

Office 365 Outlook

admin@learningpowerautomate.onmicrosoft.com
Office 365 Outlook

SharePoint

admin@learningpowerautomate.onmicrosoft.com
SharePoint

View your flow owners | Power A x +

https://us.flow.microsoft.com/manage/environments/Default-5304a95c-5ee5-4443-8624-7ef70524e648/flows

Power Automate Search for helpful resources Environments Home (default) (org9c4...)

Flows My flows Team flows Business process flows UI flows

Name	Modified	Type
Expense Reports	6 d ago	Automated

Home Action items My flows Create Templates Connectors Data

Search

Manage your flows | Microsoft F x +

https://us.flow.microsoft.com/manage/environments/Default-5304a95c-5ee5-4443-8624-7ef70524e648/flows

Power Automate Search for helpful resources Environments Home (default) (org9c4...)

Flows My flows Team flows Business process flows UI flows

Name	Run	Edit	Share	Save As	...	Type
Create a To-Do Task for a Meeting						Automated
Vacation Approval						Automated
Monitor Twitter						Automated
Manager email						Automated
Out Sick						Instant
Publish RFP						Automated

New Run Edit Share Save As ...

Run history Analytics Turn off Repair tips off Delete Details

https://us.flow.microsoft.com/manage/environments/Default-5304a95c-5ee5-4443-8624-7ef70524e648/flows/daa6ff6b-659e-4bdf-9a5e-d7850329c8c0/details

Manage your flows | Microsoft Flow

https://us.flow.microsoft.com/manage/environments/Default-5304a95c-5ee5-4443-8624-7ef70524e648/flows/daa6ff...

Power Automate

Flows > Out Sick

Search for helpful resources

Edit Share Save As Delete Run Send a copy Submit as template Export Analytics Turn off Repair tips off

Details

Flow	Out Sick	Status	On
Owner	Aaron Guilmette	Created	Jul 3, 08:42 PM
		Modified	Jul 3, 08:44 PM
		Type	Instant
		Plan	Per-user plan

Connections

Office 365 Outlook Permissions	admin@learningpowerautom...
Office 365 Users Permissions	admin@learningpowerautom...

Owners

AG Aaron Guilmette

Run only users

Your flow hasn't been shared with anyone.

28-day run history All runs

Manage your flows | Microsoft Flow

https://us.flow.microsoft.com/manage/environments/Default-5304a95c-5ee5-4443-8624-7ef70524e648/flows/daa6ff...

Power Automate

Flows > Out Sick

Search for helpful resources

Edit Share Save As Delete Run Send a copy Submit as template Export

Manage run-only permissions

Invite users or groups

Let others run this flow and see the results, but not edit in any way.

Enter names, email addresses, or user groups

Alan Nicholls anicholls@learningpoweraut...

Currently shared with

This flow has not been shared with any users. Add a person and see their name here.

Connections Used

These connections will provide the users listed here to have run-only access to this flow. Unless providing their own connection, run-only users will not have access to these connections outside this flow.

Office 365 Users

Run-only users will be asked to provide their own connection to this connector.

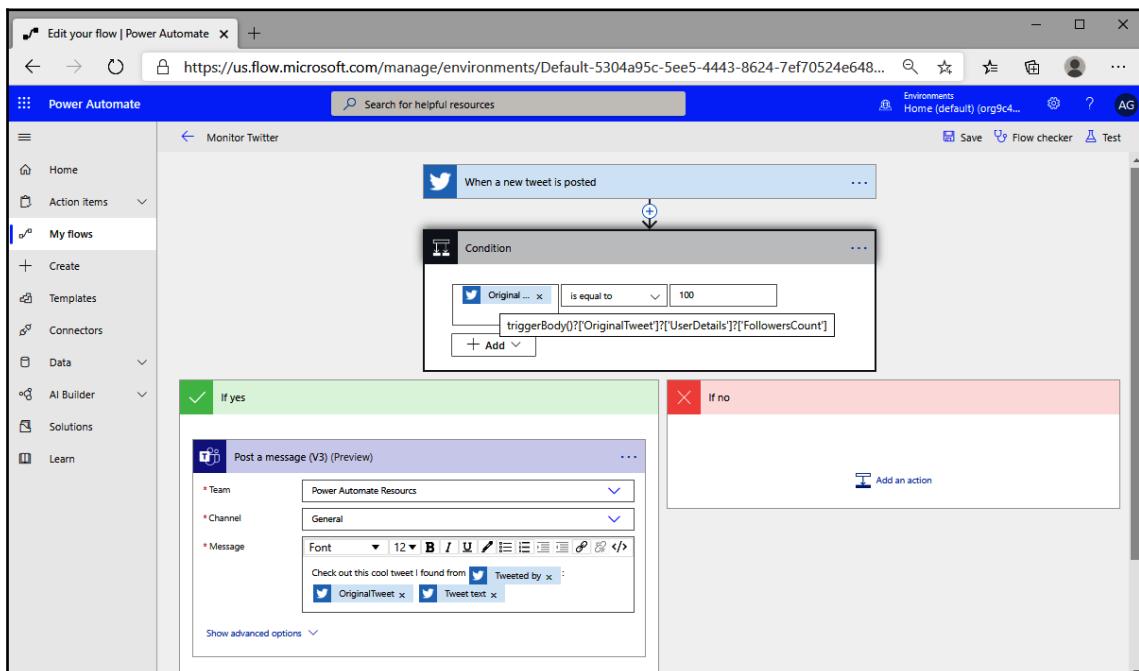
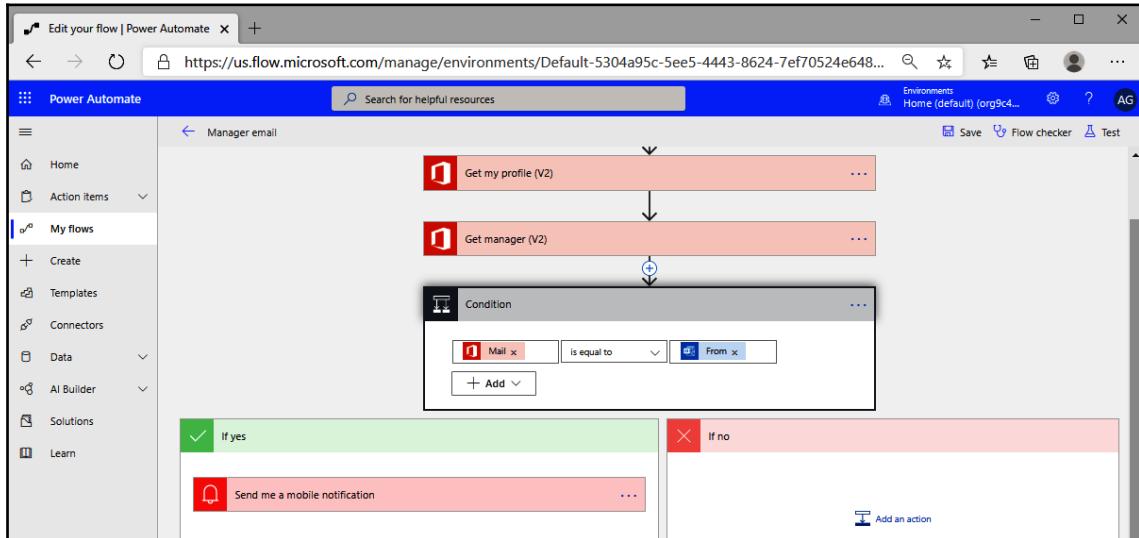
Provided by run-only user

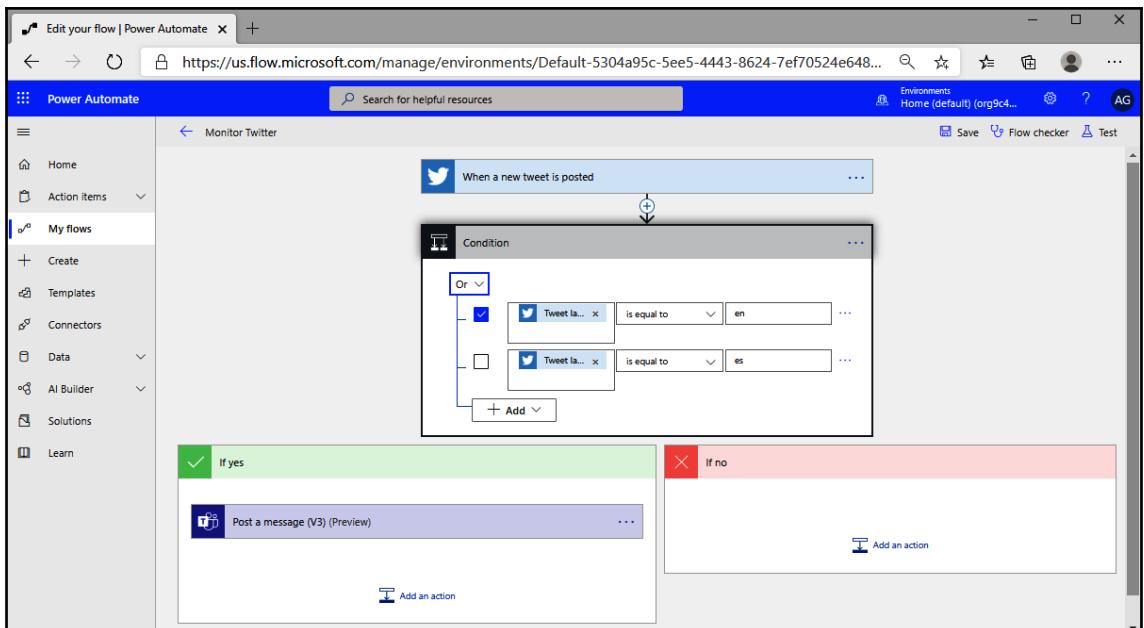
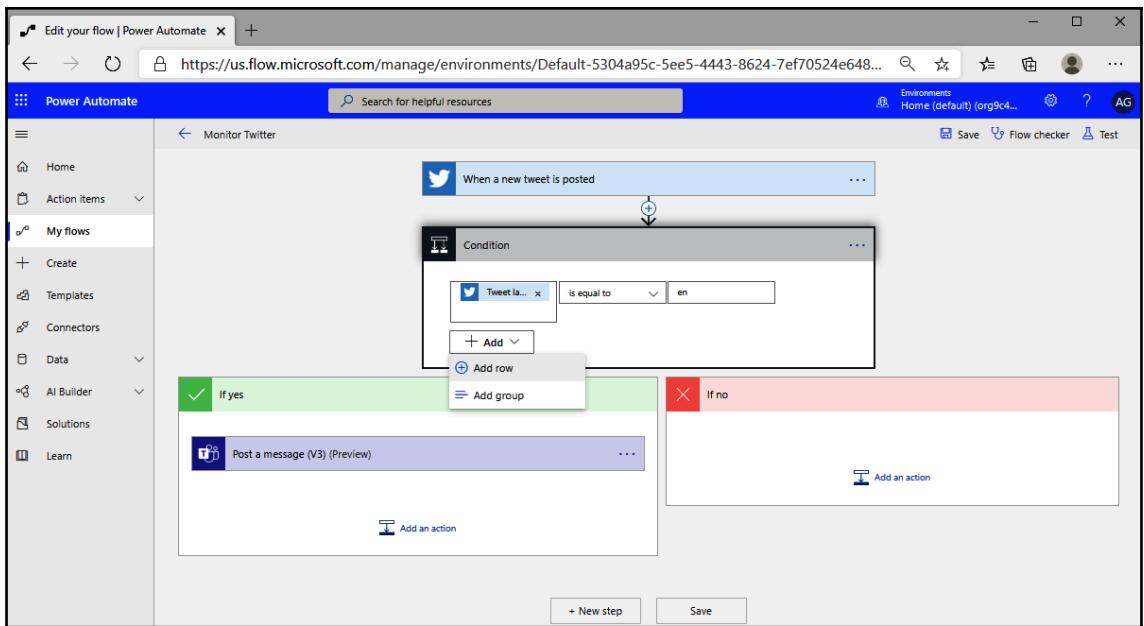
Your flow hasn't been run yet. Select Run to see it work.

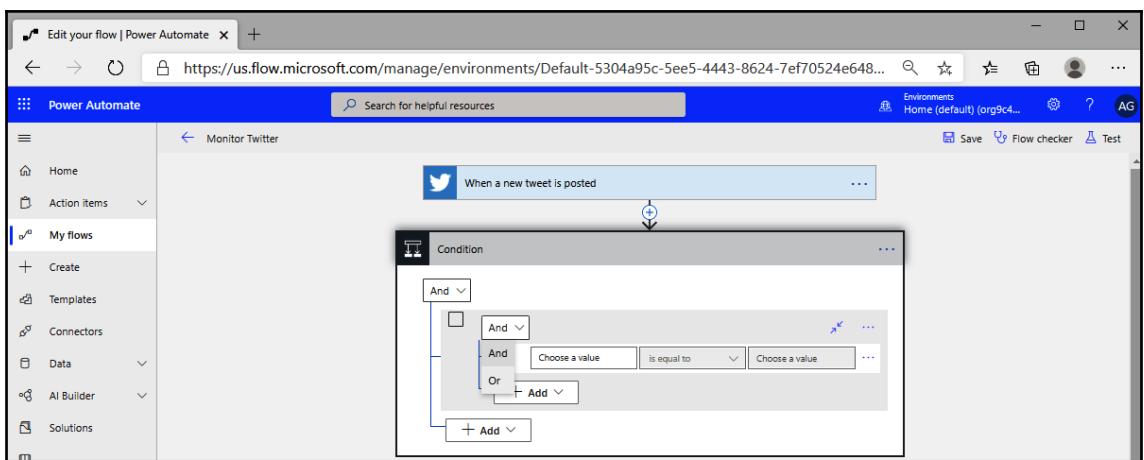
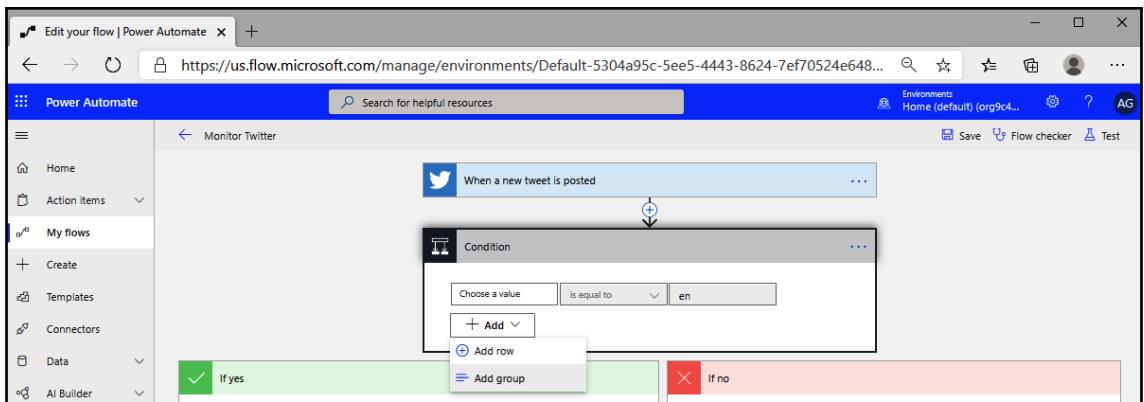
The screenshot shows the 'View your flow owners' page in the Microsoft Flow interface. The URL is <https://us.flow.microsoft.com/manage/environments/Default-5304a95c-5ee5-4443-8624-7ef70524e648...>. The left sidebar shows 'My flows' selected. The main area displays the 'Publish RFP (Shared)' flow. Under the 'Owners' section, it says 'Adding another owner allows others to edit, update and delete this flow. All owners can also access the run history and add or remove other owners.' A link to 'Learn more' is provided. An input field 'Enter names, email addresses, or user groups' contains 'Aaron Guillette'. Below it, a card shows 'Aaron Guillette' with the email 'admin@learningpowerautomate.onmicrosoft.com' and a trash icon.

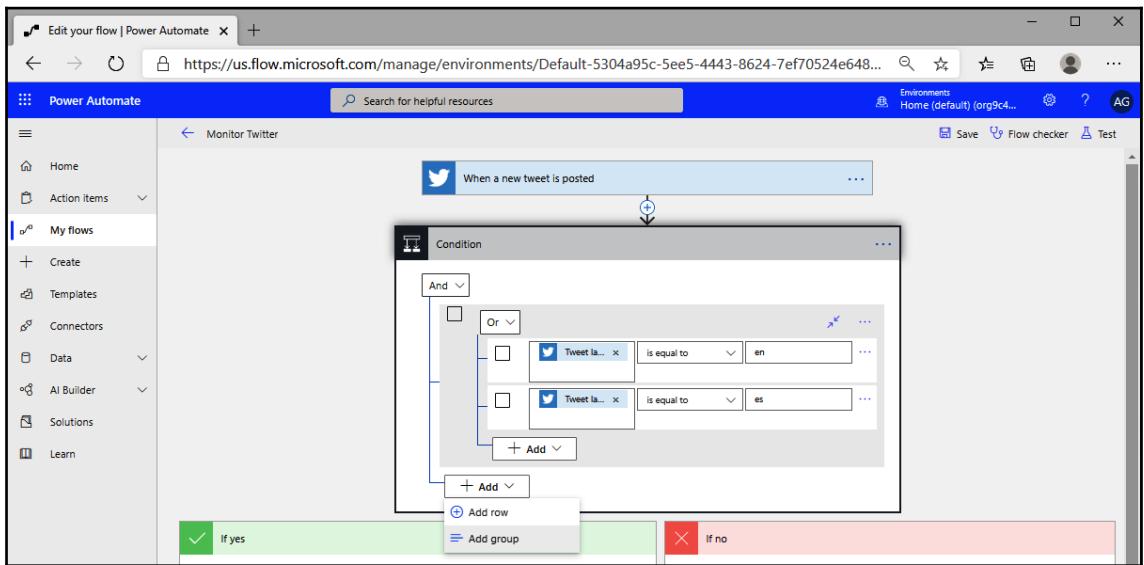
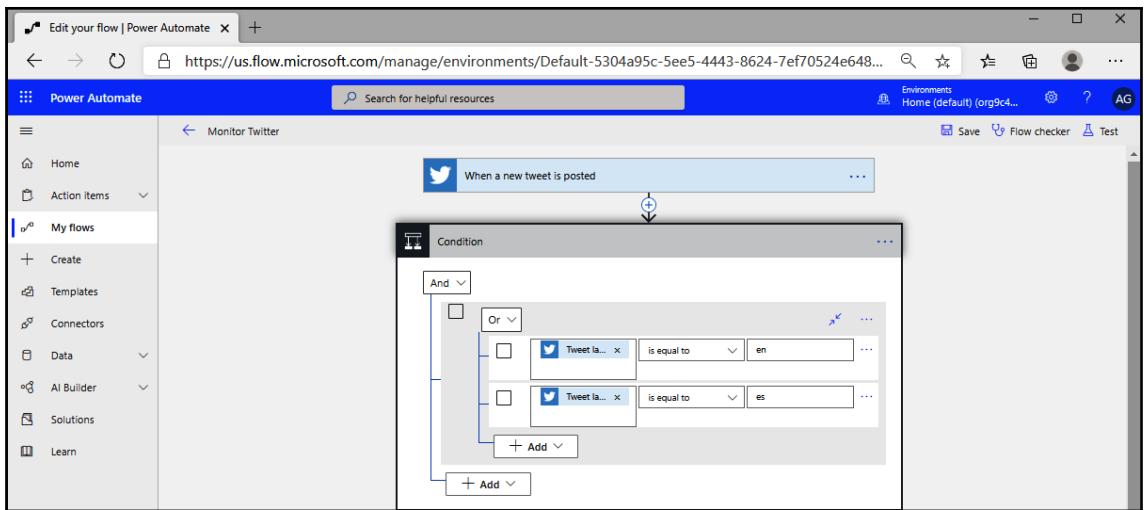
The screenshot shows the 'Edit your flow' page in the Microsoft Flow interface. The URL is <https://us.flow.microsoft.com/manage/environments/Default-5304a95c-5ee5-4443-8624-7ef70524e648...>. The left sidebar shows 'My flows' selected. The main area displays the 'Publish RFP (Shared)' flow. A modal window titled 'Connections' is open, showing an error message: 'Invalid connection.' It lists three connections: 'admin@learningpowerautomate.onmicrosoft.com' (marked with a red exclamation point), 'sfiore@learningpowerautomate.onmicrosoft.com' (marked with a green checkmark), and 'sfiore@learningpowerautomate.onmicrosoft.com' (marked with a red exclamation point). A note at the bottom says '+Add new connection'.

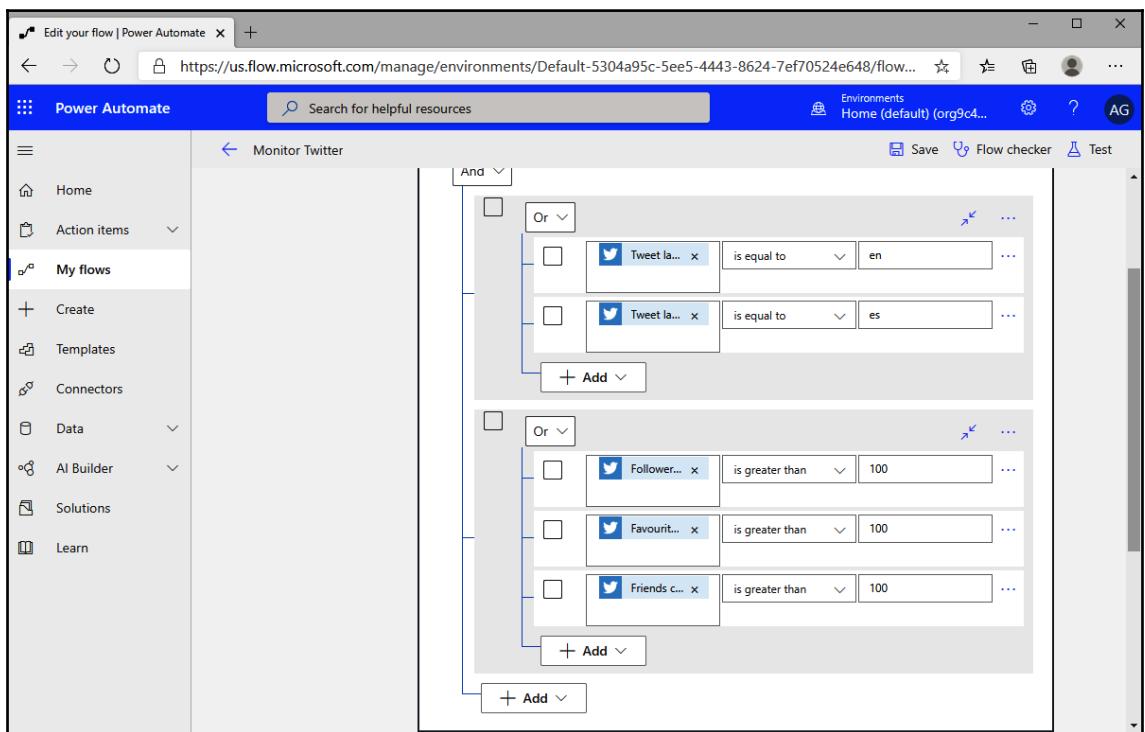
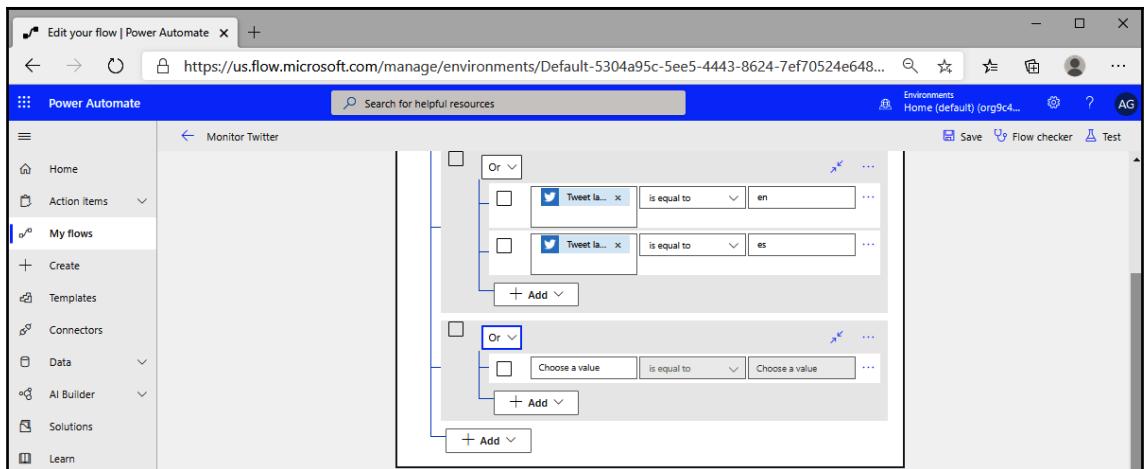
Chapter 8: Working with Conditions

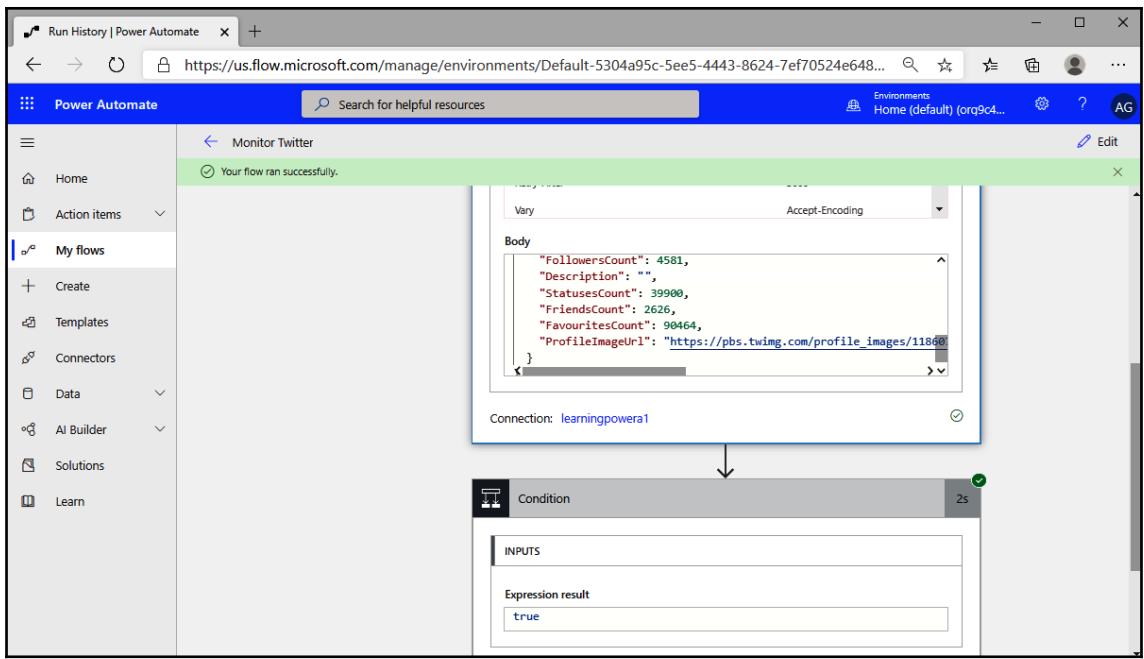




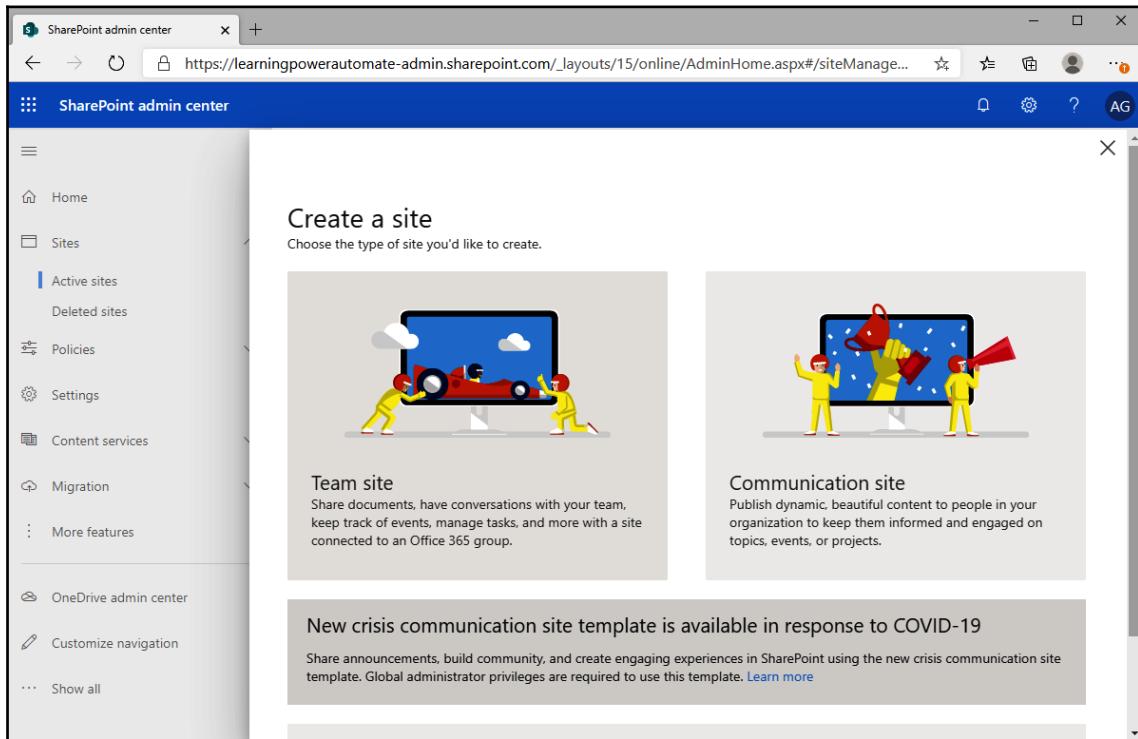








Chapter 9: Getting Started with Approvals

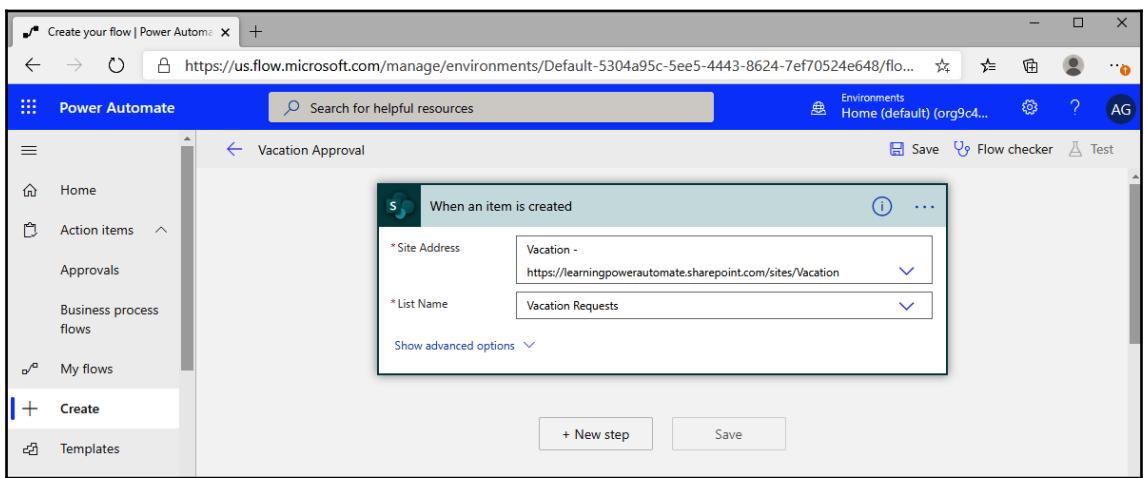
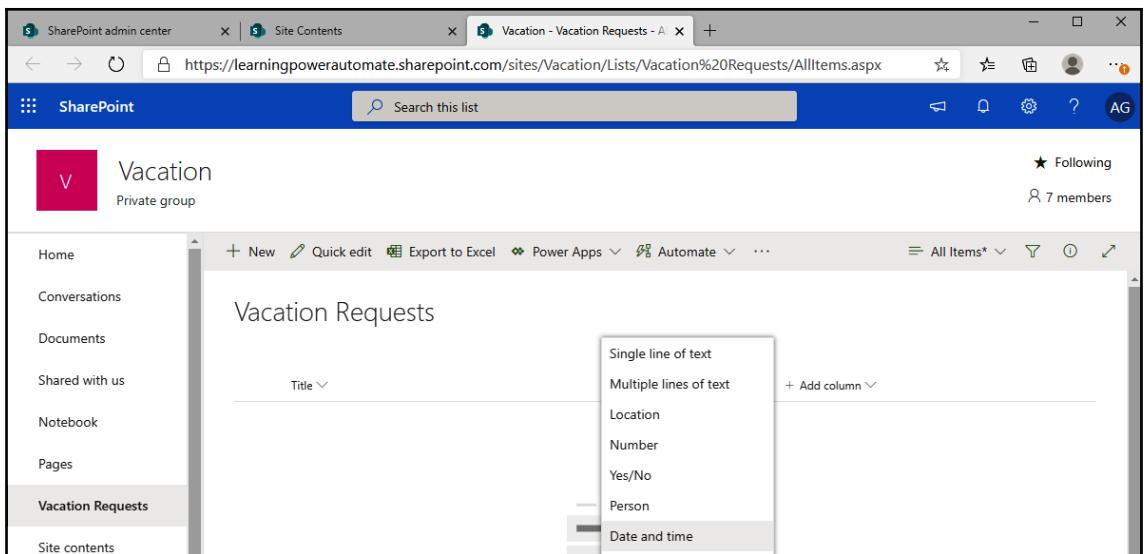


