

Model Driven Apps In a Day



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Sign up for Office 365 E3 Tenant

The sessions will involve hands on labs which you will be performing along with the instructor in your personal tenant. To provision the personal tenant, follow the below steps.

Step 1: Open browser Google Chrome (in Incognito mode) or Edge (in Private Window) and head over to the [URL](#). Specify your Email ID and click on Next.

The screenshot shows the Microsoft sign-up interface for Office 365 E3. At the top, there's a Microsoft logo and the text "Office 365 E3" with a call to action "Start your free 1-month trial today". Below this is a progress bar with three steps: "About you" (highlighted), "Sign-in details", and "Complete & get started". The main area is titled "Let's get you started" and contains a placeholder text: "Enter your work or school email address, we'll check if you need to create a new account for Office 365 E3.". A text input field contains the email "jan@gmail.com" and a blue "Next" button. To the right, there's a section titled "What is Office 365 E3?" which lists "Fully installed Office apps for PC and Mac" (Word, Excel, PowerPoint, OneNote, Access, Project) and "Premium services" (Teams, SharePoint, OneDrive, Yammer, Cloud). There's also a link for "Other benefits".

Note : In case you specify a personal email address like gmail, you will be asked to create a new work account.

Step 2 : Click on Set up account.

This screenshot continues the sign-up process. The Microsoft logo and "Office 365 E3" text are at the top, with the trial offer "Start your free 1-month trial today". The progress bar shows "About you" is completed. The main title is "Let's get you started" with the message: "Looks like you need to create a new account. Let's get you started! Continue as [jan@mydomain@gmail.com](#)". Below this are two buttons: a blue "Set up account" button and a white "Change my email" button.

Step 3 : Specify the personal details in the next screen and click on Next

Tell us about yourself

First name *	Middle name (Optional)
<input type="text" value="Priyaranjan"/>	<input type="text"/>
Last name *	
<input type="text" value="KS"/>	
Business phone number	
<input type="text" value="82"/>	
Company name *	Company size *
<input type="text" value="Self"/>	<input type="text" value="1 person"/>
Country or Region *	
<input type="text" value="India"/>	

I understand that Microsoft may contact me about my trial.

I would like information, tips, and offers about Solutions for Businesses and Organizations and other Microsoft products and services. To learn more, or to unsubscribe at any time, view the [Privacy Statement](#).

I would like Microsoft to share my information with select partners so I can receive relevant information about their products and services. To learn more, or to unsubscribe at any time, view the [Privacy Statement](#).

Next

Step 4: Specify the phone number to perform the verification step.



Tell us about yourself

A text or phone call helps us make sure this is you.
Enter a number that isn't VoIP or toll free.

Text me

Call me

Country code

Phone number

We don't save this phone number or use it for any other purpose.

Send verification code

Back

Step 5: Specify the username, domain and password in the next screen. The domain will have to be a

unique text. Click on Next.

Note:

- Make a note of the password entered in this step.



How you'll sign in

This username is what you'll use to sign in each time you use your apps. The domain name is a suggestion. You can change your domain now, or later at any time with your own custom domain.

Username	Domain name
<input type="text" value="Priyan"/>	@ <input type="text" value="PowerTestGround"/> .onmicrosoft.com Edit
Password	
<input type="password" value="....."/>	
Confirm password	
<input type="password" value="....."/>	
Next	

Note down the username and password for all future Office 365 Sign Ins.



Office 365 E3 Trial

One month free with payment details

The screenshot shows the 'Quantity and payment' step of the Microsoft Office 365 E3 Trial setup wizard. At the top, there is a progress bar with three steps: 'About you' (checkmark), 'Sign-in details' (checkmark), and 'Payment info and finish' (circle). Below the progress bar, the section title 'Quantity and payment' is displayed, followed by the subtext 'First month is free'. A table lists the product information:

Product name	Price (INR)	Quantity	Subtotal (INR)
Office 365 E3 Trial	₹1,805.00 / user / month	<input type="number" value="0"/> Maximum of 25 during trial (licenses to be bought when the trial ends)	₹0.00

Below the table, it says 'Yearly plan, paid monthly after trial (before tax): ₹0.00' and 'Total today: ₹0.00'. At the bottom left is a button labeled 'Add payment method'.

This will take you to the payment page. Since you just want to have hands on trial and if not looking to extend the trial subscription, you can skip the payment information addition step by closing the tab.

Open a new tab and head over to <https://www.portal.office.com> and sign in with the recently saved office 365 credentials.

The screenshot shows the Microsoft 365 home page. The top navigation bar includes 'Home', 'Create', 'My Content', 'Apps', and 'Admin'. A red banner at the top asks 'Is this a brand new Microsoft 365 license?' and provides instructions to click 'Assign Products' to assign a product license to your own user account and to other users in your organization. The main content area features a 'Welcome to Microsoft 365' message, a 'Get started' button, and links for 'Create new' and 'Explore apps'. On the right side, there are icons for Microsoft Word, Excel, and PowerPoint.

1. Apply Power Apps developer plan to Office 365 Tenant

Header over to this [link](#) and click on existing user

The screenshot shows the Microsoft Power Apps Developer Plan landing page. At the top, there's a navigation bar with links for Microsoft, Power Apps, Product, Pricing, Partners, Learn, Support, and Community. On the right side of the nav bar are 'Sign in', 'Try free', and a 'Buy now' button. A purple banner at the top says 'New customers: contact us to learn how to save 25% on Power Apps and/or Power Automate per user plan.' Below the banner, the page title 'Power Apps Developer Plan' is displayed in large, bold letters. A sub-headline 'Build and test Power Apps for free' follows. There are two main calls-to-action: a black button labeled 'Get started free >' and a white button with a green border labeled 'Existing user? Add a dev environment >'. To the right of the text area is a photograph of a man wearing glasses and a brown sweater, sitting at a desk and looking at a laptop screen. Another person is visible in the background.

Select the recently created onmicrosoft.com account if the Login screen pops up. It will auto apply the developer license to the tenant.



The developer license has been applied and it opens up the Power Apps Environment.

The screenshot shows the Microsoft Power Apps home page. On the left, there's a navigation sidebar with options like Home, Create, Learn, Apps, Tables, Flows, Solutions, More, and Power Platform. The main area features a heading "Build business apps, fast" and a sub-section "Create apps that connect to your data and work across web and mobile." Below this are three cards: "Blank app" (Create an app from scratch and then add your data), "Dataverse" (Start from a Dataverse table to create a three-screen app), and "SharePoint" (Start from a SharePoint list to create a three-screen app). To the right, a sidebar titled "Select environment" lists environments: "Self (default)" (selected), "Priyaranjan KS's Environment", and "Other environments (1)" which includes "Self (default)".

To ensure if the developer license has been applied, head over to the gear icon and select Plans

The screenshot shows the "Settings" page in the Power Apps Admin center. At the top, there's a purple header with the "Environment Self (default)" label and a gear icon (highlighted with a green box). The main content area has a "Power Apps" heading with links for "Admin center", "Plan(s)" (highlighted with a green box), "Advanced settings", "Session details", "Developer resources", and "Power Apps settings". Below this, there's an "Excel" section with a "Start from three-screener" link and a "Watch" video thumbnail. To the right, there's a "Themes" section showing five theme preview cards.

It will show the community plan as part of the developer license.



)

Plan(s)

X

My licenses

- ❖ Power Apps Community
Expires 8/16/2023



Create Solution

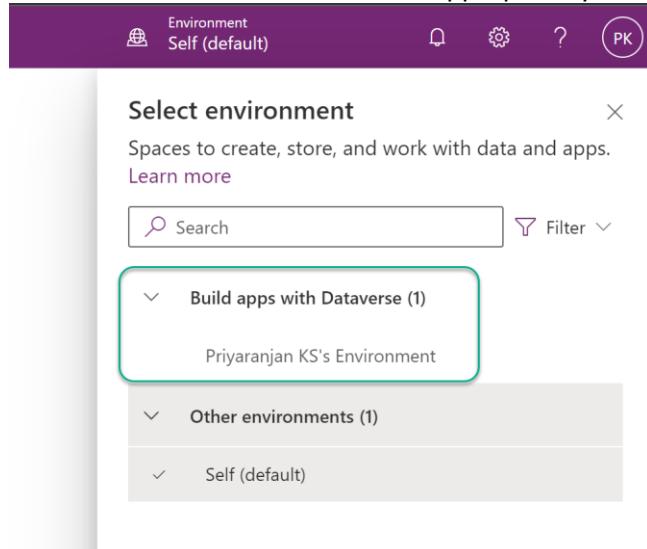
Now let's create a solution which will act as the container for the elements of the model driven application. Head over to the Solution section in the left pane.

A screenshot of the Microsoft Power Apps home page. The left sidebar has a 'Solutions' section highlighted with a green border. The main content area is titled 'Build business apps, fast' and says 'Create apps that connect to your data'. It features a 'Start from' section with a 'Blank app' button, which is described as 'Create an app from scratch and then add your data'. There's also a 'Watch video' link.

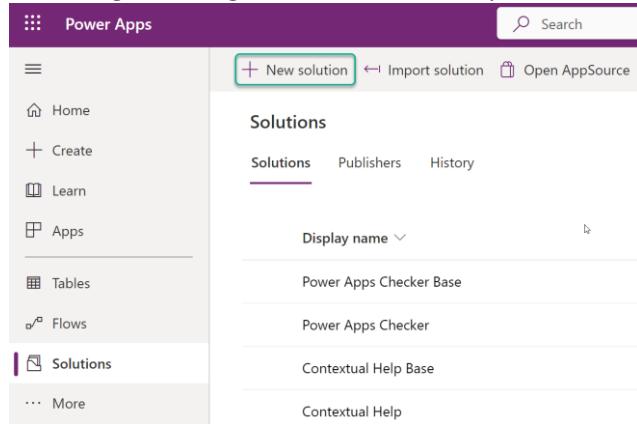
Ensure that you are in the right environment that has Dataverse database associated with it, else you will get the below message to create a database

A screenshot of the 'Solutions' page. At the top, there's a search bar. Below it, a message says 'No database found' with a circular icon containing a document. The text explains that solutions are built on a Dataverse database and provides a 'Create a database' button.

The environments can be switched appropriately from the top right ribbon.



Switching to the right environment, will provide us the option to create a solution. Click on New Solution



Specify the solution name as “Employee Onboarding” and click on Publisher to create a publisher that will be associated to the custom entities that are created.

Environ
Priyan

New solution

X

Display name *

Name *

Publisher *

Select a Publisher

+ New publisher

Version *

More options

Create Cancel

Specify the Name, display name. Mention the prefix which would be appended to the customer columns and tables created in the solution. Click on Save.

New publisher

Properties Contact

Display name *

Name *

Description

Prefix *

Choice value prefix *

Save Cancel

This will bring us back to the previous pane where we were creating the solution. Select the recently created publisher and click on “Create”

New solution

Display name *

EmployeeOnboarding

Name *

EmployeeOnboarding

Publisher *

Priyan (Priyan)

Version *

1.0.0.0

More options ^

Create Cancel

Thus the solution is created where we can add various elements that would make up the employee onboarding solution

Power Apps

Objects

Search

EmployeeOnboarding > All

We didn't find anything to show here

Create Tables and Forms

We will be creating the below 5 tables and associated forms with these tables as part of the solution.

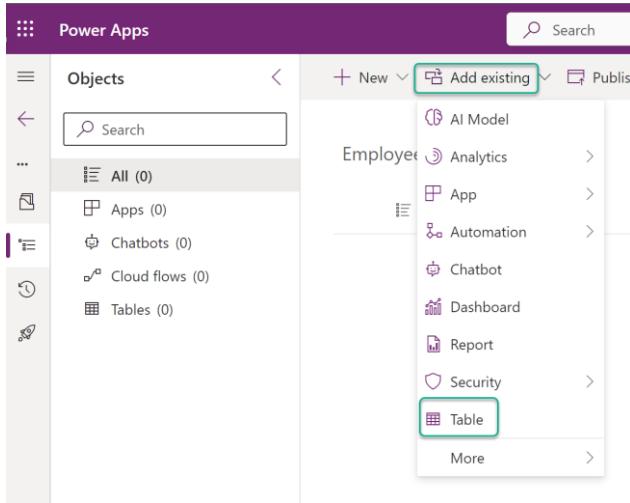
1. Employee – Hosts the information of the Interview Panel Employees
2. Candidate – Holds the information of the external interview candidates.
3. Job Entry – Contains information about the job opening and maps to the candidates appearing for the interview
4. Interview Feedback – Holds the candidate interview feedback details
5. Onboarding- Contains the details of the interview cleared candidates and their onboarding details

Table 1: Employee

The employee table will hold the information of the internal employees of the company who will be part of the interview panel. So as to create the employee table , we will make use of the existing out of the box “Contacts” table which will contain columns that relate to a person (in our case the employee).

Create Employee Table

So as to create the table, head over to the recently created solution and select the option : *Add existing -> Table*



This will list out numerous out of the box tables available in the dataverse. To narrow down to the contact table that we would like to use, type in “contact” in the search box and select the contact table row. Click on Next.

The screenshot shows the 'Add existing tables' dialog. A search bar at the top right contains the text 'contact'. The 'Contact' table is listed in the results, with a red circle and number '2' highlighting the selection icon next to its name. At the bottom, a red circle and number '3' highlights the 'Next' button.

Keep the “Include all objects” and “Include table metadata” options unselected and click on “Add”

The screenshot shows the 'Selected tables' dialog. It displays a list of 'Contact' with the note 'No objects selected' and a 'Select objects' link. Two checkboxes at the top right are unselected: 'Include all objects' and 'Include table metadata'. At the bottom, a red circle and number '4' highlights the 'Add' button.

This will add the instance of the contacts table. Lets rename the table by selecting the “Properties” option



EmployeeOnboarding > All

A screenshot of the Power BI interface showing a table named "Contact". The table has two columns: "Name" and "contact". A context menu is open over the first row, listing options: Open, Edit, Import, Export, Properties (which is highlighted with a green border), and Publish.

Let's rename the table to "Employee" in the display name field. The plural name will get automatically updated. Click on Save.

A screenshot of the Power BI "Edit table" dialog. The "Display name" field is set to "Employee" and the "Plural name" field is set to "Employees". The "Description" field contains the text: "Person with whom a business unit has a relationship, such as customer, supplier, and colleague." The "Save" button is highlighted with a green border.

We will use the default available columns in the table to store the internal employee information. In case we need to add custom columns, we can do that by selecting the "Columns" option from the left pane.

Employee Main Form

For now, we will use the existing columns and design the Form Experience for an end user who would want to add new internal employees into the interview panel.

To do this, click on *Forms*.

The screenshot shows the Microsoft Power Apps portal interface. The top navigation bar includes 'Power Apps', a search bar, and various action buttons like 'New', 'Add existing', 'Open', 'Edit', 'Import', 'Export', and 'Properties'. On the left, a sidebar titled 'Objects' lists categories: 'All (1)', 'Apps (0)', 'Chatbots (0)', 'Cloud flows (0)', 'Tables (1)', and 'Employee'. Under 'Employee', options include 'Columns', 'Relationships', 'Keys', 'Forms' (which is highlighted with a green border), 'Views', 'Charts', and 'Dashboards'. The main content area displays 'EmployeeOnboarding > All' with a table showing one item: 'Employee' with 'Name' as 'contact'. The table has columns for 'Display name' (sorted ascending) and 'Name'.

Select New form and click on Main Form to open up the form designer where we can drag and drop the columns and design the end user experience.

This screenshot shows the 'Forms' section of the Power Apps portal. The left sidebar has 'Forms' selected (marked with a red circle). The top navigation bar has 'New form' selected (marked with a red circle). A dropdown menu is open, showing options: 'Main Form' (marked with a red circle), 'Quick View Form', 'Quick Create Form', and 'Card Form'. The main content area shows a table structure with a message: 'We didn't find anything to show here'.

By default the form will have few sections and columns added to it as below :

The screenshot shows the Power Apps Form builder interface. On the left, the 'Table columns' panel is open, displaying a search bar and a list of columns. A checkbox labeled 'Show only unused table columns' is checked. The list includes various address-related columns such as Address 1: Address Type, Address 1: City, Address 1: Country/Region, Address 1: County, Address 1: Fax, Address 1: Latitude, Address 1: Longitude, and Address 1: Name. The main workspace shows a 'New Employee' form with sections for 'CONTACT INFORMATION' and 'New Section'. The 'New Section' section is currently empty.

Let's remove the unused columns and retain only the needed columns. We can select the unused columns and click on delete to remove it from the form.

This screenshot is similar to the previous one but shows the process of removing unused columns. The 'Show only unused table columns' checkbox is still checked, and the list of unused columns on the left has been partially cleared, indicating they have been deleted.

Any unused sections can be hidden by selecting the section and selecting the “Hide” option.

The screenshot shows the 'Form settings' panel on the left and the properties of a section on the right. The section is named 'New Section' and has a 'Label' of 'New Section'. Under 'Display options', there is a checkbox labeled 'Hide'. A red circle highlights this checkbox, indicating it is the step being demonstrated.

Thus, we have completed the needed customizations for the employee table. Head back to the solutions by using the back button.

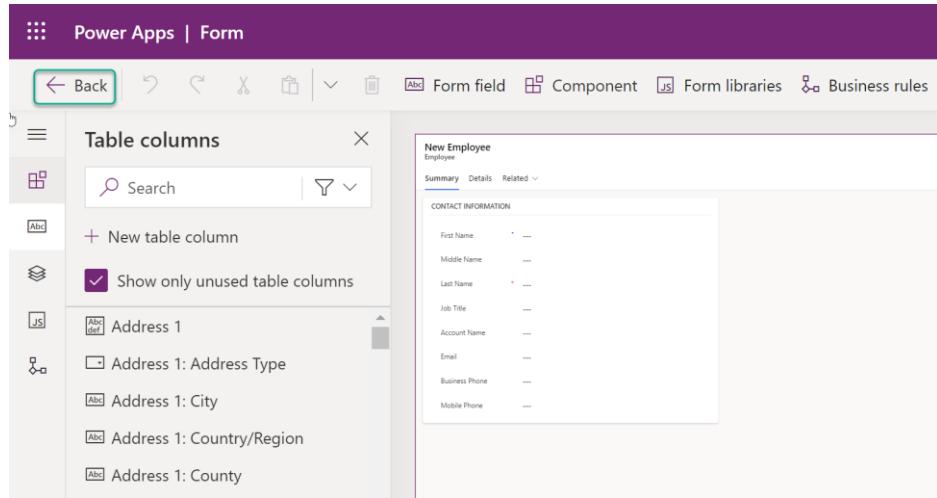
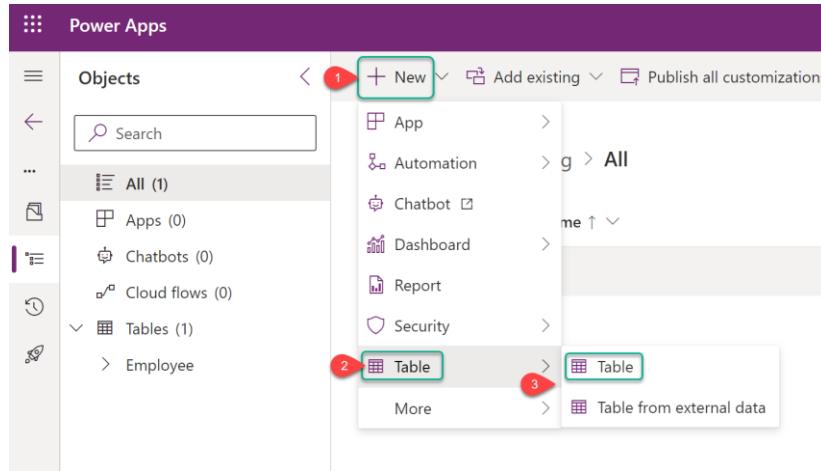


Table 2: Candidates

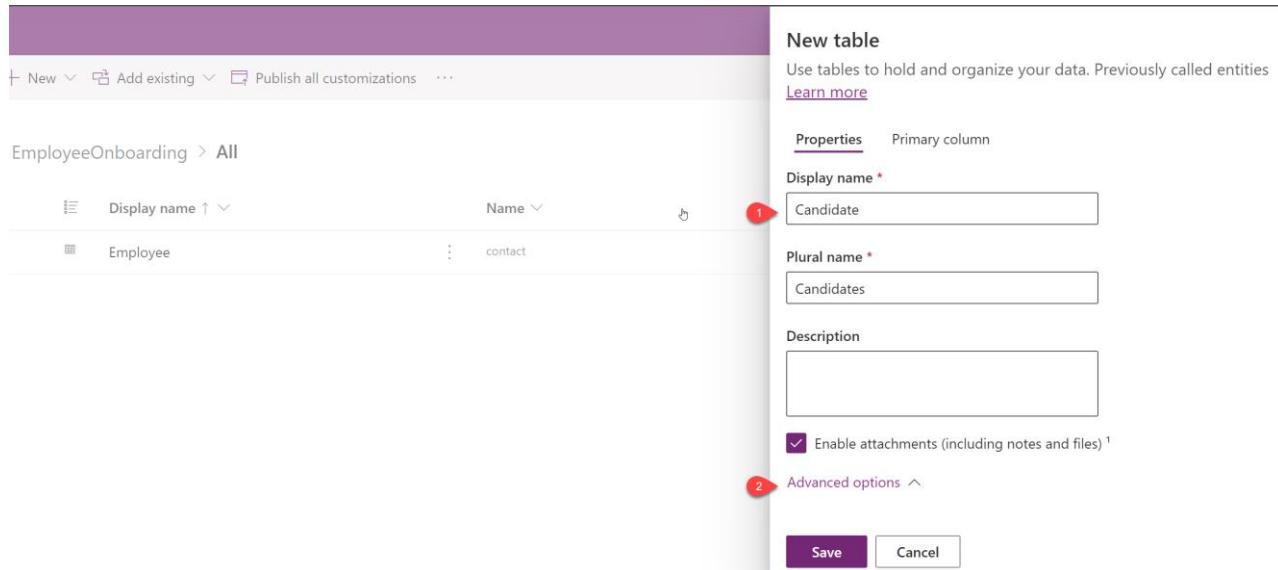
The candidates table will be used to store the details of the external candidates who are applying for a job position. To store the details, we will create a table from scratch and add custom columns to it.

