# Setup XIAD Demo Tenant

This document is intended to help setup a demo tenant environment with attendee logins provisioned for running xIAD workshops. Attendees' first choice should always be to use their own account when possible and *only* use the demo accounts setup during the process as an alternative when attendees do not have the necessary pre-requisites to follow along. The script provides a set of commands to automate creating users, assigning licenses, and creating a training environment with Microsoft Dataverse for each user. DO NOT add this trial to your work/production credentials.

Do not use this on your production/live tenants. You will create a tenant below and make sure to use those credentials.

This setup process is documented to use the Windows PowerShell ISE application. If you aren't familiar with it you can find more information here https://docs.microsoft.com/en-us/powershell/scripting/components/ise/introducing-the-windows-powershell-ise?view=powershell-6

Step 1 – Create a New Training Tenant

1. Launch a web browser and navigate to the website https://demos.microsoft.com/ (this will redirect you to https://cdx.transform.microsoft.com/)
2. Sign in with your Microsoft 365 account
   a. If this is your first time using this site, you may be prompted to enroll. When enrolling select **Partner** for both the Segment and the Role before you click **Start**.
   b. If you receive a "Not authorized" or "Login Failed" message try clearing your browser cache and attempt to login again.
3. Navigate to the **My Environments** tab then select your location under the Select tenant location option.
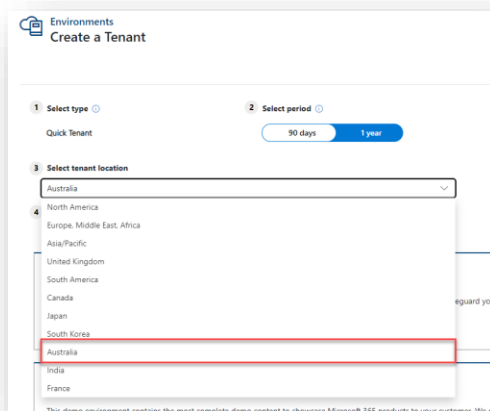

What you select here will later impact the PowerShell script you run at the end of these steps.
4. Select **Create Tenant** next to the template called **Microsoft 365 Enterprise Demo Content.**
   a. Take note of the tenant name, admin email address and admin password that are created

Step 2 – Add Trial Licenses to Tenant

1. Launch a new web browser using Incognito or InPrivate mode then navigate to the website https://admin.microsoft.com/
   a. Login with the admin email address and admin password created during Step 1
2. First, unassign the 20 Microsoft Office licenses from the accounts that were created by default when the tenant was setup.
   a. In the left navigation, select **Billing** then **Licenses.**
   b. Select **Microsoft 365 E5** from the list of subscriptions
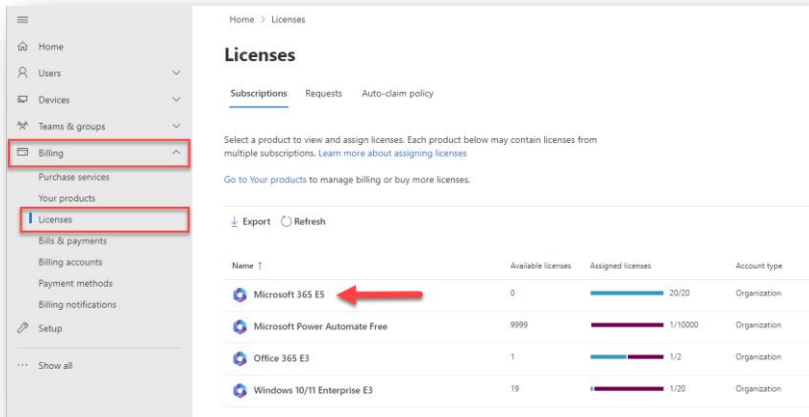
   c. **Select all** of the licenses currently assigned (total of 20) and then choose **Unassign licenses**. You may need to repeat this step if there are any renaming licenses still assigned.
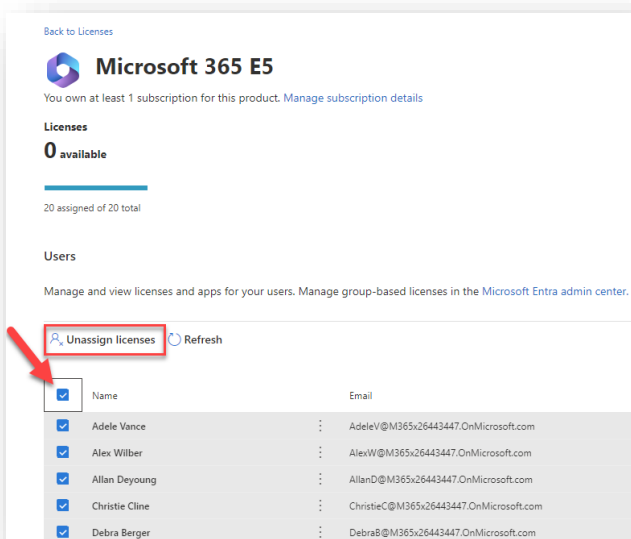
3. Next you will assign either the **Power Apps Premium** or **Power Automate Premium** license depending on the class you are delivering:

   a. In the left navigation, select **Billing** then **Purchase services**.

   b. For App in a Day: Use the product category search and type "Power Apps" and select **Details** under the **Power Apps Premium** product. Click **Start free trial** and provide the information needed for the trial sign up.

      i   You will be prompted to enter payment information that must be provided to continue forward. At the end of these instructions, you can remove your payment details under **Billing -> Payment methods** to ensure your credit card is not used

   c. For Automation in a Day: Use the product category search and type "Power Automate" and select **Details** under the **Power Automate Premium** product. Click **Start free trial** and provide the information needed for the trial sign up.

      i   You will be prompted to enter payment information that must be provided to continue forward. At the end of these instructions, you can remove your payment details under **Billing -> Payment methods** to ensure your credit card is not used

Step 3 – Run PowerShell Setup Script

Note: If you receive errors or messages not documented in these steps, review the known issues below for possible resolution.

1. From Windows Start search launch the **Windows PowerShell ISE** application using the **Run as Administrator** option.

2. Select **File** -> **Open** ->**Setup.ps1.**

3. Run the script by pressing F5 or by clicking the play icon. This just loads the setup commands it does not start the actual setup process. You will know this is completed when the command prompt becomes available again.

4. Run the **Start-AppInADay-Setup** command; use the parameters below to provide tenant and configuration information like shown in the following example commands:

   > **Start-AppInADay-Setup -TenantName 'MX12345ABC' -UserCount 20**

   > When choosing your User Count keep in mind the number of licenses you have available. Do **NOT** set the **UserCount** Parameter higher than 20. You can get parameter help using **get-help Start-AppInADay-Setup -Detailed**

   > When you are prompted to login use the account setup during Step 1. **Do NOT use your personal account.**

This should now cycle through creating your users and their environments. This may take several minutes. You will see a command prompt when this is complete. Review the log for any errors you may need to address. You may re-run the setup script to attempt to resolve errors that occurred during the prior run.

It's always good to manually review a few of the users and environments prior to your event.

The users that are created follow a naming convention of labadminXX@yourtenant.onmicrosoft.com; with a password of test@word1. The XX is replaced by the numbered user up to the number of users you provisioned with the script.

Note: If you have incompatible PowerShell modules already installed you might get an error prompting you to run CleanupOldModules.ps1. Close all PowerShell sessions and run this script which will remove all PowerShell modules used by the setup script so the setup script can then install the versions it requires.

Other commands available

- In the event Dataverse provisioning does not complete you can run just that using the **Resume-AppInADay-DataverseProvisioning** command to finish that part of setup.
- After an event if you want to remove the environments you can use the **Reset-AppInADay** command. This will delete all the student environments.
- If you want to reset and create new environments use **Start-AppInADay-Setup and add the -DeleteUsers option.** This will remove all student environments and create additional ones. ****Warning**** Ensure you do NOT run this against your personal company's tenant. Use this script at your own risk.

Known Issues

- You might receive warning messages about PSGallery – if you wish to suppress those messages you can use the following command to change your trust level on the gallery

    Set-PSRepository -Name PSGallery -InstallationPolicy Trusted

- Some computers have restrictive policies for running unsigned scripts – you can adjust your execution policy using the following script:

    Set-ExecutionPolicy -Scope Process -ExecutionPolicy Bypass

    More information is provided here if needed https:/go.microsoft.com/fwlink/?LinkID=135170

- Sometimes on copy and paste line spacing loses formatting. If the behavior is not as expected, review the spacing.