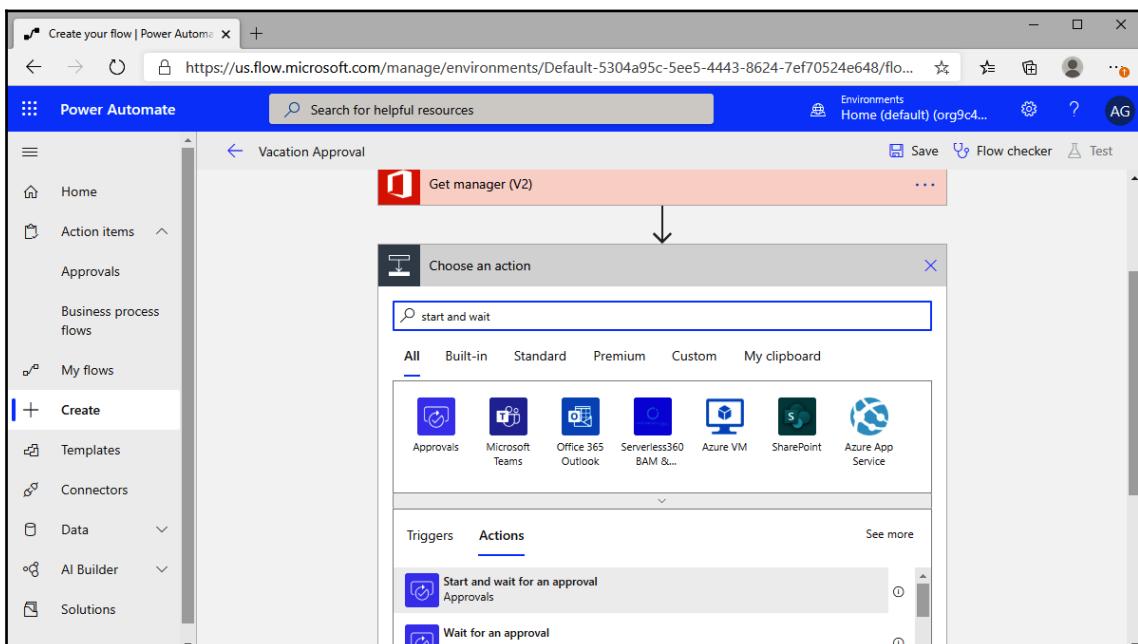
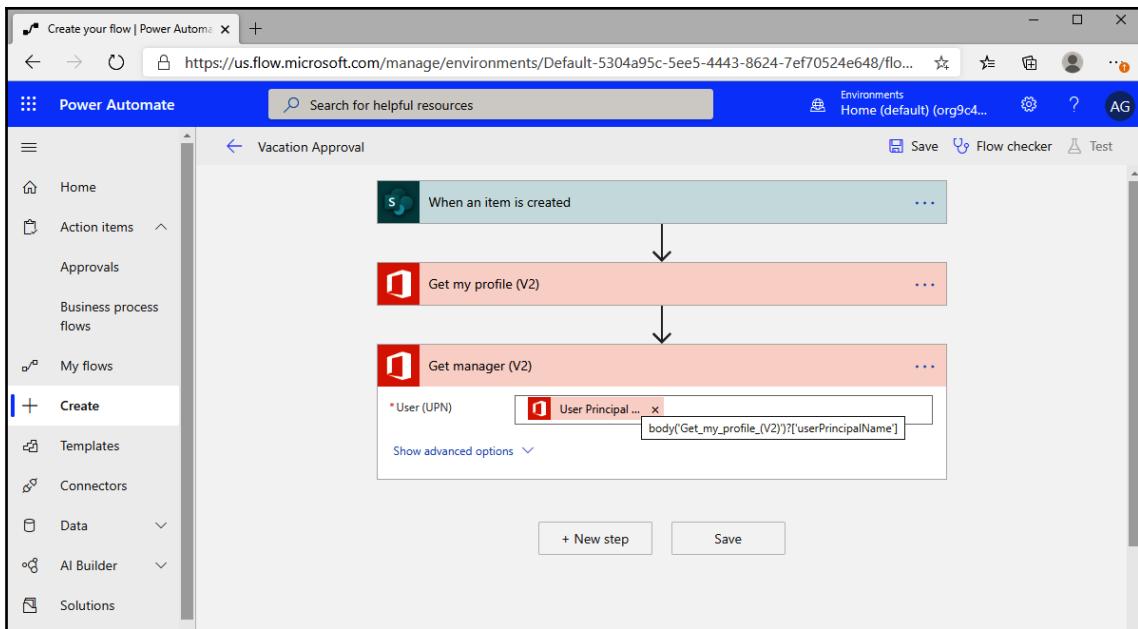
The screenshot shows the SharePoint Site Contents page for a 'Vacation' site. The top navigation bar includes 'SharePoint admin center', 'Site Contents', and a search bar. Below the navigation is a header with the site name 'Vacation' and a 'Following' status. A sidebar on the left lists site navigation options: Home, Conversations, Documents, Notebook, Pages, Vacation Requests, Site contents (which is selected), and Recycle bin. A 'New' dropdown menu is open, showing options: List, Page, Document library, App, and Subsite. The main content area displays a table of existing subsites:

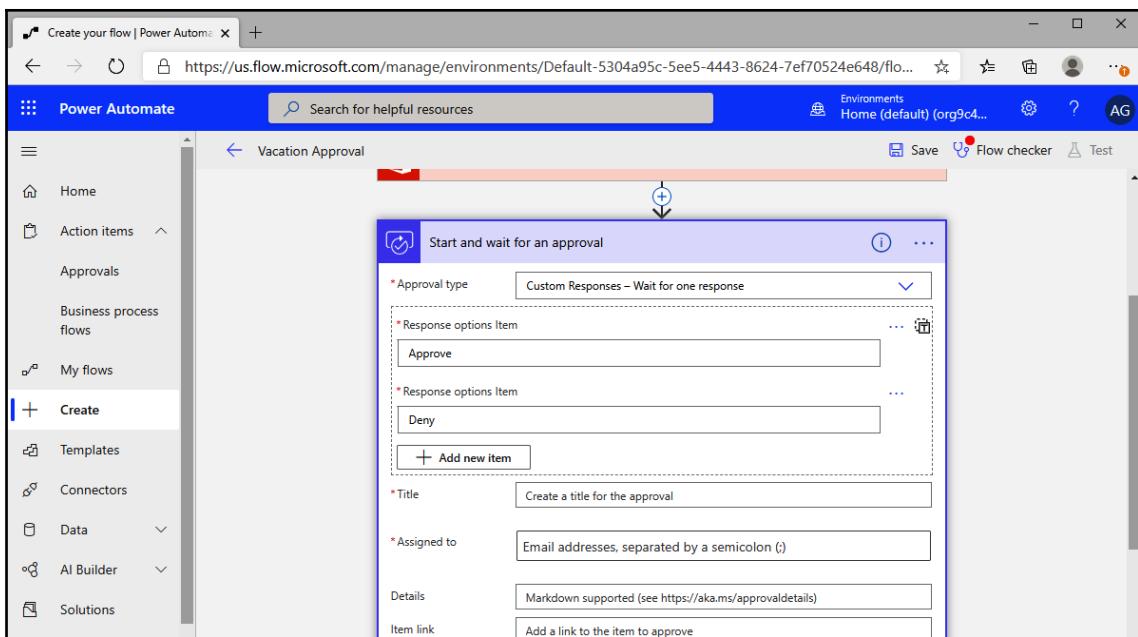
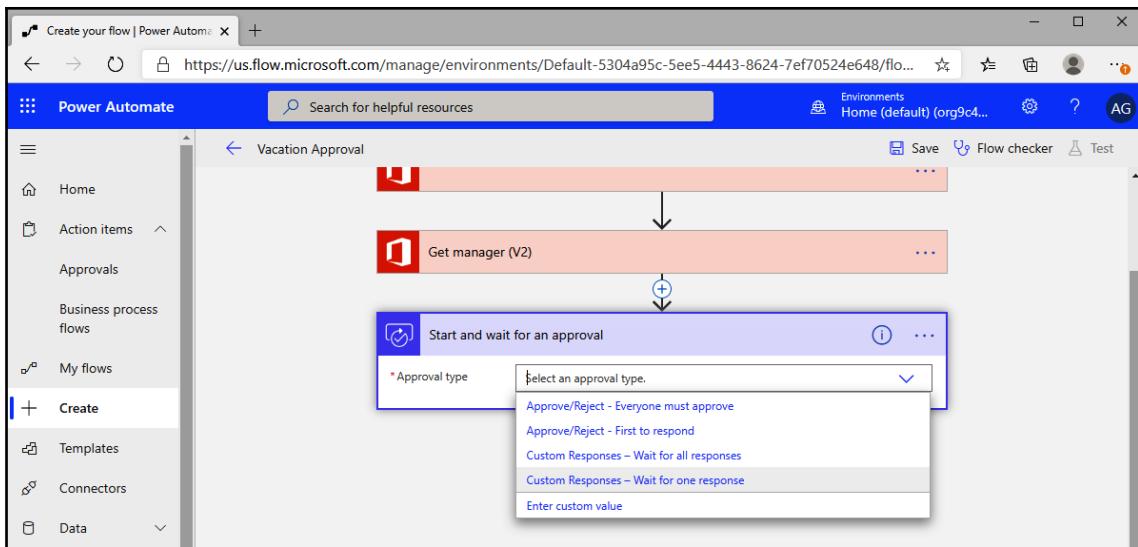
	Type	Items	Modified
Documents	Document library	0	7/4/2020 11:55 PM
Form Templates	Document library	0	7/22/2020 10:16 AM
Site Assets	Document library	2	7/22/2020 10:37 AM
Style Library	Document library	0	7/4/2020 11:54 PM

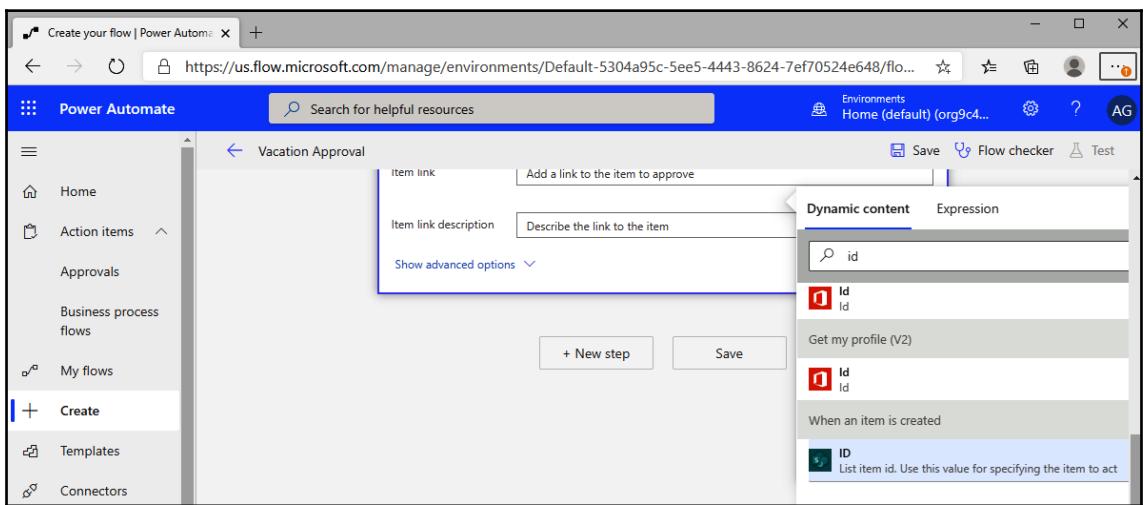
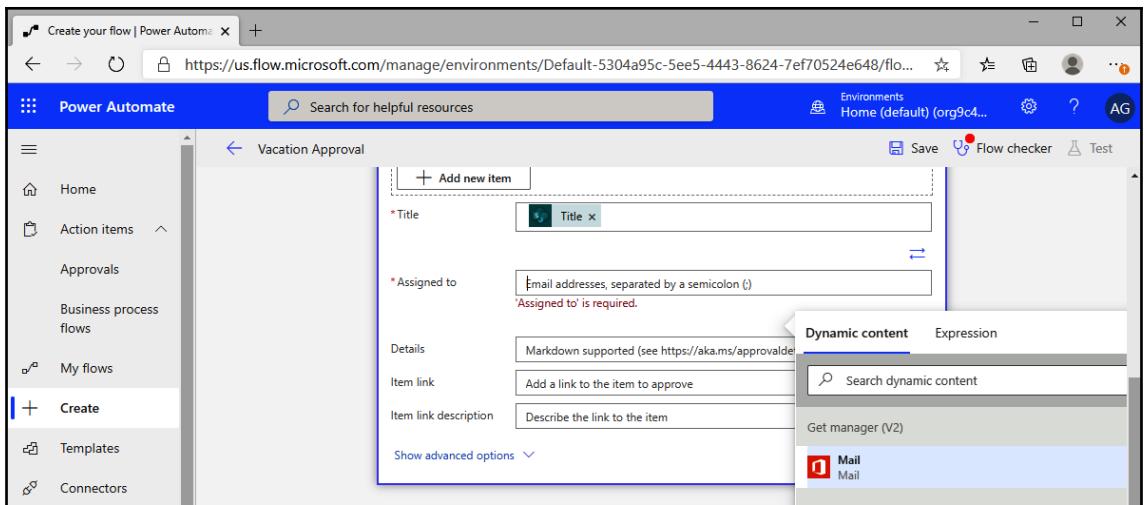
The screenshot shows the 'Create a list' wizard in SharePoint. The title is 'Create a list' and the sub-section is 'Vacation Requests'. There is a checked checkbox 'Show in site navigation'. On the left, there are three options: 'New' (selected), 'From an existing list', and 'From Excel'. To the right, there are four descriptive cards:

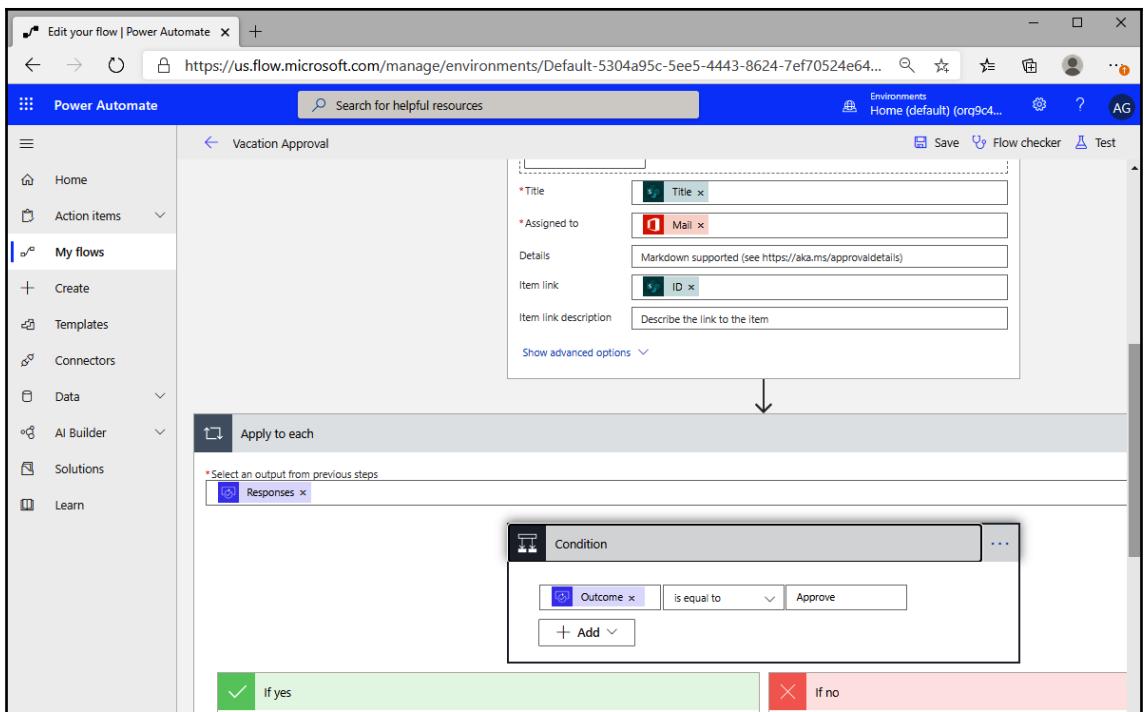
- What is a list?**: Lists are a way for your team to collect and organize data into the structure you need, so you can track it, share it, and take action on it.
- Track**: Add columns to provide choices like status and due dates
- Share**: List items are shared with your group. Add a tab for a list in Microsoft Teams
- Organize**: Sort, filter and group information. Save more than one view

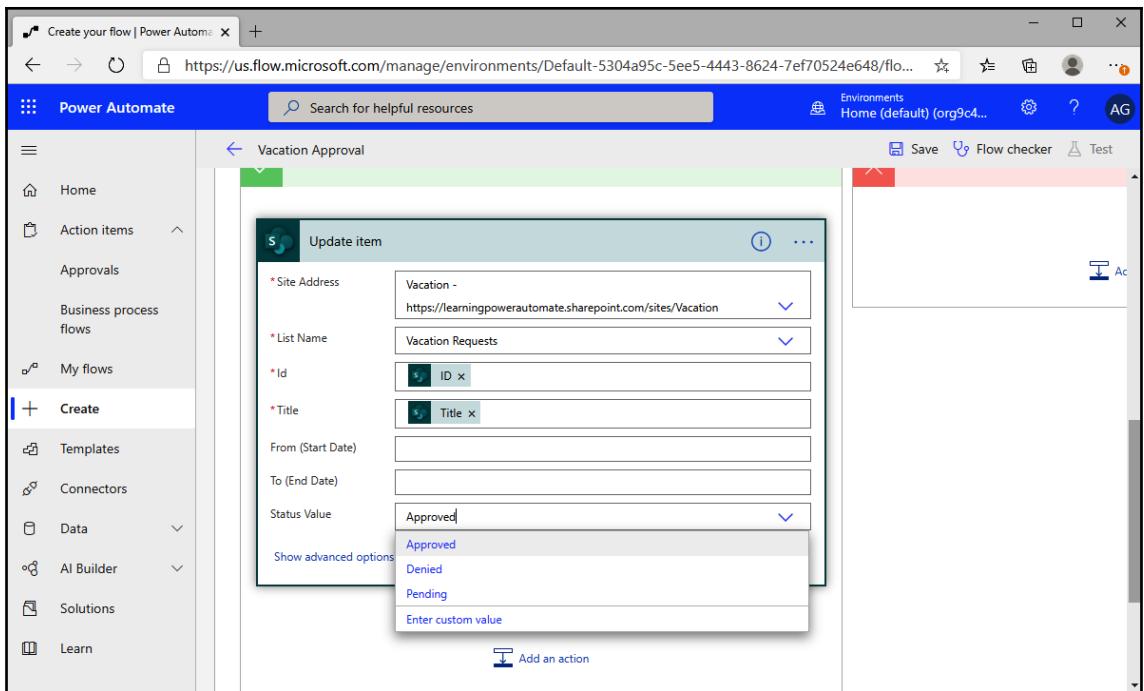


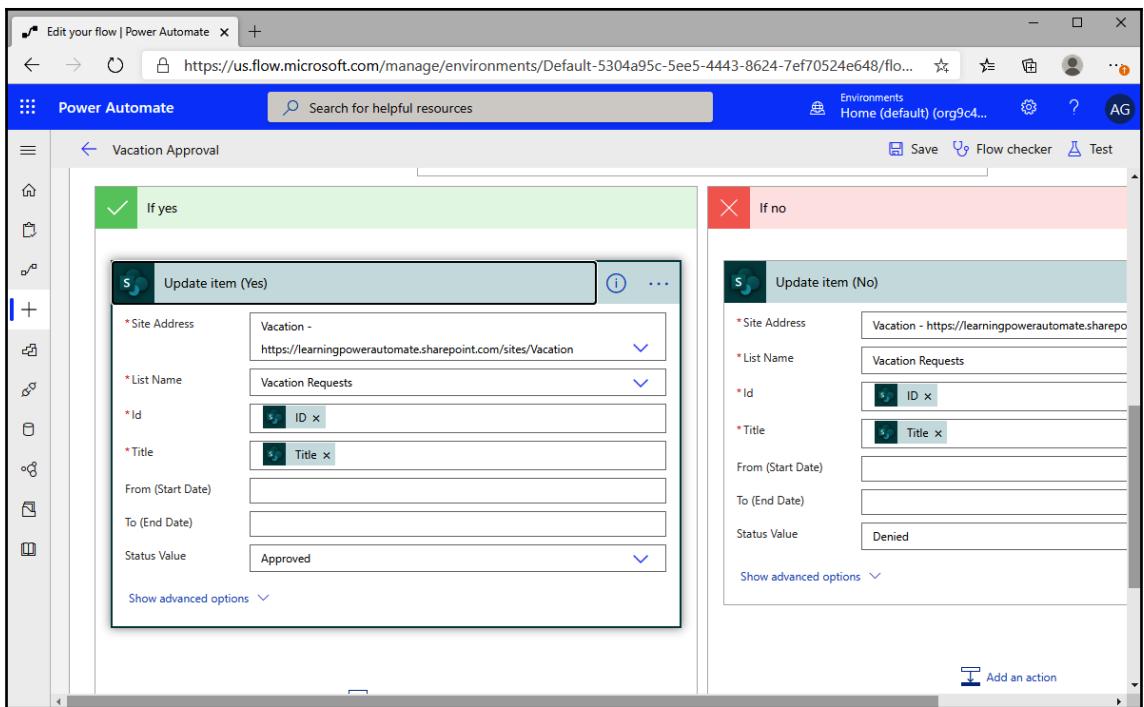


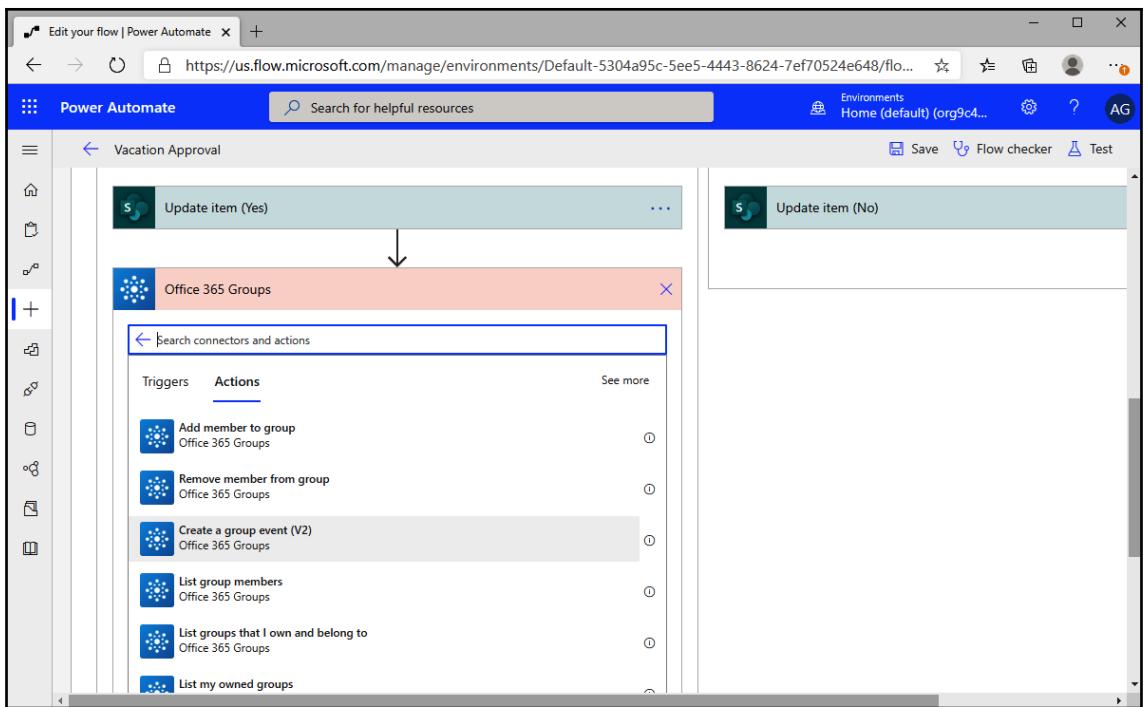


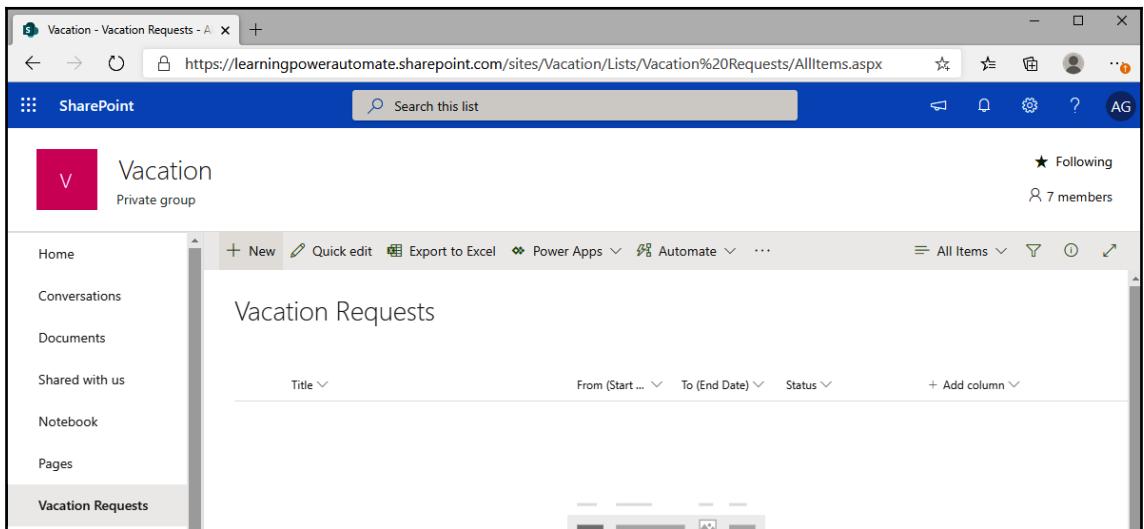
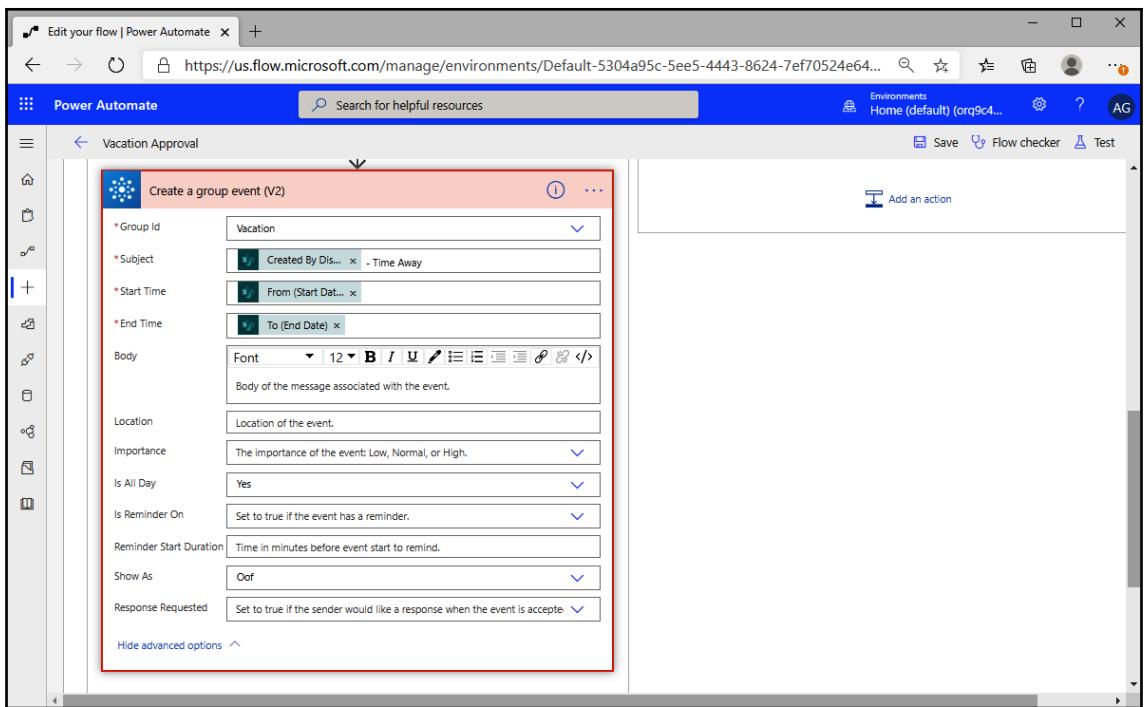