Create Candidate Table

To add a new table, head over to the solutions and select *New -> Table ->Table*.

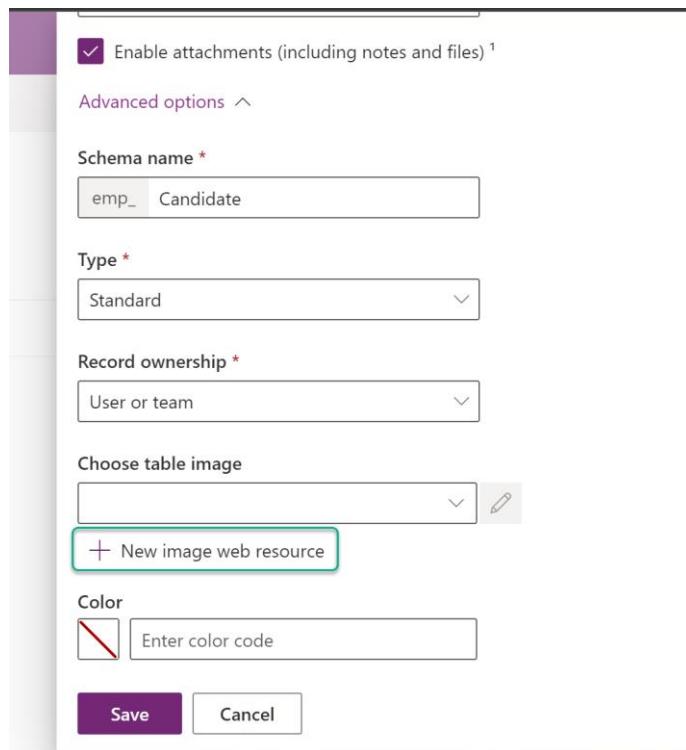


Specify the Display name as “Candidate” which will auto populate the Plural name as “Candidates” . Click on Advanced options to add more features to the table as needed.



Add Table Image

We can add an icon to the table by selecting an image from the existing gallery of icons or by uploading an image icon. Select “New image web resource” to add a new custom image.



Upload the image by clicking on “Choose image” and selecting the image from the local file system. Mention the Display Name and Internal Names to be used for the image. Click on Save.

← New image web resource

Upload an image *

1 Choose image Candidate.png

For best results, use a scalable vector graphic (.svg) with transparency enabled.

Display name

2 Candidate Icon

Name *

3 emp_Candidate

Type *

PNG format

Description

4 Save Cancel

This will add the icon for the table. Now we can add some configurations specific to the table available for selection as below. For the time being, select “Leverage quick-create form if available” and click on Save.

The configurations marked with the superscript 1 cannot be updated once the table is created. Hence ensure that you plan the configurations well in advance before the table creation.

For this table

Apply duplicate detection rules ⓘ Audit changes to its data ⓘ

Track changes¹ ⓘ Provide custom help ⓘ

Leverage quick-create form if available ⓘ Enable Archival ⓘ

Help URL

Make this table an option when

Creating a new activity¹ ⓘ Doing a mail merge ⓘ Setting up SharePoint document management ⓘ

Rows in this table

Can have connections¹ ⓘ Appear in search results
 Can have a contact email¹ ⓘ Can be taken offline ⓘ
 Have an access team ⓘ Can be added to a queue¹ ⓘ

Save Cancel

This will take us to the newly created table where we can make further modifications.

The screenshot shows the Microsoft Power Apps portal interface. The top navigation bar includes 'Power Apps', 'Objects', 'New', 'Add existing', 'Edit', 'Create an app', 'Using this table', 'Import', 'Export', 'Advanced', 'Remove', and environment information ('Environment Priyaranjan KS's Enviro...'). Below the navigation is a breadcrumb path: 'EmployeeOnboarding > Tables > Candidate'. The main area is divided into several sections: 'Table properties' (Name: Candidate, Primary column: Name, Type: Standard), 'Properties' (with a gear icon), 'Tools' (with a wrench icon), 'Schema' (with a database icon), 'Data experiences' (with a chart icon), and 'Customizations' (with a gear icon). Under 'Schema', there are tabs for 'Columns', 'Relationships', 'Keys', 'Forms', 'Views', 'Charts', and 'Dashboards'. A preview section titled 'Candidate columns and data' shows a grid of columns: 'Created By', 'Created On', 'Created By (Delegate)', 'Candidate', 'Name', and '+13 more'. An 'Edit' button is at the bottom right.

Create Columns for Candidate Table

We will follow the below schema and add columns to the table.

Column Name	Data Type
First Name	Single Line of Text
Last Name	Single Line of Text
Email	Single Line of Text
Address	
Technical Expertise	
Experience	
Profile Picture	
Selected ?	

Before creating the custom columns, lets edit an existing column - "Name" which is the Primary Name column of the table.

The screenshot shows the 'Candidate' table columns configuration. At the top, there are buttons for 'New column', 'Add existing column', and 'Advanced'. Below is a list of columns with their properties: 'Display name' (dropdown), 'Name' (dropdown), and 'Data type' (dropdown). One column, 'Name' (Primary name column), is highlighted with a green border. Its details are shown: 'Name' is 'emp_Name' and 'Data type' is 'Single line of text'.

Click on Name to rename or change the configuration of the column. By default, it is of data type Single line of text and System required. We will rename it to *Interview ID* and change the data type to auto number so that when ever the record is created, the job id will be incremented automatically. We will also make the Required value to optional. Click on Save once done.

Edit column

Previously called fields. [Learn more](#)

Display name *

Description ⓘ

Data type * ⓘ

Abc Single line of text

Abc Plain text

Autonumber

Behavior ⓘ

Simple

Save Cancel

The primary name column has now been updated.

+ New column Add existing column Edit Advanced Remove

EmployeeOnboarding > Tables > Candidate > Columns

Display name ↓	Name	Data type
Interview ID Primary name column	emp_Name	# Autonumber

Now let's add the custom columns. Let's add the column *First Name* by selecting the Columns option.

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

EmployeeOnboarding > Tables > Candidate

Table properties			Properties Tools	Schema	Data experiences
Name	Primary column	Description		Columns	Forms
Candidate	Name			Relationships	Views
Type	Last modified			Keys	Charts
Standard	14 seconds ago				Dashboards

Click on New Column

The screenshot shows the Microsoft Power Automate interface under the 'Objects' section. The 'Candidate' table is selected. The top navigation bar includes 'New column', 'Add existing column', and 'Advanced' options. The left sidebar lists objects like 'All (3)', 'Apps (0)', 'Chatbots (0)', 'Cloud flows (0)', 'Tables (2)', 'Candidate', 'Columns', 'Relationships', and 'Keys'. The 'Candidate' table has five columns: 'Candidate', 'Created By', 'Created By (Delegate)', 'Created On', and 'Import Sequence Number'. Each column has a three-dot menu icon.

- Specify the Display Name as *First Name* and Select the Data Type as *Single Line of Text* and click on Save.

New column

Previously called fields: [Learn more](#)

Display name *	<input type="text" value="First Name"/>
Description	<input type="text"/>
Data type *	<input type="button" value="Single line of text"/>
Format	<input type="button" value="Text"/>
Behavior	<input type="button" value="Simple"/>
<input type="button" value="Save"/> <input type="button" value="Cancel"/>	

- Click on New Column and Specify the Display Name as *Last Name* and select the data type as *Single Line of text*

New column

Previously called fields: [Learn more](#)

Display name *	<input type="text" value="Last Name"/>
Description	<input type="text"/>
Data type *	<input type="button" value="Single line of text"/>
Format	<input type="button" value="Text"/>
Behavior	<input type="button" value="Simple"/>
<input type="button" value="Save"/> <input type="button" value="Cancel"/>	

- Click on New Column and Specify the Display Name as *Email* and select the data type as *Single Line of text*

New column

Previously called fields: [Learn more](#)

Display name *

Description ⓘ

Data type * ⓘ

Single line of text

Format *

Text

Behavior ⓘ

Simple

Save **Cancel**

- Click on New Column and Specify the Display Name as *Email* and select the data type as *Text ->Text area*

New column

Previously called fields: [Learn more](#)

Display name *

Description ⓘ

Data type * ⓘ

Single line of text

Search

Text

Number

Date and time

Lookup

Text area

Plain text

Rich text

Email

Phone number

Ticker symbol

URL

Multiple lines of text

Plain text

Rich text

To ensure that there is ample space in the text area, head over to the *Advanced options* and type in 4000 as the maximum character count. Click on Save.

Note : You can enter a value of at the most as 4000.

Required ⓘ

Optional

Searchable ⓘ

Advanced options ^

Schema name * ⓘ

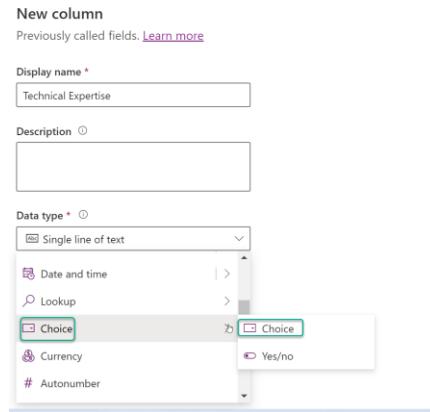
Maximum character count *

Input method editor (IME) mode *

General	Dashboard
<input type="checkbox"/> Enable column security ⓘ	<input type="checkbox"/> Appears in dashboard's global

Save **Cancel**

- Click on New Column and Specify the Display Name as *Technical Expertise* and select the data type as *Choice ->Choice*



Let's make the column as mandatory by selecting the *Required* value as *Business Required*. To populate choice field, we can either create a local option set or create a globally usable option set so that it can be reused and synchronized across multiple choice fields.

Here we will create a global choice set. Select *Yes* for “Sync with global choice?” and click on “New choice” to add the choice options.

Required ⓘ

Business required

Searchable ⓘ

Selecting multiple choices is allowed

Sync with global choice? *

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

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

Sync this choice with *

New choice

Default choice *

None

Save **Cancel**

Specify the global choice field name as “Expertise” and add the choice values as below . Click on Save.

[New choice](#) ×

Display name *

Choices Sort ↴

Label *	Value *
Power Platform	787,760,000
Azure	787,760,001
Salesforce	787,760,002
AWS	787,760,003
Java	787,760,004

[+ New choice](#)

[Advanced options](#) ▾

Save Cancel

Select the recently created global choice in the field : “Sync this choice with” and click on Save.

Simple

Required ⓘ

Business required

Searchable ⓘ

Selecting multiple choices is allowed

Sync with global choice? *

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

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

Sync this choice with *

Expertise

[Edit choice](#) [+ New choice](#)

Save Cancel

- Click on New Column and Specify the Display Name as *Experience* and select the data type *Number -> Decimal*. Click on Save.

New column

Previously called fields. [Learn more](#)

Display name *

Description ⓘ

Data type * ⓘ

Whole number

Whole number

Search

0.0 Decimal

Float

Text

Language code

Number

Duration

Date and time

Time zone

Lookup

...

- Click on New Column and Specify the Display Name as *Selected?* and select the data type *Choice -> Yes/no*.Click on Save.

New column

Previously called fields. [Learn more](#)

Display name *

Description ⓘ

Data type * ⓘ

- Date and time
- Lookup
- Choice
- Currency
- Autonumber

- Single line of text
- Date and time
- Lookup
- Choice
- Currency
- Autonumber

- Single line of text
- Date and time
- Lookup
- Choice
- Yes/no

- Click on New Column and Specify the Display Name as *Profile Picture* and select the data type as *File-> Image*.Click on Save.

New column

Previously called fields. [Learn more](#)

Display name *

Description ⓘ

Data type * ⓘ

- Single line of text
- Date and time
- Lookup
- Choice
- Currency
- Autonumber

- Single line of text
- Date and time
- Lookup
- Choice
- Currency
- Autonumber

- Single line of text
- Date and time
- Lookup
- File
- Formula (Preview)
- Image

- Click on New Column and Specify the Display Name as *Background Check Required ?* and select the data type as *Choice-> Yes/No*.Click on Save.

Display name *

Description ⓘ

Data type * ⓘ

- Single line of text
- Date and time
- Number
- Text
- Lookup
- Choice
- Currency
- Autonumber

- Single line of text
- Date and time
- Number
- Text
- Lookup
- Choice
- Yes/no

- Click on New Column and Specify the Display Name as *Background Reviewer?* and select the data type as

Lookup-> Lookup. Click on Save.

The screenshot shows the 'Data type' dropdown menu open. The 'Lookup' option is selected and highlighted with a green border. Other options like 'Single line of text', 'Text', 'Number', 'Date and time', 'Choice', 'Currency', and 'Autonumber' are also visible in the list.

In the Related table field, point the look up to the Employee table and click on Save.

The screenshot shows the 'Related table' dropdown menu open. The 'Employee' option is selected and highlighted with a green border. Other options like 'Customer' and 'Contact' are also visible in the list.



- Click on New Column and Specify the Display Name as *Background Check Passed?* and select the data type as *Choice-> Yes/No*.Click on Save.

New column

Previously called fields. [Learn more](#)

The screenshot shows the 'Data type' dropdown menu open. The 'Choice' option is selected and highlighted with a green border. Within the 'Choice' dropdown, the 'Yes/no' option is also highlighted with a green border. Other options like 'Single line of text', 'Lookup', 'Currency', 'Autonumber', 'File', and 'Formula (Preview)' are also visible in the list.

Thus, we have completed the addition of the needed columns for the Candidate Table. To see the custom columns

we have added to the table, we can head over to the solution's left pane and select the Candidate table from the Tables section. Click on Columns and type in "emp_" in the search box to filter the custom columns. (Emp is the Publisher prefix we have used while creating a new publisher)

Display name ↑	Name	Data type	Managed	Customizable	Required	Searchable
Address	emp_Address	Text area	No	Yes	No	Yes
Candidate	emp_CandidateId	Unique identifier	No	Yes	Yes	Yes
Email	emp_Email	Single line of text	No	Yes	No	Yes
Experience	emp_Experience	Whole number	No	Yes	No	Yes
First Name	emp_FirstName	Single line of text	No	Yes	No	Yes
Last Name	emp_LastName	Single line of text	No	Yes	No	Yes
Name	emp_Name	Single line of text	No	Yes	Yes	Yes
Profile Picture	emp_ProfilePicture	Image	No	Yes	No	No

Create Main Form for Candidate Table

Now let's create the User experience for using the table by customizing the main form. To access the Forms, we can either select the Forms option from the left pane as below :

Display name ↑	Name
Candidate	emp_candidate
Candidate Icon	emp_Candidate
Employee	contact
Expertise	emp_expertise

Or we can click the Candidate table from the Solution which will open the table with numerous options to work with.

Display name ↑	Name
Candidate	emp_candidate
Candidate Icon	emp_Candidate
Employee	contact
Expertise	emp_expertise

From within the table, select Forms.

The screenshot shows the Power Apps portal interface. On the left, there's a navigation pane with 'Objects' selected, showing categories like 'All (4)', 'Tables (2)', and 'Candidate'. Under 'Candidate', there are options for 'Columns', 'Relationships', 'Keys', 'Forms', and 'Views'. The main area displays the 'EmployeeOnboarding > Tables > Candidate' table properties. It shows the table name is 'Candidate', the primary column is 'Name', and the type is 'Standard'. The last modified date is '16 hours ago'. To the right, there are sections for 'Properties', 'Tools', 'Schema', and 'Data experiences'. The 'Forms' section under 'Data experiences' is highlighted with a green box. Below the table properties, there's a preview area labeled 'Candidate columns and data'.

This will open the page where we can see some of the existing forms that can be utilized for the candidate table. We will create a new Main form which is the primary data update UI for the table. So, let's go ahead and select *New Form->Main form*.

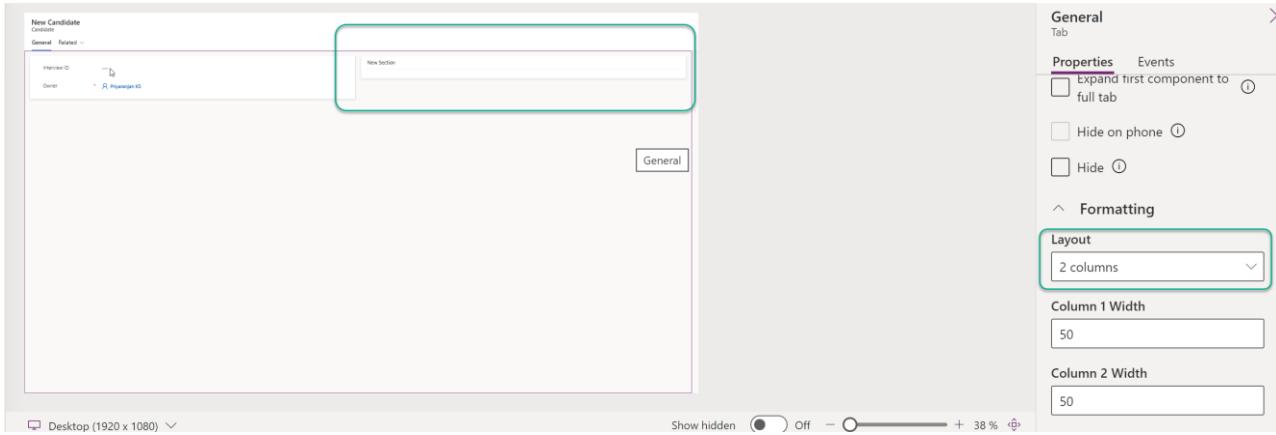
The screenshot shows the Power Apps portal interface. The 'Objects' navigation pane is visible on the left. In the center, there's a modal or dropdown menu with the title '+ New form'. It lists several options: '+ Main Form' (highlighted with a red box), '+ Quick View Form', '+ Quick Create Form', '+ Card Form', and '+ Information' (which has two sub-options: 'Information' and 'Form'). The '+ Main Form' option is the primary focus.

By default it has few columns present in the page.

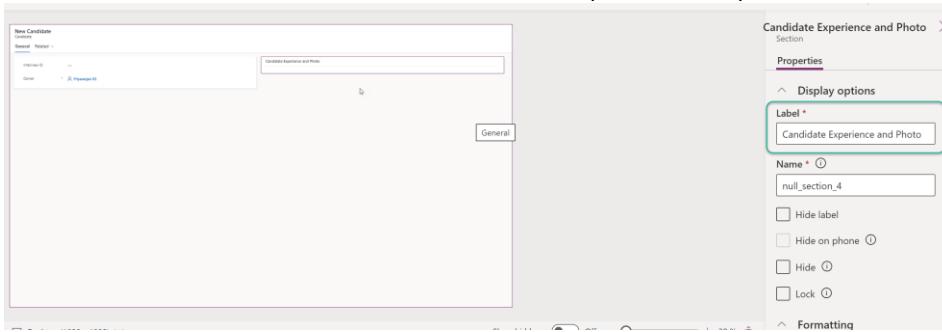
The screenshot shows the Power Apps 'Form' editor. On the left, there's a 'Table columns' panel with a search bar and a 'New table column' button. A checkbox 'Show only unused table columns' is checked. A list of columns is shown, including 'Address', 'Created By', 'Created On', 'Email', 'Experience', and 'First Name'. On the right, there's a preview of a 'New Candidate' form template. The form has a header 'New Candidate' and a 'Candidate' section. It includes fields for 'Interview ID' (with a placeholder '...'), 'Owner' (set to 'Priyanjan K S'), and other fields like 'General' and 'Related'.

Before adding the remaining columns, lets divide the form into 3 sections so that we can divide the data present in the form according to their category.

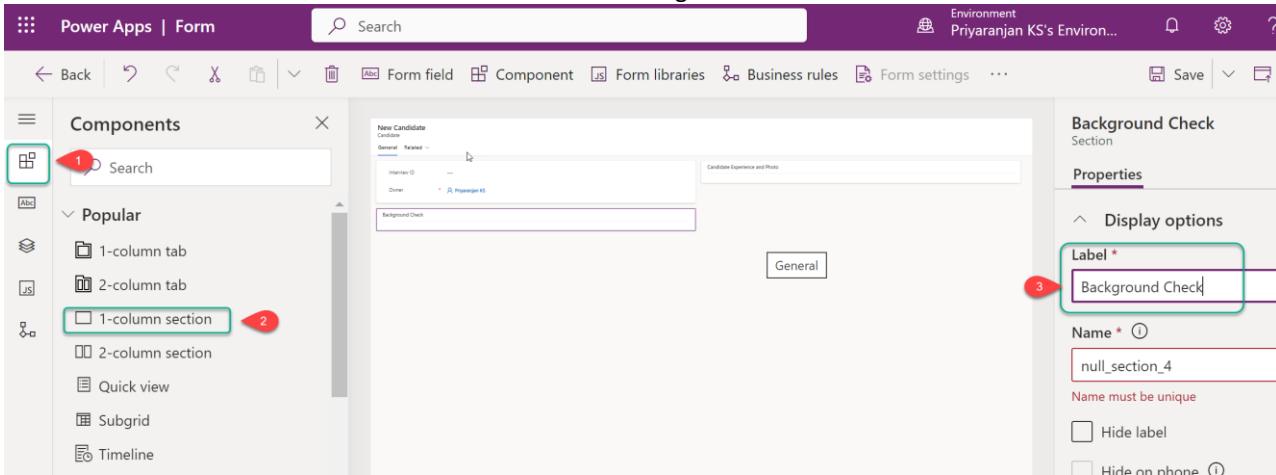
By default the form has a 1 column layout, we will divide it into a left and right section by changing it to 2 columns which will add the right section.



We will also rename the new section to “Candidate experience and photo”

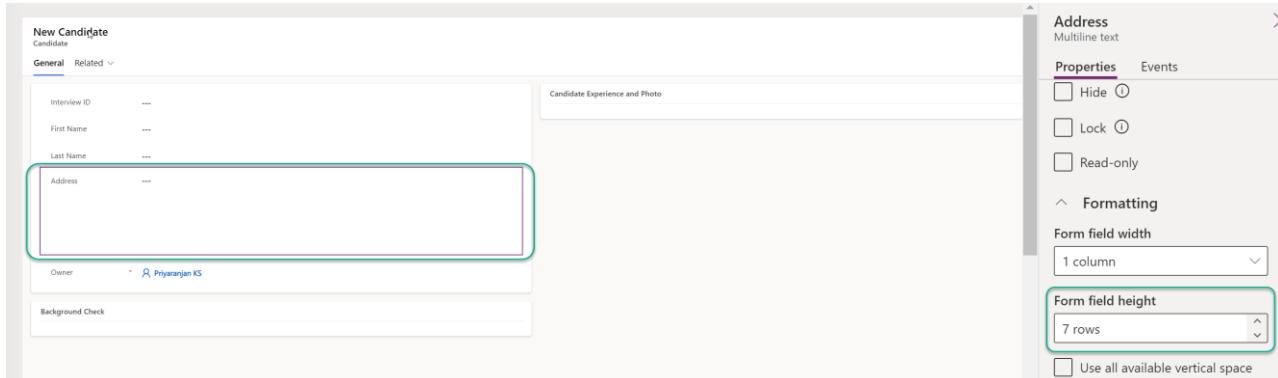


We will also add a section to the bottom for which we can click on the components section in the left pane and select “1-column section” . We will also rename the section as “Background Check”



Now let's drag and drop the remaining columns that we have created recently onto the form to various sections as below.

After adding First Name and Last Name, we have added Address. To ensure that there is enough space to add the data, increment the form field height to 7 rows.



Lets drag and drop the remaining columns to the remaining sections and the final form design will look as below :

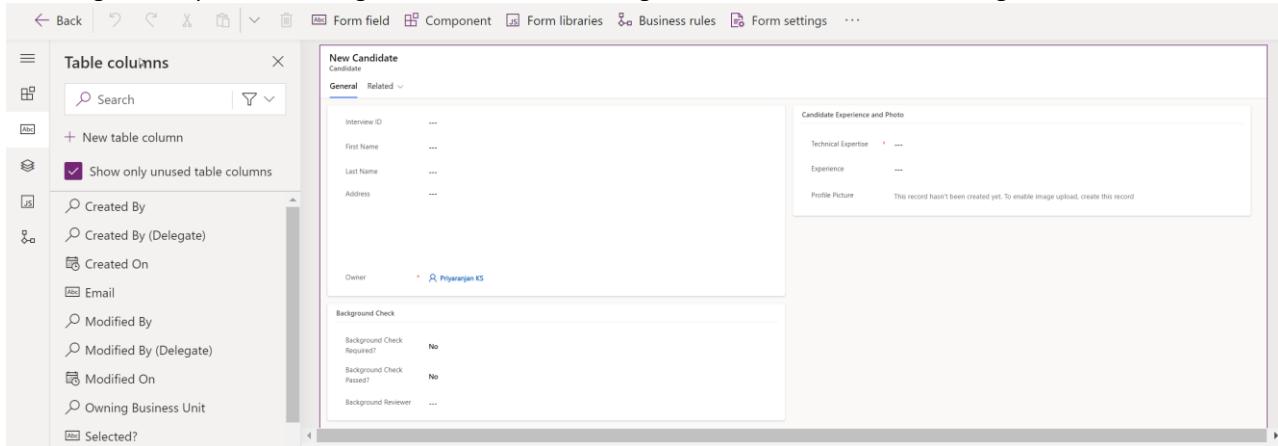
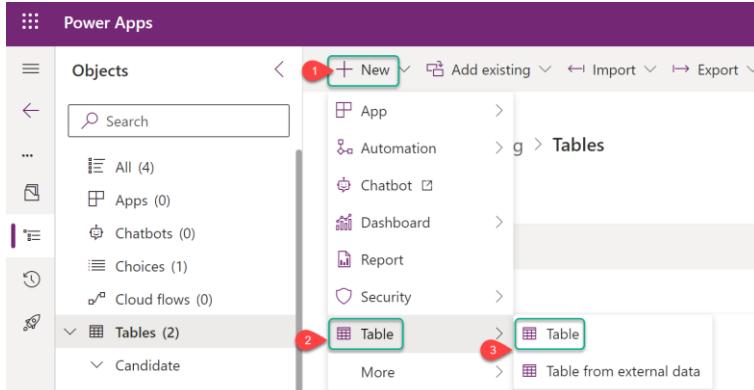


Table 3 : Job Entry

The Job entry table will contain the records related to the Job opening and the candidate interviewed for the job opening. For each new candidate interviewed, we will create a new record with the Job description and other details.

Create Job Entry Table

Head over to the solution and Select New -> Table -> Table.



Specify the table name as *Job Entry* and click on Save.

New table

Use tables to hold and organize your data. Previously called entities
[Learn more](#)

Properties Primary column

Display name *

Plural name *

Description

Enable attachments (including notes and files)¹

Advanced options ^

Save **Cancel**

Create Columns for Job Entry Table

The column schema used for the Job Entry Table is as follows:

Column Name	Data Type
Technology	Choice
Minimum Years of Experience	Number
Department	Choice
Manager	Lookup
Job Description	Text
Candidate Name	Text
Interview Date	Number
Mode of Interview	Choice
Interview Panel	Lookup

Before adding custom columns, lets modify the existing primary name column by selecting the *Columns* section from either the Solutions left pane or by going inside the Job Entry table.

The screenshot shows the Microsoft Power Apps portal interface. On the left, there's a navigation pane with 'Power Apps' at the top, followed by 'Objects', 'Search' bar, and a tree view of 'Tables (3)', 'Candidate', 'Employee', and 'Job Entry'. Under 'Job Entry', 'Columns' is selected and highlighted with a green border. The main area shows the 'EmployeeOnboarding > Tables > Job Entry' table properties. The 'Primary column' is set to 'Name'. Below the properties, there's a section for 'Job Entry columns and data' which lists 'Created By', 'Created On', 'Created By (Delegate)', and 'Job'. The 'Columns' button in the properties section is also highlighted with a green border.

If we search by the title *Name* , we can see the primary name column listed as below

The screenshot shows the 'Columns' section of the 'Job Entry' table. A column named 'Primary name column' is selected, indicated by a green border around its row.

We will click on it and edit the column to rename it to *Short Job Description*. Click on Save

Edit column

Previously called fields. [Learn more](#)

Display name *

Description ⓘ

Data type * ⓘ

Format *

Behavior ⓘ

Save

Cancel

This will rename the existing primary name column as below:

The screenshot shows the 'Columns' section of the 'Job Entry' table after renaming. The column 'Primary name column' has been renamed to 'Short Job Description'. The 'Data type' is still set to 'Single line of text'.

Now let's add the custom columns by heading back to the Columns section of the table. We can see the out of the box existing columns in the Job Entry table listed out as below.

The screenshot shows the 'Columns' section of the 'Job Entry' table with several existing columns listed: Created By, Created By (Delegate), Created On, Import Sequence Number, Job Entry, Modified By, Modified By (Delegate), and Modified On.

EmployeeOnboarding > Tables > Job Entry > Columns

Display name ↑	Name ↓	Data type
Created By	CreatedBy	Lookup
Created By (Delegate)	CreatedOnBehalfBy	Lookup
Created On	CreatedOn	Date and time
Import Sequence Number	ImportSequenceNumber	Whole number
Job Entry	emp_JobEntryId	Unique identifier
Modified By	ModifiedBy	Lookup
Modified By (Delegate)	ModifiedOnBehalfBy	Lookup
Modified On	ModifiedOn	Date and time

- Click on New Column and Specify the Display Name as *Technology?* and select the data type as Choice->

Choice .

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

Display name *
Technology

Description ⓘ

Data type * ⓘ

Single line of text

Date and time

Lookup

Choice

Currency

Autonumber

Yes/no

So as to make the Choice reusable in the solution, lets make it a global choice by selecting the option “Sync with global choice?” . Select the previously created(while creating the candidates table columns) global choice “Expertise” from the drop-down menu *Sync this choice with* . Click on Save.

Searchable ⓘ

Selecting multiple choices is allowed

Sync with global choice? *

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

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

Sync this choice with *

Expertise

Edit choice + New choice

Default choice *

None

Advanced options ▾

Save Cancel

- Click on New Column and Specify the Display Name as *Minimum Years of Experience* and select the data type as *Whole number* .

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

Display name *

Minimum Years of Experience

Description ⓘ

Data type * ⓘ

Whole number

Format *

None

Behavior ⓘ

Simple

Save Cancel

- Click on New Column and Specify the Display Name as *Department* and select the data type as *Choice -> Choice*.

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

Display name *

Description ⓘ

Data type * ⓘ

Behavior ⓘ

Required ⓘ

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

So as to populate the choice values, ensure that we make it a global choice by selecting the “Sync with global choice?” as Yes . Click on New choice to populate the global choice field.

Required ⓘ

Searchable ⓘ
 Selecting multiple choices is allowed

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

Sync this choice with *

[+ New choice](#)

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

Specify the choice field name as “*Department*” and enter the field values. Click on Save.

[← New choice](#)

Display name *

Choices

Label *	Value *
<input type="checkbox"/> Microsoft	787,760,000
<input type="checkbox"/> AWS	787,760,001
<input type="checkbox"/> Salesforce	787,760,002
<input type="checkbox"/> Open Source	787,760,003
<input type="checkbox"/> Java	787,760,004

[+ New choice](#)

[Advanced options](#) ▾

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

Specify the recently created Choice global field in the “*Sync this choice with*” drop down and click on Save.

Optional

Searchable ⓘ

Selecting multiple choices is allowed

Sync with global choice? *

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

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

Sync this choice with *

Department

Edit choice + New choice

Default choice *

None

Save **Cancel**

- Click on New Column and Specify the Display Name as *Manager* and select the data type as *Lookup* -> *Lookup*.

New column

Previously called fields. [Learn more](#)

Display name * Manager

Description ⓘ

Data type * ○

Single line of text

Search

Add Text | >

Add Number | >

Add Date and time | >

Lookup | > **Lookup**

Add Customer

Mention the related lookup table as *Employee* and click on Save.

Manager

Description ⓘ

Lookup

Required ⓘ

Optional

Searchable ⓘ

Related table * Employee

Advanced options ▾

Save **Cancel**

- Click on New Column and Specify the Display Name as *Job Description* and select the data type as *Text* -> *Rich Text*.

New column

Previously called fields. [Learn more](#)

The screenshot shows the 'New column' configuration dialog. The 'Display name' field is set to 'Job Description'. The 'Data type' dropdown is open, showing various options: Single line of text, Plain text, Text area, and Rich text. The 'Rich text' option is highlighted with a green border.

In the advanced settings, ensure to increment the *Maximum character count* to 4000 and click on Save.

The screenshot shows the 'Advanced options' section of the 'New column' dialog. The 'Maximum character count' field is set to 4000. The 'Save' button is highlighted with a green border.

- Click on New Column and Specify the Display Name as *Candidate Name* and select the data type as *Lookup*
-> *Lookup*

New column

Previously called fields. [Learn more](#)

The screenshot shows the 'New column' configuration dialog. The 'Display name' field is set to 'Candidate Name'. The 'Data type' dropdown is open, showing various options: Single line of text, Text, Number, Date and time, and Lookup. The 'Lookup' option is highlighted with a green border.

Select the lookup table as “*Candidate*” from the drop-down menu and click on Save.

Candidate Name

Description ⓘ

Data type * ⓘ

Lookup

Required ⓘ

Optional

Searchable ⓘ

Related table *

Candidate

Advanced options ↴

Save Cancel

- Click on New Column and Specify the Display Name as *Interview Date* and select the data type as *Date and time* -> *Date only*. Click on Save.

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

Display name *

Interview Date

Description ⓘ

Data type * ⓘ

Single line of text

Search

Text

Number

Date and time

Lookup

Date only

- Click on New Column and Specify the Display Name as *Mode of Interview* and select the data type as *Choice* -> *Choice*.

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

Display name *

Mode of Interview

Description ⓘ

Data type * ⓘ

Single line of text

Date and time

Lookup

Choice

Currency

Autonumber

Yes/no

To populate the choice field, instead of global choice values, we will create a localized field value set by selecting *No* for the “Sync with global choice ?” option and enter the choice values by clicking on *New choice*. We have added 2 choices *Microsoft Teams* and *Face to Face*. Click on Save.

Searchable ⓘ

Selecting multiple choices is allowed

Sync with global choice? *

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

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

Choices	Sort ↴
Label *	Value *
Microsoft Teams	787,760,000
Face to Face	787,760,001

[+ New choice](#)

Default choice *

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

- Click on New Column and Specify the Display Name as *Interview Panel* and select the data type as *Lookup - > Lookup*.

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

Display name *

Description ⓘ

Data type * ⓘ

Single line of text
Date and time
Lookup > **Lookup**
Choice
Currency
Autonumber
File

Select the look up table as *Employee* from the drop down.

Interview Panel

Description ⓘ

Lookup

Required ⓘ

Optional

Searchable ⓘ

Related table *

Employee

[Advanced options](#) ↴

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

Thus, we have completed the creation of the custom columns for the Job Entry table.

Create Main Form for Job Entry Table

To provide a data entry UI experience for the end user, we will create a form for the Job Entry table. We can either do it by selecting *Forms* from the left pane of solutions.

The screenshot shows the Microsoft Power Platform Solutions Explorer interface. On the left, there is a navigation bar with icons for Objects, Search, and various categories like Apps, Chatbots, Choices, Cloud flows, Tables, Candidate, Employee, and Job Entry. Under 'Job Entry', the 'Forms' option is highlighted with a green border. The main pane displays a list of objects under 'EmployeeOnboarding > All'. One item, 'Job Entry', is also highlighted with a green border. The top navigation bar includes options like 'New', 'Add existing', 'Publish all customizations', and '...'. The right side of the interface shows 'Table properties' for the 'Job Entry' table, including columns like 'Name', 'Primary column', and 'Description', and sections for 'Schema' and 'Data experiences'.

Or we can open up the Forms by selecting the *Job Entry* table and selecting *Forms*

This screenshot shows the 'Job Entry' table properties page. The left sidebar has the same navigation as before, with 'Job Entry' selected. In the main area, the 'Data experiences' section is highlighted with a green border. It contains sub-options for 'Forms', 'Views', 'Charts', and 'Dashboards'. The 'Forms' option is also highlighted with a green border. The table properties show details like 'Name: Job Entry', 'Primary column: Name', 'Type: Standard', and 'Description: Last modified 1 hour ago'. Below this, the 'Job Entry columns and data' section shows various columns like 'Created By', 'Created On', 'Created By (Delegate)', and 'Job Entry'.

Click on New form -> Main form to create the main form for Job entry table.

This screenshot shows the 'Objects' page with the 'New form' button highlighted with a red circle. A dropdown menu appears, showing 'Main Form' highlighted with a green border. Other options in the dropdown include 'Quick View Form', 'Quick Create Form', and 'Card Form'. The 'Form type' dropdown shows three items: 'Information' (Main), 'Information' (Card), and 'Information' (Quick View). The left sidebar shows the same navigation as previous screenshots, with 'Job Entry' selected.

The main form will have few default columns listed out as below

Let's create a 2 section view initially before dragging and dropping the columns to the main form. To do this, select the form and from the properties select the layout as *2 columns* which will add a new section to the right side of the form.

We have added the columns to the left as below and have renamed the right section as "Candidate Details"

Lets add the remaining columns to the Candidate Details section

New Job Entry

Job Entry

General Related

Short Job Description * ---

Technology ---

Minimum Years of Experience ---

Department ---

Manager ---

Job Description

Owner *  Priyaranjan KS

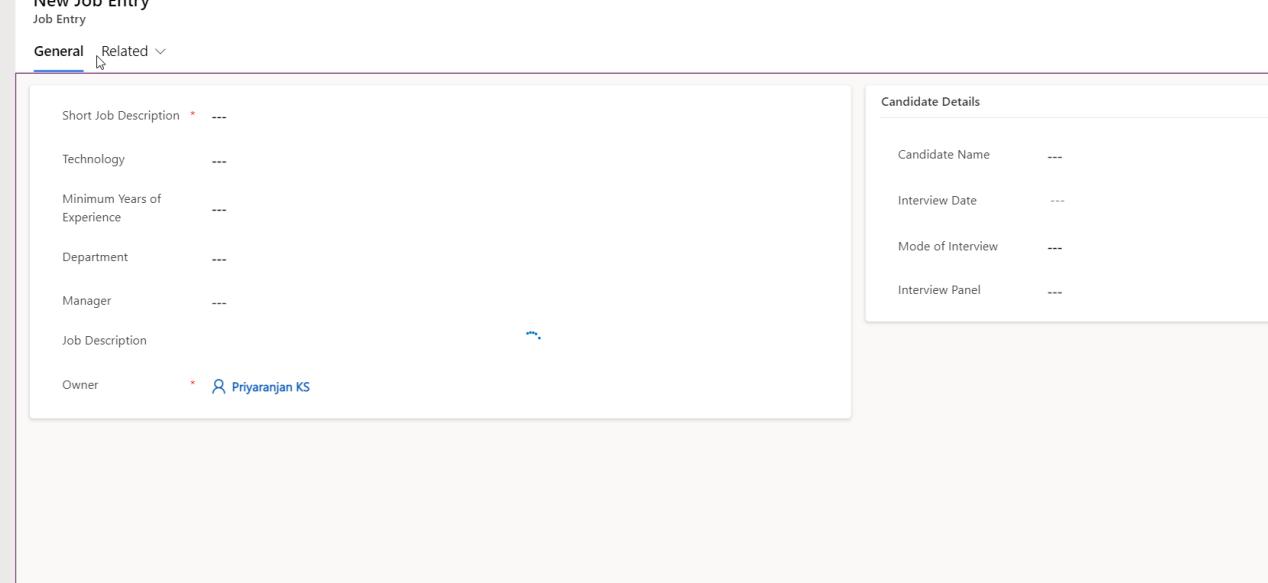
Candidate Details

Candidate Name ---

Interview Date ---

Mode of Interview ---

Interview Panel ---



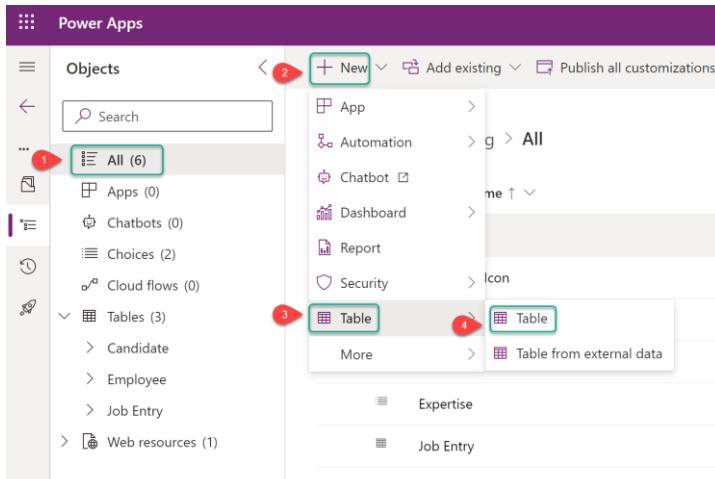
Thus, we have completed the design for the main form of the Job Entry table.