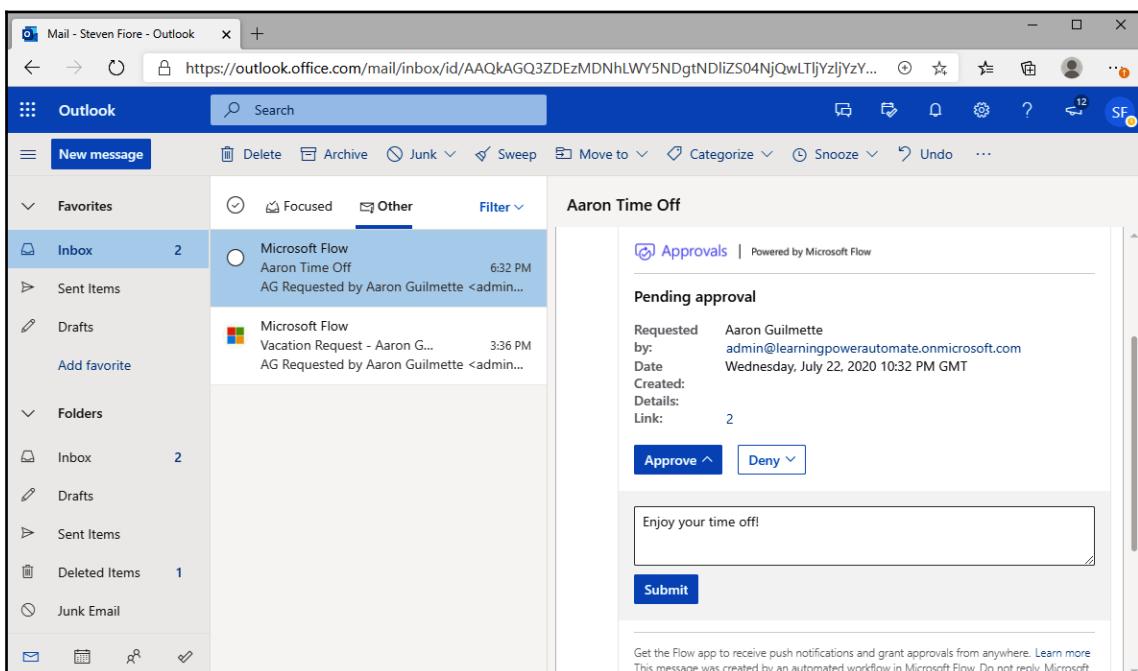
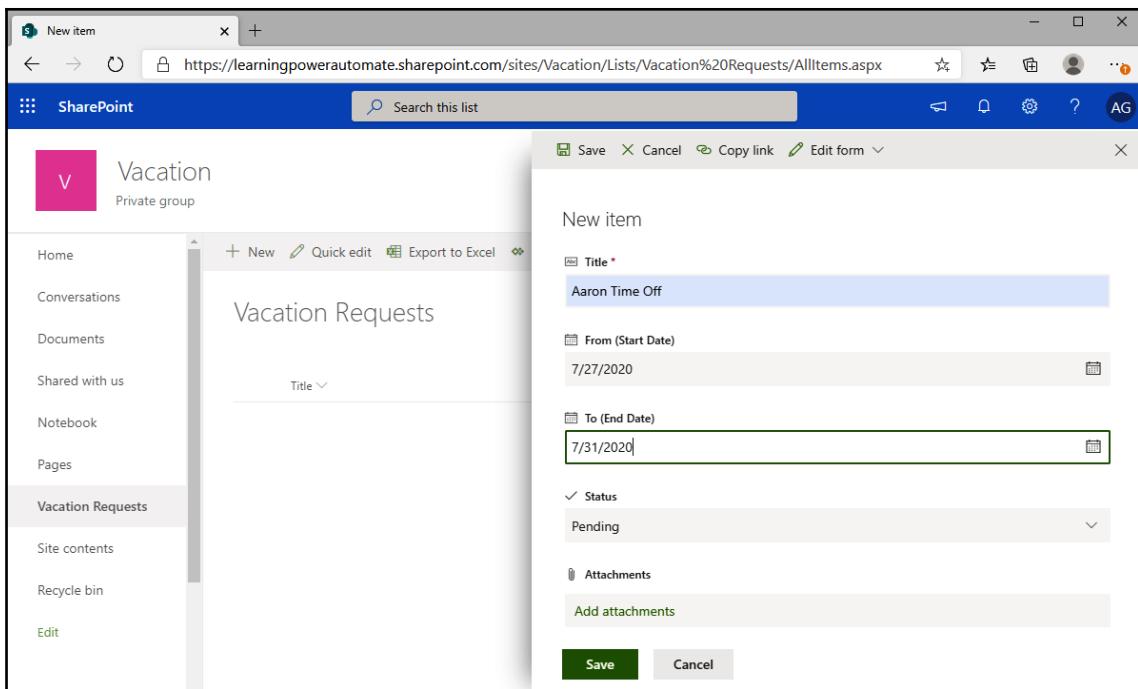












The screenshot shows the Microsoft Power Automate interface. On the left, a sidebar lists options like Home, Action items, Approvals, Business process flows, My flows, Create, Templates, and Connectors. The Approvals section is selected. In the main area, under 'Approvals', there are tabs for Received, Sent, and History. A single item, 'Aaron Time Off', is listed under the Received tab. The item details show it was received on Jul 22, 06:32 PM (6 min ago) by Aaron. A context menu is open over the item, showing options: Approve, Deny, and Reassign.

The screenshot shows a SharePoint list titled 'Vacation Requests'. The list has columns for Title, From (Start Date), To (End Date), and Status. One item is listed: 'Aaron Time Off' from 7/27/2020 to 7/31/2020, with the status set to 'Approved'. The left navigation bar shows categories like Home, Conversations, Documents, Shared with us, Notebook, Pages, and Vacation Requests, with 'Vacation Requests' currently selected.

S Vacation - Vacation Requests - A Calendar - Aaron Guilmette - Ou + https://outlook.office.com/calendar/view/month

Outlook Search

New event Today ↑ ↓ July 2020

Month Share Print

July 2020 Sun Mon Tue Wed Thu Fri Sat

28	29	30	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1
2	3	4	5	6	7	8

Add calendar Birthdays

Groups a Vacation RFP Expense Reports

Nothing planned for the day Enjoy!

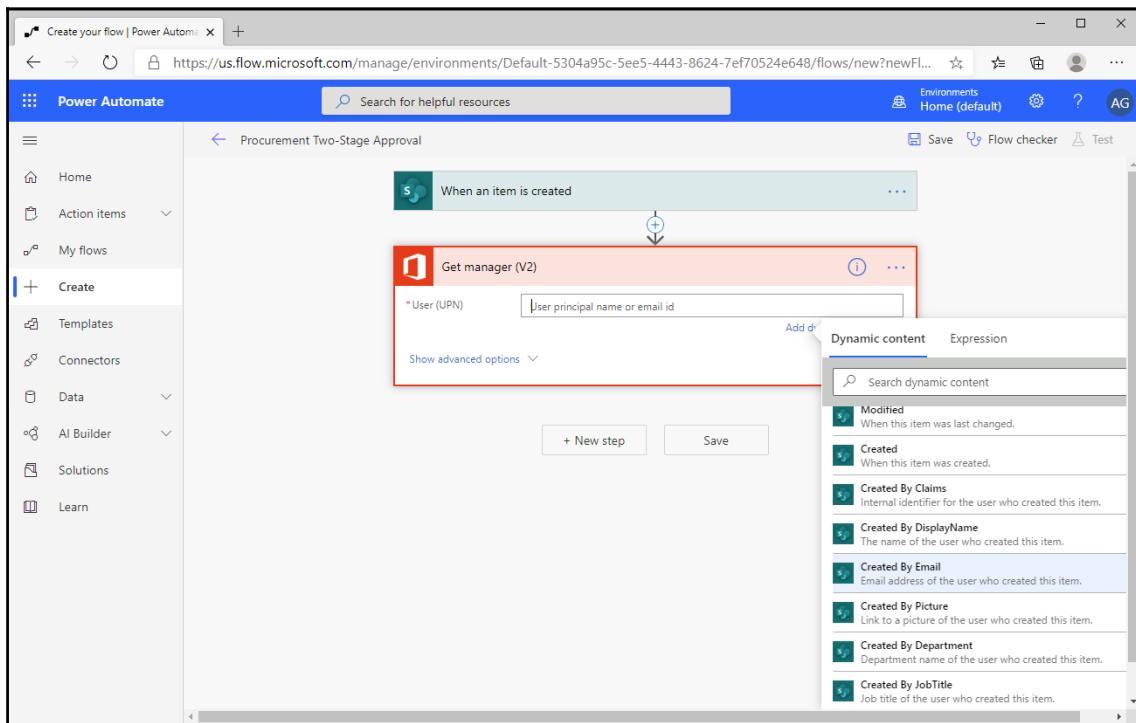
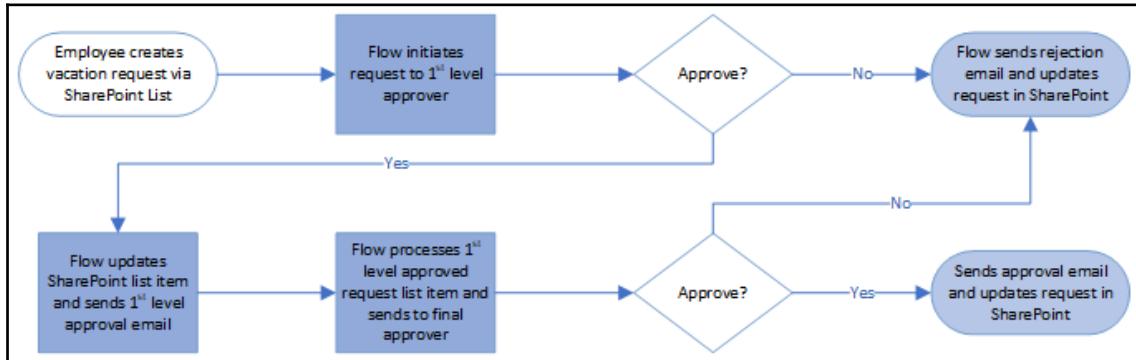
Wed, Jul 22 71°

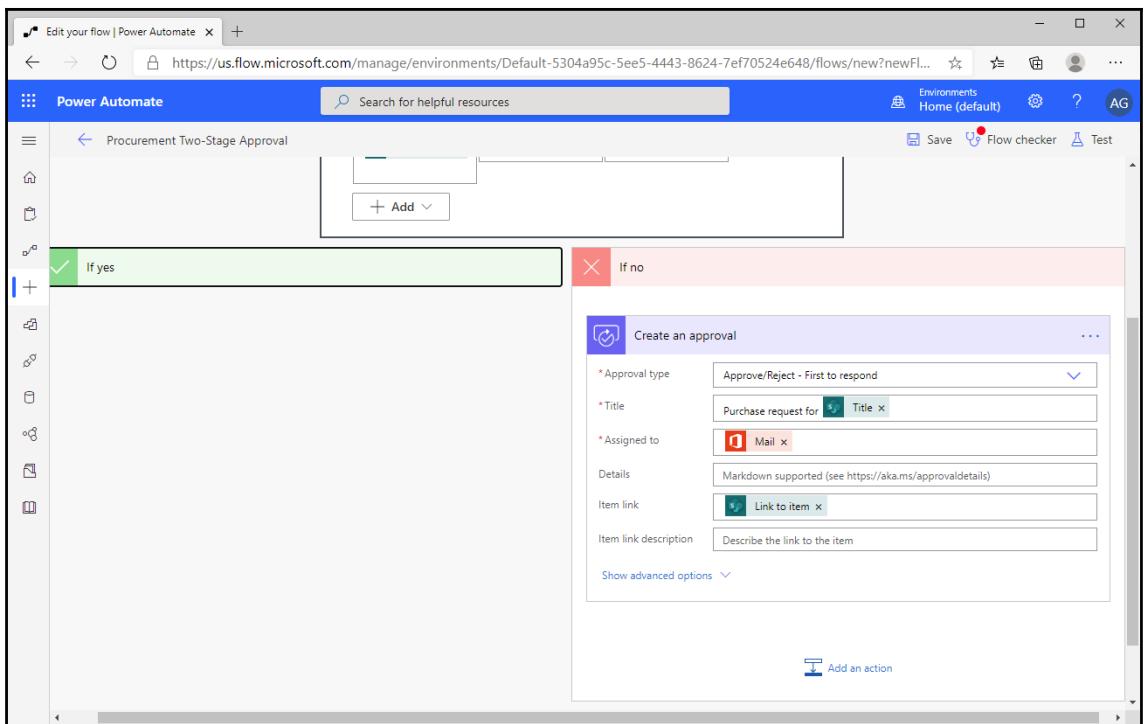
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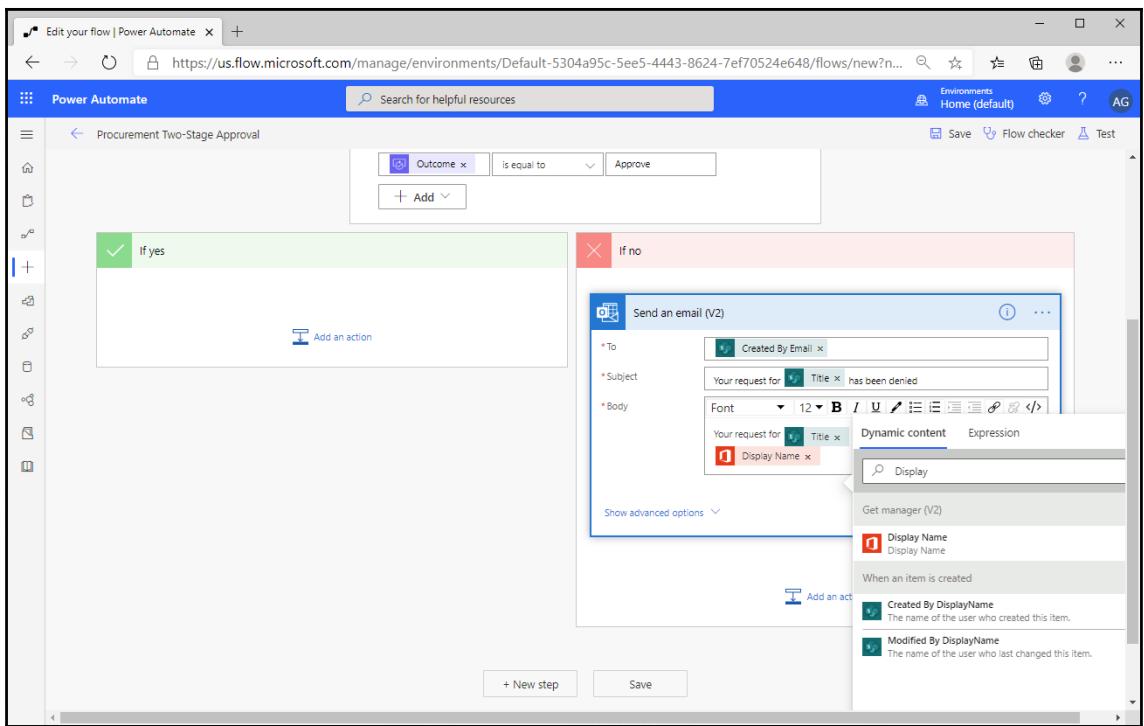
Aaron Guilmette - Time Away

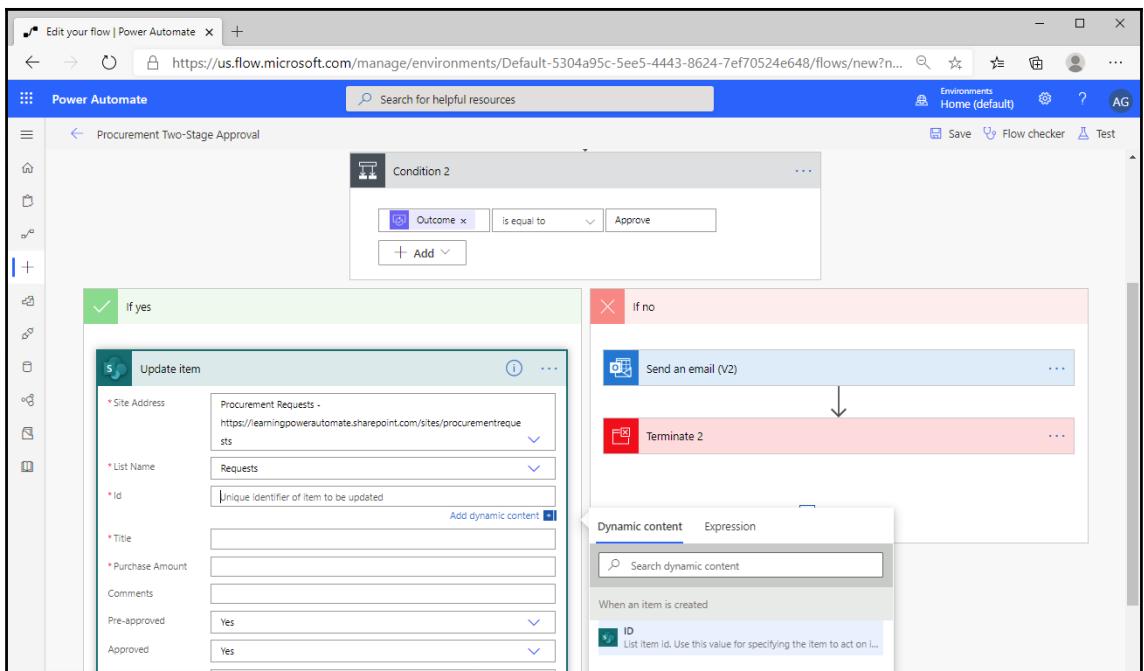


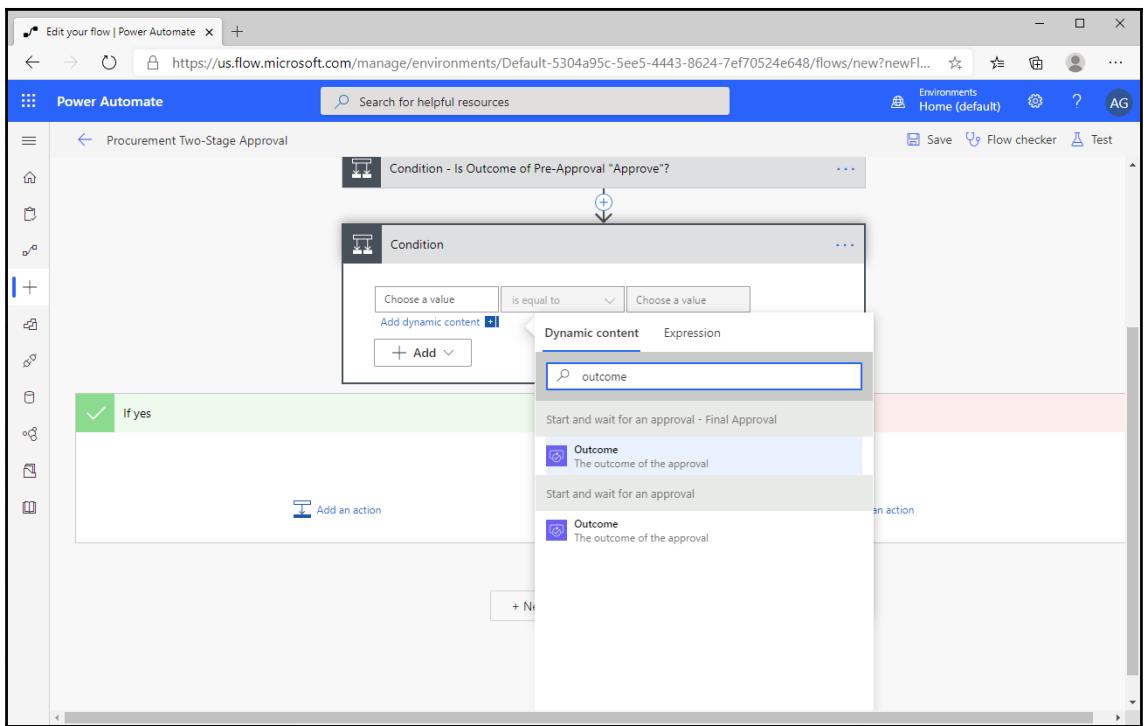
Chapter 10: Working with Multiple Approvals

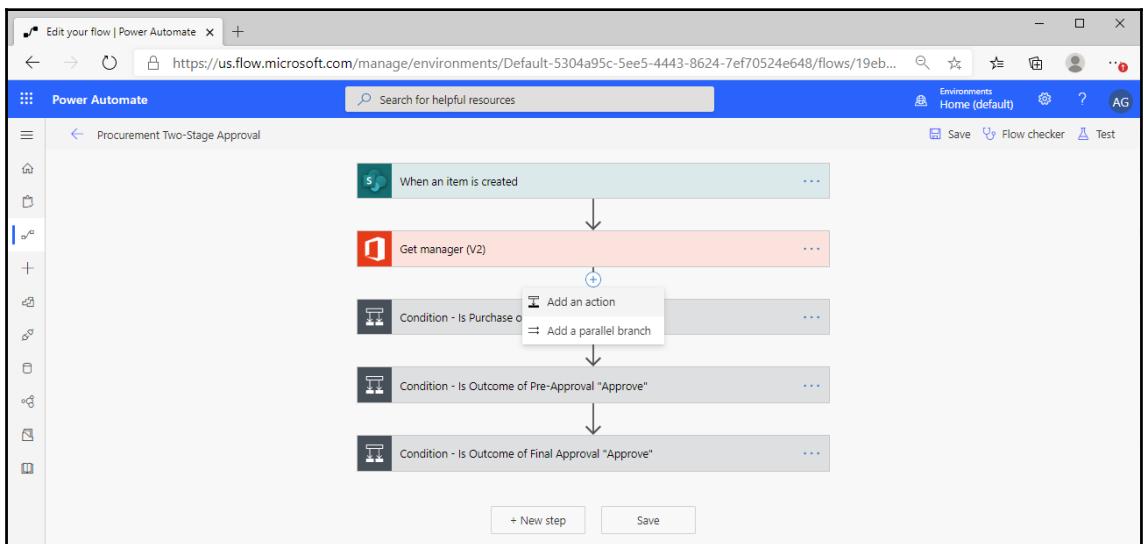
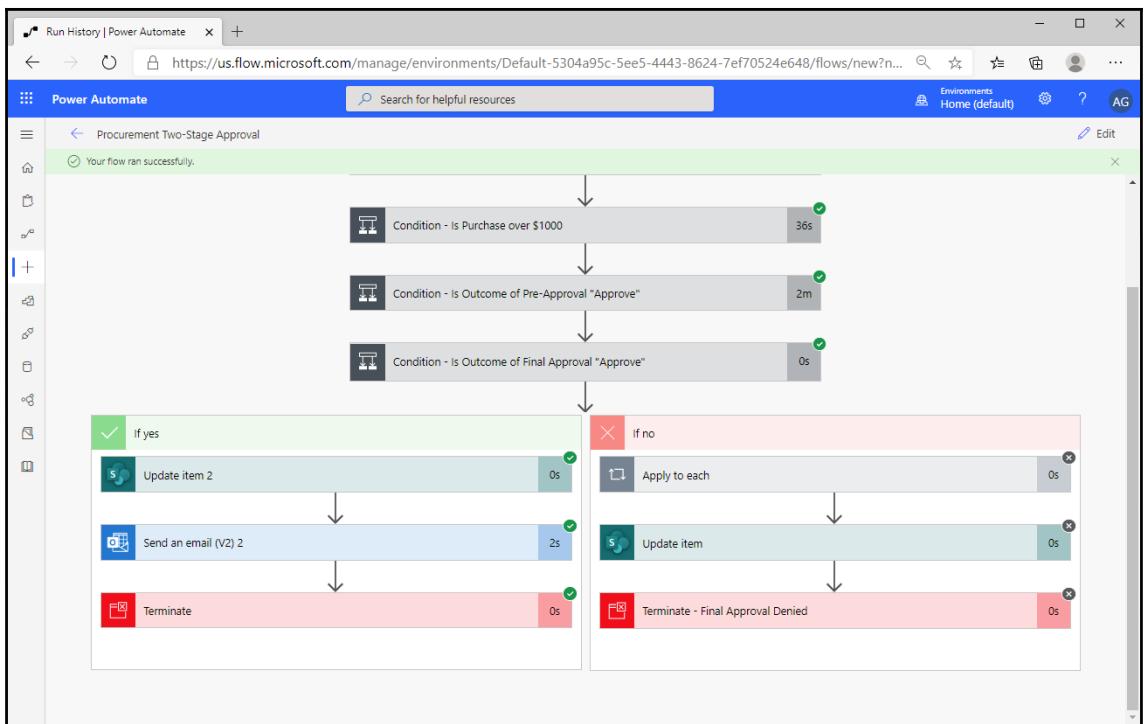


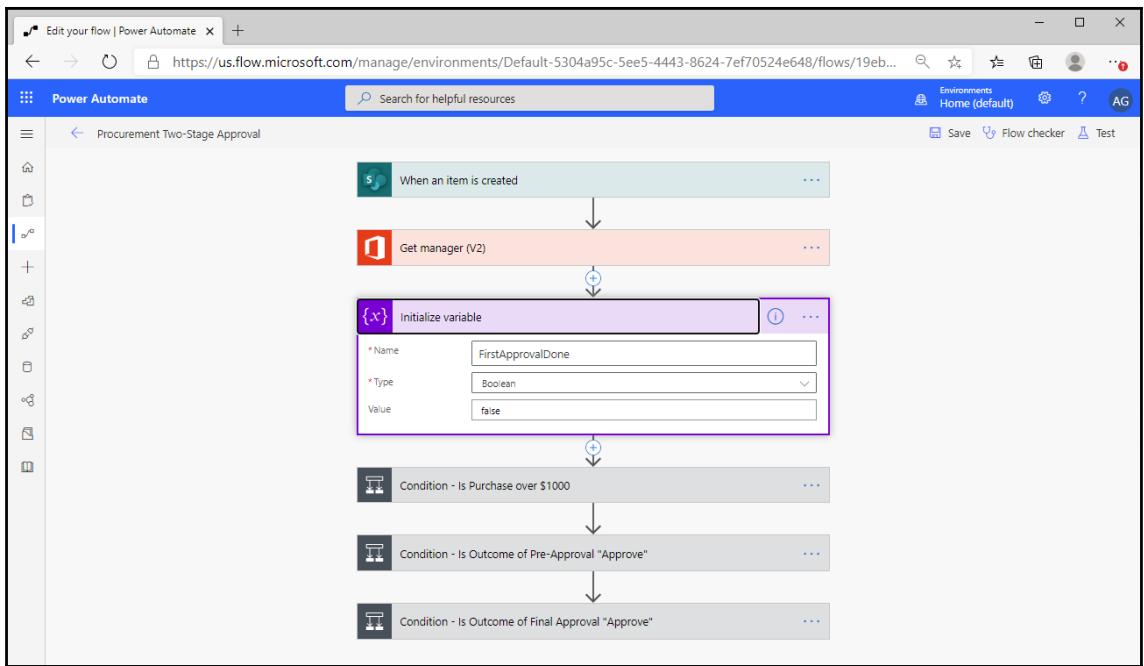


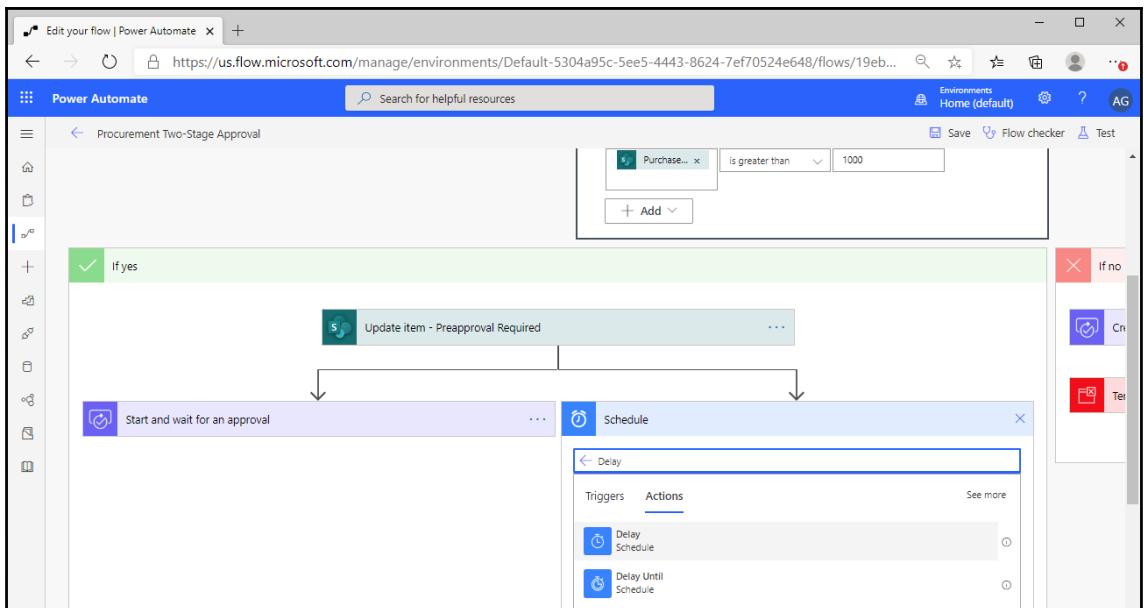
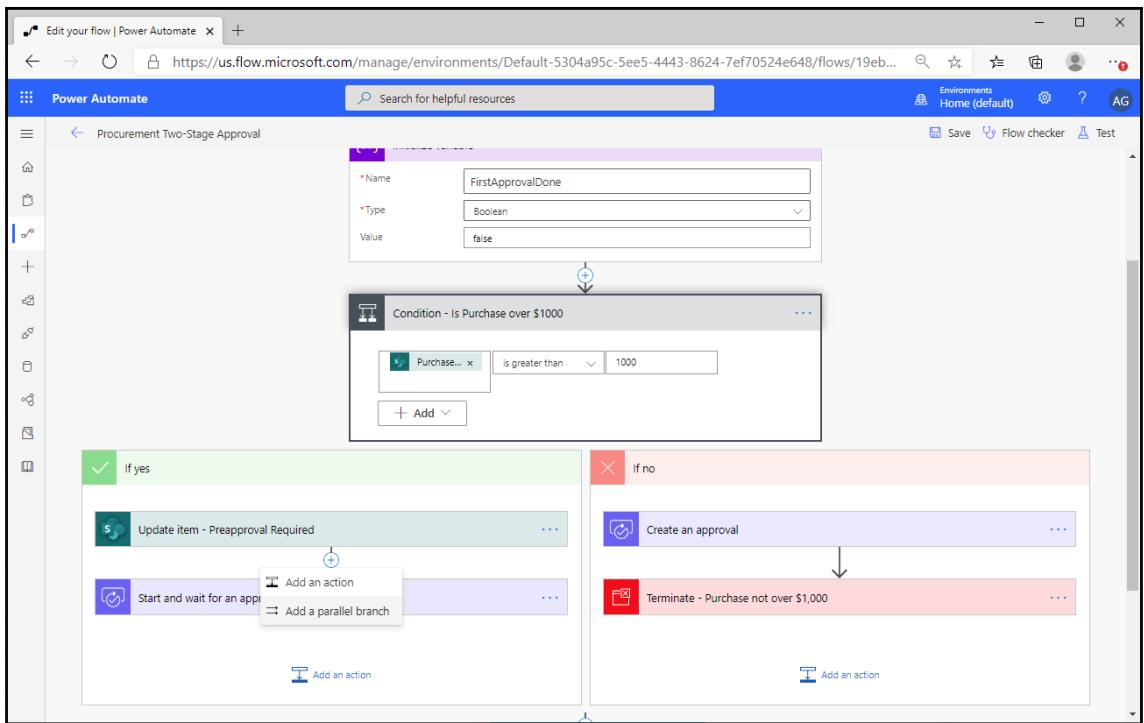