Table 4: Interview Feedback

We will be creating the 4th table Interview Feedback to store the notes about the interview process of a candidate.

Create Interview Feedback Table

So as to create the table, head over to All -> New -> Table -> Table



From the properties tab, mention the Display name as *Interview Feedback*

New table
Use tables to hold and organize your data. Previously called entities
[Learn more](#)

Properties Primary column

Display name *

Interview Feedback

Plural name *

Interview Feedbacks

Description

Enable attachments (including notes and files)¹

Advanced options ▾

Save **Cancel**

From the Primary column tab, specify the Display name for the Primary column as *Short Interview Feedback* and update the **Maximum character count** to 200. Click on Save.

Properties Primary column

Display name *

Short Interview Feedback

Description

Advanced options ^

Schema name *

emp_ ShortInterviewFeedback

Column requirement *

Business required

Maximum character count *

200

Save **Cancel**

Create Columns for Interview Feedback Table

So as to create the columns for the table, select Columns section from the recently created table

EmployeeOnboarding > Tables > Interview Feedback

Table properties			Properties	Tools	Schema
Name	Primary column	Description			
Interview Feedback	Short Interview Feedback				
Type	Last modified				
Standard	22 seconds ago				

Interview Feedback columns and data

Columns

Relationships

Keys

This will list the out of the box columns present in the table.

New column Add existing column Advanced

EmployeeOnboarding > Tables > Interview Feedback > Columns

Display name ↑	Name	Data type
Created By	CreatedBy	Lookup
Created By (Delegate)	CreatedOnBehalfBy	Lookup
Created On	CreatedOn	Date and time
Import Sequence Number	ImportSequenceNumber	Whole number
Interview Feedback	emp_InterviewFeedbackId	Unique identifier
Modified By	ModifiedBy	Lookup
Modified By (Delegate)	ModifiedOnBehalfBy	Lookup
Modified On	ModifiedOn	Date and time

We will create the columns following the below schema.

Column Name	Data Type
Candidate Name	Lookup
Overall Interview rating	Number
Interview Detailed Notes	Text
Interview Date	Date
Interviewed By	Lookup

- Click on New Column and Specify the Display Name as *Candidate Name* and select the data type as *Lookup*

-> *Lookup*.

New column

Previously called fields. [Learn more](#)

Display name *

Description ⓘ

Data type * ⓘ

Select the lookup table as Candidate and click on Save.

Candidate Name

Description ⓘ

Data type * ⓘ

Required ⓘ

Searchable ⓘ

Related table *

Advanced options ⓘ

Save **Cancel**

- Click on New Column and Specify the Display Name as *Overall Interview rating* and select the data type as Number.

New column

Previously called fields. [Learn more](#)

Display name *

Overall Interview rating

Description ⓘ

Data type * ⓘ

Whole number

Format *

None

Behavior ⓘ

Simple

Save **Cancel**

In the advanced options set the minimum and maximum values as below. Click on Save .

emp_overallinterviewrating

Size of number ⓘ

Normal

Minimum value *

0

Maximum value *

10

General

Enable column security ⓘ

Enable auditing ⓘ

This column will not be audited until auditing is enabled for the organization.

Dashboard

Appears in dashboard's global filter ⓘ

Sortable ⓘ

Save **Cancel**

- Click on New Column and Specify the Display Name as *Interview Detailed Notes* and select the data type as Text-> Text area. Click on Save

New column

Previously called fields. [Learn more](#)

Display name *

Interview Detailed Notes

Description ⓘ

Single line of text

Plain text

Text area

Rich text

Email

Phone number

Ticker symbol

URL

Multiple lines of text

Plain text

Rich text

Data type *

Single line of text

Text

Number

Date and time

Lookup

- Click on New Column and Specify the Display Name as *Interview Date* and select the data type as *Date->Date only*. Click on Save

New column

Previously called fields. [Learn more](#)

Display name *

Interview Date

Description ⓘ

Single line of text

Text

Number

Date and time

Lookup

Date only

Data type *

- Click on New Column and Specify the Display Name as *Interviewed By* and select the data type as *Lookup->Lookup*.

New column

Previously called fields. [Learn more](#)

Display name *

Interviewed By

Description ⓘ

Single line of text

Text

Number

Date and time

Lookup

Customer

Data type *

Specify the lookup table as *Employee* and Click on Save.

Interviewed By

Description ⓘ

Data type * ⓘ

Required ⓘ

Searchable ⓘ

Related table *

Advanced options ▾

Thus, we have completed the creation of the columns needed for the Interview Feedback table.

Create the Main Form for Interview Feedback Table

Now lets create the main form which will act as the main entry point of the information by the end user.
To do this, select forms either from the Left pane of solution as below :

The screenshot shows the Microsoft Power Apps interface. The left sidebar has a 'Forms' button highlighted with a green border. The main area shows a list of tables under 'EmployeeOnboarding > All'. One table, 'Interview Feedback', is highlighted with a green border. The table list includes:

Display name ↑	Name ↓
Candidate	emp_candidate
Candidate Icon	emp_Candidate
Department	emp_department
Employee	contact
Expertise	emp_expertise
Interview Feedback	emp_interviewfeedback
Job Entry	emp_jobentry

Or select the Interview Feedback table and select Forms as below.

The screenshot shows the 'Table properties' section for the 'Interview Feedback' table. It includes fields for Name (Interview Feedback), Primary column (Short Interview Feedback), Type (Standard), Description (Last modified 40 minutes ago), Properties, Tools, Schema, and Data experiences.

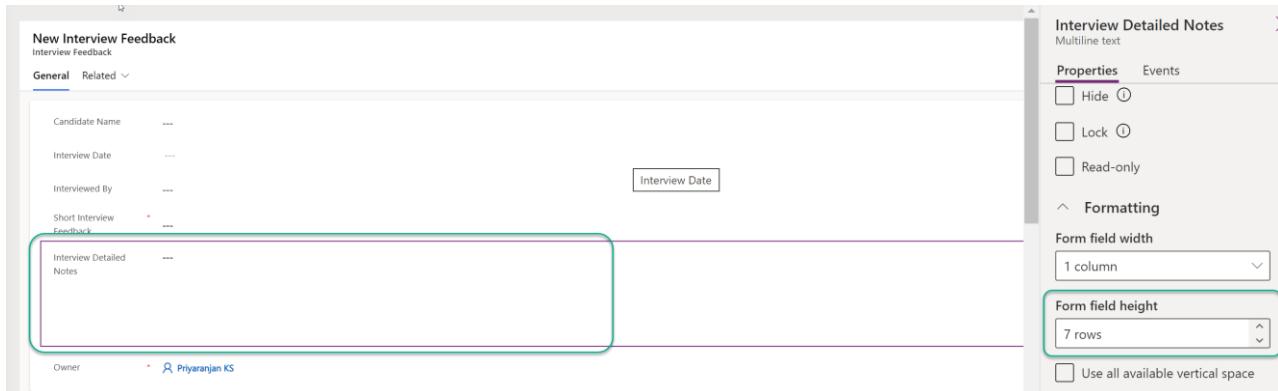
Click on New form-> Main Form to provision the main form for the table

The screenshot shows the 'Objects' page in Power BI. A context menu is open over the 'Interview Feedback' table, with 'Main Form' selected. Other options like 'Quick View Form', 'Card Form', and 'Information' are also visible.

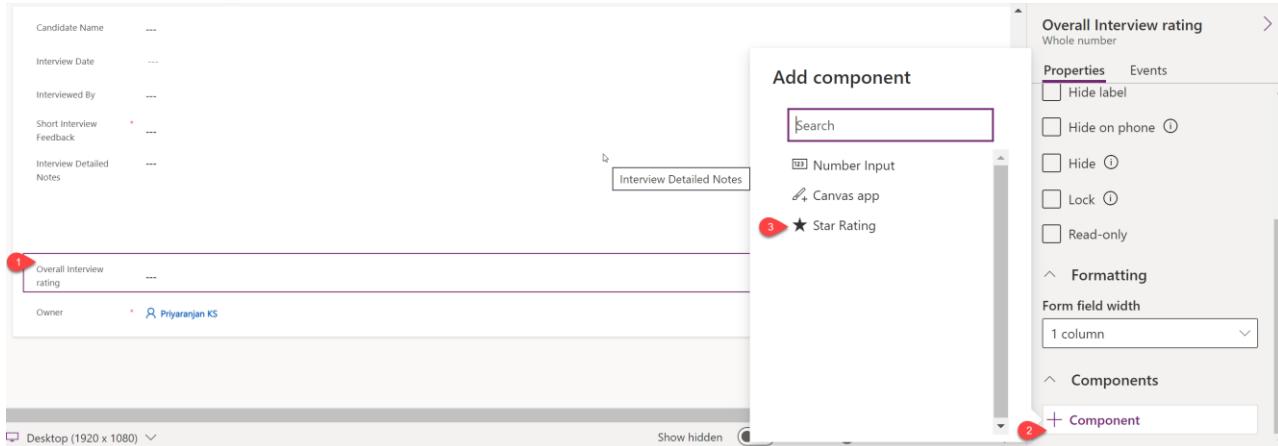
The default form view will look as below with few default columns.

The screenshot shows the 'Form' view for the 'Interview Feedback' table. The left sidebar lists columns: Candidate Name, Created By, Created By (Delegate), Created On, and Interview Date. The main area displays the 'New Interview Feedback' form with sections for General and Related, and a table row for Short Interview Feedback.

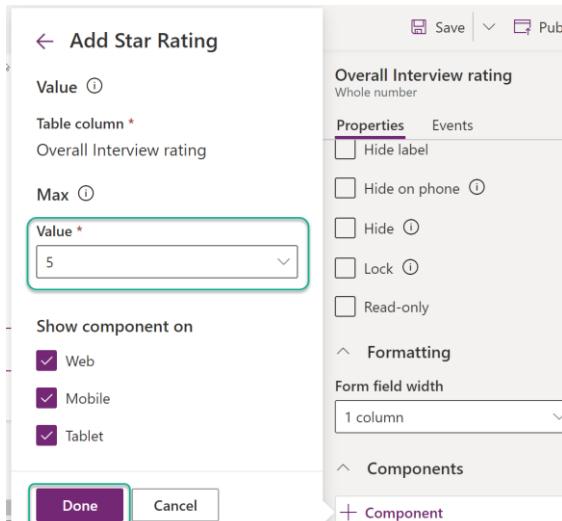
Lets drag and drop additional columns which we have created recently onto the form. For the *Interview Detailed Notes* field, increment the *Form field height* to 7 rows to make space for the detailed data entry



After adding the *Overall Interview rating*, click on *Component* from the Properties tab and select *Star Rating* to enable the star rating UI feature.



Select the maximum star value as 5 and click on Done



This completed the design of the main form for the Interview Feedback table

New Interview Feedback

Interview Feedback

General Related ▾

Candidate Name	---
Interview Date	---
Interviewed By	---
Short Interview Feedback	---
Interview Detailed Notes	---

Overall Interview rating 

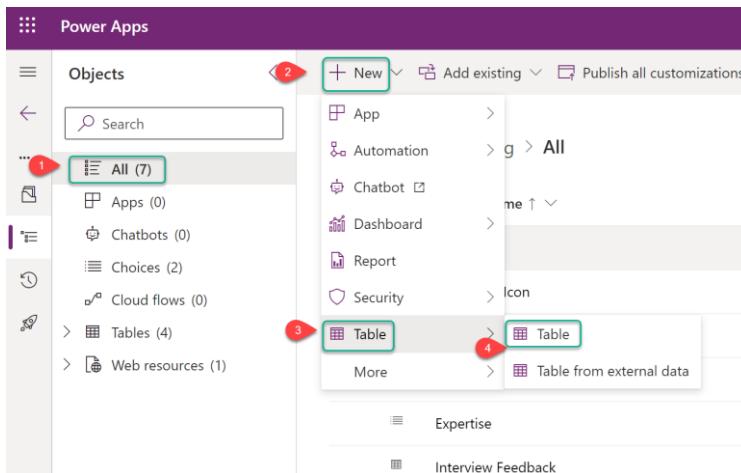
Owner *  Priyaranjan KS

Table 5 : Onboarding

Lets create the final table Onboarding which will be used to store the details related to the candidates who have successfully passed the interview and their joining details.

Create Onboarding Table

To create the table, lets head over to the solutions left pane and click on All. Then, select New -> Table -> Table.



In the properties tab, Specify the table name as Onboarding.

New table

Use tables to hold and organize your data. Previously called entities
[Learn more](#)

Properties Primary column

Display name *

Plural name *

Description

Enable attachments (including notes and files) ¹

Advanced options ▾

Save Cancel

From the Primary column tab, Change the display name from *Name* to *Employee ID* . Click on Save.

New table
Use tables to hold and organize your data. Previousl
[Learn more](#)

Properties Primary column

Display name *

Description

Advanced options ^

Schema name *

Column requirement *

Save Cancel

Thus the Onboarding table has been provisioned

The screenshot shows the Microsoft Power Platform canvas interface. On the left, there's a sidebar with 'Objects' and a search bar. Below it, a list of items includes 'All (8)', 'Apps (0)', 'Chatbots (0)', 'Choices (2)', 'Cloud flows (0)', 'Tables (5)' (which is expanded to show 'Candidate', 'Employee', 'Interview Feedback', 'Job Entry', and 'Onboarding'), and 'Web resources (1)'. The 'Onboarding' item is highlighted with a gray background. The main area shows the 'EmployeeOnboarding > Tables > Onboarding' navigation path. A 'Table properties' card displays the following details:

Name	Primary column	Description
Onboarding	Employee ID	
Type	Last modified	
Standard	13 seconds ago	

Below the properties card is a section titled 'Onboarding columns and data' with a table header row containing 'Created By', 'Created On', and 'Created'.

Create Columns for Onboarding Table

Let's create/update the columns needed to store onboarding information in the table by clicking on **Columns**

The screenshot shows the Microsoft Power BI interface with the 'Onboarding' table selected. The top navigation bar includes options like 'New', 'Add existing', 'Edit', 'Create an app', 'Using this table', 'Import', 'Export', 'Advanced', and 'Remove'. Below the navigation is a breadcrumb path: EmployeeOnboarding > Tables > Onboarding. The main area is divided into three sections: 'Table properties' (Name: Onboarding, Primary column: Employee ID, Type: Standard, Description: Last modified 14 minutes ago), 'Schema' (Columns, Relationships, Keys), and 'Data experiences' (Forms, Views, Charts, Dashboards). A 'Columns' button in the Schema section is highlighted with a green box.

Before creating new custom column, we will change the datatype of the *Employee ID* primary column from *Single Line of Text* to *Auto number*. Click on the Employee ID column.

The screenshot shows the 'Columns' view for the 'Onboarding' table. The columns listed are: Created By, Created By (Delegate), Created On, Employee ID (Primary name column), Import Sequence Number, Modified By, Modified By (Delegate), and Modified On. The 'Employee ID' column is highlighted with a green box. In the 'Data type' column, the 'Single line of text' option for 'Employee ID' is also highlighted with a green box.

Display name ↑ ↴	Name ↴	Data type ↴
Created By	CreatedBy	Lookup
Created By (Delegate)	CreatedOnBehalfBy	Lookup
Created On	CreatedOn	Date and time
Employee ID (Primary name column)	emp_EmployeeID	Single line of text
Import Sequence Number	ImportSequenceNumber	Whole number
Modified By	ModifiedBy	Lookup
Modified By (Delegate)	ModifiedOnBehalfBy	Lookup
Modified On	ModifiedOn	Date and time

Change the data type to *Autonumber* and add the Prefix as *Emp* . The seed value indicates the starting value that would be used for incremental employee number. The ID would hence look like Emp-1000,Emp-1001 etc: . Click on Save.

Data type * ⓘ

Required ⓘ

Searchable ⓘ

Autonumber type ⓘ

Prefix

Minimum number of digits * ⓘ

Seed value * ⓘ

Let's create the rest of the custom columns using the below schema

Column Name	Data type
Candidate Name	Lookup
Department	Choice
Joining Date	Date
Position	Choice
Joining Location	Choice
Manager	Lookup
Short Interview Feedback	Lookup

- Click on New Column and Specify the Display Name as *Candidate Name* and select the data type as *Lookup-> Lookup*.

New column

Previously called fields. [Learn more](#)

Display name * ⓘ

Description ⓘ

Data type * ⓘ

Search

Text

Number

Date and time

Lookup

>

>

>

>

Customer

Select the lookup table as Candidate and click on Save.

Candidate Name

Description ⓘ

Data type * ⓘ

Lookup

Required ⓘ

Optional

Searchable ⓘ

Related table *

Candidate

Advanced options ▾

Save **Cancel**

- Click on New Column and Specify the Display Name as *Department* and select the data type as *Choice-> Choice*.

New column

Previously called fields. [Learn more](#)

Display name *

Department

Description ⓘ

Data type * ⓘ

Add Single line of text

Date and time

Lookup

Choice

Currency

Autonumber

Choice

Yes/no

We will reuse the global choice field - *Department* we had created in the Job Entry table. Click on Save.

- Searchable ⓘ
- Selecting multiple choices is allowed

Sync with global choice? *

- Yes (recommended)

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

- No

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

Sync this choice with *

Department

Edit choice New choice

Default choice *

None

Advanced options ▾

Save **Cancel**

- Click on New Column and Specify the Display Name as *Joining Date* and select the data type as *Date and time-> Date only*

New column

Previously called fields. [Learn more](#)

Display name *

Description ⓘ

Data type * ⓘ

Single line of text

Search

Add Text

Add Number

Date and time

Lookup

Date only

- Click on New Column and Specify the Display Name as *Position* and select the data type as *Choice-> Choice*.

New column

Previously called fields. [Learn more](#)

Display name *

Description ⓘ

Data type * ⓘ

Single line of text

Date and time

Lookup

Choice

Currency

Autonumber

Choice

Yes/no

We will use the below local choice value set which we can add by clicking *New choice*. Click on Save.

Sync with global choice? *

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

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

Choices	Sort
Label *	Value *
Junior Engineer	787,760,000
Senior Software Engineer	787,760,001
Team Lead	787,760,002
Architect	787,760,003
Manager	787,760,004

[+ New choice](#)

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

- Click on New Column and Specify the Display Name as *Joining Location* and select the data type as *Choice-> Choice*.

New column

Previously called fields. [Learn more](#)

Display name *

Description ⓘ

Data type * ⓘ

Single line of text

Date and time

Lookup

Choice

Currency

Autonumber

File

Yes/no

We will use the below local choice value set which we can add by clicking *New choice*. Click on Save.

Selecting multiple choices is allowed

Sync with global choice? *

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

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

Choices

Label *	Value *
:: <input checked="" type="checkbox"/> Bangalore	787,760,000
:: <input checked="" type="checkbox"/> Delhi	787,760,001
:: <input checked="" type="checkbox"/> Pune	787,760,002
:: <input checked="" type="checkbox"/> Ahmedabad	787,760,003

[+ New choice](#)

Save **Cancel**

- Click on New Column and Specify the Display Name as *Manager* and select the data type as *Lookup-> Lookup*.

New column

Previously called fields. [Learn more](#)

Display name *

Description ⓘ

Data type * ⓘ

|>

|>

|>

|>

|>

|>

|>

Specify the lookup table as *Employee* and click on Save.

Manager

Description ⓘ

Data type * ⓘ

|>

Required ⓘ

|>

Searchable ⓘ

Related table *

|>

Advanced options ▾

Save Cancel

Thus, we have created the columns needed for the Onboarding table.

Create Main Form for Onboarding Table

Now let's create the main form that would act as the front end for end users to input the onboarding data. To do this, Lets open the Forms section of the Onboarding table by going to All -> Onboarding

The screenshot shows the Power Platform Admin Center interface. On the left, there's a sidebar with navigation icons and a search bar. The main area is titled "EmployeeOnboarding > All". It displays a table with columns "Display name ↑" and "Name ↓". The table lists several entities: Candidate, Candidate Icon, Department, Employee, Expertise, Interview Feedback, Job Entry, and Onboarding. Each entity has a corresponding name like "emp_candidate", "emp_Candidate", etc.

Select Forms from the table.

EmployeeOnboarding > Tables > Onboarding

This screenshot shows the "Table properties" for the "Onboarding" table. It includes sections for "Table properties", "Properties", "Tools", "Schema", and "Data experiences". Under "Data experiences", the "Forms" option is highlighted with a green box. Other options include "Views", "Charts", and "Dashboards".

Create the main form by selecting New form -> Main Form

The screenshot shows the Power Apps Admin Center. In the top navigation bar, "New form" is selected. A dropdown menu is open, showing options: "Main Form" (which is highlighted with a green box), "Quick View Form", "Quick Create Form", and "Card Form". Below this, there's a table with columns "Form type" and "Name". It shows three entries: "Information" (Card), "Information" (Main), and "Information" (Quick View).

The Main form would show with few default columns. Lets add more columns to the form by dragging and dropping it from the left pane.

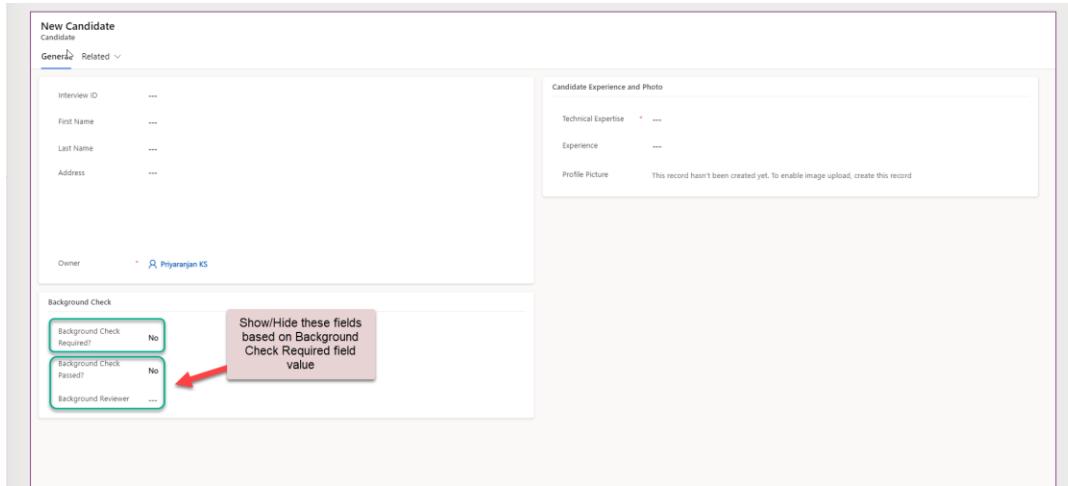
Thus, we have completed the designing of the Onboarding Form for the table and click on Save to save the changes

Business Rules

Business rules enables us to implement column level business logic. It can be applied on Main forms as well as Quick Create Forms. Some of the possibilities of Business Rules are :

- Set column values.
- Clear column values
- Set column requirement levels.
- Show or hide columns.
- Enable or disable columns.
- Validate data and show error messages.
- Create business recommendations based on business intelligence.

In our hands on, we will implement Business rules in the Candidate table. The candidate table contains a Background Check Section. In this section, we will show/hide the *Background check passed?* And *Background check reviewer* based on the value of *Background check required?*

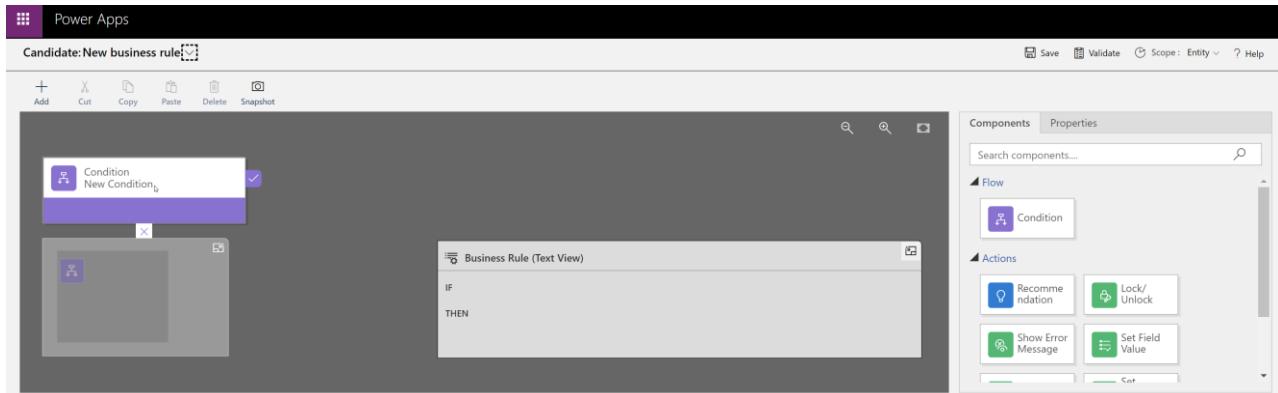


Add Business Rule

To add a new business rule, head over to the Candidates table and select the Business rules option.

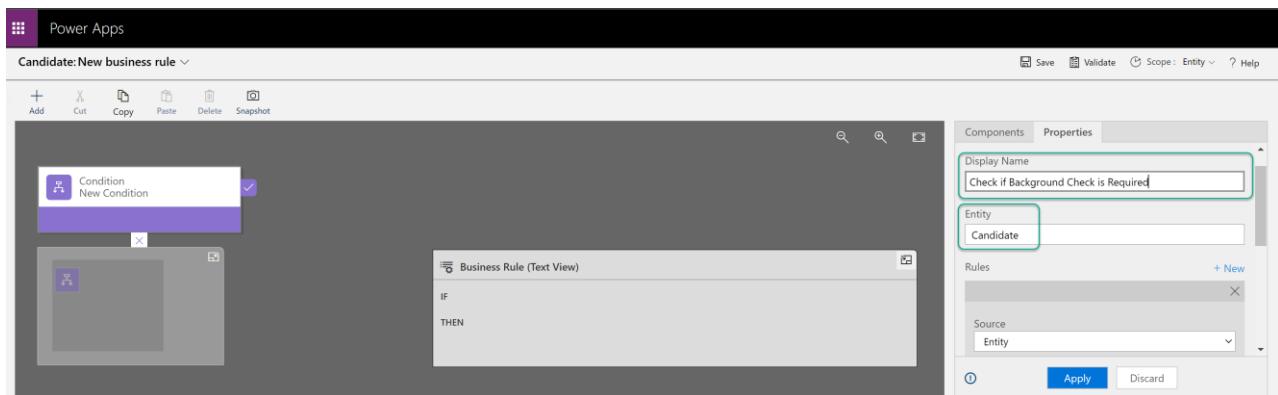
Click on New business rule to add a new conditional rule.

This will open the business rule designer where we can design the logic.



Every rule starts with a condition and by default a condition is added for you when the designer is opened. Business rule takes one or more actions based on that condition.

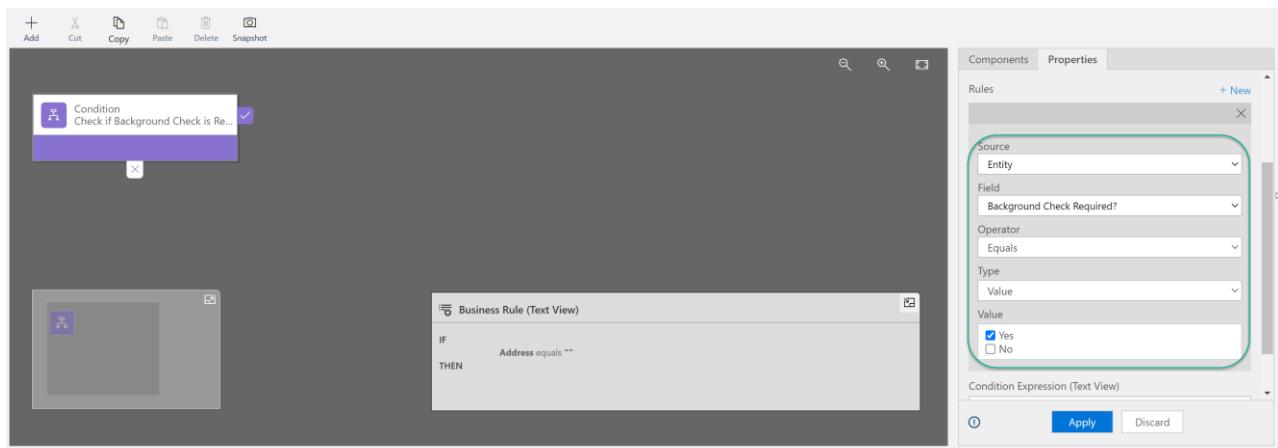
Lets change the Display Name of the condition to “*Check if Background Check is required*”. The entity will determine the table on which the rule will run. In our case it is the candidate table.



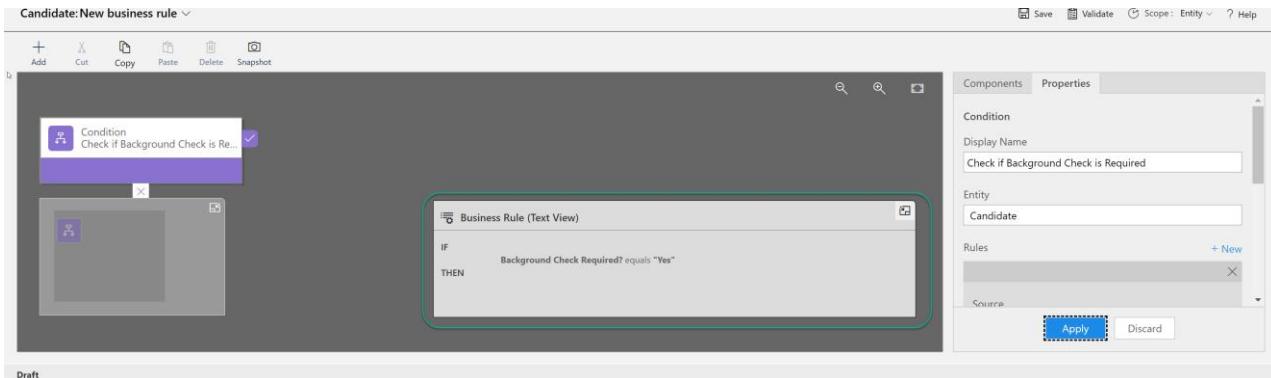
In the rules section, specify the field on which the condition has to be applied, which in our case is the “Background check required ?” field.

In the type , mention “Value” as we are evaluating if the field is equal to some value. Based on the requirement, we can also check if One field is equal to another field

Click on Apply.

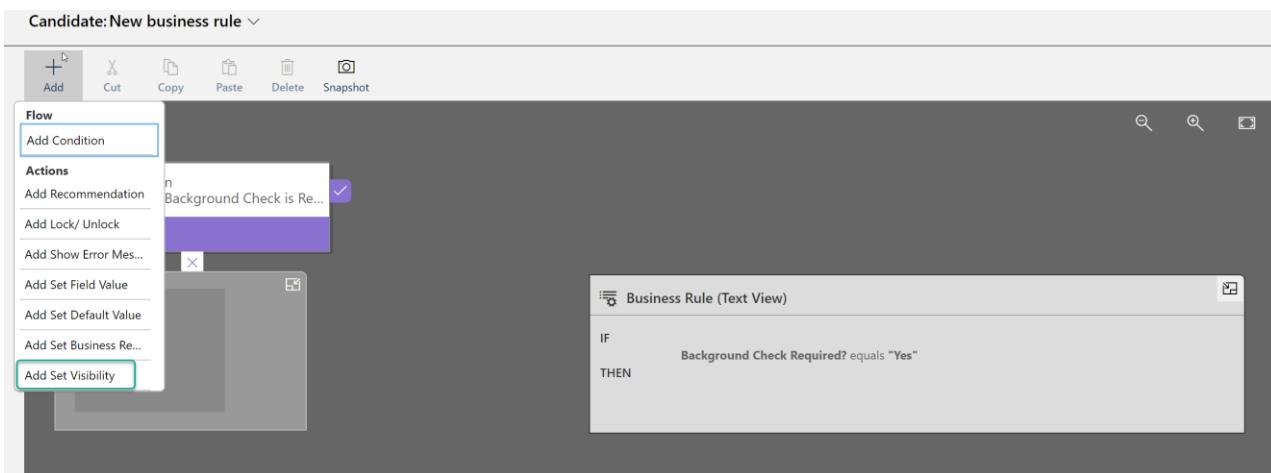


The condition has been saved and the equivalent logic can be viewed from the below highlighted bottom section.

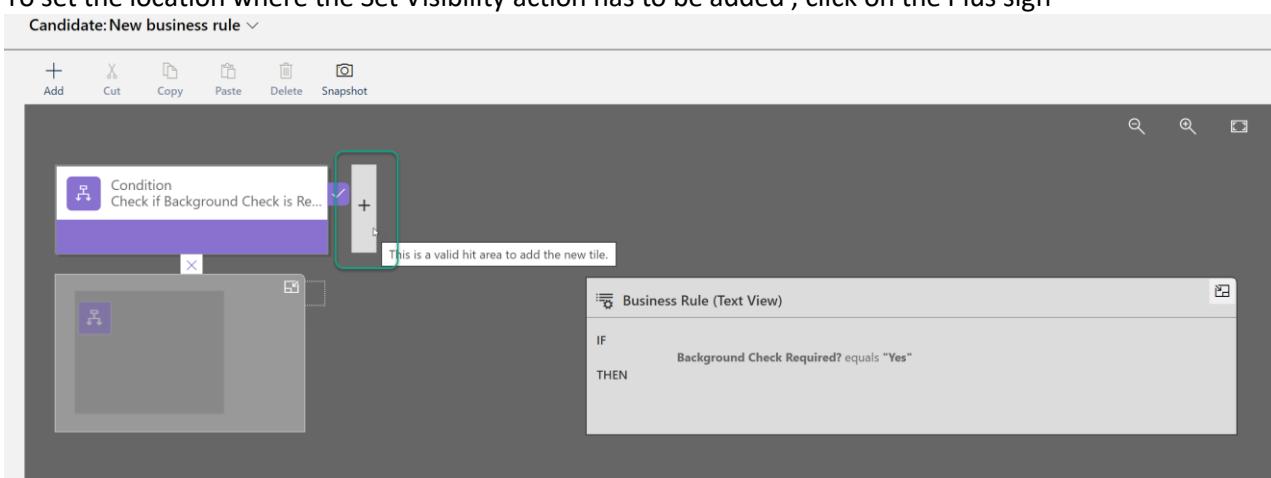


Now lets add the Actions to the right side of the condition, which will be executed if the condition evaluates to true.

Click on Add-> Add Set Visibility

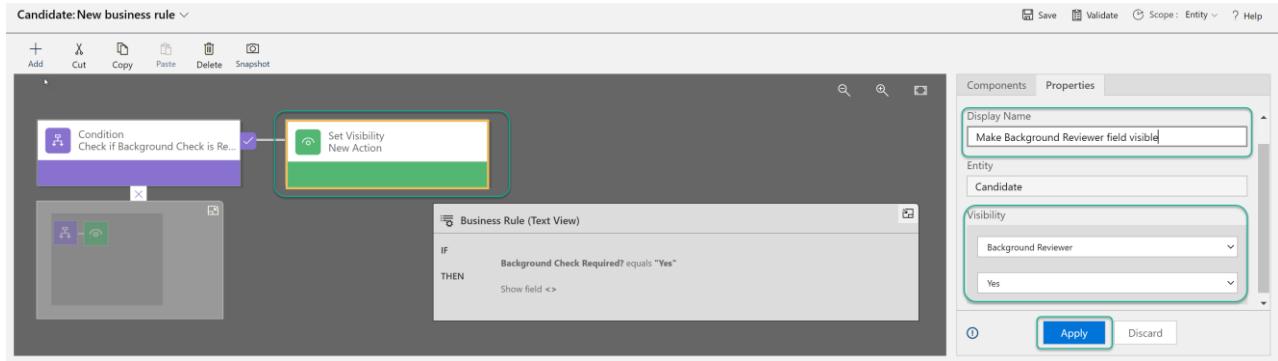


To set the location where the Set Visibility action has to be added , click on the Plus sign

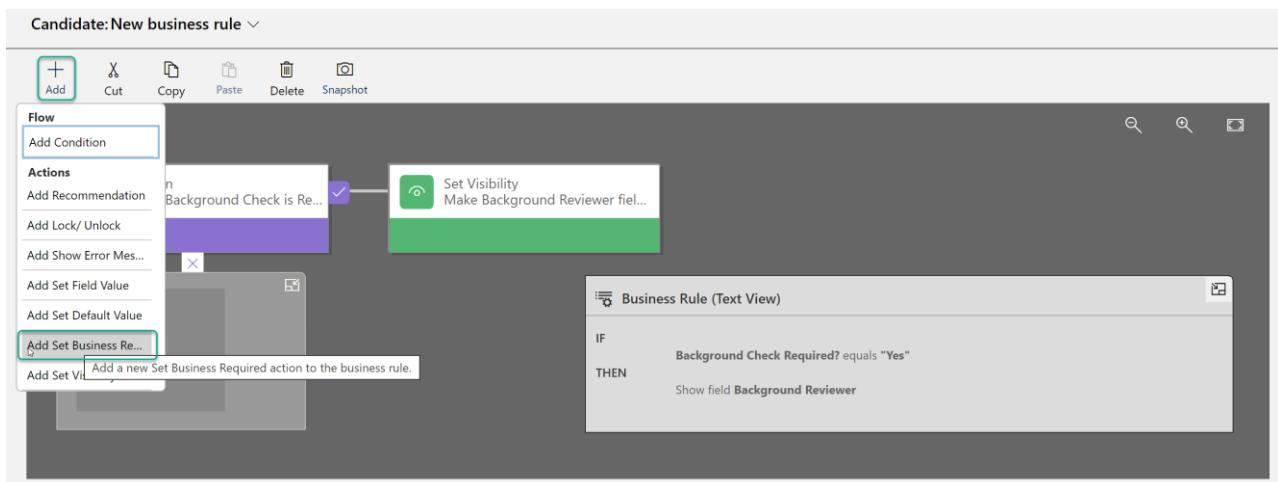


This will add the action tile in the Yes block. Let's rename it to “*Make background reviewer field visible*” and select the column “*Background reviewer*” in the visibility section and set it to “*Yes*”

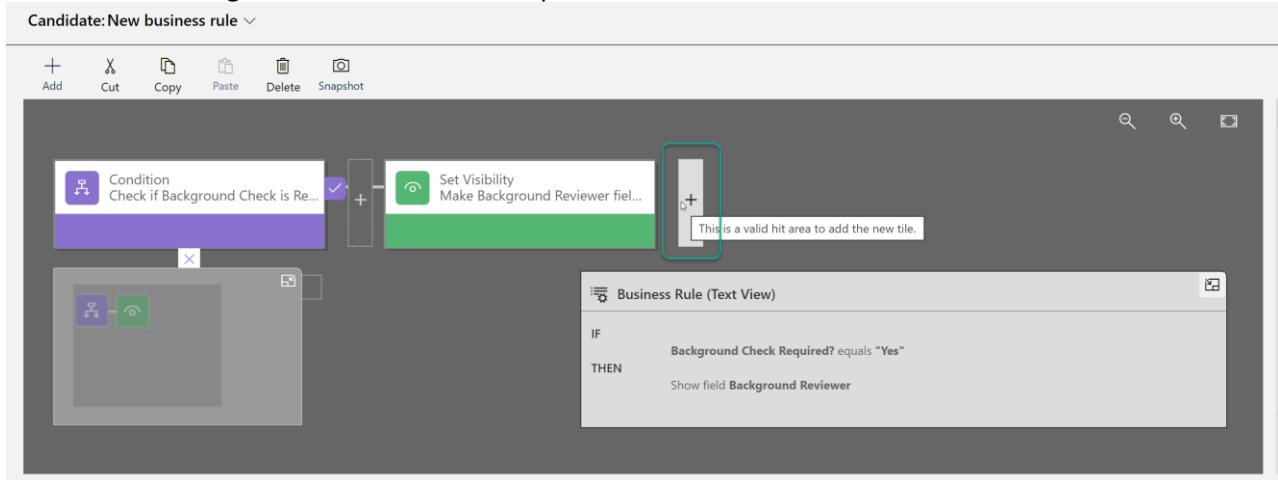
Click on *Apply*.