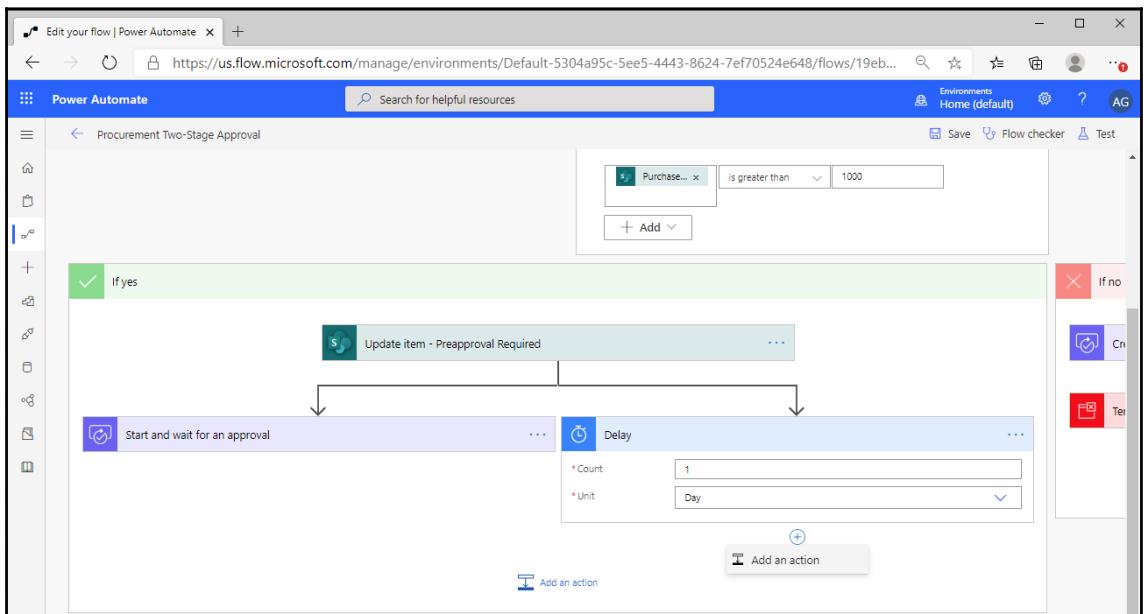
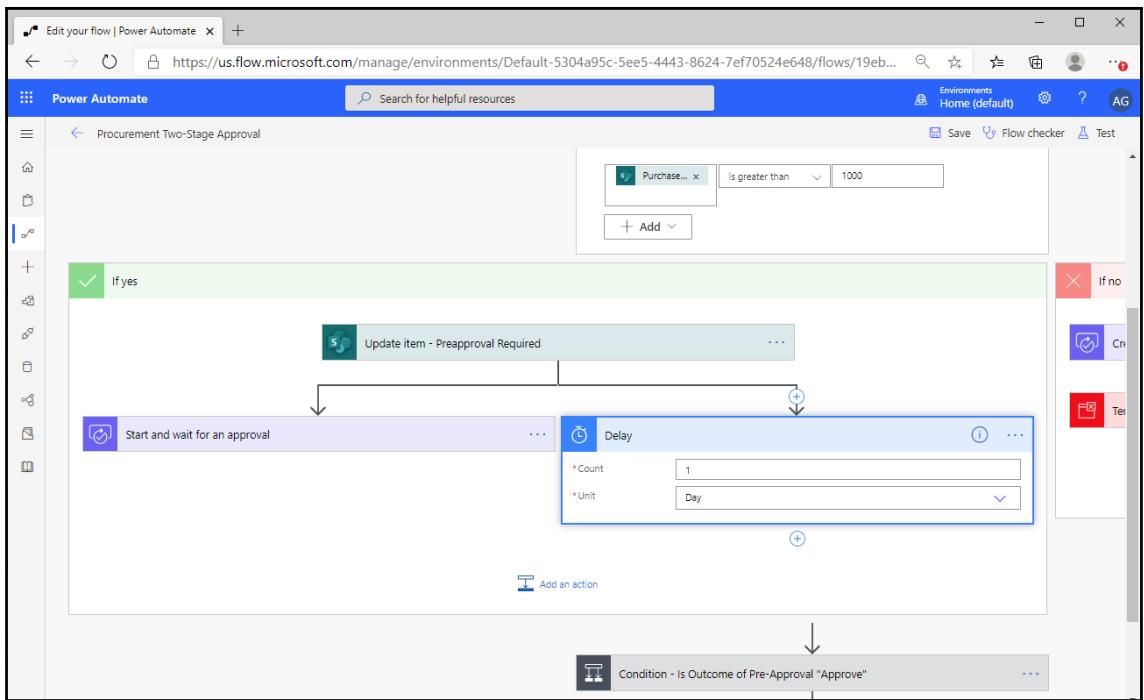


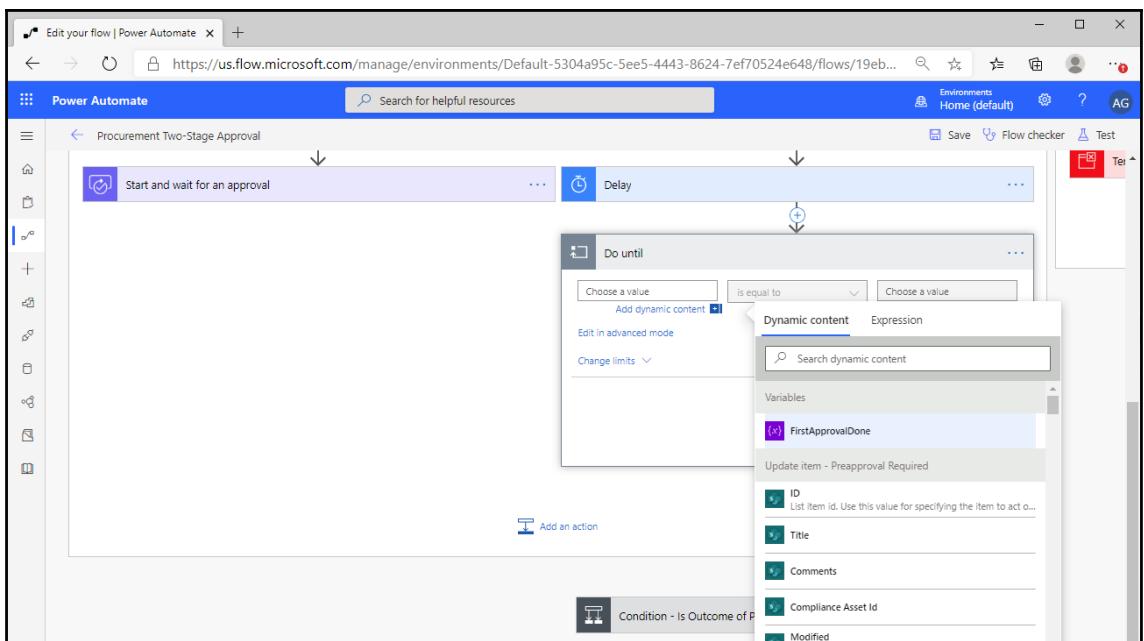
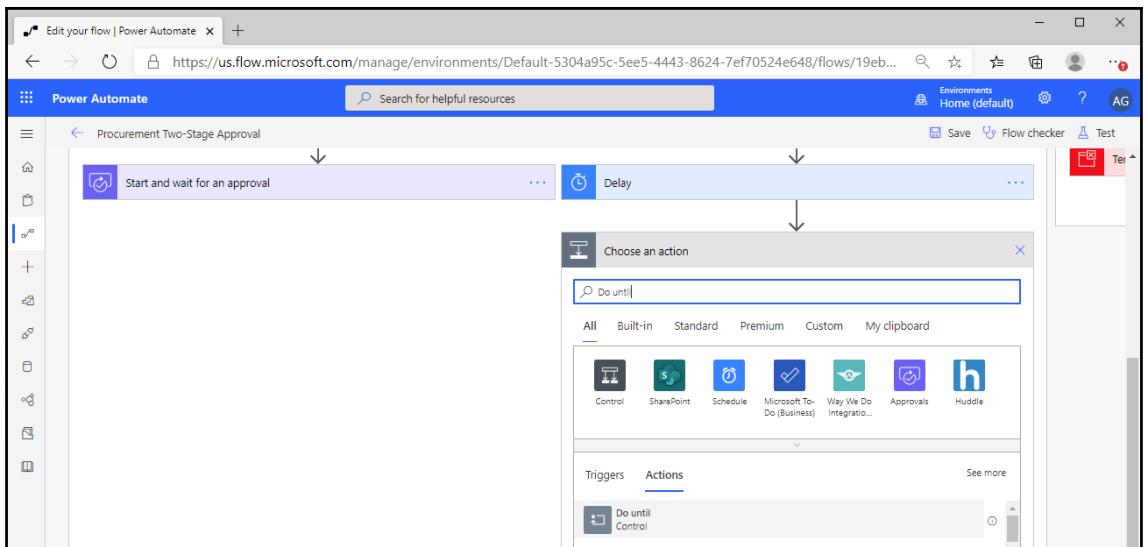


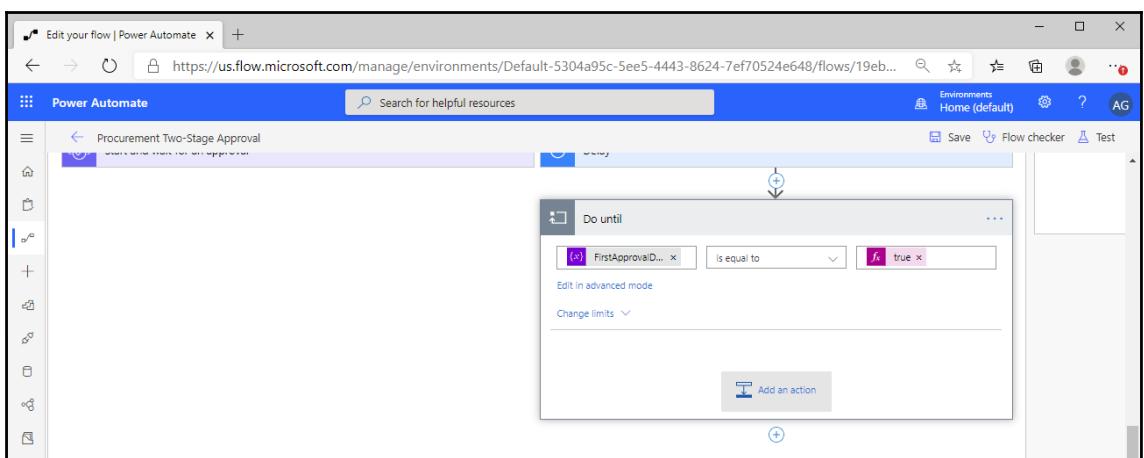
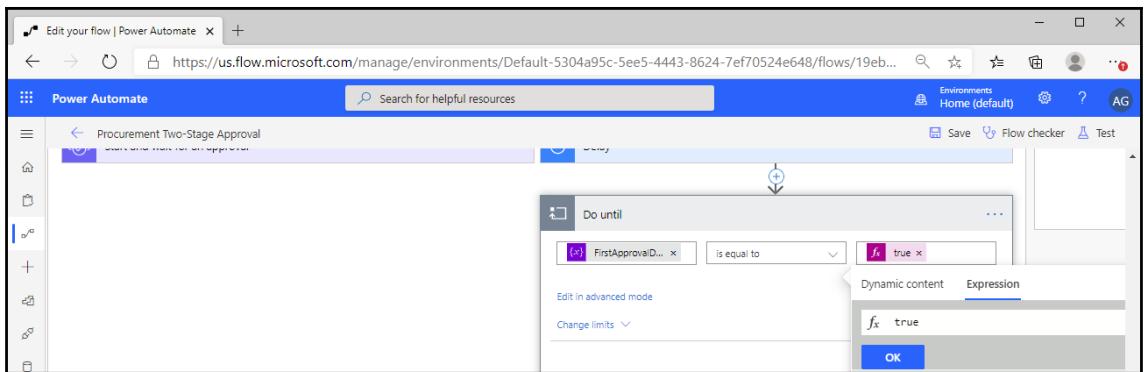


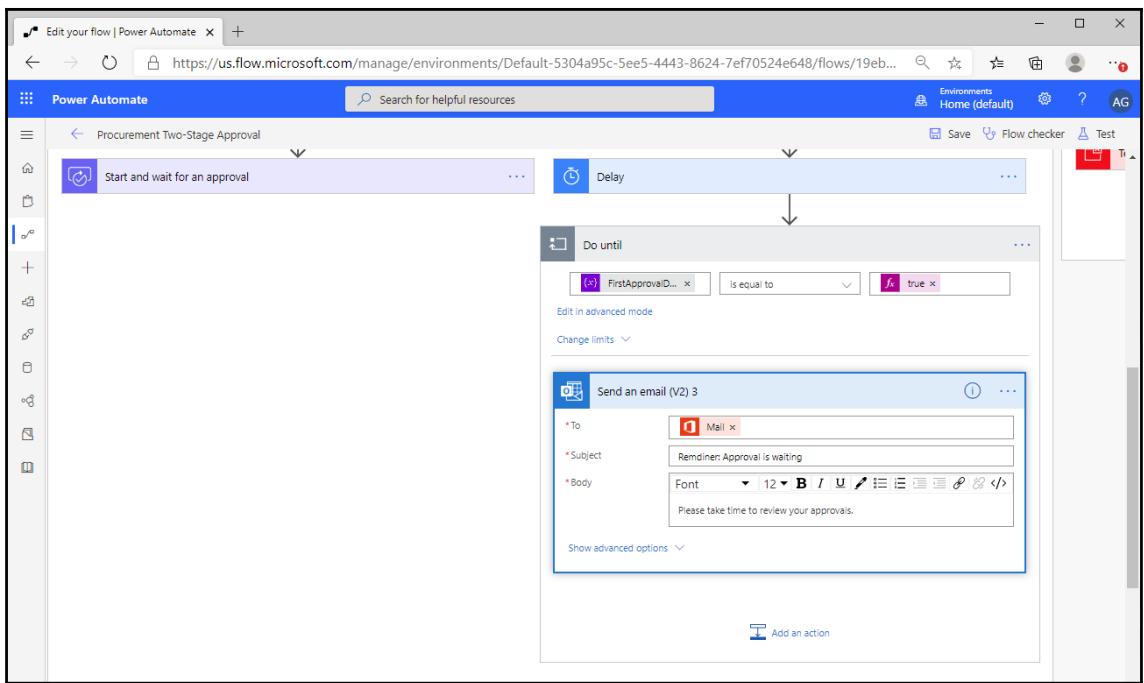


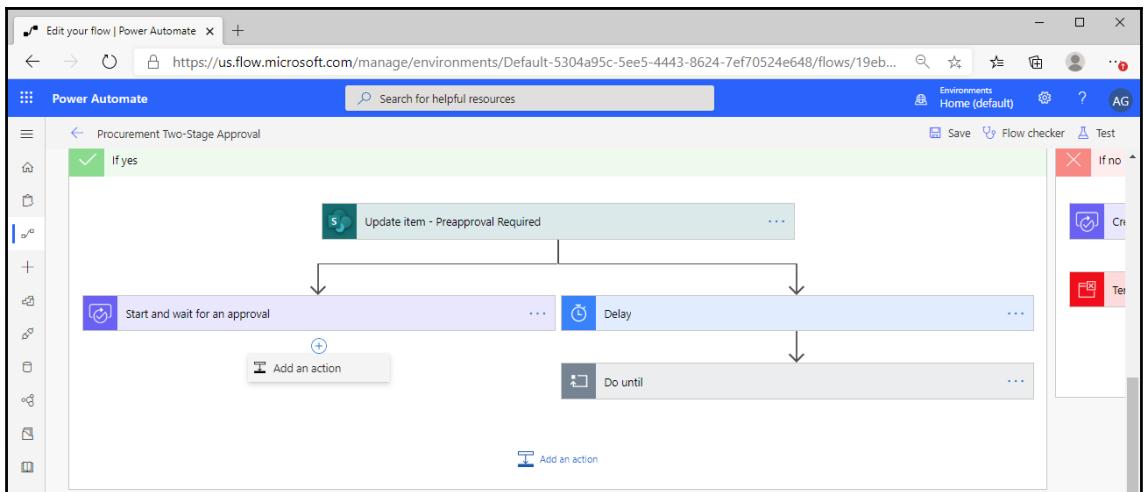
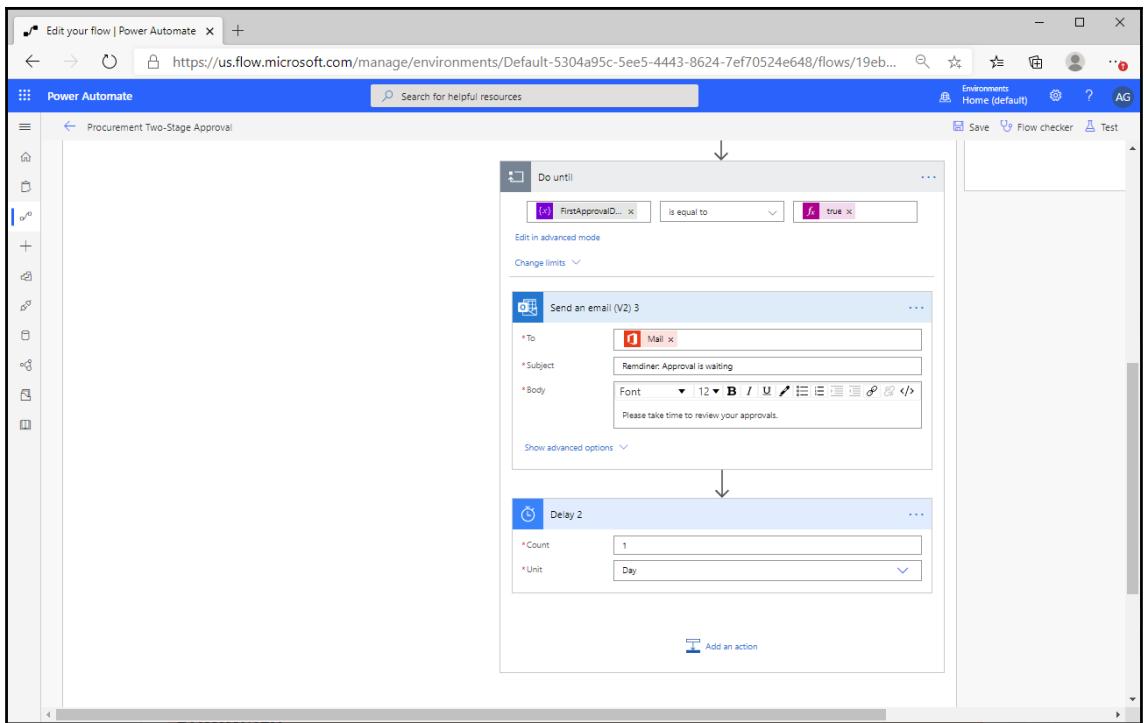


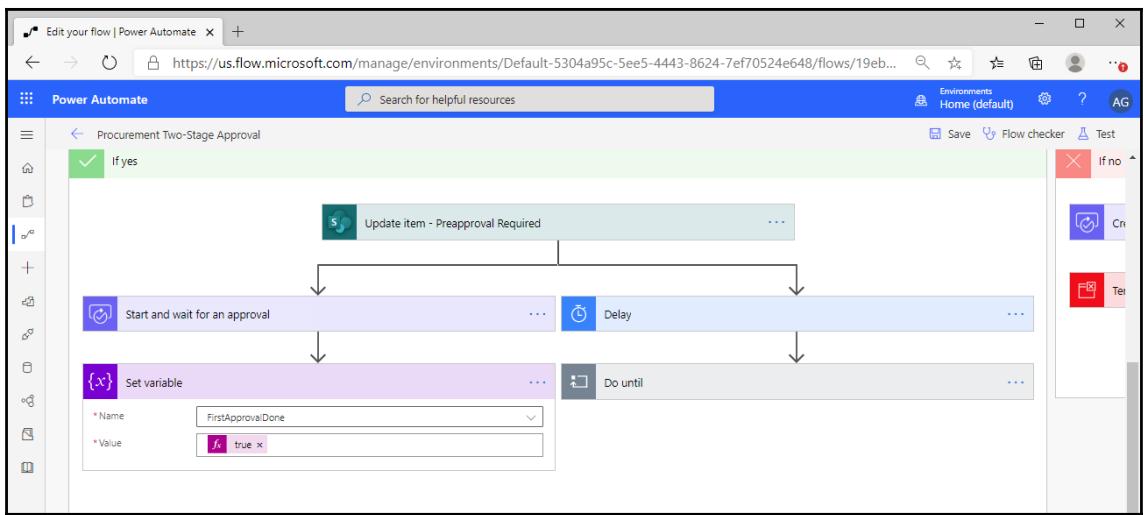












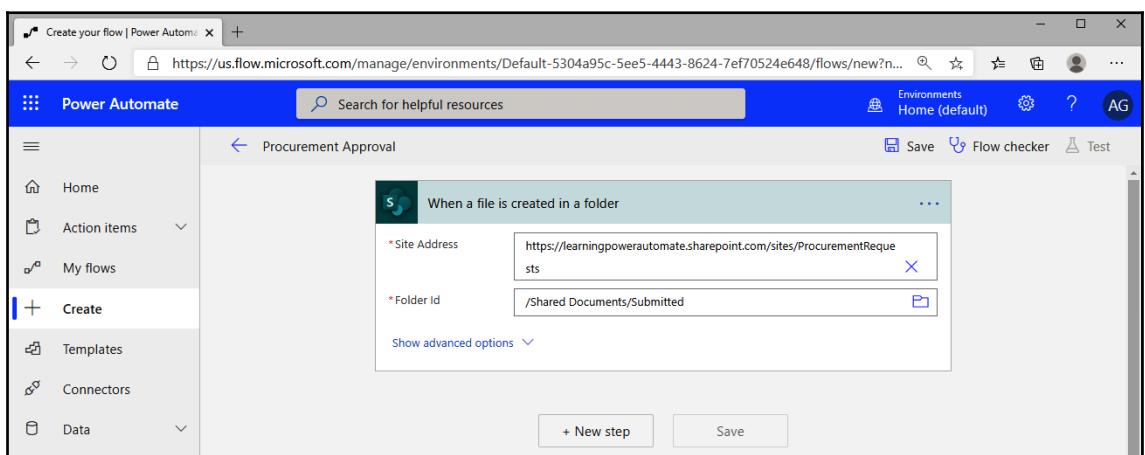
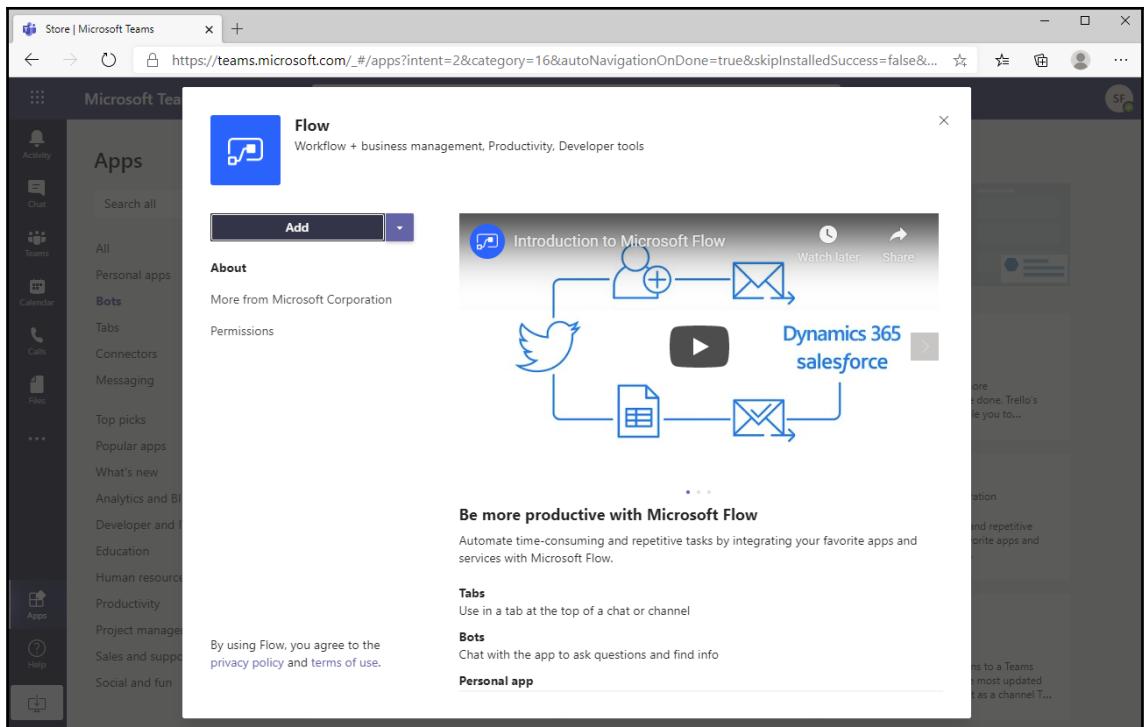
Chapter 11: Posting Approvals to Teams

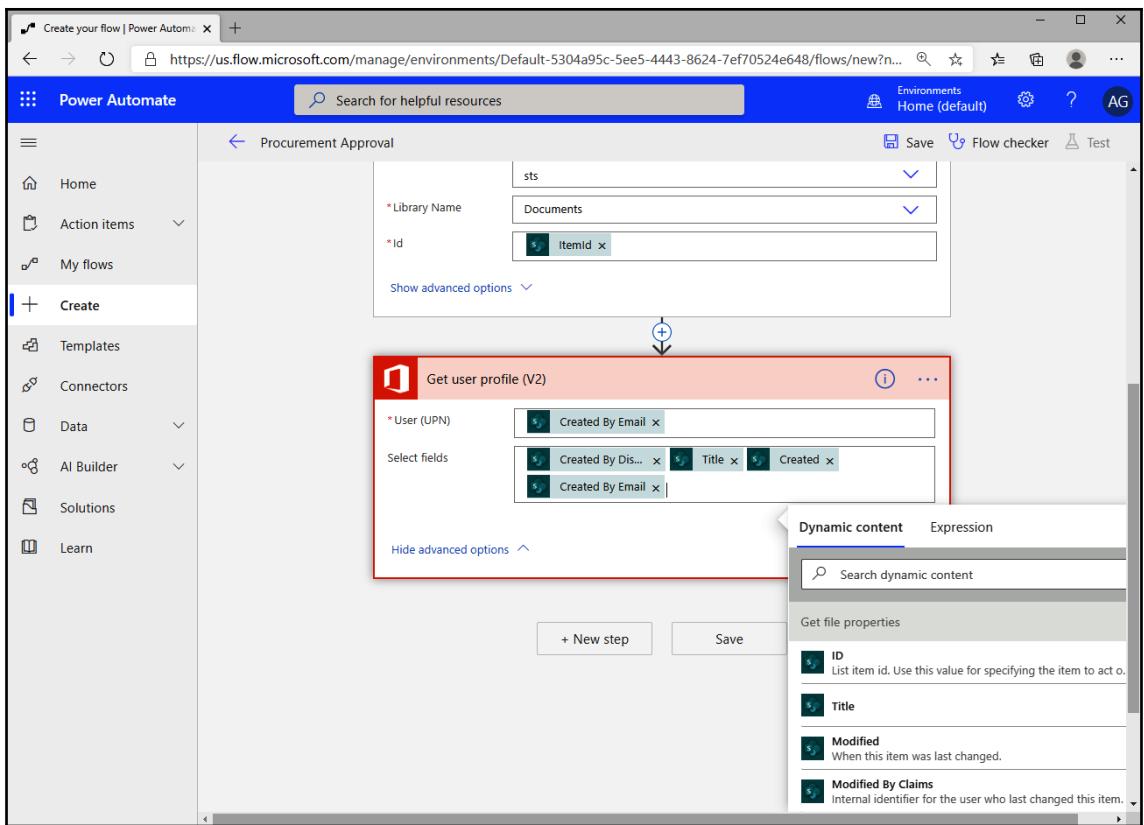
The screenshot shows a Microsoft SharePoint document library titled "Procurement Requests". The library is a "Private group" with 7 members. The left navigation bar includes links for Home, Conversations, Documents (which is selected), Shared with us, Notebook, Pages, Site contents, Recycle bin, and Edit. A Microsoft Teams promotional message is visible at the bottom left. The main content area displays a table of documents:

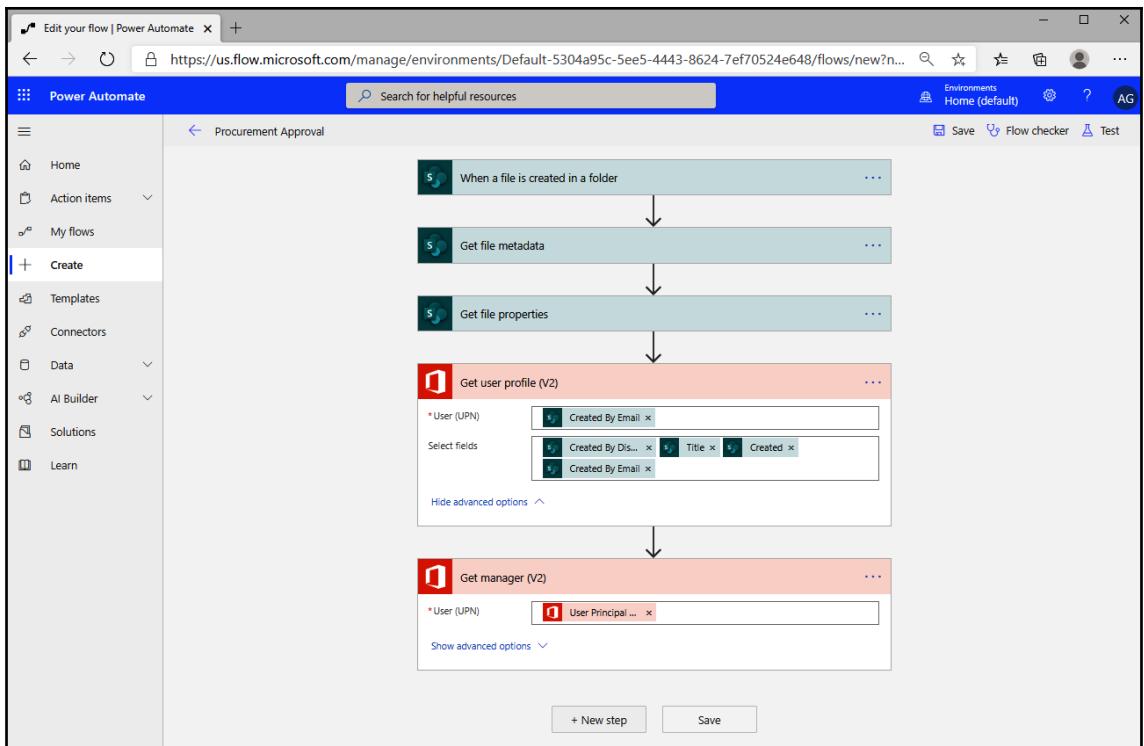
	Name	Modified	Modified By
	Approved	About an hour ago	Aaron Guilmette
	Rejected	A few seconds ago	Aaron Guilmette
	Submitted	A few seconds ago	Aaron Guilmette