Let's add another action in the Yes block by clicking on Add. Select "Add Set Business Required"

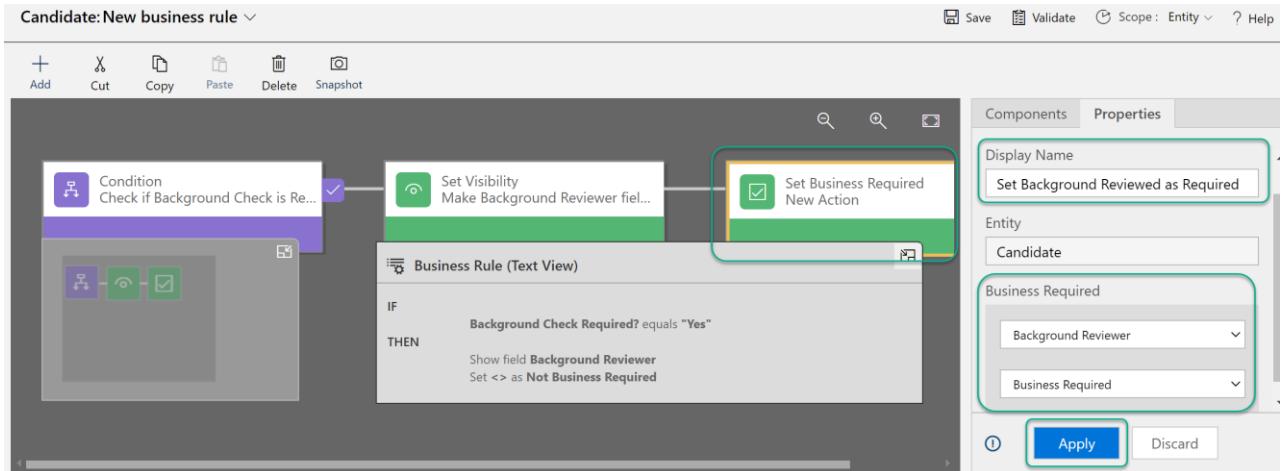


Click on the Plus sign to add the Business Required action to the Yes block.

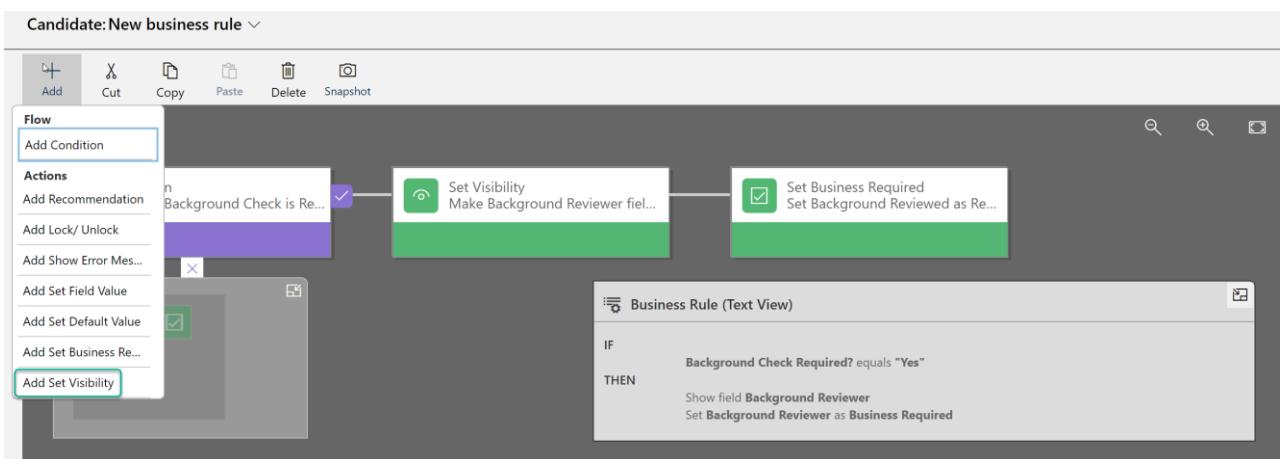


Lets rename the action to "Set Background Reviewer as Business Required". In the Business Required section select the column as "*Background Reviewer*" and set it to *Business Required*.

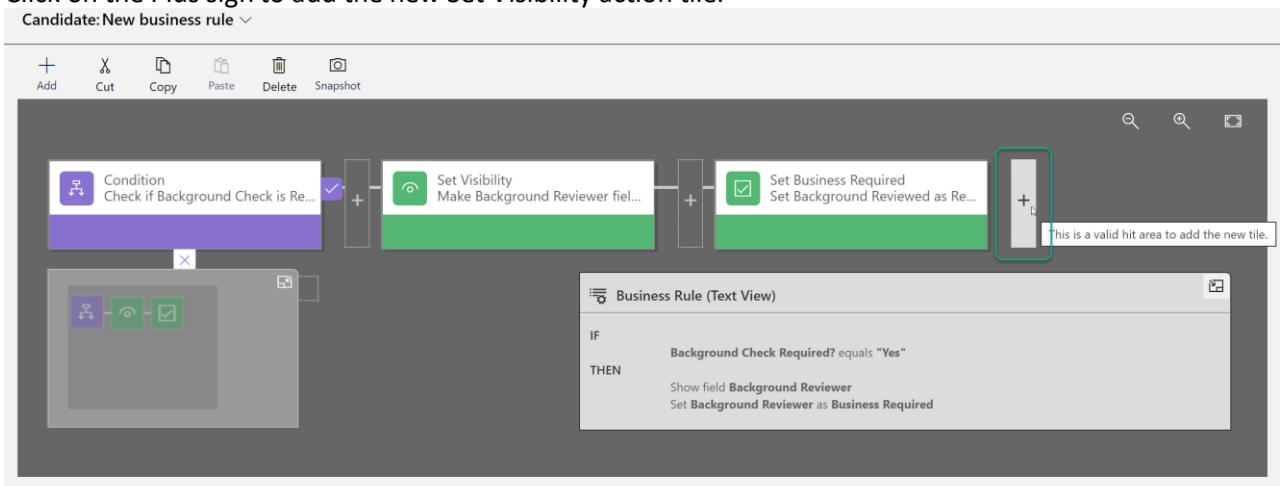
Click on Apply.



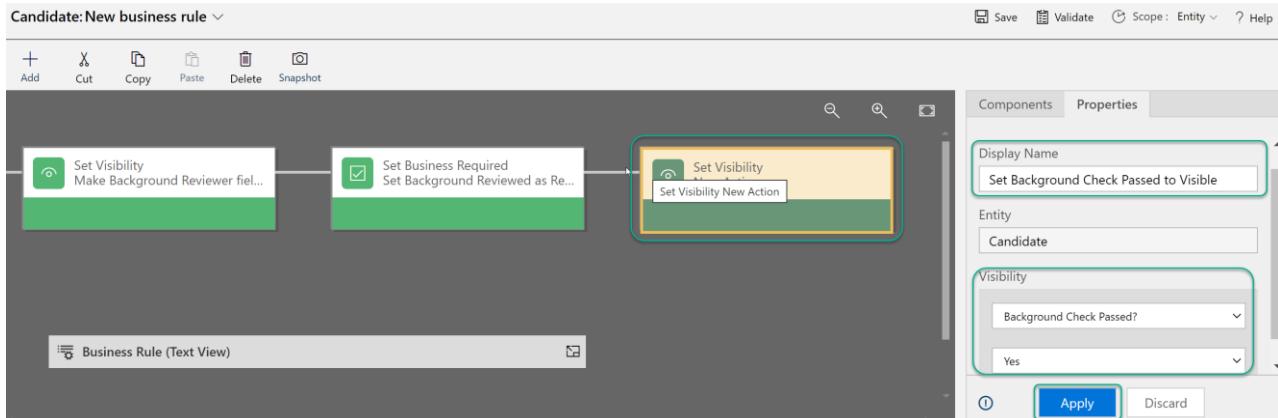
Now lets add another action by clicking on “Add” and select “Add Set Visibility”



Click on the Plus sign to add the new Set Visibility action tile.



Rename the display name to “*Set Background Check Passed to Visible*” and in the Visibility section select the “*Background Check Passed?*” column to Yes. Click on Apply.



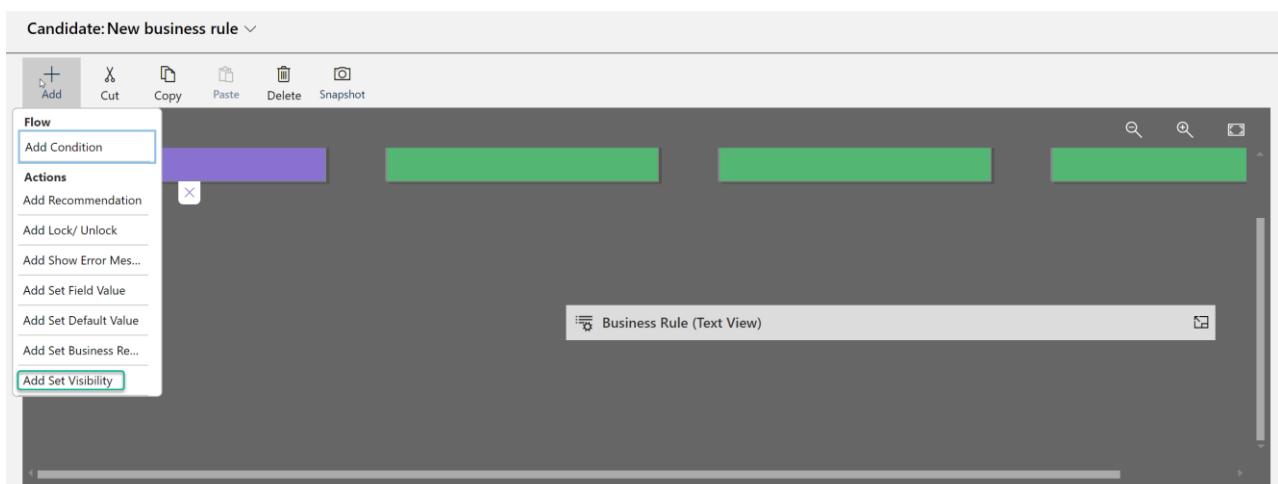
Thus, the Yes Block of the Business Rule Condition has been updated with the below actions

- Set Background Reviewer Visibility to Yes
- Set Background reviewer as Business Required
- Set Background Check Passed as Yes

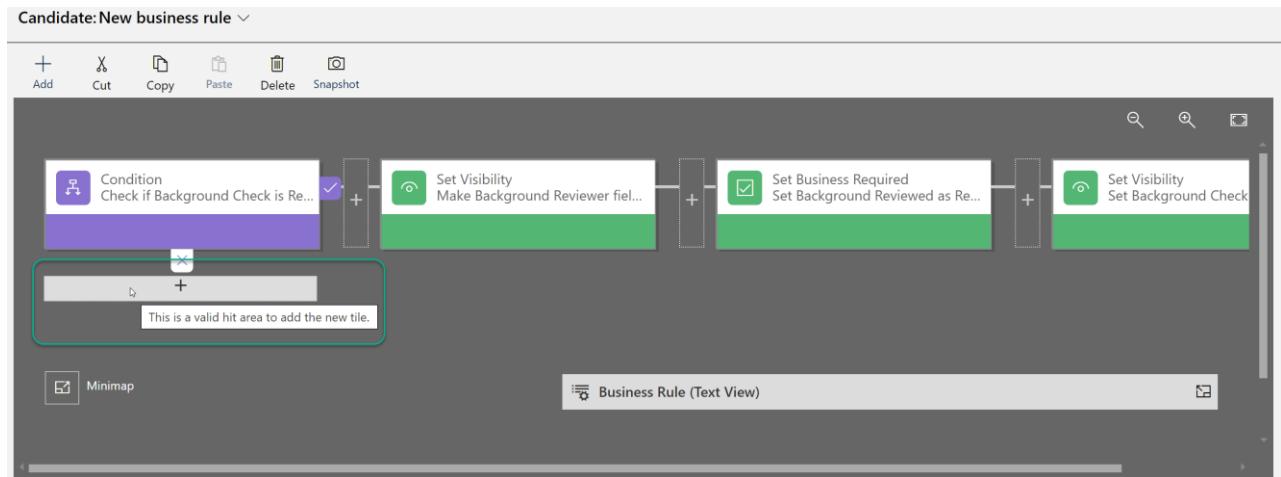


Now lets populate the No Block of the condition with opposite actions. The reason for populating the No block with Turning off the visibility Or Turning off Business required is because if a user toggles the Yes/No field on which the business rule is running, then the equivalent fields should also be turned on/off in response.

To do this, lets click on Add and select *Add Set Visibility*

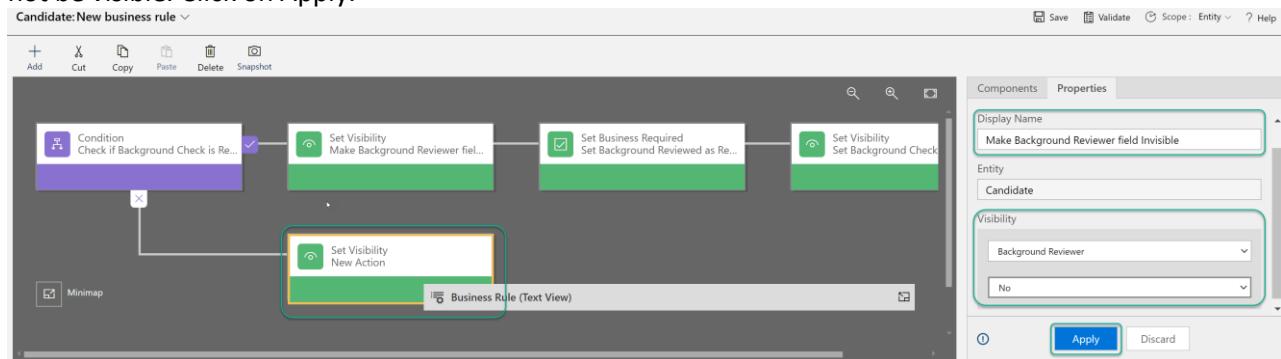


Click on the Plus sign to add the Visibility action so that we can configure it.

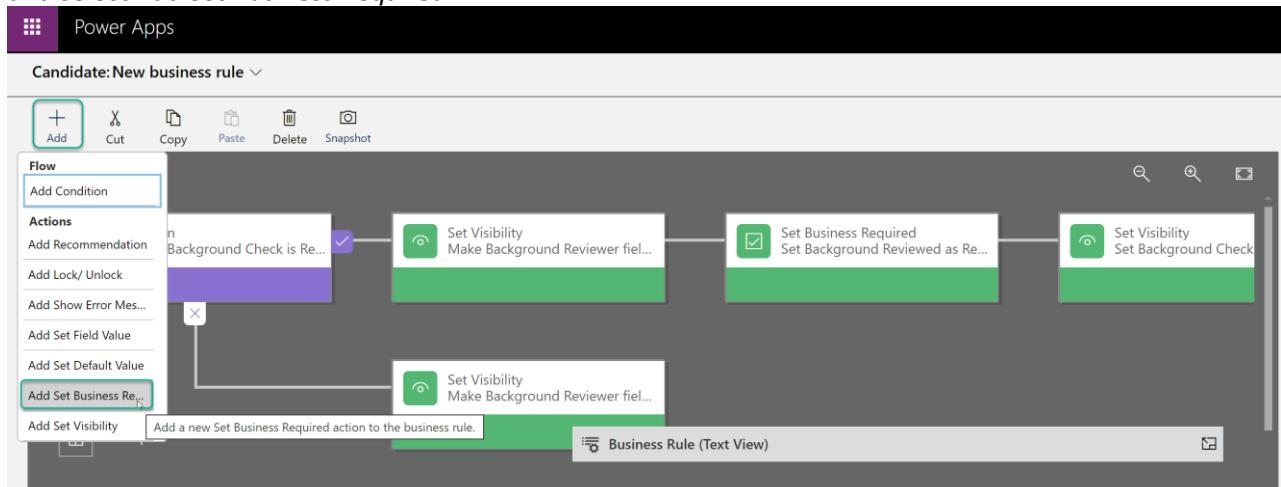


Let's rename the field to “*Make background reviewer field invisible*” and in the visibility section, select the column “*Background Reviewer*” from the dropdown and set it to *No*.

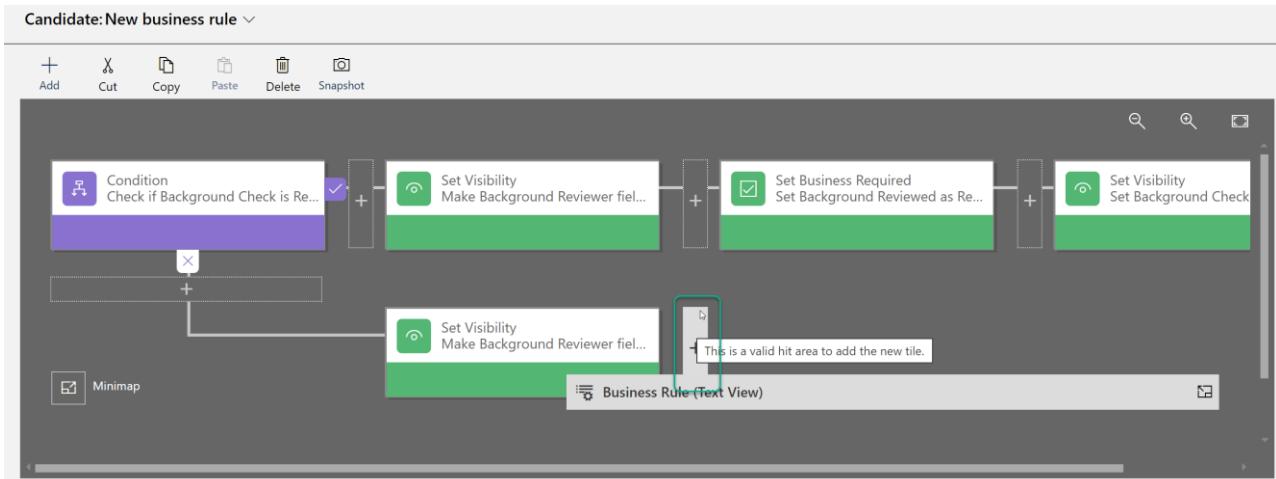
This will ensure that if the *Background Check* field is selected as *No*, then, *Background Reviewer* field will not be visible. Click on *Apply*.



Now let's add an action to set the *Background reviewer* as not business required. To do this, click on *Add* and select *Add Set Business Required*.

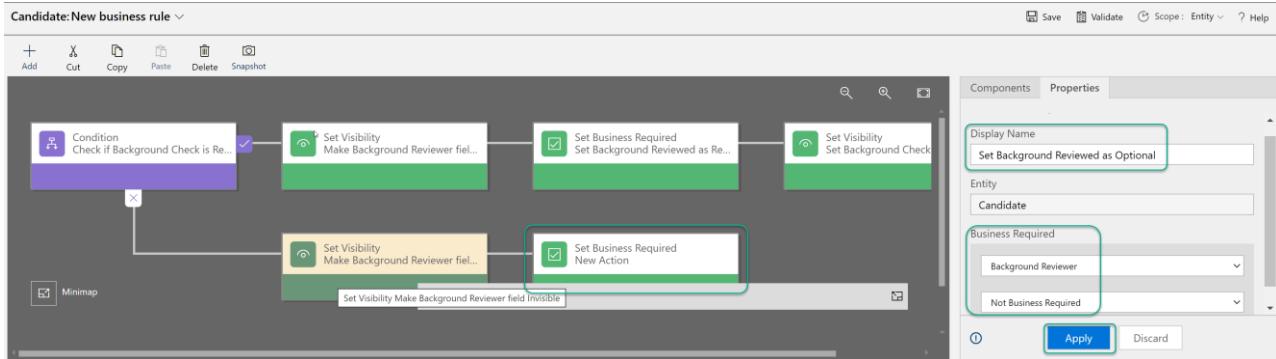


Click on the Plus sign to add the action to the designer.

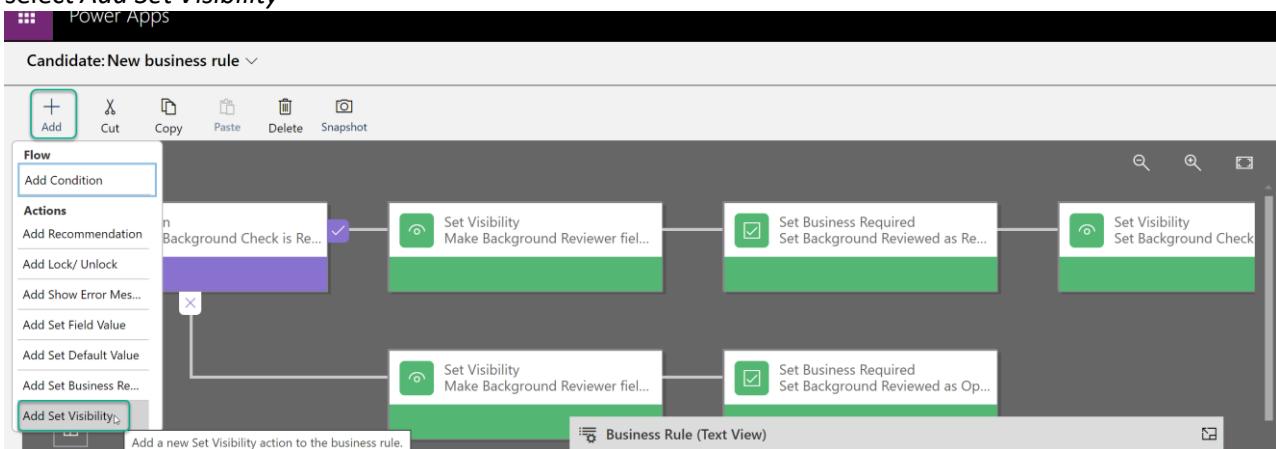


Rename the action to “*Set Background Reviewed as Option*” and in the Business Required section, select the column “*Background Reviewer*” from the dope down and set it to *Not Business Required*

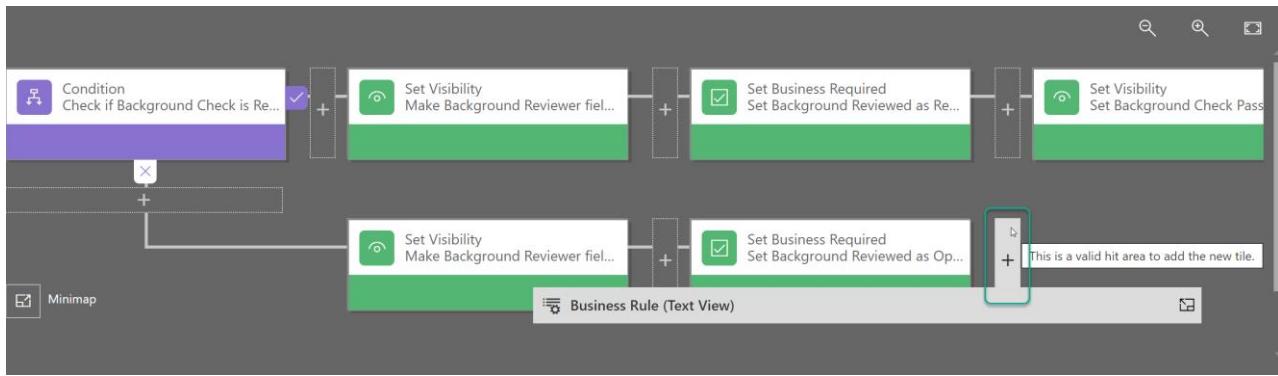
Click on Apply



Lets add the final action to set the Visibility of *Background Check Passed* field to hidden. Click on Add and select Add Set Visibility



Select the Plus sign to add the action on to the designer.



Rename the action to “*Set Background Check Passed to Invisible*” and in the Visibility section, select the column “*Background Check Passed ?*” and set it to *No*

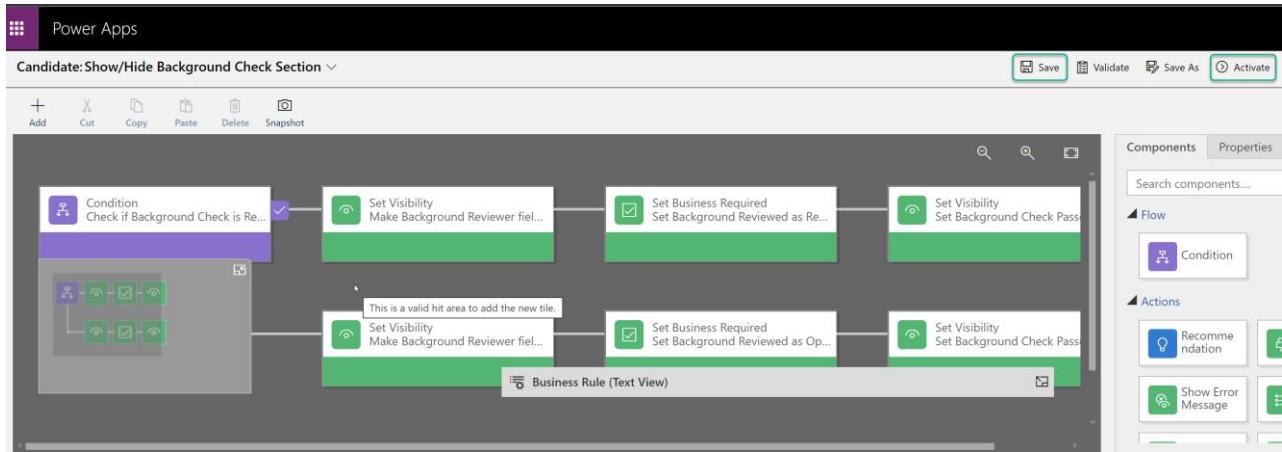
Click on **Apply**.

Thus in the No block , we have added the below actions :

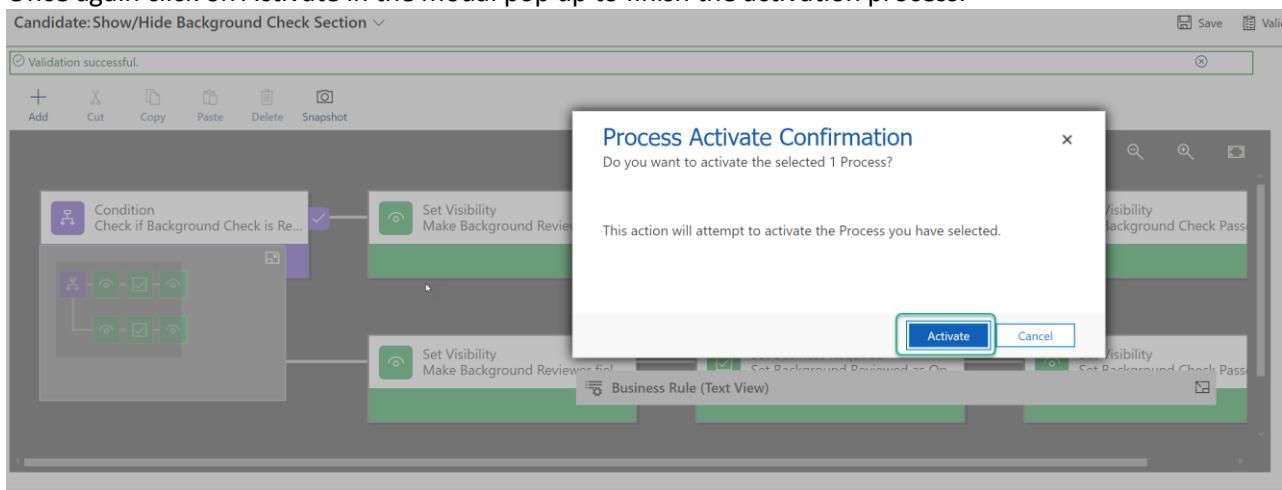
- Set the Background Reviewer to Hidden
- Set the Background Reviewer to Not Business Required
- Set the Background Check Passed ? to Hidden

Let's give a name to the Business Rule by clicking on the Arrow next to “New business rule” . Click on Save.

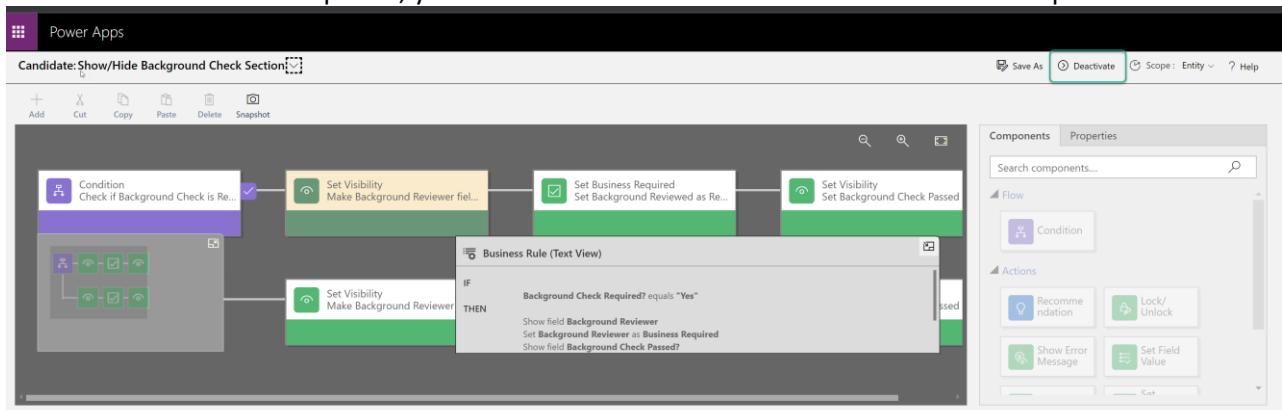
The overall Business Rule will now look like below. Once you have clicked on Save, Click on Activate to publish the business rule which will make it available for use to end users.



Once again click on Activate in the modal pop up to finish the activation process.



Once the activation is completed, you will be able to see the deactivate button at the top .



Head back to the solution from which the business rule designer was launched and click on Done.

The screenshot shows the 'Business rules' section for the 'Candidate' table in the 'EmployeeOnboarding' database. A modal window is open, indicating that a new Business rule is currently being created. It includes a 'Done' button and a note about refreshing the page after saving changes.

Now we can see the recently created business rule associated with the candidate table.

The screenshot shows the 'Business rules' section for the 'Candidate' table. A single rule is listed: 'Show/Hide Background Check Section'. The 'Status' is set to 'On' and the 'Scope' is 'Table'.

Name	Status	Scope
Show/Hide Background Check Section	On	Table

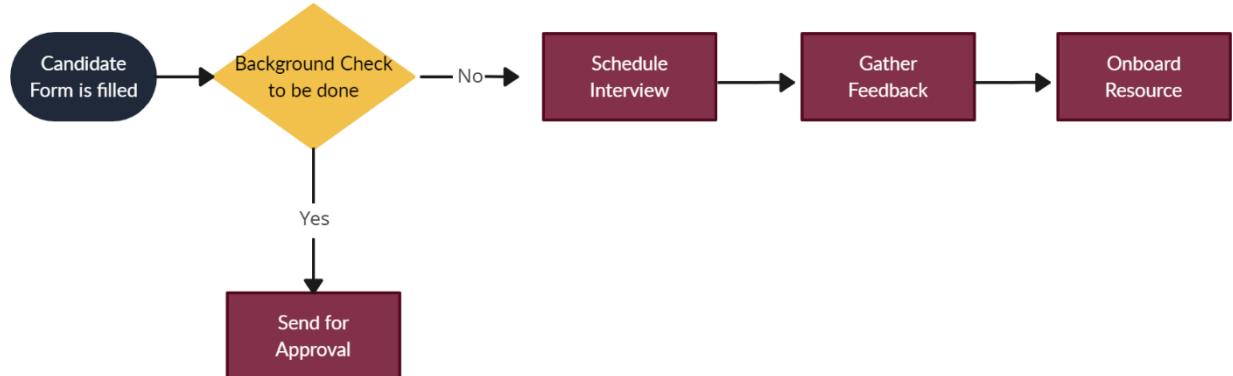
This completes the creation of the Business rule for the candidate table.

Business Process Flow

Business processes provide a step-by-step timeline for the stages of a process. We can open the menu for the active stage, enter each column of required and business-critical data, and then select the next stage when we are ready.

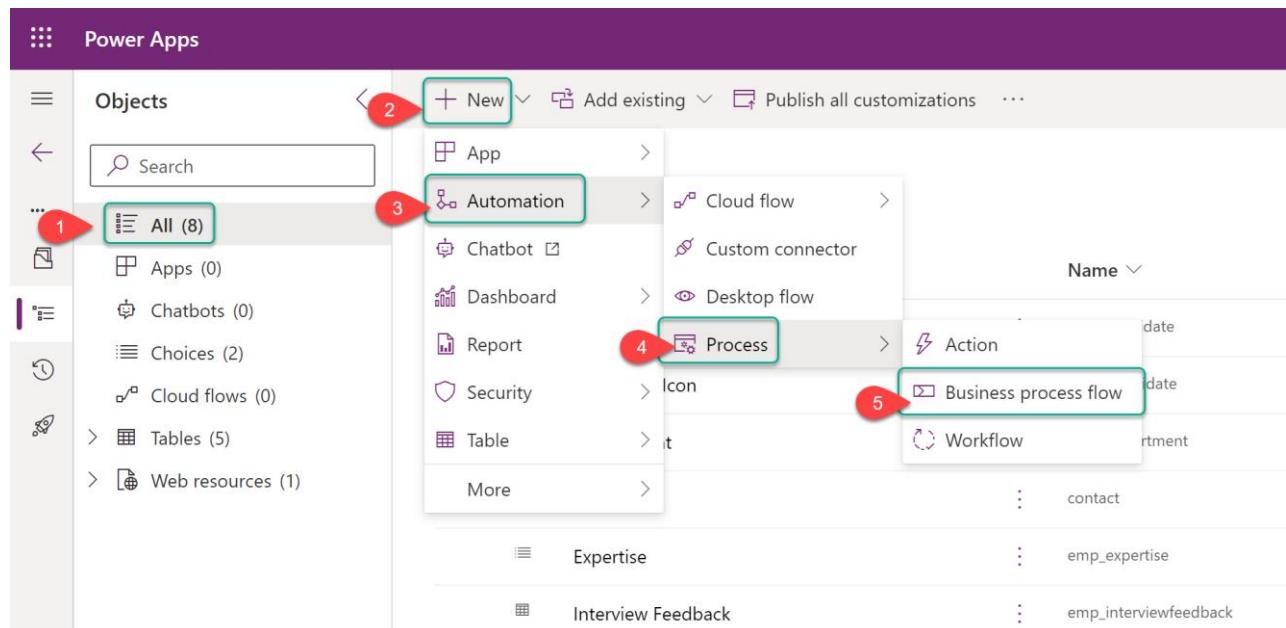
The biggest benefit of Business Process flow is that it helps us to view each step that we need to take to create the new row and fill out the required information according to your organizations business process. So it provides a step by step process guideline to complete the actions.

In our scenario, the business process flow will follow the below flow.



Create Business Process Flow

We will try to achieve this process flow in the solution by creating a business process flow. To do this, head over to the Solution and Select All-> New -> Automation -> Process -> Business process flow.



Let's name the flow as Onboarding Process flow and set the destination table on which the process flow will run as *Candidate* table

New business process flow X

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

Type	Managed	Last Modified
Table	No	2 days ago
Web Resource (P...)	No	2 days ago
Choice	No	-
Table	Yes	2 days ago
Choice	No	-
Table	No	1 day ago
Table	No	1 day ago
Table	No	1 day ago

Display name *

Name *

Table *

Create **Cancel**

The default design view would look as below:

Onboarding Process Flow ...

Add Cut Copy Paste Delete Snapshot Connector

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

Candidate New Stage Details

1 0

Components Properties

- Flow
 - Stage
 - Condition
- Composition
 - Data Step
 - Workflow
 - Action Step

Global Workflow (0)

Select the stage and change the display name to “Enter Candidate Details”

Onboarding Process Flow ...

Add Cut Copy Paste Delete Snapshot Connector

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

Candidate New Stage Details

1 0

Components Properties

Stage

Display Name

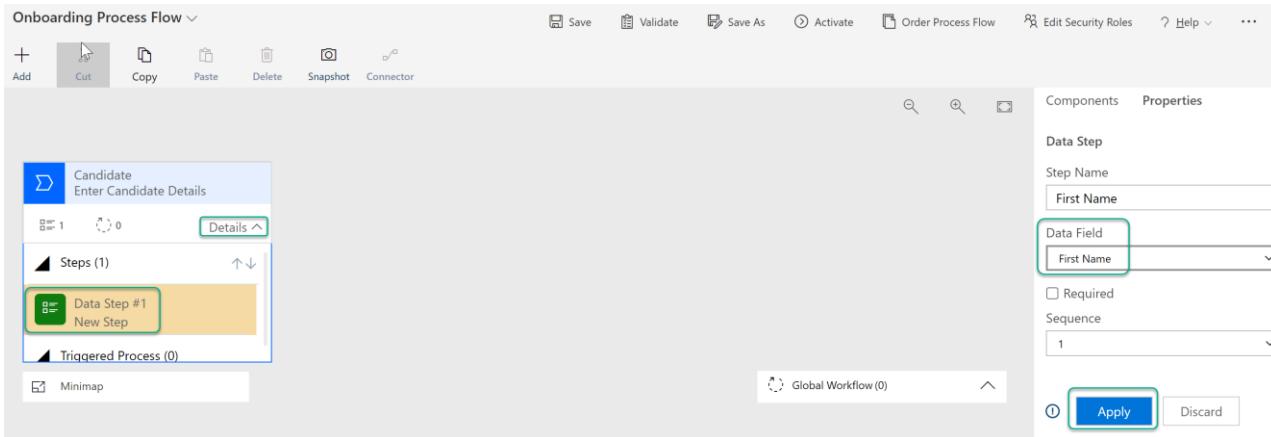
Category

Entity

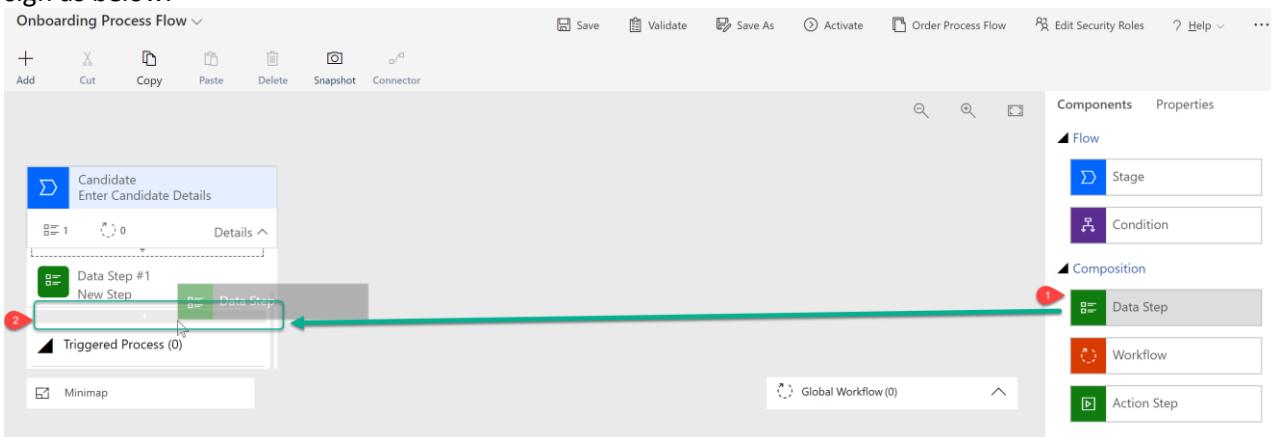
Business Rules Business rules for this stage's entity