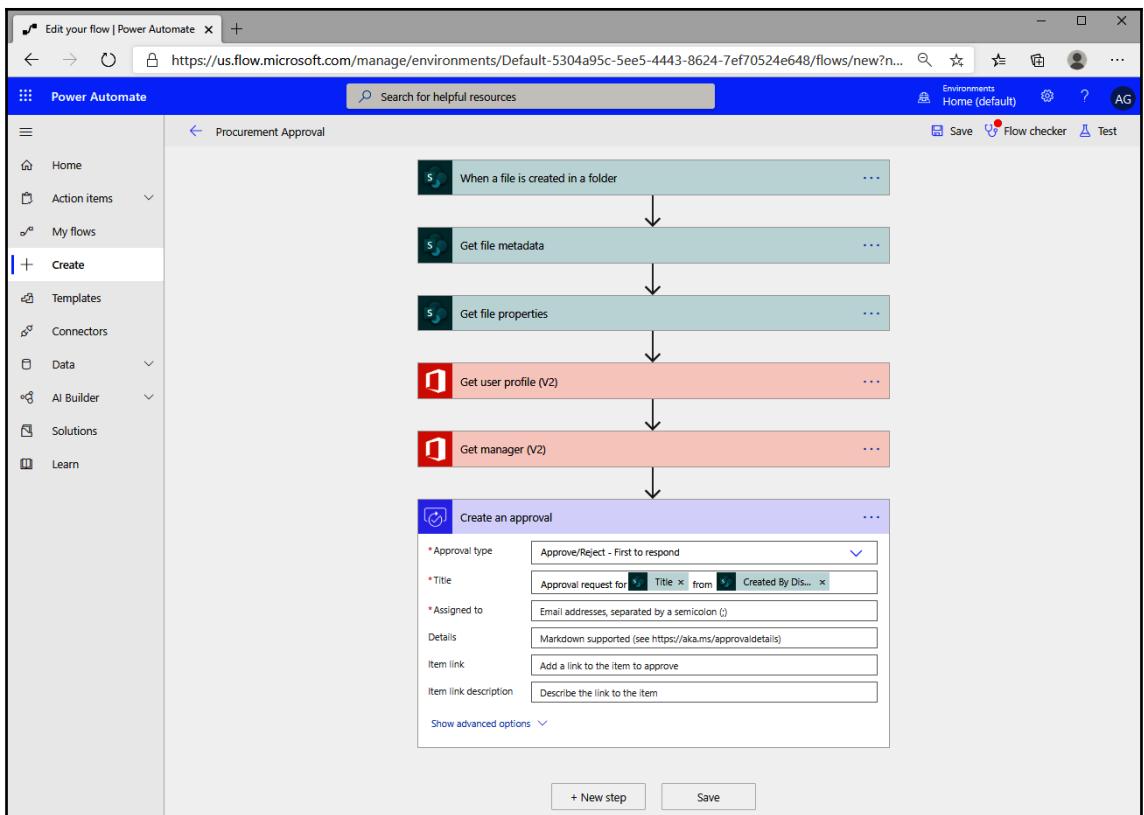
The screenshot shows the Microsoft Teams App Store interface. On the left, a sidebar lists categories like Activity, Chat, Teams, Calls, Files, and Apps. The Apps section is selected, showing a search bar and a list of categories: All, Personal apps, Bots, Tabs, Connectors, Messaging, Top picks, Popular apps, What's new, Analytics and BI, Developer and IT, Education, Human resources, Productivity, Project management, Sales and support, and Social and fun. The main area features a heading "Chat to get info and find answers" with a sub-section about Bots. Below this, there are nine app cards arranged in a grid:

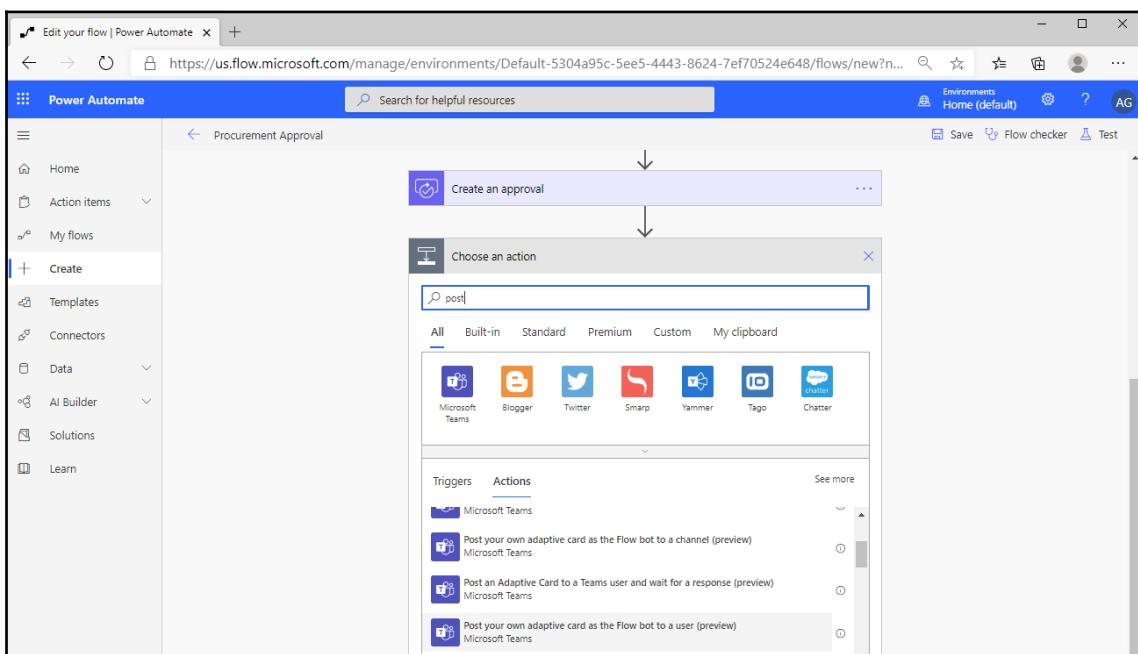
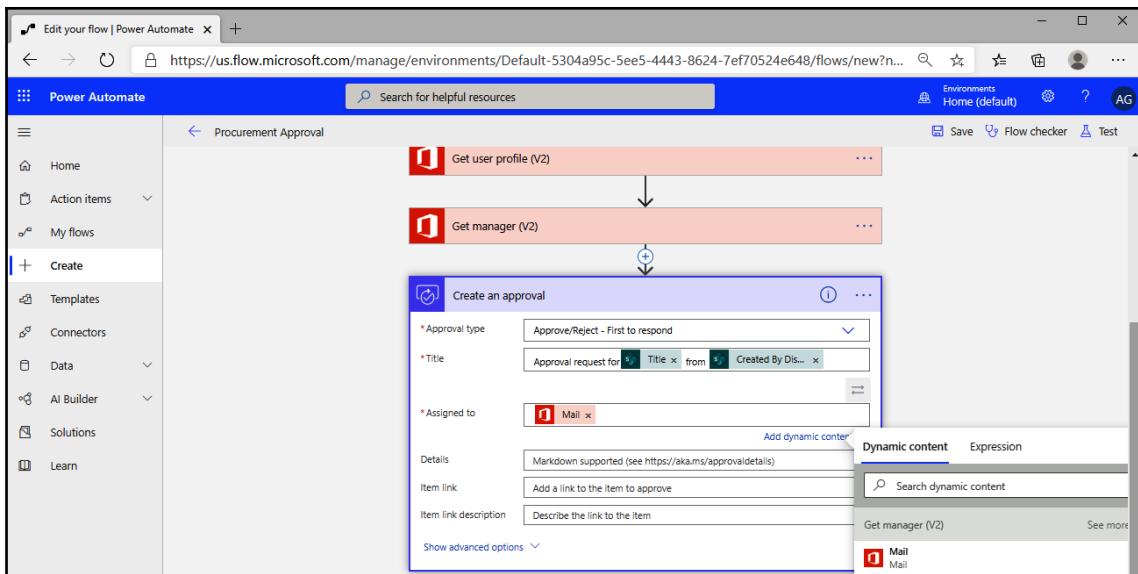
- Forms** Microsoft Corporation: Easily create surveys, quizzes and polls.
- Polly** Polly: Gather real-time insights with simple polls that work where you work.
- Trello** Trello: Trello lets your team work more collaboratively and get more done. Trello's boards, lists, and cards enable you to...
- Who** Microsoft Corporation: Search for anyone in your organization based on what they're working on, who they work with, and more.
- Planner** Microsoft Corporation: Planner makes it easy for your team to stay organized, assign tasks, and keep track of your progress. Create a new plan so you ca...
- Flow** Microsoft Corporation: Automate time-consuming and repetitive tasks by integrating your favorite apps and services with Microsoft Flow.
- Calendar BOT** Approved Contact: The Approved Contact Bot enables calendar comparison and scheduling.
- MindMeister** MeisterLabs GmbH: MindMeister is a professional mind mapping software that's both versatile and easy to use. Whether you're a freelancer, a startup or a...
- Smartsheet** Smartsheet: Send Smartsheet Notifications to a Teams Channel so everyone has the most updated information. Add Smartsheet as a channel T...

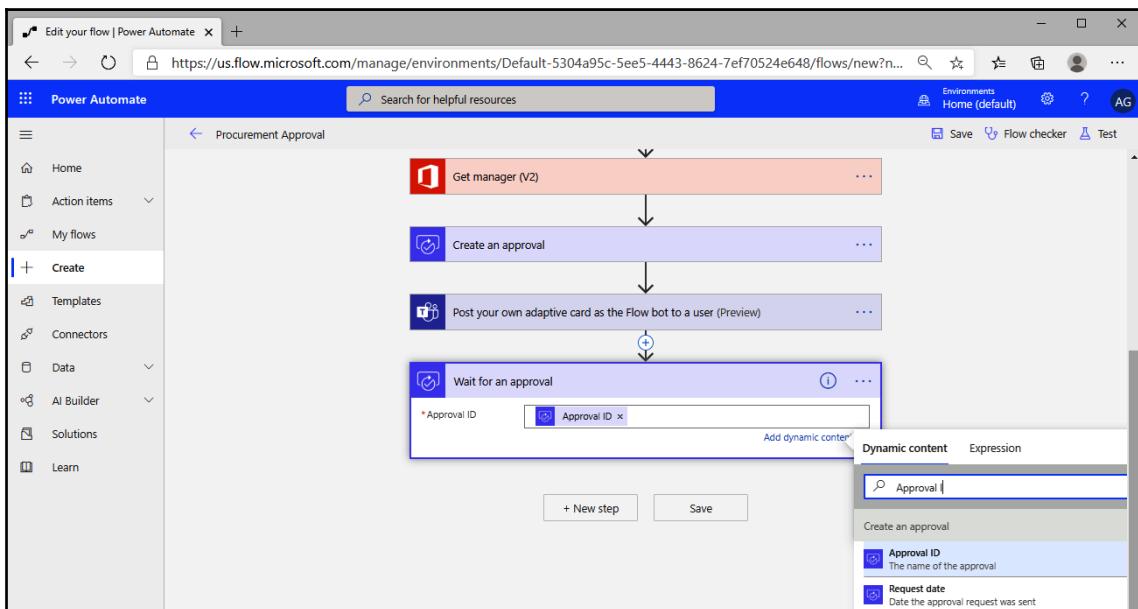
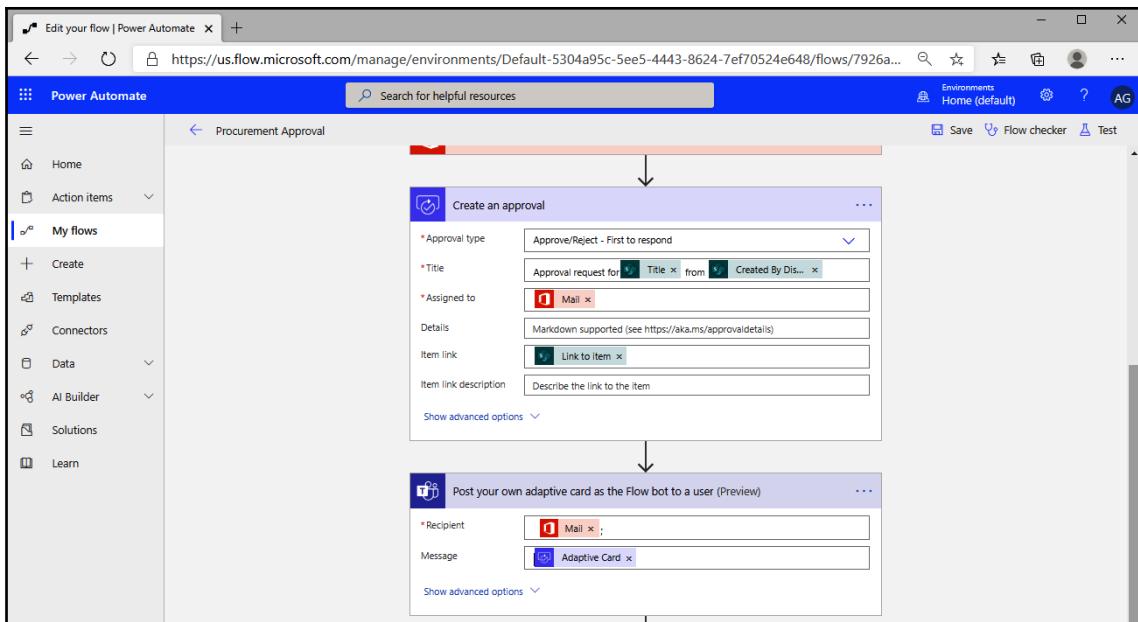


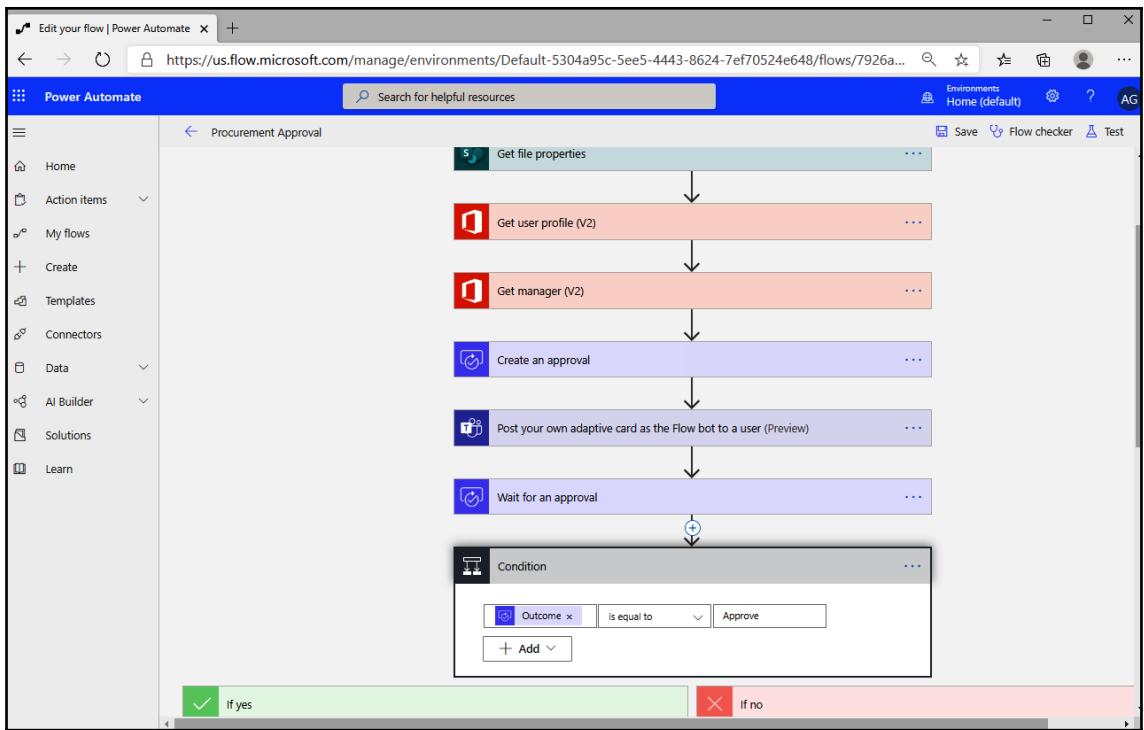


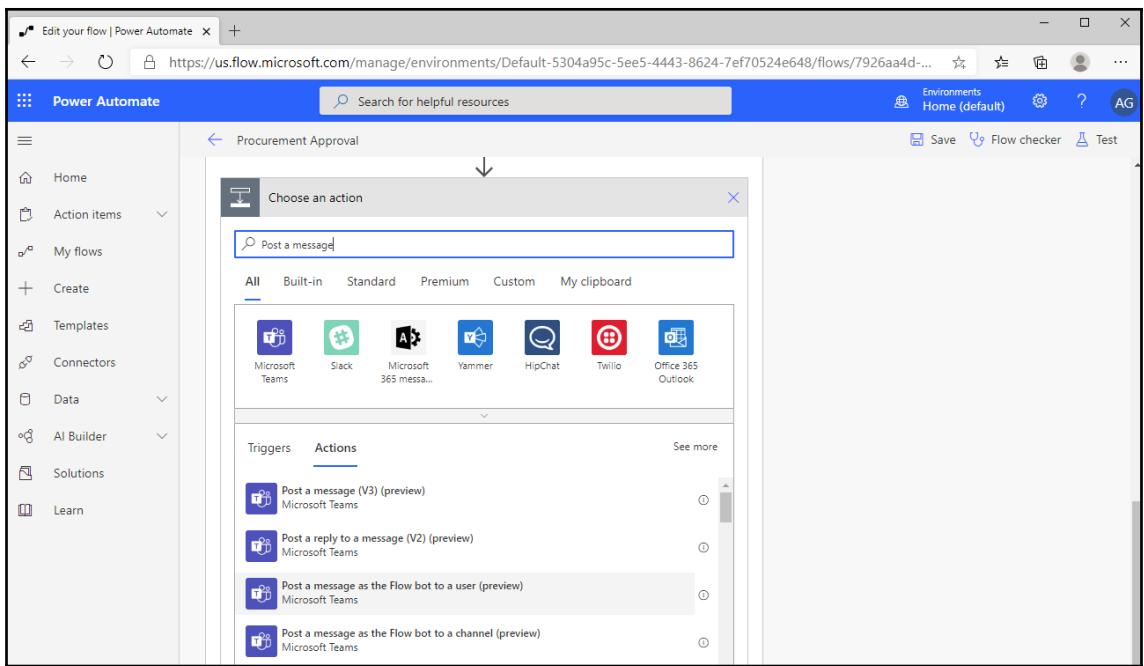


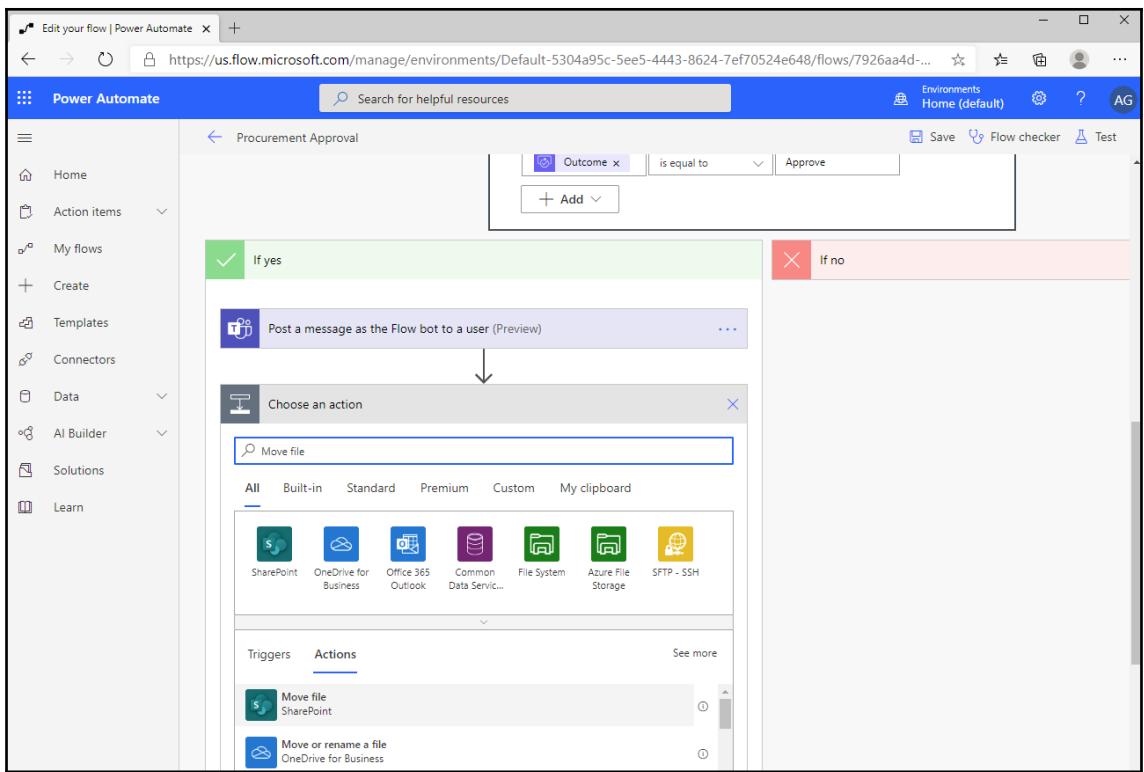


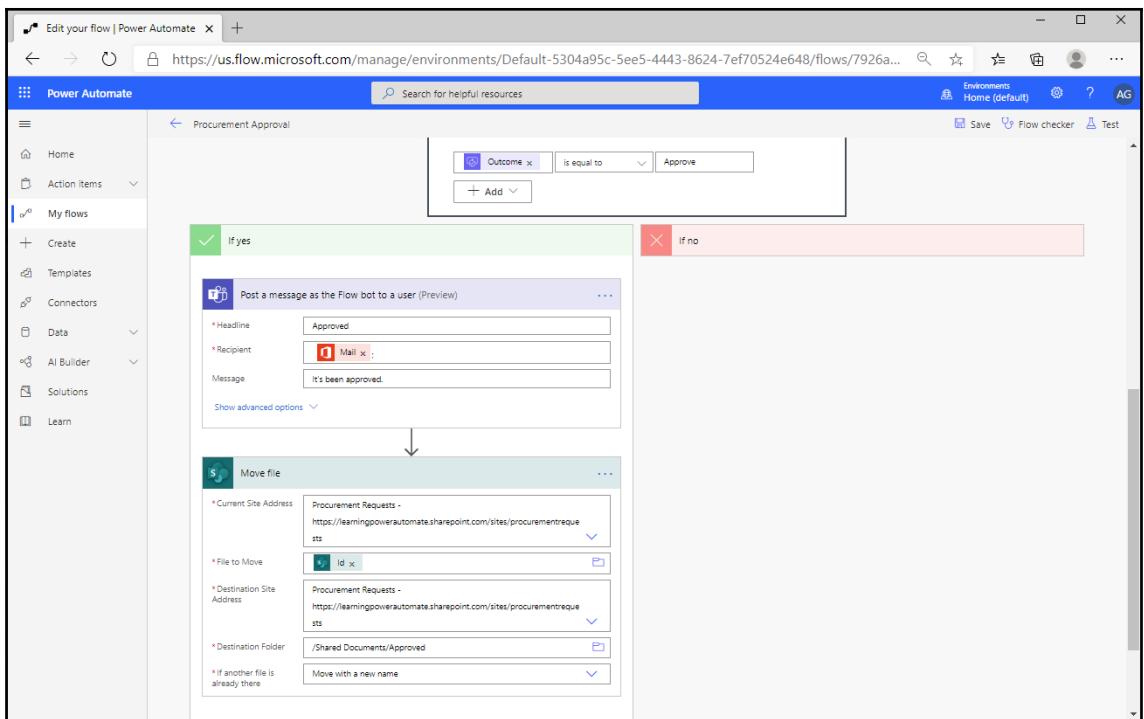


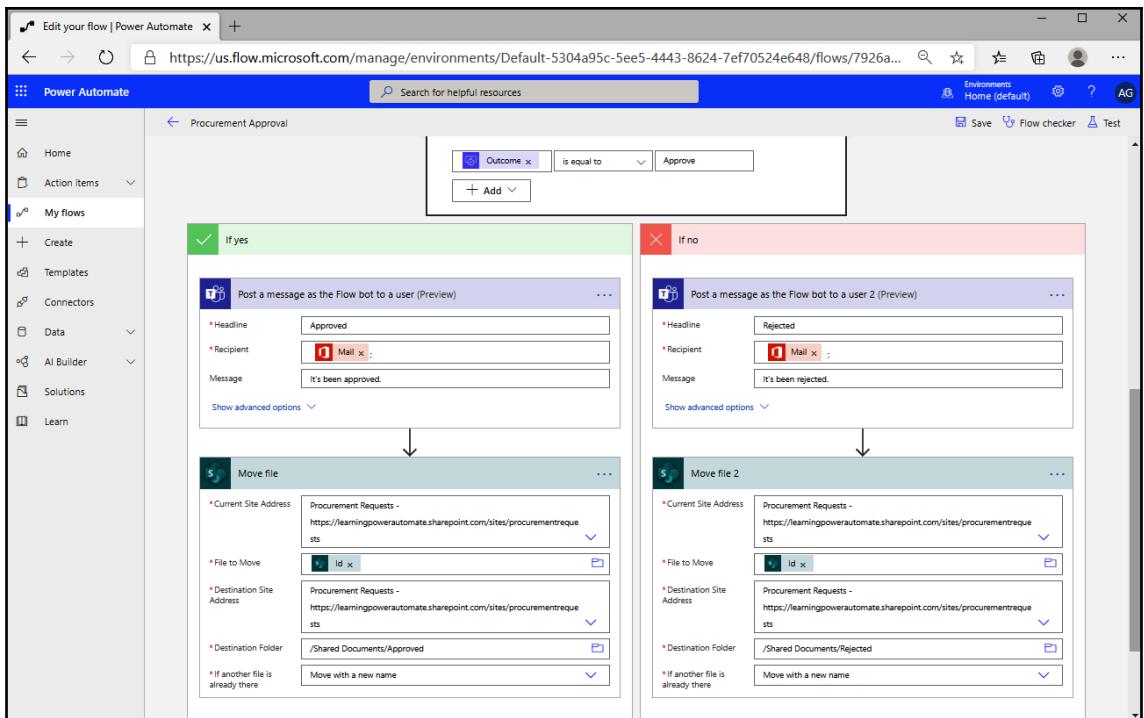


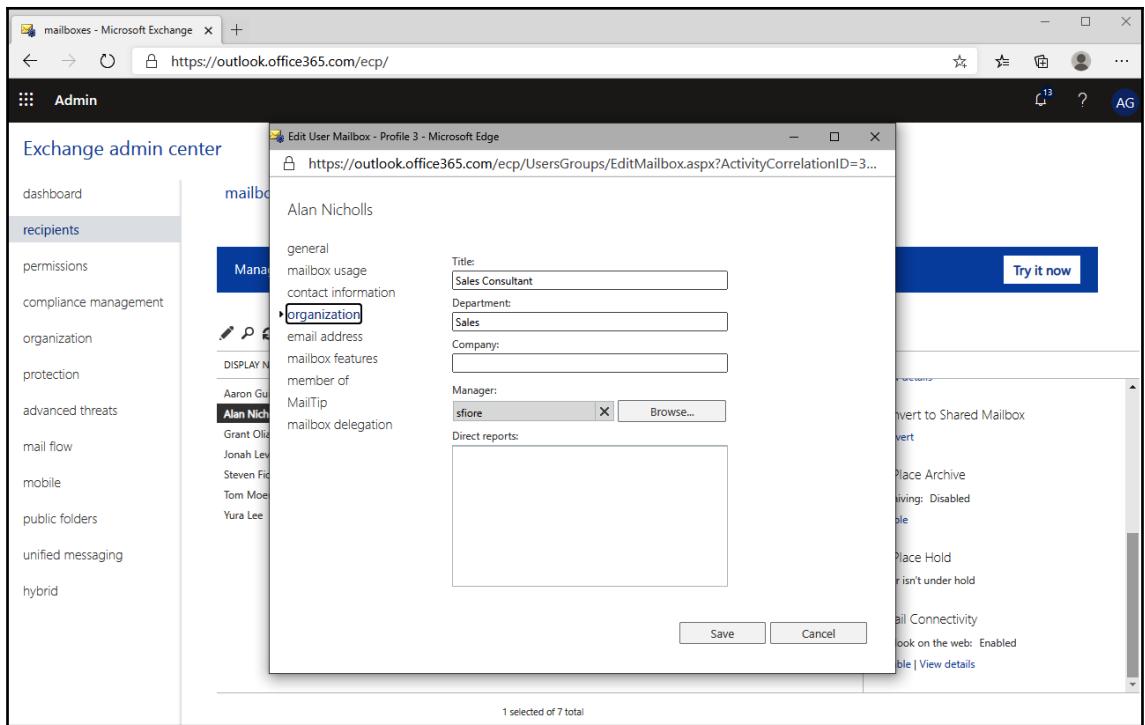


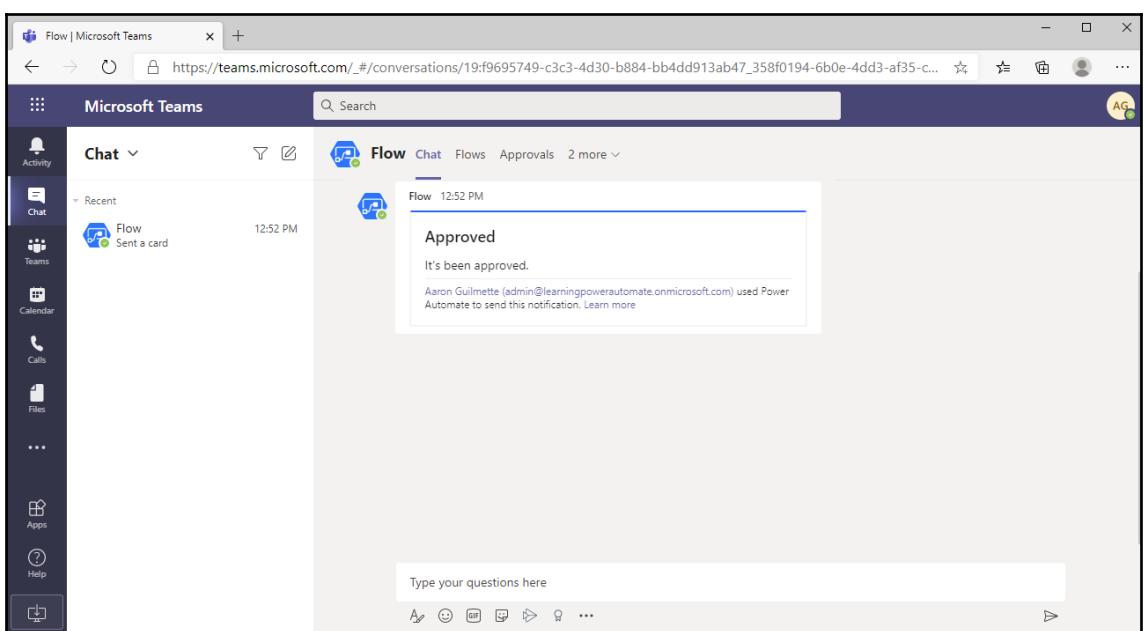
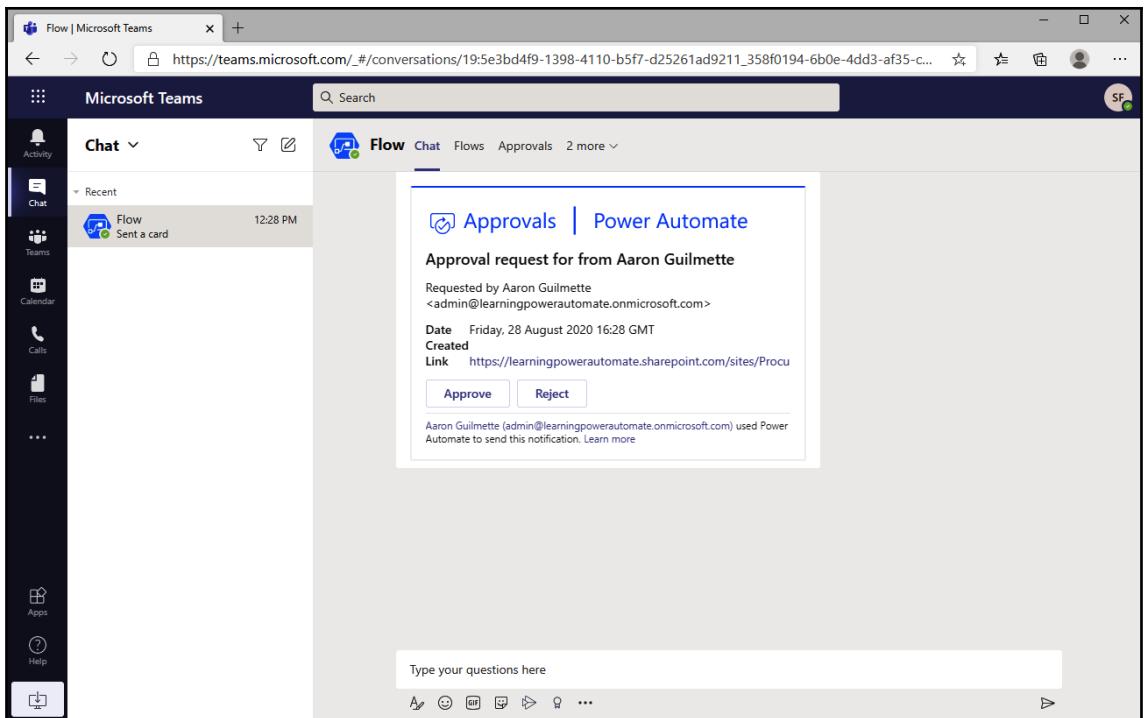












Chapter 12: Using a Database

The screenshot shows the Microsoft Azure portal interface for creating a SQL database server. At the top, the URL is https://portal.azure.com/#create/Microsoft.SQLServer. The title bar says "Microsoft Azure" and "Search resources, services, and docs (G+)".

The main content area is titled "Create SQL Database Server". It has two sections: "Project details" and "Server details".

Project details: This section allows selecting a subscription and resource group. The "Subscription" dropdown is set to "Azure subscription 1" and the "Resource group" dropdown is set to "LearningPowerAutomate". There is also a "Create new" link.

Server details: This section requires providing a server name, location, and administrator account information. The "Server name" field contains "learningpowerautomate", which is followed by ".database.windows.net". The "Location" is set to "(US) East US". The "Administrator account" section includes "Server admin login" (set to "learningpowerautomateadmin"), "Password" (set to "*****"), and "Confirm password" (also set to "*****").

At the bottom, there are two buttons: "Review + create" and "Next : Networking >".

The screenshot shows the Microsoft Azure portal homepage. The URL is https://portal.azure.com/#home. The title bar says "Microsoft Azure" and "SQL".

The left sidebar is titled "Azure services" and includes a "Create a resource" button. Below it, under "Recent resources", there is a "+ Create a resource" button.

The main content area displays search results for "SQL". The "Services" section lists "SQL databases", "SQL servers", "SQL elastic pools", "SQL managed instances", "SQL Server registries", "SQL virtual machines", and "SQL Server stretch databases". The "Marketplace" section lists "SQLstream 6.0.0.1", "Azure Synapse Analytics (formerly SQL DW)", "SQLite", "SQL Health Check", and "Documentation" with a link to "What is Azure SQL? - Microsoft Docs". A large blue arrow points to the right with the text "More services".

The screenshot shows the Microsoft Azure portal interface for creating a new SQL database. The URL in the address bar is <https://portal.azure.com/#create/Microsoft.SQLDatabase>. The top navigation bar includes links for Home, SQL databases, and a search bar. The user is signed in as admin@learningpowera... with a 'HOME' link.

The main page title is 'Create SQL Database'. Below it, there are tabs for Basics, Networking, Additional settings, Tags, and Review + create. The Basics tab is selected.

A descriptive text block says: 'Create a SQL database with your preferred configurations. Complete the Basics tab then go to Review + Create to provision with smart defaults, or visit each tab to customize.' It includes a 'Learn more' link.

Project details: This section allows selecting a subscription and a resource group. The subscription is set to 'Azure subscription 1' and the resource group is 'LearningPowerAutomate' (with a 'Create new' option).

Database details: This section requires entering a database name ('DemoTable') and choosing a server ('learningpowerautomate (East US)').

At the bottom, there are two buttons: 'Review + create' (highlighted in blue) and 'Next : Networking >'.

The screenshot shows the Microsoft Azure portal interface for managing SQL databases. The URL in the address bar is <https://portal.azure.com/#blade/HubsExtension/BrowseResourceBlade/resourceType/Microsoft.Sql%2Fservers%2Fdat...>. The top navigation bar includes links for Home, SQL databases, and a search bar. The user is signed in as admin@learningpowera... with a 'HOME' link.

The main page title is 'SQL databases'. Below it, there are buttons for Add, Reservations, Edit columns, Refresh, Assign tags, and Delete.

A message at the top encourages trying the new Azure SQL resource browser: 'Try our new Azure SQL resource browser! This experience offers a unified view of all your SQL Server resources in Azure as well as improved sorting and filtering. Click here to go to the new experience.'

Subscriptions: Azure subscription 1. Filter options include: Filter by name..., All resource groups, All locations, All tags, and No grouping.

The table displays one item: 'demoTable (learningpowera... Online)'. The columns are: Name, Status, Replication role, Server, Pricing tier, Location, and Subscription. The 'Subscription' column shows 'Azure subscription 1'.

The screenshot shows the Microsoft Azure portal interface. The left sidebar displays the 'SQL databases' blade, which includes a search bar, a 'Try our new Azure SQL resource browser!' callout, and a list of databases. The 'DemoTable' database is selected. The main content area is titled 'DemoTable (learningpowerautomate/DemoTable) | Query editor (preview)' and features a 'Welcome to SQL Database Query Editor' message. It includes sections for 'SQL server authentication' (with fields for 'Login' and 'Password') and 'Active Directory authentication' (with a 'Continue as admin@learningpower...' button). A large 'OK' button is at the bottom right.

This screenshot shows the same Azure portal session, but the main content area now displays the 'Query editor (preview)' interface. The left sidebar remains the same. The main area shows the 'Query 1' tab with the following T-SQL code:

```
1 CREATE TABLE Customers
2 (
3     CustomerID BIGINT IDENTITY,
4     CompanyName VARCHAR(100),
5     FirstName VARCHAR(100),
6     LastName VARCHAR(100),
7     JobTitle VARCHAR(50),
8     Mail VARCHAR(75),
9     TelephoneNumber VARCHAR(10)
```

The screenshot shows the Microsoft Azure Query editor (preview) interface. On the left, there's a sidebar with navigation links like Home, Azure SQL, Azure Resource Graph Explorer, and a search bar. The main area has tabs for Login, New Query, Open query, and Feedback. A search bar at the top says "Search (Ctrl+/".

Query 1

```
3 CREATE TABLE Customers
4 (
5     CustomerID BIGINT IDENTITY,
6     CompanyName VARCHAR(100),
7     FirstName VARCHAR(100),
8     LastName VARCHAR(100),
9     JobTitle VARCHAR(50),
10    Mail VARCHAR(75),
11    TelephoneNumber VARCHAR(10) )
12 GO
12 INSERT INTO Customers VALUES('Contoso', 'John', 'Doe', 'Purchasing Manager', 'jdoe@contoso.com', '2485551234');
13 GO
```

Results

CustomerID	CompanyName	FirstName	LastName	JobTitle	Mail	TelephoneNumber
1	Contoso	John	Doe	Purchasing Manager	jdoe@contoso.com	2485551234

Query succeeded | 0s

The screenshot shows the Power Automate Connections page. The left sidebar includes Home, Action items, My flows, Create, Templates, Connectors, Data, Entities, **Connections**, and Custom connectors. A "New connection" button is also available. The main area displays a table of connections:

Name	Modified	Status
Approvals	2 mo ago	Connected
admin@learningpowerautomate.onmicrosoft.com	1 mo ago	Connected
Dropbox		
Notifications	2 mo ago	Connected
Office 365 Outlook	46 min ago	Connected

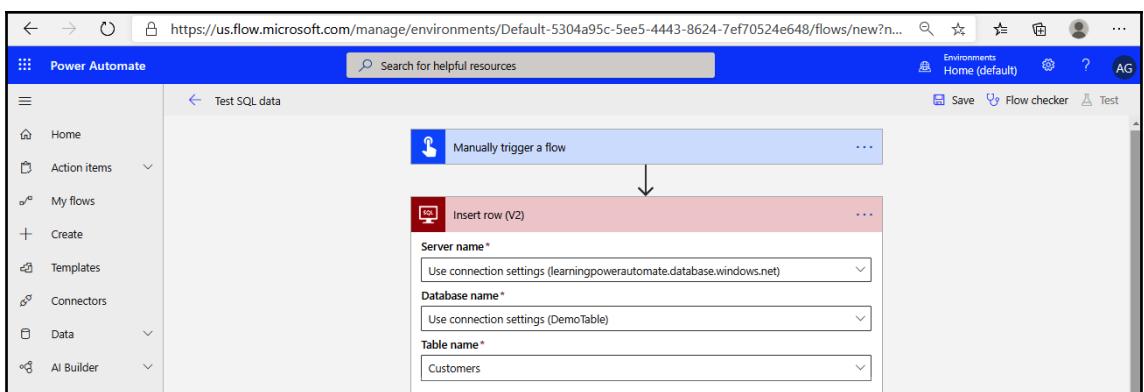
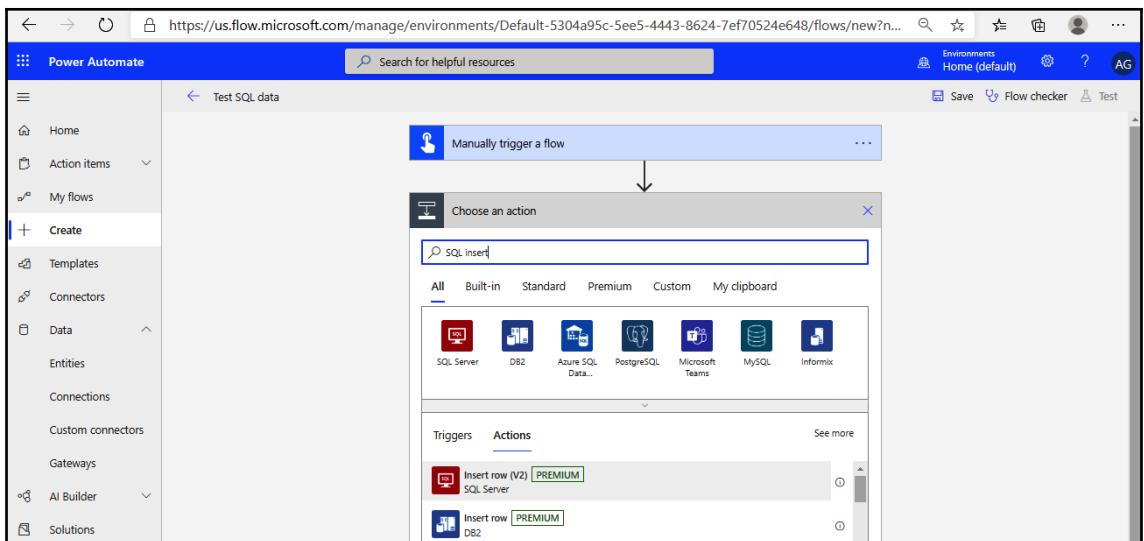
The screenshot shows the Microsoft Power Automate interface. On the left, a sidebar menu is open with the 'Connections' option selected. The main area displays a list of available connections:

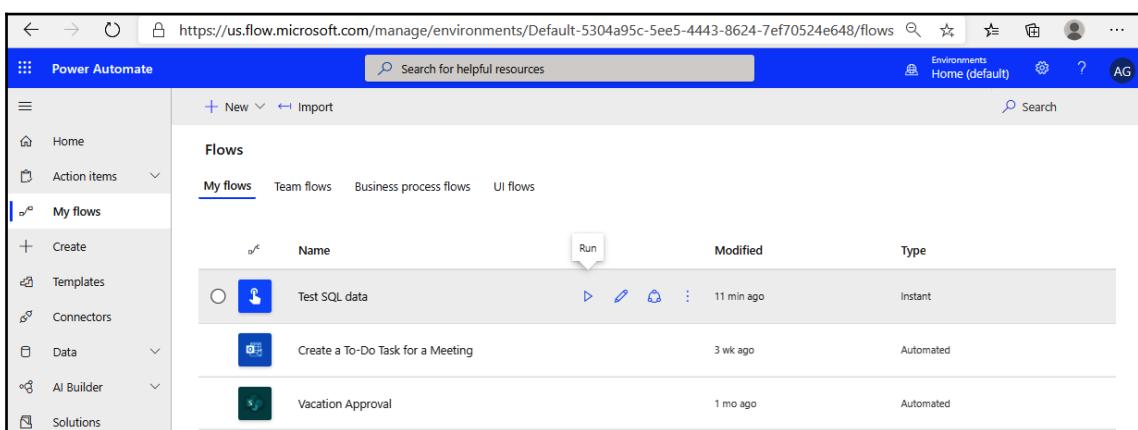
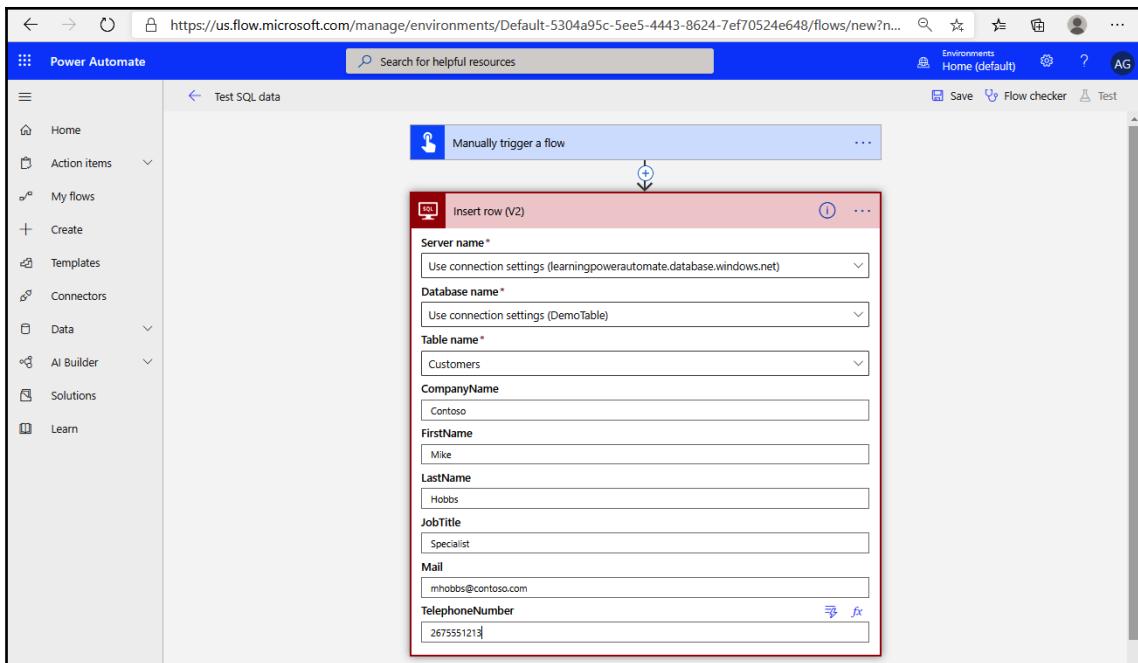
Name	Type	Action
SharePoint	Standard	+
OneDrive for Business	Standard	+
Dynamics 365 (deprecated)	Standard	+
Salesforce	Standard	+
OneDrive	Standard	+
SQL Server	Standard	+

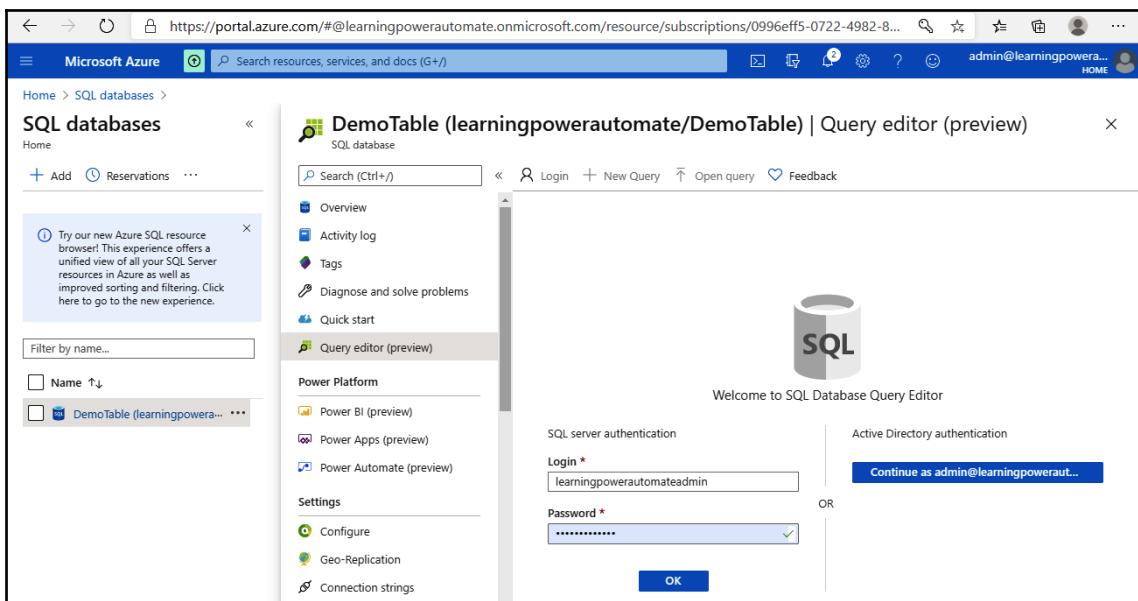
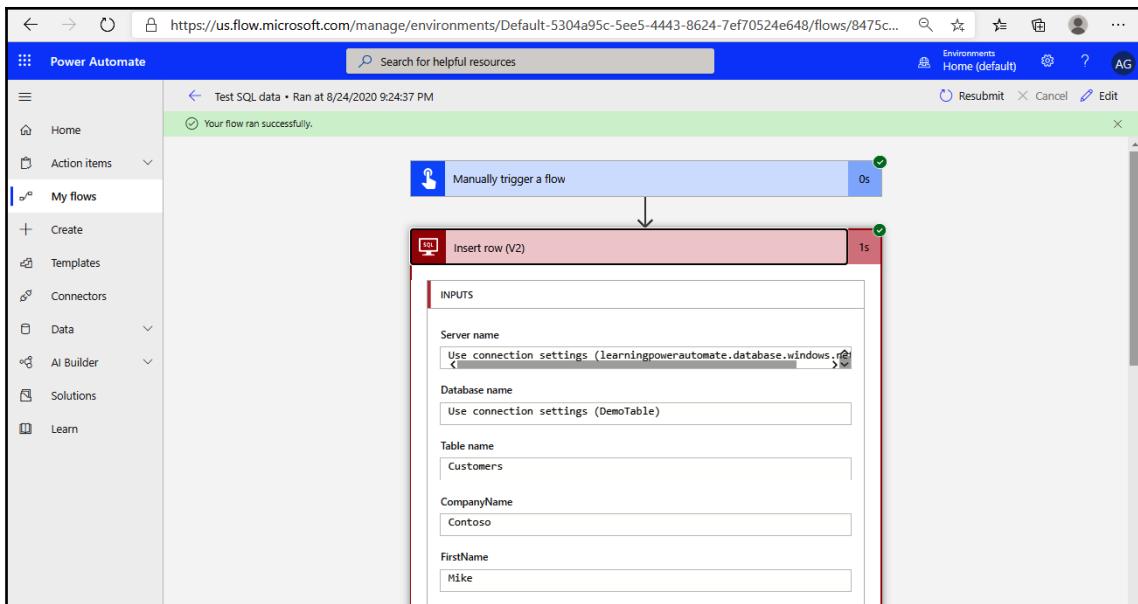
The screenshot shows the 'New connection' dialog for the 'SQL Server' connector. The dialog has the following fields:

- SQL Server** Microsoft Premium
- Description**: Microsoft SQL Server is a relational database management system developed by Microsoft. Connect to SQL Server to manage data. You can perform various actions such as create, update, get, and delete on rows in a table.
- Authentication Type ***: SQL Server Authentication
- SQL server name ***: learningpowerautomate.database.windows.net
- SQL database name ***: DemoTable

At the bottom right are 'Cancel' and 'Create' buttons. The status bar at the bottom indicates 'Standard'.







The screenshot shows the Microsoft Azure portal interface for a SQL database named 'DemoTable' under the 'learningpower automate' resource group. The left sidebar navigation bar includes links for Overview, Activity log, Tags, Diagnose and solve problems, Quick start, Query editor (preview), Power Platform (Power BI (preview), Power Apps (preview), Power Automate (preview)), Settings (Configure, Geo-Replication, Connection strings, Sync to other databases, Add Azure Search, Properties), and Home.

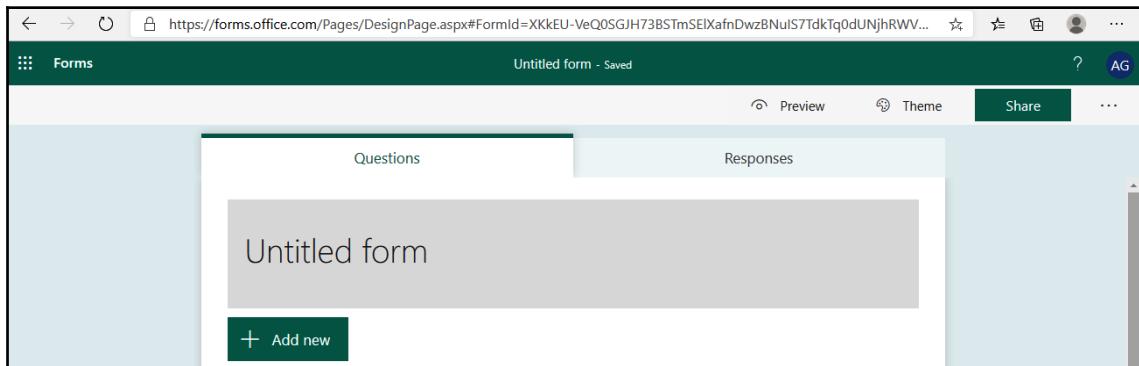
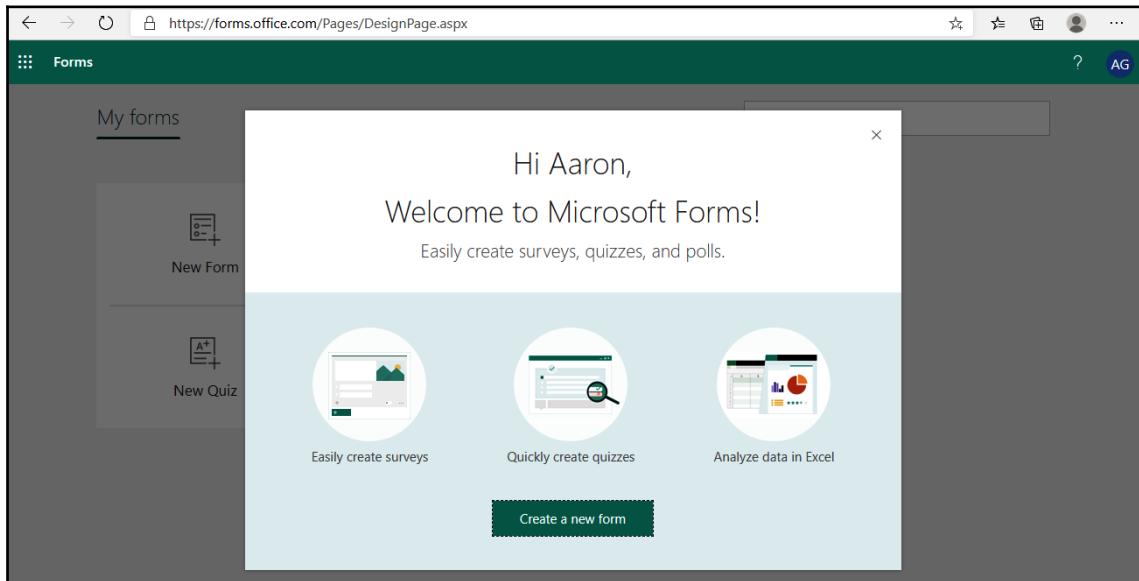
The main content area displays the 'Query editor (preview)' for the 'DemoTable'. The top navigation bar for the editor includes 'Search resources, services, and docs (G+)', 'Login', 'New Query', 'Open query', 'Feedback', 'Run', 'Cancel query', 'Save query', 'Export data as', and 'Show only Editor'.

The 'Tables' section of the object explorer shows two rows of data from the 'Customers' table:

CompanyName	FirstName	LastName	JobTitle
Contoso	John	Doe	Purchasing Manager
Contoso	Mike	Hobbs	Specialist

A message at the bottom of the editor states: 'Query succeeded | 0s'.

Chapter 13: Working with Microsoft Forms



The screenshot shows the Microsoft Forms interface for a 'Customer Survey'. The title 'Customer Survey - Saved' is at the top. Below it are buttons for 'Preview', 'Theme', 'Share', and more. A large central area is divided into 'Questions' and 'Responses' sections. The 'Questions' section contains the title 'Customer Survey' and a green 'Add new' button. The 'Responses' section is currently empty.

This screenshot shows the same 'Customer Survey' page after adding a new question. At the bottom of the 'Questions' section, there is a toolbar with icons for 'Choice', 'Text', 'Rating', 'Date', and a dropdown menu. The 'Text' icon is highlighted with a green border.

The screenshot shows the survey with one question added. The question is labeled '1.' and has a text input field containing 'CompanyName'. Below the input field is a placeholder 'Enter your answer'. At the bottom of the question card, there are three toggle switches: 'Long answer', 'Required', and an ellipsis (...). The 'Required' switch is turned on. A green 'Add new' button is located at the bottom left of the 'Questions' section.

<https://forms.office.com/Pages/DesignPage.aspx#FormId=XKkEU-VeQ0SGJH73BStmSEIXafnDwzBNuS7TdkTq0dUNjh...>

Customer Survey - Saved

Questions Responses

1. CompanyName
Enter your answer
2. FirstName
Enter your answer
3. LastName
Enter your answer
4. JobTitle
Enter your answer
5. Mail
Enter your answer

<https://.aspx#FormId=XKkEU-VeQ0SGJH73BStmSEIXafnDwzBNuS7TdkTq0dUNjhRWVFRNEZHUVQRTBWU1BWWIFYNjBRRi4u>

Customer Survey - Saved

Questions Responses

Customer Survey

<https://us.flow.microsoft.com/manage/environments/Default-5304a95c-5ee5-4443-8624-7ef70524e648/create>

Power Automate

Three ways to make a flow

Start from blank

Build an automated flow

Flow name: Customer Survey

Choose your flow's trigger *

- When a new response is submitted Microsoft Forms
- When an item is created SharePoint
- When an item is created or modified SharePoint
- When a file is created in a folder SharePoint
- When a file is created OneDrive for Business
- When a task is assigned to me

Free yourself from repetitive work just by connecting the apps you already use—automate alerts, reports, and other tasks.

Examples:

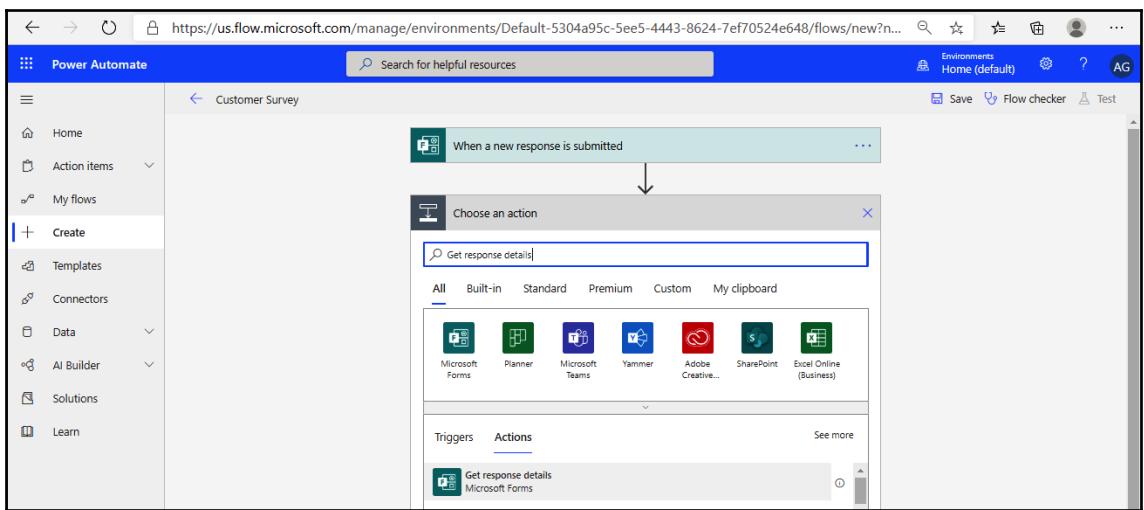
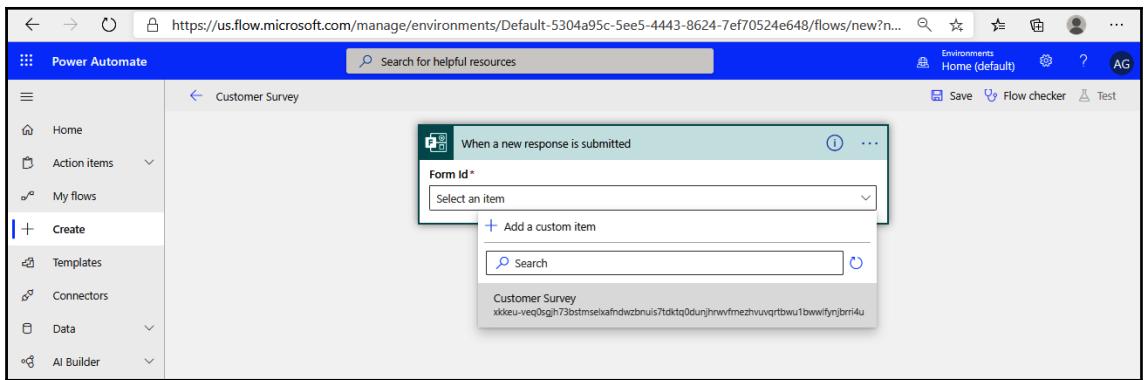
- Automatically collect and store data in business solutions
- Generate reports via custom queries on your SQL database

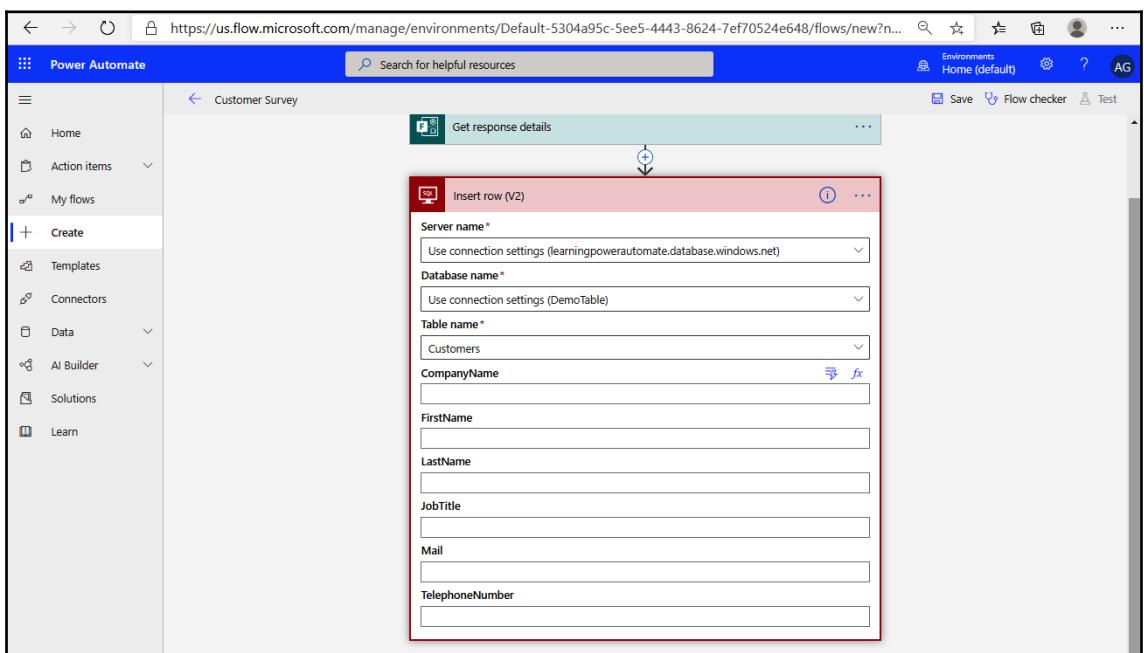
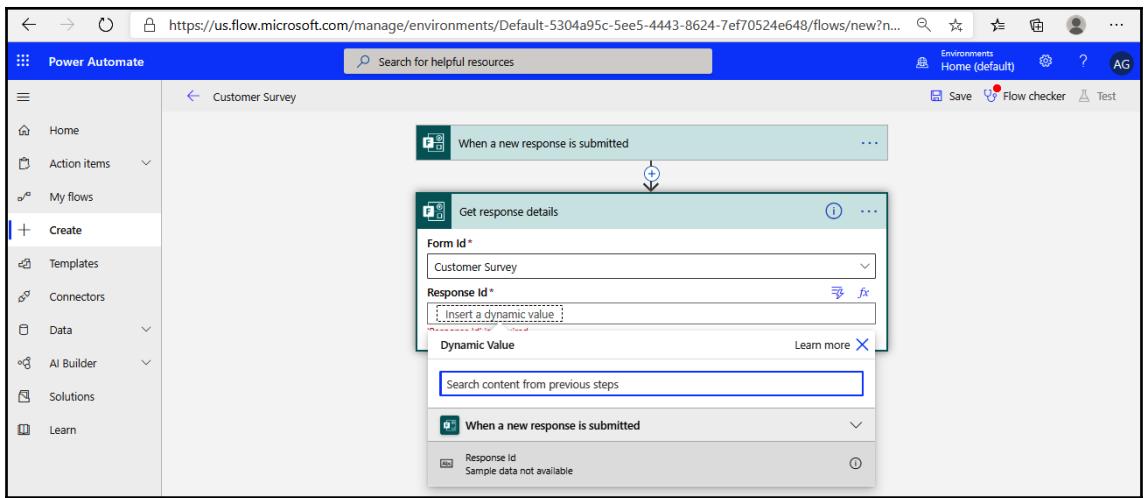
Search for helpful resources

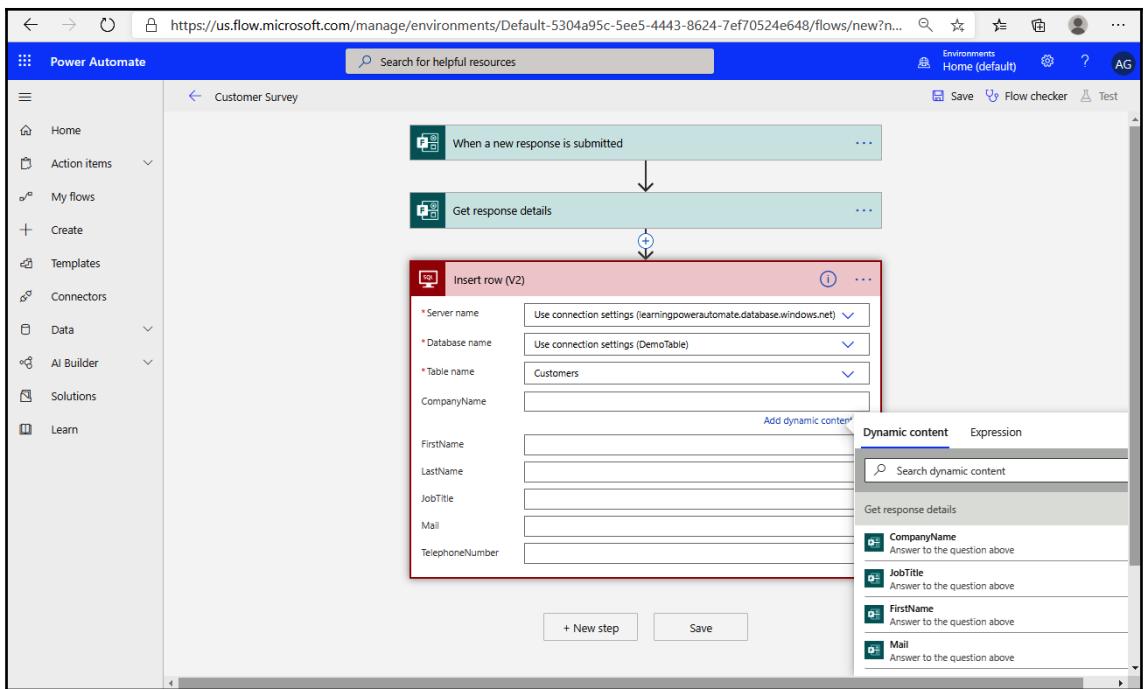
Environments Home (default)

Get a push notification with updates from the Flow blog

By Microsoft Automated 122098







The screenshot shows the Microsoft Power Automate interface for creating a flow named "Customer Survey". The flow consists of three steps:

- Step 1: Trigger (Start of流)
- Step 2: Get response details
- Step 3: Insert row (V2) - This step is highlighted in pink. It has the following configuration:
 - Server name: Use connection settings (learningpower automate.database.windows.net)
 - Database name: Use connection settings (DemoTable)
 - Table name: Customers
 - CompanyName: CompanyName
 - FirstName: FirstName
 - LastName: LastName
 - JobTitle: JobTitle
 - Mail: Mail
 - TelephoneNumber: TelephoneNum...

At the bottom right of the flow editor are two buttons: "+ New step" and "Save".

The screenshot shows the Microsoft Forms interface for a form titled "Customer Survey". The form is currently in "Design" mode. The interface includes:

- Navigation tabs: My forms, Shared with me, Group forms.
- A search bar at the top right: "Search form title or owner name".
- Form cards:
 - New Form
 - New Quiz
 - Customer Survey (highlighted in green, showing 0 Responses)

The screenshot shows a Microsoft Forms survey page. At the top, there are navigation links for Back, Computer, and Mobile. The form contains the following fields:

- 1. Name: Guimette
- 4. Job Title: Author
- 5. Mail: testemail@testdomain.com
- 6. Telephone Number: 2485551212

A "Submit" button is located at the bottom of the form. A small note at the bottom states: "This content is created by the owner of the form. The data you submit will be sent to the form owner. Never give out your password." Below that, it says "Powered by Microsoft Forms | Privacy and cookies | Terms of use".

The screenshot shows the Microsoft Power Automate interface. The left sidebar has a "My flows" section selected, which is highlighted with a blue border. The main area displays the "Run history" for a flow named "Customer Survey". The table shows one run record:

Start time	Duration	Status
Aug 25, 08:08 PM (4 min ago)	00:00:00	Succeeded

The screenshot shows the Microsoft Power Automate interface. On the left, the navigation menu includes Home, Action items, My flows, Create, Templates, Connectors, Data, AI Builder, Solutions, and Learn. The main area displays a flow titled "Customer Survey" that ran successfully at 8/25/2020 8:06:21 PM. The flow consists of two steps: "Get response details" (which took 0s) and "Insert row (V2)" (which took 1s). The "Insert row (V2)" step is highlighted with a red border. The "INPUTS" section for this step contains the following data:

Server name	Use connection settings (learningpowerautomate.database.windows.net)
Database name	Use connection settings (DemoTable)
Table name	Customers
CompanyName	TestCompany
FirstName	Aaron
LastName	Guilmette
JobTitle	Author

The screenshot shows the Microsoft Azure portal. The URL is https://portal.azure.com/#@learningpowerautomate.onmicrosoft.com/resource/subscriptions/0996eff5-0722-4982-8... The user is signed in as admin@learningpoweraut... The left sidebar shows "SQL databases" with a message about the new Azure SQL resource browser. The main area shows the "DemoTable (learningpowerautomate/DemoTable) | Query editor (preview)" window. The sidebar for this window includes links for Overview, Activity log, Tags, Diagnose and solve problems, Quick start, and Query editor (preview). The main content area is titled "Welcome to SQL Database Query Editor" and shows fields for "Login" (learningpowerautomateadmin) and "Password". There are also options for "SQL server authentication" and "Active Directory authentication", with a link to "Continue as admin@learningpoweraut...".

The screenshot shows the Microsoft Azure Query editor (preview) interface. The left sidebar has a tree view with nodes like Overview, Activity log, Tags, Diagnose and solve problems, Quick start, and Query editor (preview). The main area shows a query editor with a message about limited object explorer. A query window titled 'Query 1' contains the SQL command: 'Select * from [dbo].[Customers]'. The results pane shows a table with columns CustomerID, CompanyName, FirstName, LastName, and JobTitle, containing three rows of data. The status bar at the bottom says 'Query succeeded | 0s'.

DemoTable (learningpower automate/DemoTable) | Query editor (preview)

Search resources, services, and docs (G+)

Microsoft Azure Upgrade

admin@learningpower...

Home >

Overview

Activity log

Tags

Diagnose and solve problems

Quick start

Query editor (preview)

Power Platform

Power BI (preview)

Power Apps (preview)

Power Automate (preview)

Settings

Configure

Geo-Replication

Connection strings

Sync to other databases

Add Azure Search

Properties

Showing limited object explorer here. For full capability please open SSDT.

Tables

Views

Stored Procedures

Query 1

Select * from [dbo].[Customers]

Run Cancel query Save query Export data as Show only Editor

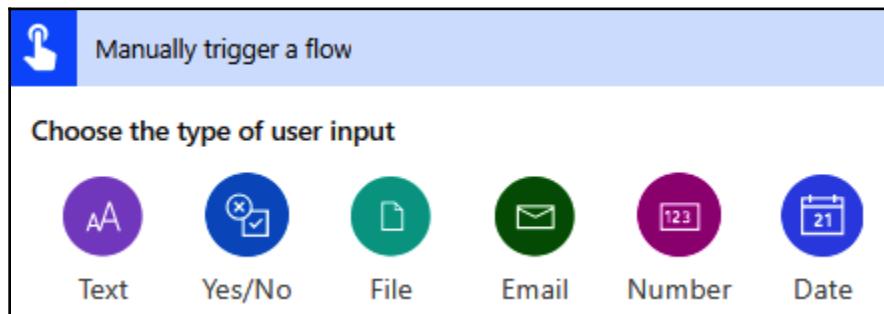
CustomerID CompanyName FirstName LastName JobTitle

CustomerID	CompanyName	FirstName	LastName	JobTitle
1	Contoso	John	Doe	Purchasing Manager
2	Contoso	Mike	Hobbs	Specialist
3	TestCompany	Aaron	Guilmette	Author

Results Messages

Query succeeded | 0s

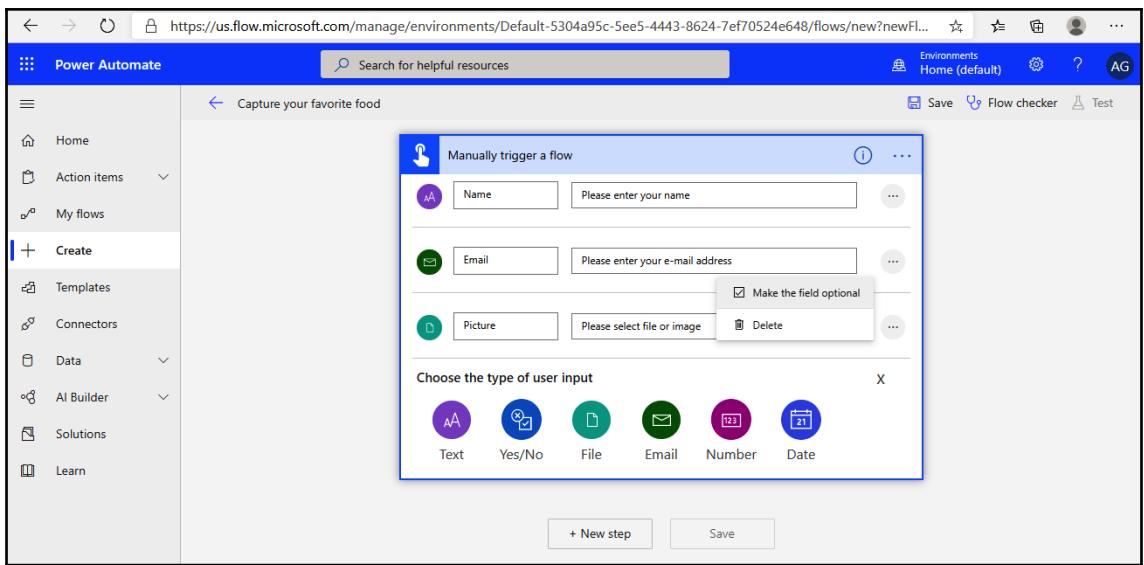
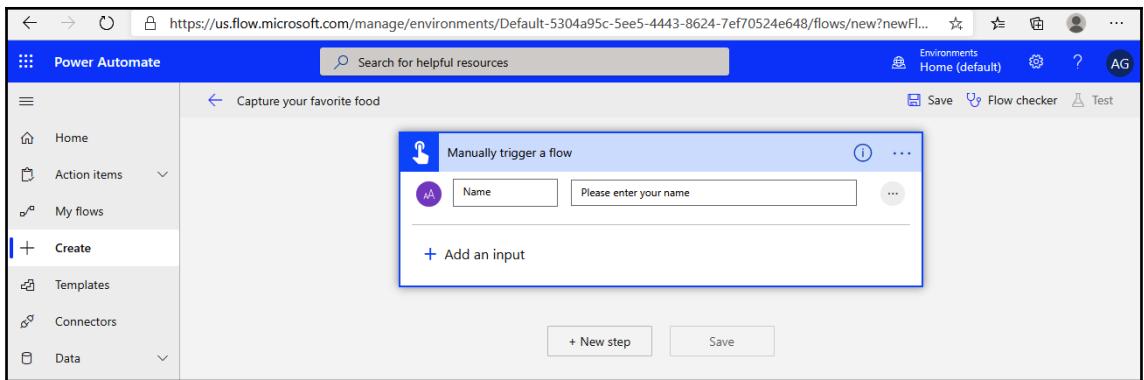
Chapter 14: Accepting User Input

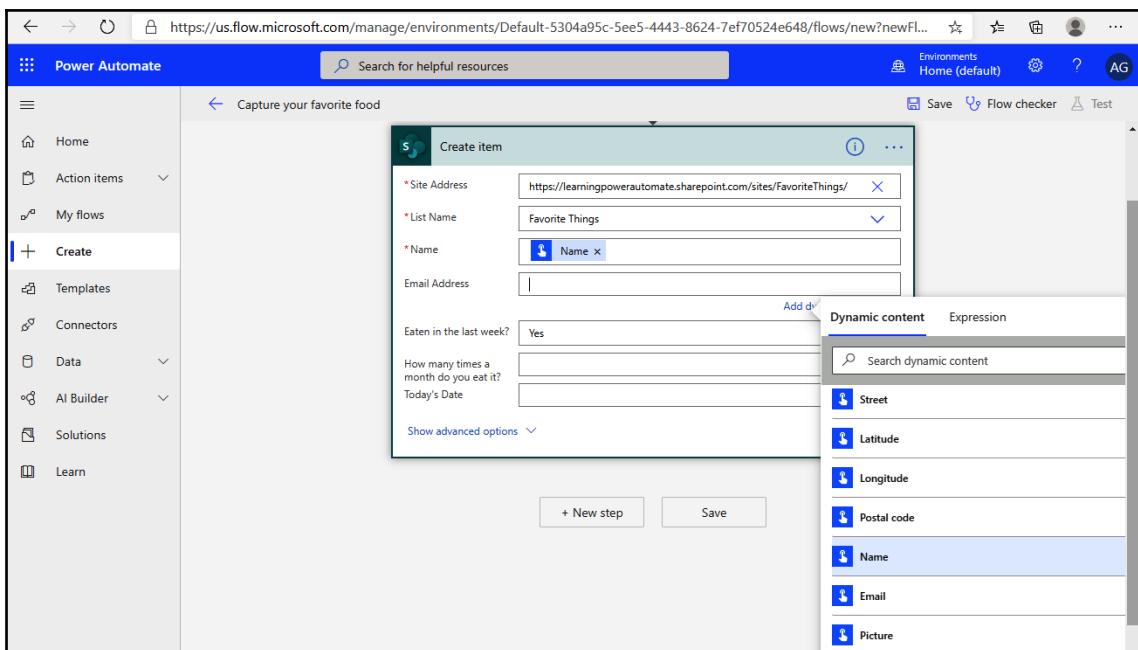
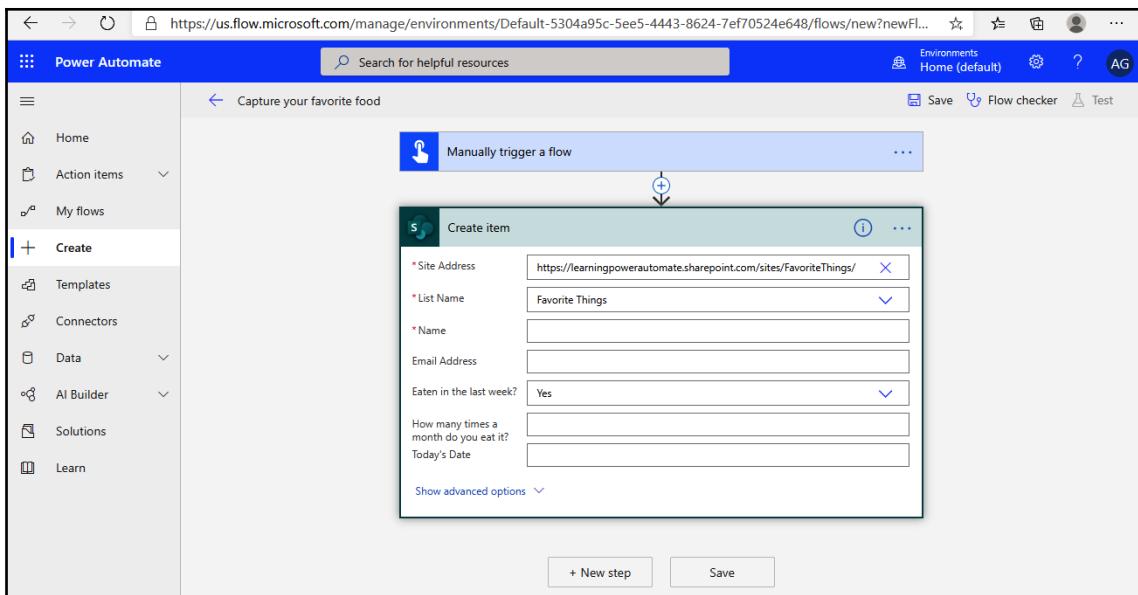


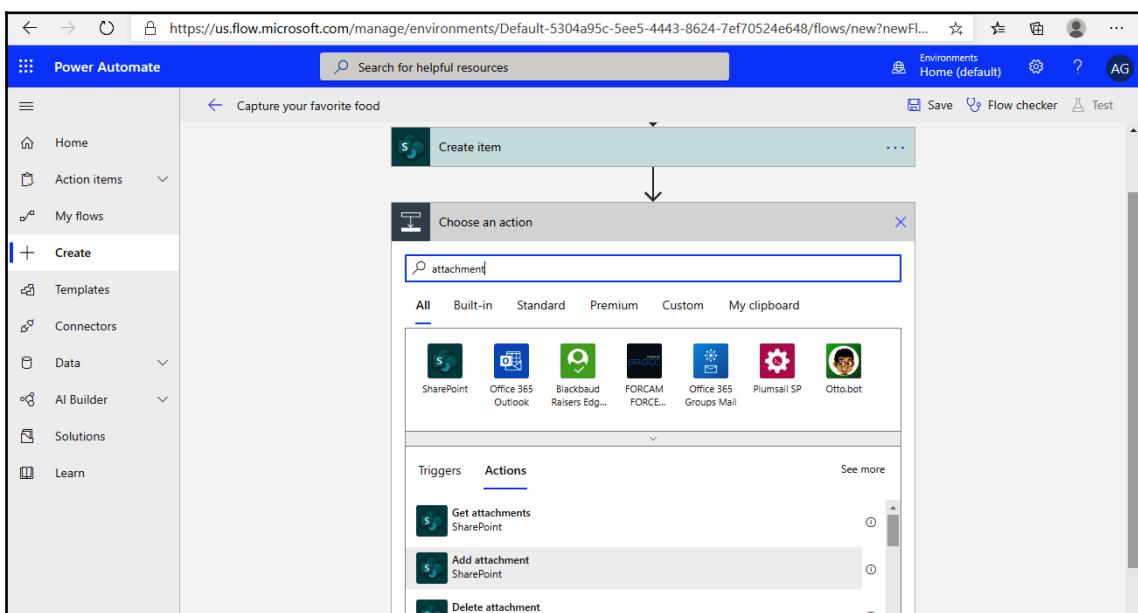
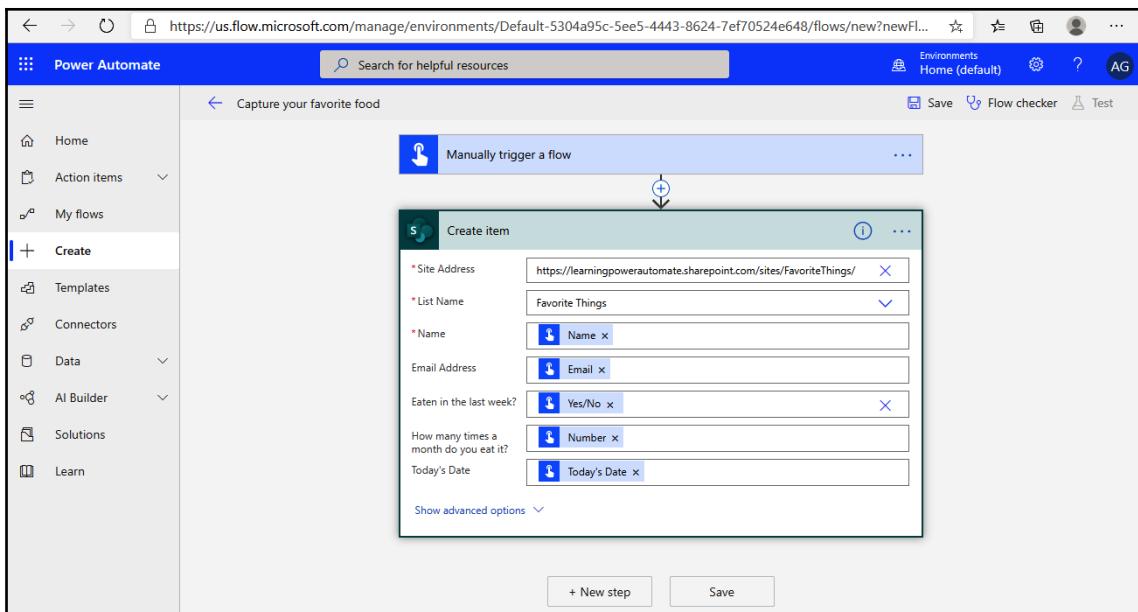
A screenshot of a SharePoint list titled "Favorite Things". The list is a private group and contains columns for Name, Email Address, Eaten in the last week?, How many times a month do you eat it?, and Today's Date. The interface includes a ribbon with Home, Conversations, Documents, Shared with us, Notebook, and Pages tabs. A search bar at the top says "Search this list".

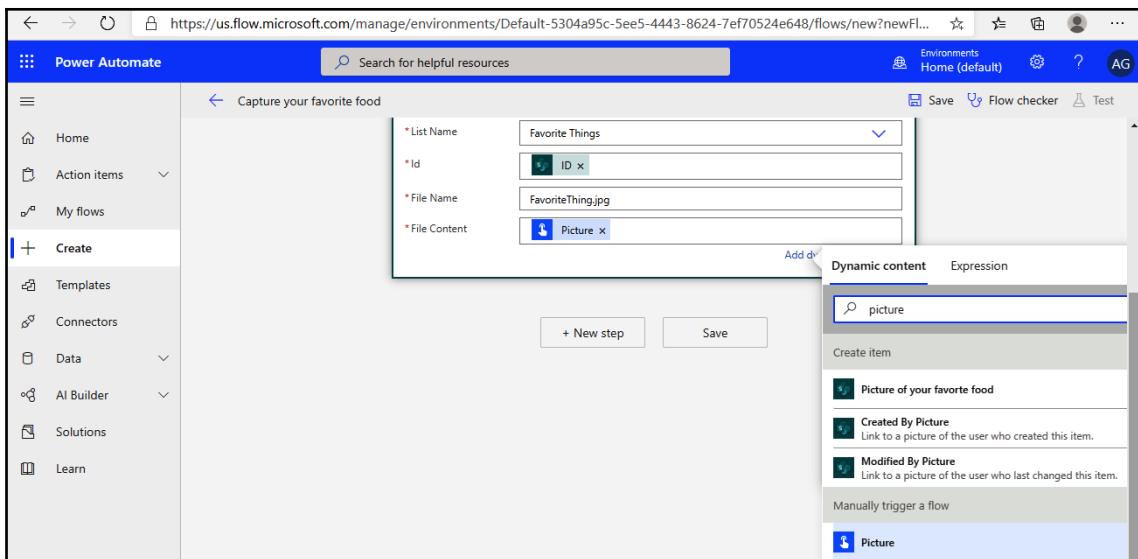
A screenshot of the Microsoft Power Automate "Create" flow editor. It shows a single step titled "Manually trigger a flow". Below the step, there is a button labeled "+ Add an input". The left sidebar lists "Home", "Action items", "My flows", "Create", "Templates", and "Connectors". The top right corner shows "Environments Home (default)" and "Save", "Flow checker", and "Test" buttons.

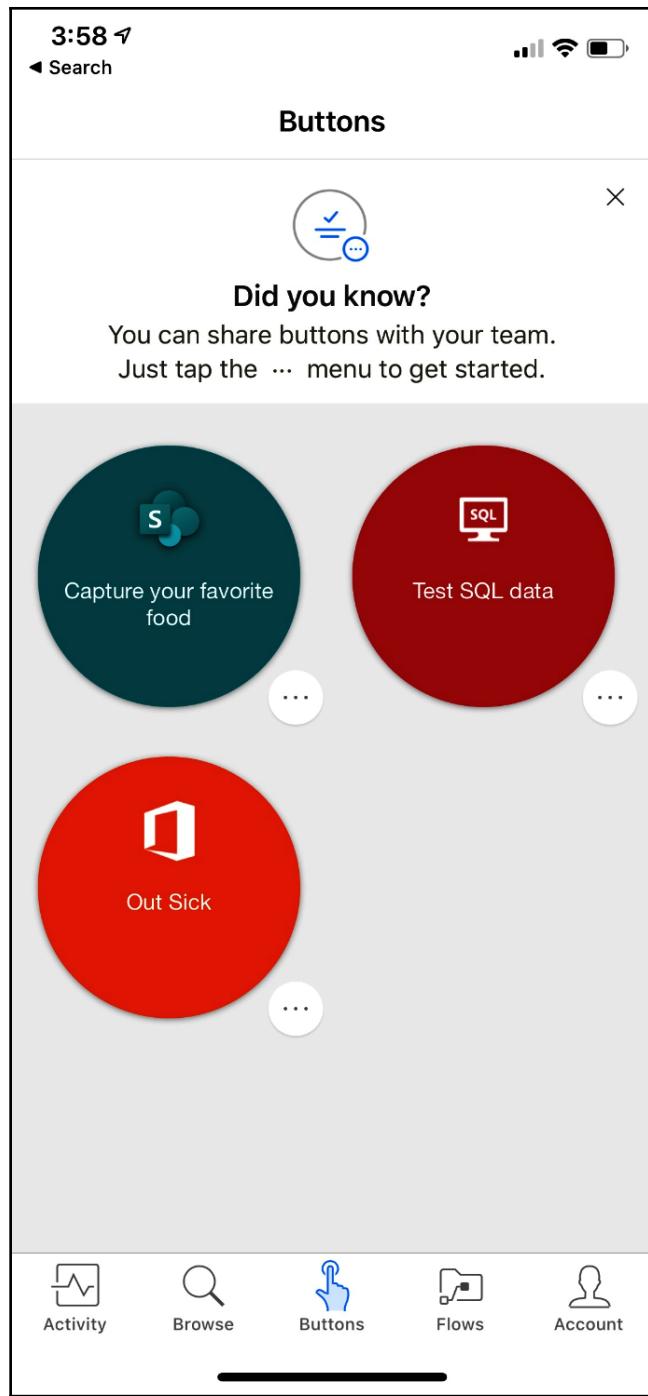
A screenshot of the Microsoft Power Automate "Create" flow editor, similar to the previous one but with a different step selected. The step is titled "Manually trigger a flow" and has a sub-step titled "Choose the type of user input". It lists five options: Text, Yes/No, File, Email, Number, and Date. The left sidebar and top right controls are identical to the first screenshot.











4:02 ↗
◀ Search

Capture your favorite food

Done

Name

Please enter your name

Email

Please enter your e-mail address

Picture

Please select file or image

Have you eaten it in the last week?

Please select Yes/No

Number

Please enter the number of times per month you normally eat it

Today's Date

Please select today's date

4:06 ⓘ

Capture your favorite food

Done

Name

Aaron Guilmette

Email

Please enter your e-mail address

1✉️ >

Picture

Change

Have you eaten it in the last week?

Yes

Number

8

Today's Date

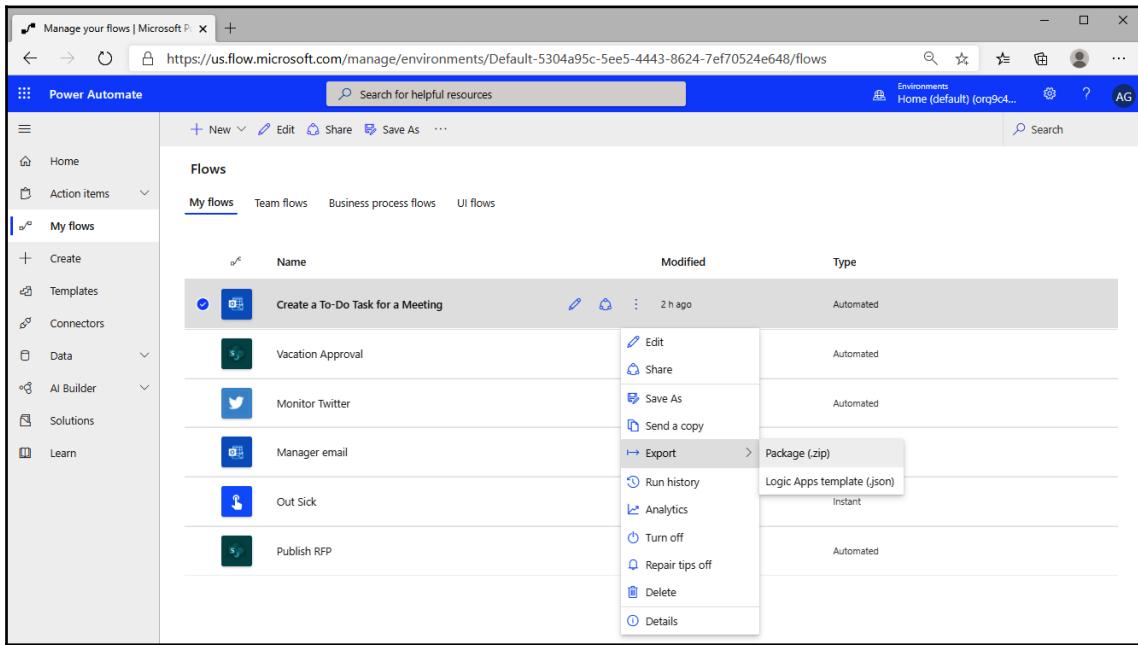
2020-08-24

A screenshot of a SharePoint list titled "Favorite Things". The list has columns for Name, Email Address, Eaten in the last week?, How many times a month do you eat it?, and Today's Date. One item is listed: Aaron Guilmette (Email: admin@learningpowerautomate.onmicrosoft.com). The item shows he has eaten his favorite food 8 times in the last week on 8/24/2020.

Name	Email Address	Eaten in the last week?	How many times a month do you eat it?	Today's Date
Aaron Guilmette	admin@learningpowerautomate.onmicrosoft.com	Yes	8	8/24/2020

A screenshot of the same SharePoint list "Favorite Things". A context menu is open over the first item, Aaron Guilmette. The menu options include Edit, Share, Copy link, Delete, Automate, and others. The "Edit" option is selected. On the right side of the screen, a modal window displays the details of the selected item: Name (Aaron Guilmette), Picture of your favorite food (empty), Enter value here, How many times (8), Today's Date (8/24/2020), and Attachments (FavoriteThing.jpg).

Chapter 15: Exporting, Importing, and Distributing Flows



Manage your flows | Microsoft Power Automate

https://us.flow.microsoft.com/manage/environments/Default-5304a95c-5ee5-4443-8624-7ef70524e648/flows/599830ac-...

Power Automate

Search for helpful resources

Environments Home (default) (org9c4...)

Export package

Package details
Created by Aaron Guilmette on 07/29/2020

Name * Create a To-Do- Task for a Meeting

Environment

Description

Review Package Content
Choose your export options and add comments to provide instruction or add version notes.

NAME	RESOURCE TYPE	IMPORT SETUP	ACTION
Create a To-Do Task for a Meeting	Flow	Create as new	

Related resources

NAME	RESOURCE TYPE	IMPORT SETUP	ACTION
admin@learningpowerautomate.onmicrosoft.com	Microsoft To-Do (Business) Connection	Select during import	

Export Cancel

This screenshot shows the 'Export package' dialog in Microsoft Power Automate. It includes fields for package name, environment, and description. Below, a 'Review Package Content' section lists a single flow named 'Create a To-Do Task for a Meeting'. The 'Related resources' section shows a Microsoft To-Do connection. At the bottom are 'Export' and 'Cancel' buttons.

List of supported connectors | Microsoft Power Automate

https://us.flow.microsoft.com/en-us/connectors/

Power Automate

Search for helpful resources

Environments Home (default) (org9c4...)

Popular connectors

Office 365 Outl...	OneDrive for B...	Office 365 Users	SharePoint	Twitter	Notifications	RSS	Outlook.com

Recently added connectors

Zanran Scaffold...	PDF Blocks	Poka	FORCAM FORC...	Recorded Future	Cloudmersive F...	AXtension Cont...	SMSAPI
Zanran Scaffold... PREMIUM	PDF Blocks PREMIUM	Poka PREMIUM	FORCAM FORC... PREMIUM	Recorded Future PREMIUM	Cloudmersive F... PREMIUM	AXtension Cont... PREMIUM	SMSAPI PREMIUM

This screenshot shows the 'List of supported connectors' page in Microsoft Power Automate. It displays a grid of popular connectors like Office 365, OneDrive, SharePoint, and Twitter. Below this, a section for 'Recently added connectors' shows icons for Zanran, PDF Blocks, Poka, FORCAM, Recorded Future, Cloudmersive, AXtension, and SMSAPI, each with a 'PREMIUM' badge.

Manage your flows | Microsoft Flow

https://us.flow.microsoft.com/manage/environments/Default-5304a95c-5ee5-4443-8624-7ef70524e648/flows

Power Automate

Search for helpful resources

Environments Home (default) (org9cd...)

AG

Flows

My flows Team flows Business process flows UI flows

	Name	Modified	Type
	Create a To-Do Task for a Meeting	3 h ago	Automated
	Vacation Approval	6 d ago	Automated
	Monitor Twitter	2 wk ago	Automated
	Manager email	3 wk ago	Automated

New Import

Search

Home Action items My flows Create Templates Connectors Data AI Builder Solutions Learn

Manage your flows | Microsoft Flow

https://us.flow.microsoft.com/manage/environments/Default-5304a95c-5ee5-4443-8624-7ef70524e648/flows/import

Power Automate

Search for helpful resources

Environments Home (default) (org9cd...)

AG

Import package

Import flow created outside of a solution into this environment. Flows created in a solution can be imported under Solutions. [Learn more](#)

Choose the package file to import

Upload a .zip package file

Upload

Home Action items My flows Create Templates Connectors Data

Manage your flows | Microsoft P x +

https://us.flow.microsoft.com/manage/environments/Default-5304a95c-5ee5-4443-8624-7ef70524e648/flows/import

Power Automate

Import package

Import flow created outside of a solution into this environment. Flows created in a solution can be imported under Solutions. [Learn more](#)

Created by Aaron Guilmette on 07/29/2020

Name
Create a To-Do- Task for a Meeting

Environment
N/A

Description
N/A

Review Package Content

Choose your import options:

NAME	RESOURCE TYPE	IMPORT SETUP	ACTION
Create a To-Do Task for a Meeting	Flow	Create as new	

Related resources

NAME	RESOURCE TYPE	IMPORT SETUP	ACTION
admin@learningpowerautomate.onmicrosoft.com	Microsoft To-Do (Business) Connection	Select during import	
admin@learningpowerautomate.onmicrosoft.com	Microsoft 365 Outlook Connection	Select during import	

Import Cancel

Manage your flows | Microsoft Flow

https://us.flow.microsoft.com/manage/environments/Default-5304a95c-5ee5-4443-8624-7ef70524e648/flows/import

Power Automate

Import package

Import flow created outside of a solution into this environment. Flows created in a solution can be imported under Solutions. [Learn more](#)

Created by Aaron Guilmette on 07/29/2020

Name
Create a To-Do Task for a Meeting

Environment
N/A

Description
N/A

Review Package Content

Choose your import options.

NAME	RESOURCE TYPE	IMPORT
Create a To-Do Task for a Meeting	Flow	Create

Related resources

NAME	RESOURCE TYPE	IMPORT
admin@learningpowerautomate.onmicrosoft.com	Microsoft To-Do (Business) Connection	Select
admin@learningpowerautomate.onmicrosoft.com	Microsoft 365 Outlook Connection	Select

Import setup

Setup
Select during import

The package creator chose this setup. You can make changes to the import here.

The connection or custom API already exists in the environment and must be selected when this package is imported.

+ Create new Refresh list

NAME	RESOURCE TYPE	LAST IMPORTED	SELECT
admin@learningpowerautomate.onmicrosoft.com	3 h ago	<input checked="" type="checkbox"/>	

Save Cancel

This screenshot shows the 'Import package' dialog in the Microsoft Power Automate interface. On the left, there's a sidebar with navigation links like Home, Action items, My flows, Create, Templates, Connectors, Data, AI Builder, and Solutions. The 'My flows' option is selected. The main area displays the details of the flow being imported: 'Create a To-Do Task for a Meeting'. It shows the flow was created by Aaron Guilmette on 07/29/2020. Below this, there's a 'Review Package Content' section where you can choose import options. A table lists the flow and its resource type (Flow). In the 'Related resources' section, another table lists two connections: 'admin@learningpowerautomate.onmicrosoft.com' (Microsoft To-Do (Business) Connection) and 'admin@learningpowerautomate.onmicrosoft.com' (Microsoft 365 Outlook Connection). A 'Import setup' dialog is open on the right, showing a 'Setup' dropdown set to 'Select during import' and a note that the package creator chose this setup. It also shows a table of existing connections with one checked. Buttons for 'Save' and 'Cancel' are at the bottom.

Run History | Power Automate

https://preview.flow.microsoft.com/manage/environments/839eace6-59ab-4243-97ec-a5b8fcc104e4/flows/0c2bb15b-24...

Microsoft Power Automate

Flows > Create a To-Do Task for a Meeting

Details

Flow	Status
Create a To-Do Task for a Meeting	On

Owner
Aaron Guilmette

Connections

Microsoft To-Do (Business)	Permissions
Microsoft 365 Outlook	Permissions

Owners

Aaron Guilmette

This screenshot shows the details page for the flow 'Create a To-Do Task for a Meeting'. The sidebar on the left is identical to the previous screenshot. The main area has a header 'Flows > Create a To-Do Task for a Meeting'. Below this is a 'Details' section with a table showing the flow name 'Create a To-Do Task for a Meeting' and its status 'On'. It also shows the owner 'Aaron Guilmette'. To the right of the details are sections for 'Connections' and 'Owners'. The 'Connections' section lists 'Microsoft To-Do (Business)' and 'Microsoft 365 Outlook' with their respective permissions. The 'Owners' section lists 'Aaron Guilmette'.

The screenshot shows the Microsoft Power Automate interface. On the left, there's a sidebar with options like Home, Action items, My flows, Create, Templates, Connectors, Data, AI Builder, Solutions, and Learn. The main area displays a flow titled "Create a To-Do Task for a Meeting". The flow details are as follows:

Flow	Create a To-Do Task for a Meeting	Status	On
Owner	Aaron Guilmette	Created	May 29, 10:53 PM
		Modified	Jul 29, 02:11 PM
		Type	Automated
		Plan	Per-user plan

To the right, there's a "Send a copy" dialog box. It includes fields for Title (Create a To-Do Task for a Meeting), Description (Use this flow to create a to-do task for a meeting or meeting invitation.), and Send to (admin@learningpowerautomate.on...). There are also sections for Connections and Owners, and buttons for Send and Cancel.

The screenshot shows an email message from Aaron Guilmette. The subject is "Aaron Guilmette has shared a Flow template with you." The message body contains the following text:

Aaron Guilmette has shared a Flow template with you.

AN Account No Reply
To ● Aaron Guilmette

If there are problems with how this message is displayed, click here to view it in a web browser.

Wed 7/29/2020 2:50 PM

The message body continues with:

Microsoft Flow

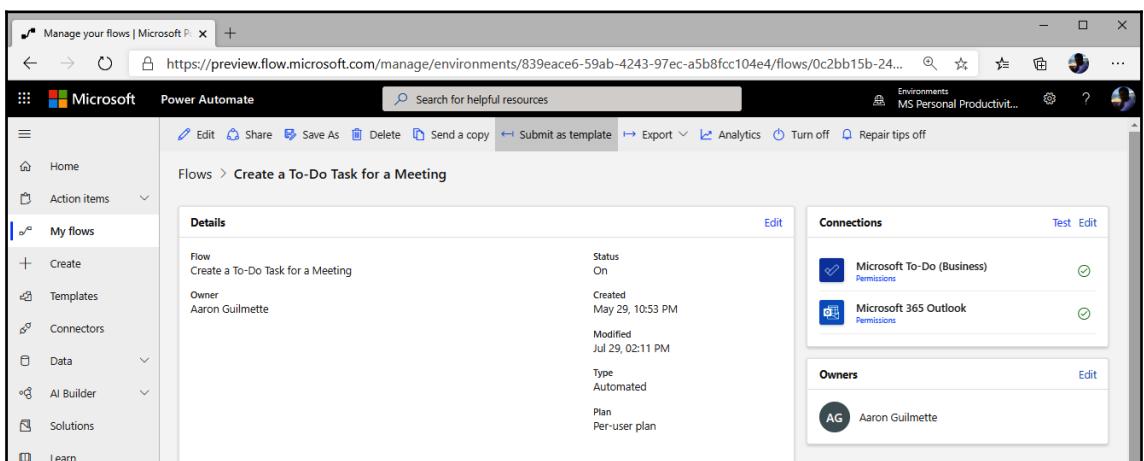
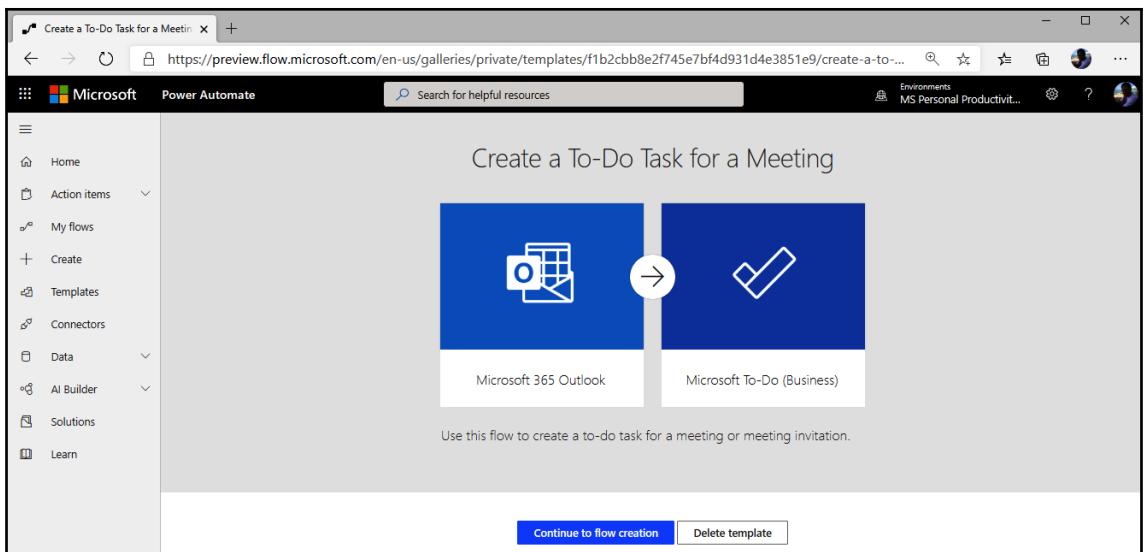
Hi, Aaron Guilmette

Aaron Guilmette has shared a Flow template with you.

Create a To-Do Task for a Meeting

Use this flow to create a to-do task for a meeting or meeting invitation.

Create My Flow



Manage your flows | Microsoft Power Automate

https://preview.flow.microsoft.com/manage/environments/839eace6-59ab-4243-97ec-a5b8fcc104e4/flows/0c2bb15b-24...

Microsoft Power Automate

Search for helpful resources

Home Action items My flows Create Templates Connectors Data AI Builder

Flows > Create a To-Do Task for a Meeting

Details

Flow	Create a To-Do Task for a Meeting	Status	On
Owner	Aaron Guilmette	Created	May 29, 10:53 PM
		Modified	Jul 29, 02:11 PM
		Type	Automated
		Plan	Per-user plan

Submit as template

! This flow cannot be submitted as a template since its last run was not successful.

This flow was last modified: 7 minutes ago

RUN HISTORY See all >

1 Failed 52 minutes ago 0 seconds >

Manage your flows | Microsoft Power Automate

https://preview.flow.microsoft.com/manage/environments/839eace6-59ab-4243-97ec-a5b8fcc104e4/flows/0c2bb15b-24...

Microsoft Power Automate

Search for helpful resources

Home Action items My flows Create Templates Connectors Data AI Builder Solutions Learn

Flows > Create a To-Do Task for a Meeting

Details

Flow	Create a To-Do Task for a Meeting	Status	On
Owner	Aaron Guilmette	Created	May 29, 10:53 PM
		Modified	Jul 29, 02:11 PM
		Type	Automated
		Plan	Per-user plan

Original template

28-day run history All

Start	Duration	Status
Jul 29, 02:20 PM (2 min ago)	00:00:00	Succeeded
Jul 29, 01:26 PM (56 min ago)	00:00:00	Failed
Jul 28, 06:37 PM (19 h ago)	00:00:00	Succeeded
Jul 28, 03:06 PM (23 h ago)	00:00:00	Succeeded
Jul 28, 11:59 AM (1 d ago)	00:00:00	Succeeded
Jul 27, 10:43 PM (1 d ago)	00:00:00	Succeeded

Submit as template

Template title*

Template description*

Bigest benefit

Number of users

Number of runs

Categories

Remote work Approval
 Button Data collection
 Email Events and calendar

Chapter 16: Monitoring and Troubleshooting Flows

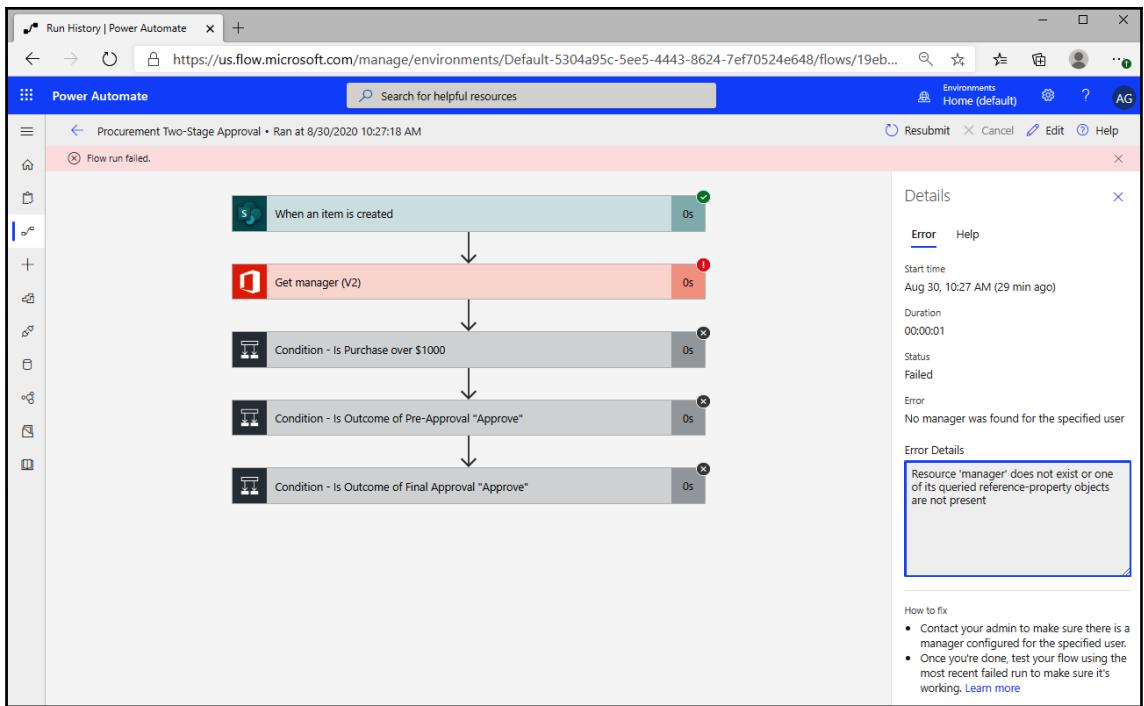
The screenshot shows the Microsoft Power Automate interface for managing flows. The main title is "Manage your flows | Microsoft Flow". The URL is https://us.flow.microsoft.com/manage/environments/Default-5304a95c-5ee5-4443-8624-7ef70524e648/flows/19eb2155-... . The top navigation bar includes "Power Automate", "Search for helpful resources", "Environments Home (default)", and various settings icons.

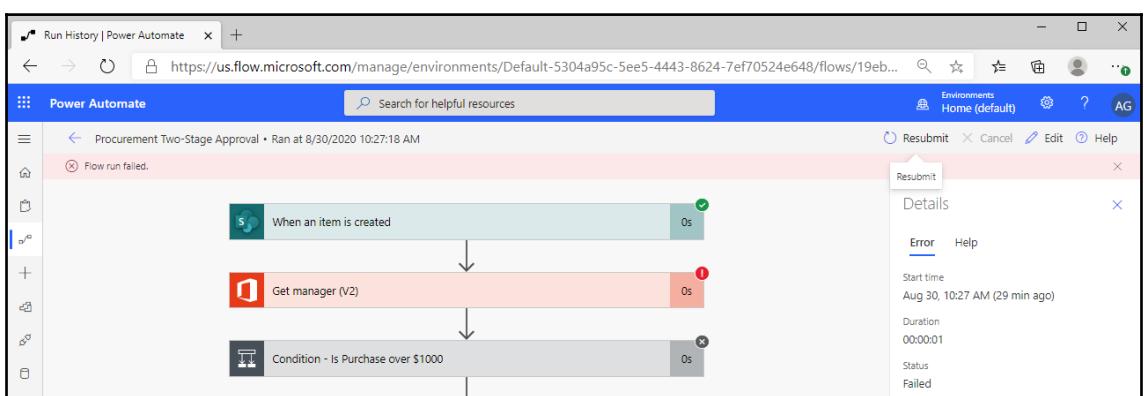
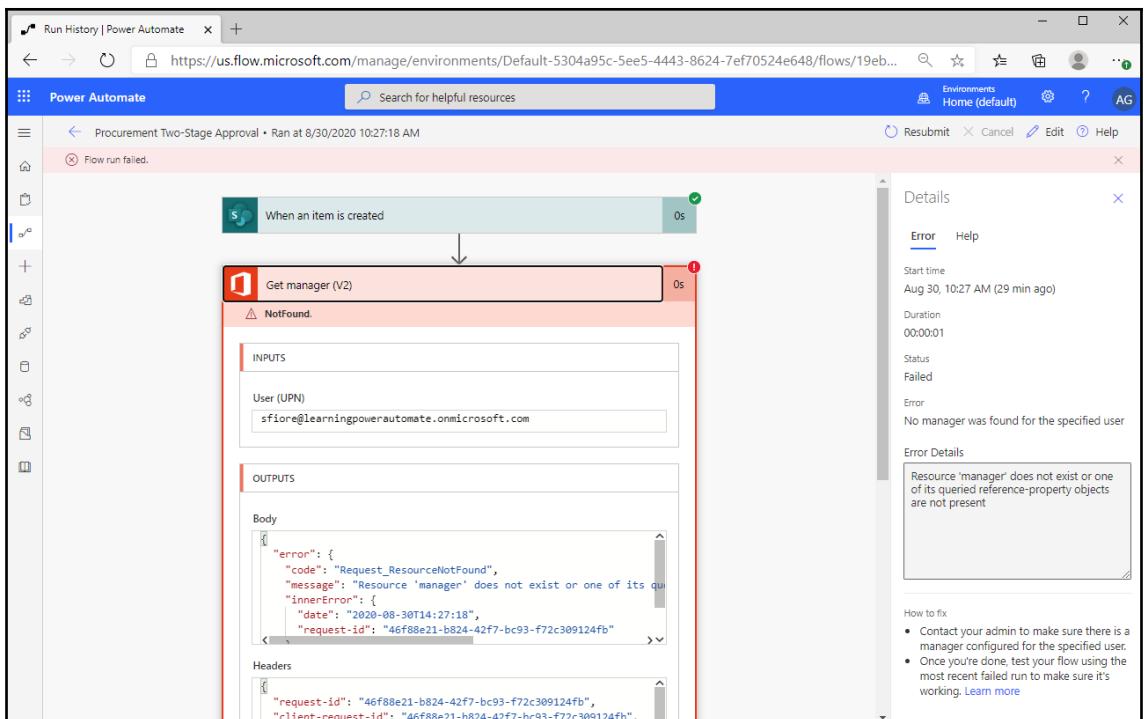
The main content area displays the details of a flow named "Procurement Two-Stage Approval". The flow is currently "On". It was created on Aug 28, 11:06 PM and modified on Aug 29, 03:09 PM. The type is "Automated" and it's a "Per-user plan".

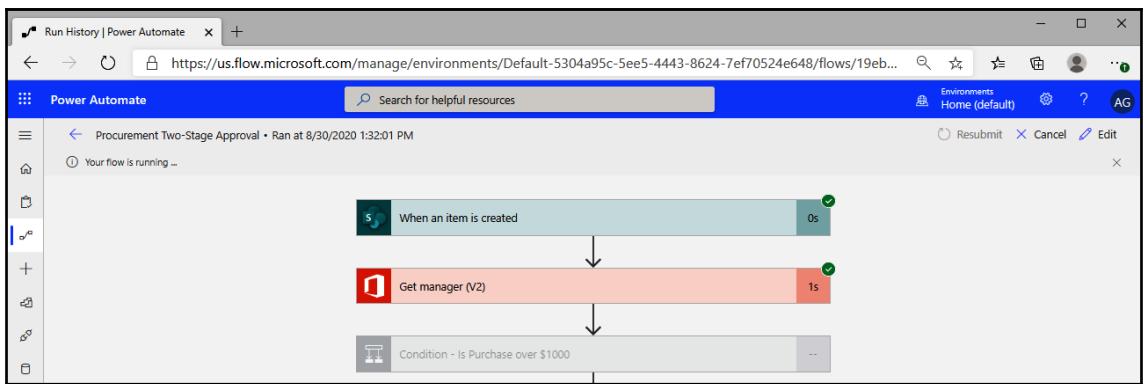
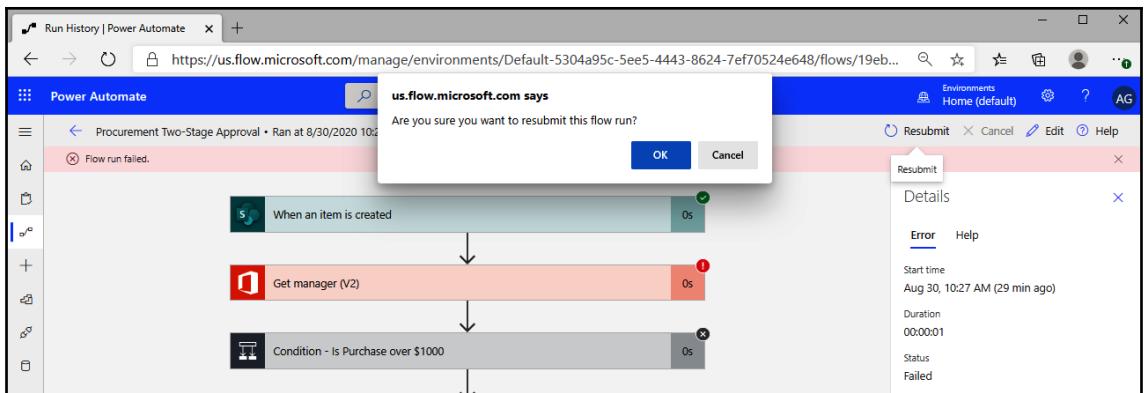
On the right side, there are two sections: "Connections" and "Owners". The "Connections" section lists three items: "Approvals" (Status: Approvals), "Office 365 Outlook Permissions" (Status: admin@learningpowerautomat...), and "Office 365 Users Permissions" (Status: admin@learningpowerautomat...). The "Owners" section shows "Aaron Guilmette" (Status: AG).

At the bottom, there is a "28-day run history" table:

Start	Duration	Status
Aug 30, 10:27 AM (6 min ago)	00:00:01	Failed
Aug 30, 10:24 AM (9 min ago)	00:00:10	Succeeded
Aug 29, 03:11 PM (19 h ago)	00:02:41	Succeeded







Mail - Aaron Guilmette - Outlook - Profile 3 - Microsoft Edge

https://outlook.office.com/mail/deeplink?version=2020082005.06&popoutv2=1

Reply all | Delete | Junk | Block | ...

No manager was found for the specified user

Getting too much email? [Unsubscribe](#)

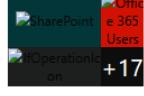
Some content in this message has been blocked because the sender isn't in your Safe senders list. I trust content from macaccount@microsoft.com. | [Show blocked content](#)

Microsoft Flow <macaccount@microsoft.com>
Sun 8/30/2020 10:33 AM
To: Aaron Guilmette

 Microsoft Flow

Your flow needs attention

It started experiencing issues at 14:27 ,8/30/2020 UTC



Procurement Two-Stage Approval

+17

[Fix my flow](#)

What happened?

Resource 'manager' does not exist or one of its queried reference-property objects are not present