Apply **Discard**

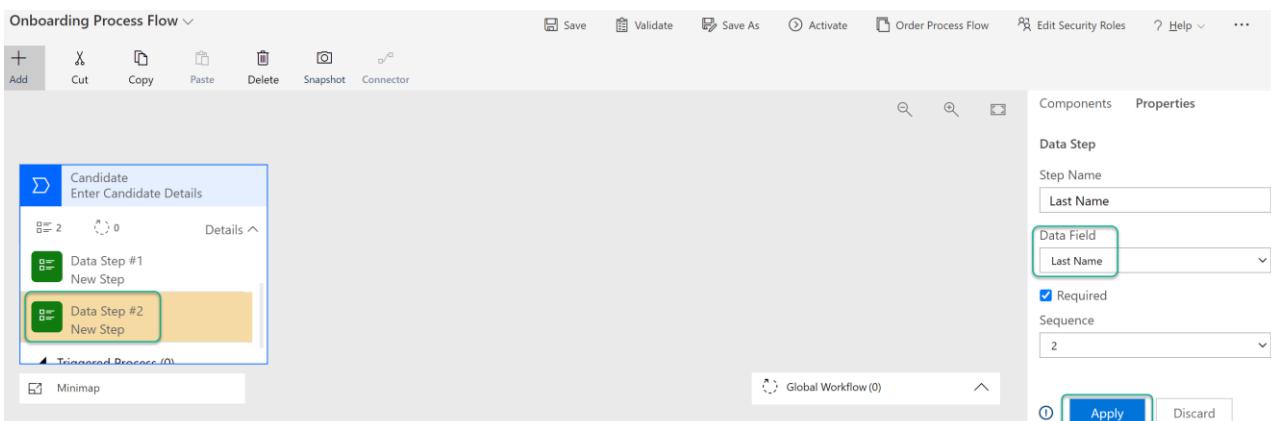
Expand the details section and select *Data Step #1*. In the properties section, select First Name from the Data Field Drop down and click on Apply



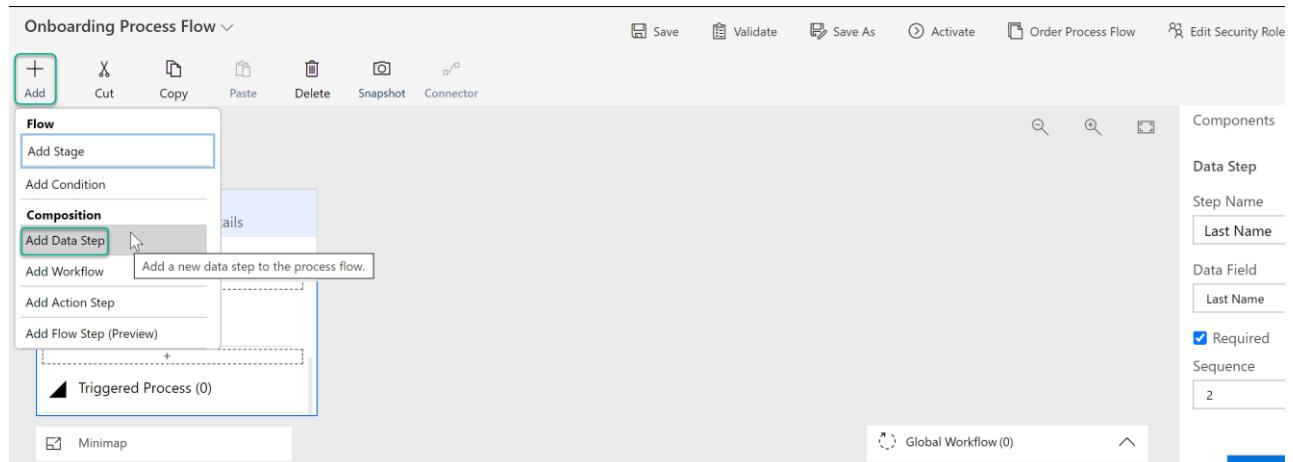
Lets add another data step, by selecting components tab and dragging and dropping Data Step to the Plus sign as below.



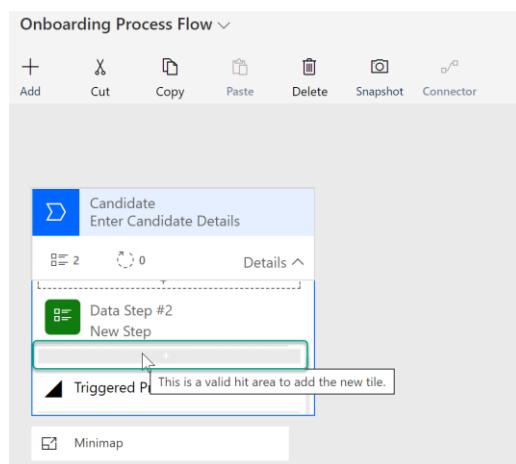
Select the newly added *Data Step #2* and update the Data Field in Properties to *Last Name*. Click on Apply.



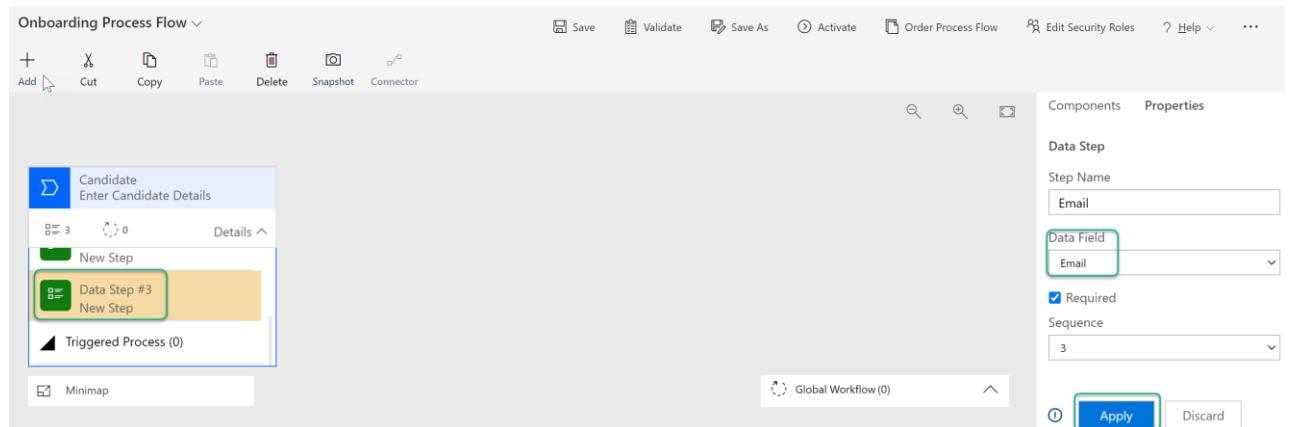
Lets add another Data Step. This time rather than selecting from components, lets explore another option. Click on Add and select “Add Data Step”



Below the Data Step #2, select the Plus icon, so that the data step will get dropped in this location.



Select the data field and from the properties tab, Update the *Data Field* with the drop-down field value *Email*. Click on **Apply**.



Add one more final field in this stage by dragging and dropping the data stage from the Components section. Click on **Apply**

The screenshot shows the Microsoft Power Automate designer interface for an "Onboarding Process Flow". The main area displays a "Candidate Enter Candidate Details" step, which is a Data Step with sequence 4. Below it are other steps: "Data Step #4 New Step" and "Triggered Process (0)". The top navigation bar includes Save, Validate, Save As, Activate, Order Process Flow, Edit Security Roles, Help, and more. A right-hand sidebar titled "Components" shows a "Data Step" configuration panel with fields for Step Name (Background Check Required), Data Field (Background Check Required), Required (unchecked), and Sequence (set to 4). Buttons for Apply and Discard are at the bottom.

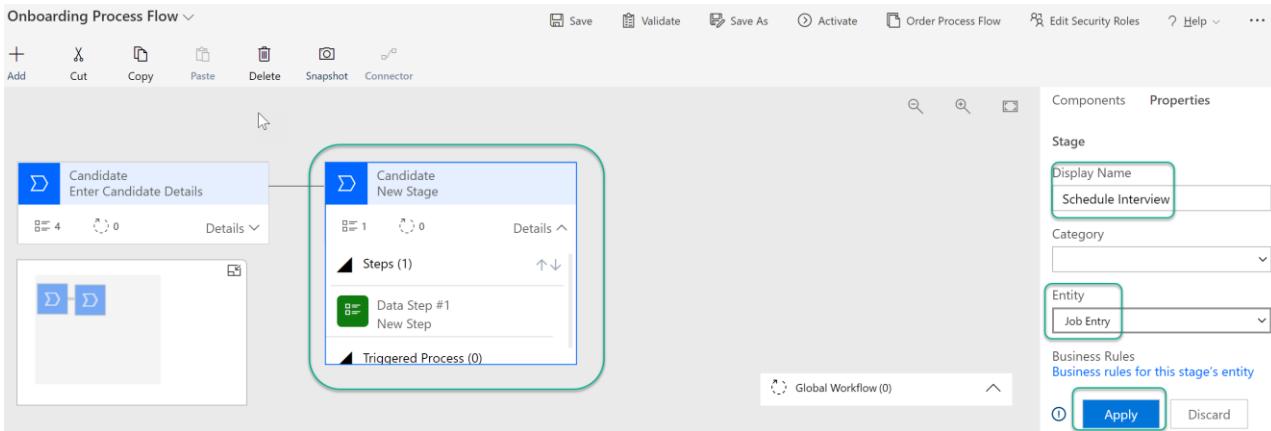
Now lets add the next stage in the process flow by selecting Add -> Add Stage

This screenshot shows the "Onboarding Process Flow" designer with the "Add Stage" button highlighted in the top left toolbar. The main area displays a "Flow" section with a "Details" view for a step labeled "First Name". Other options like "Add Condition", "Composition", and "Add Data Step" are visible in the sidebar.

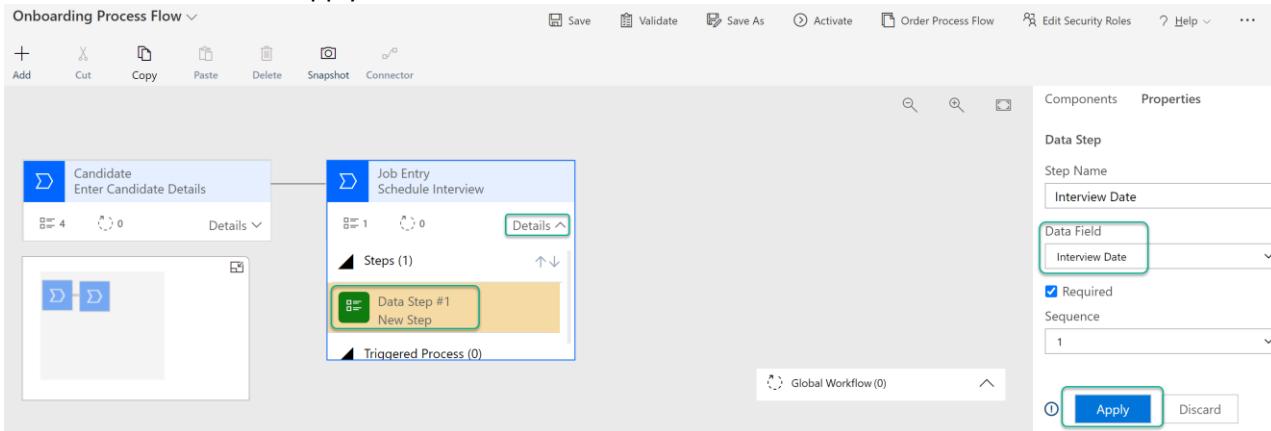
Click on the Plus sign to drop the newly selected stage on to the designer.

This screenshot shows the "Onboarding Process Flow" designer. A plus sign icon with a dashed hit area is displayed over the workspace, indicating where a new stage can be dropped. The workspace contains a "Candidate Enter Candidate Details" step with sequence 4 and other steps below it. The top navigation bar is visible.

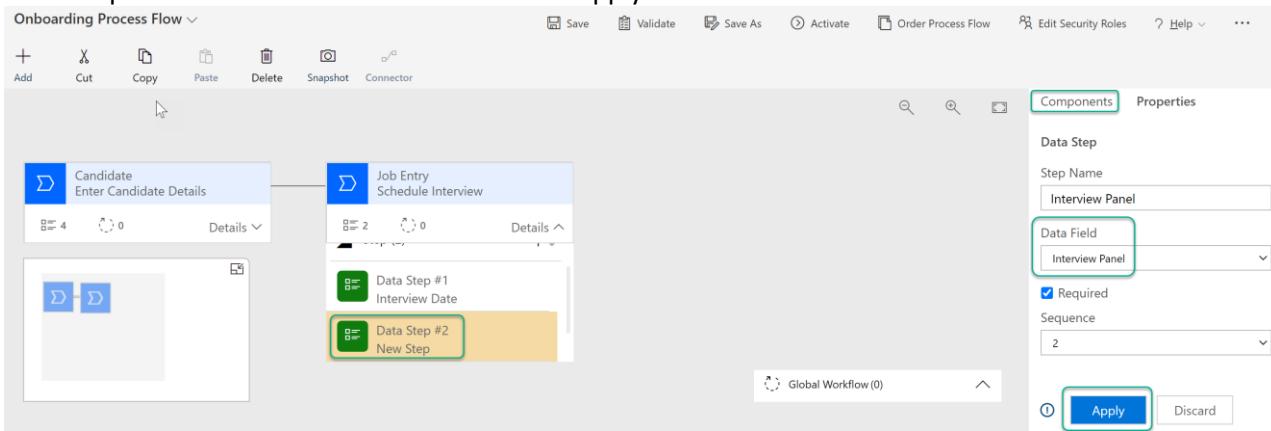
Select the newly added stage and change the display name to "Schedule Interview" and update the Entity field to "Job Entry" as we are updating back the data to this table. Click on Apply.



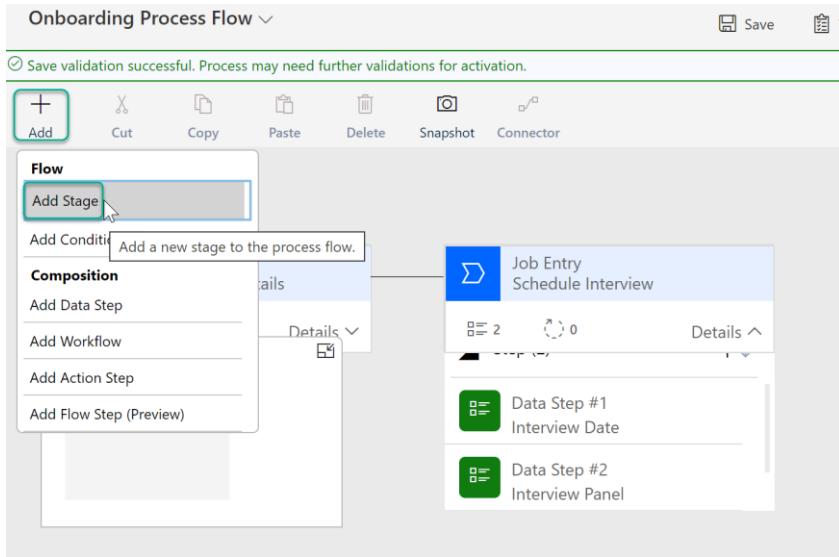
Expand the Details section, select *Data Step #1* and update the *Data Field* in the properties tab to *Interview Date*. Click on *Apply*



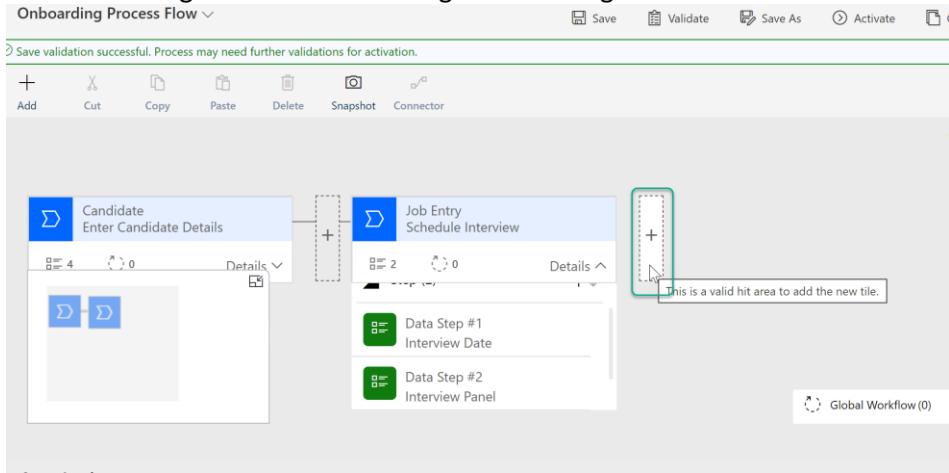
From components section, drag and drop Data Step to the stage. Select *Data Step #2* and select the *Data Field* drop down to *Interview Panel* and click on *Apply*.



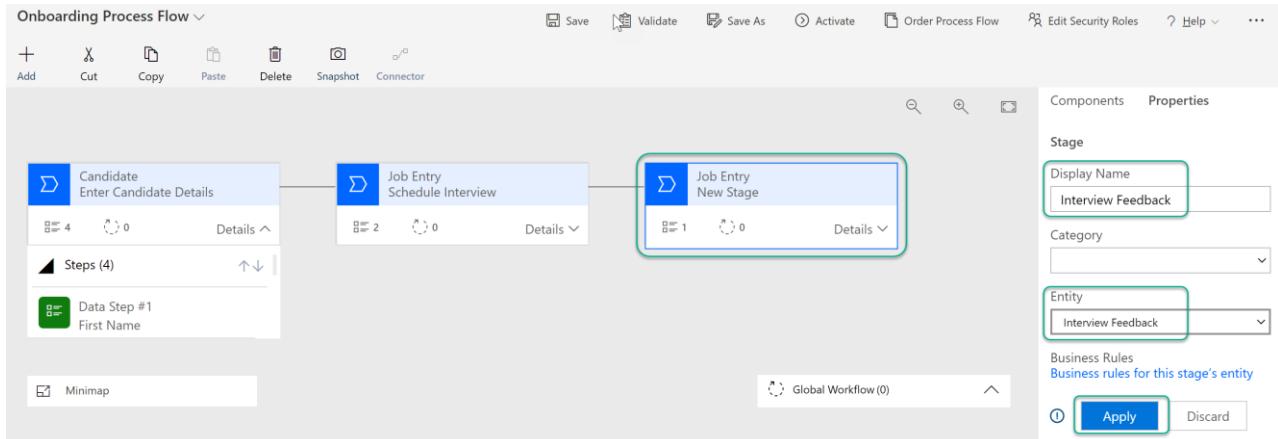
Now let's add another stage to the Flow designer by clicking on Add-> Add Stage



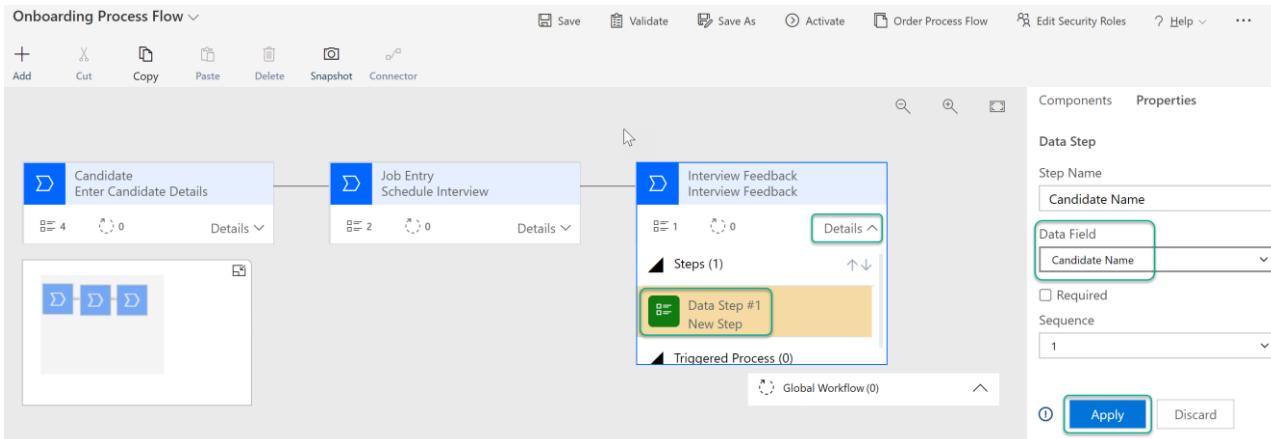
Click on Plus sign to add the new stage to the designer.



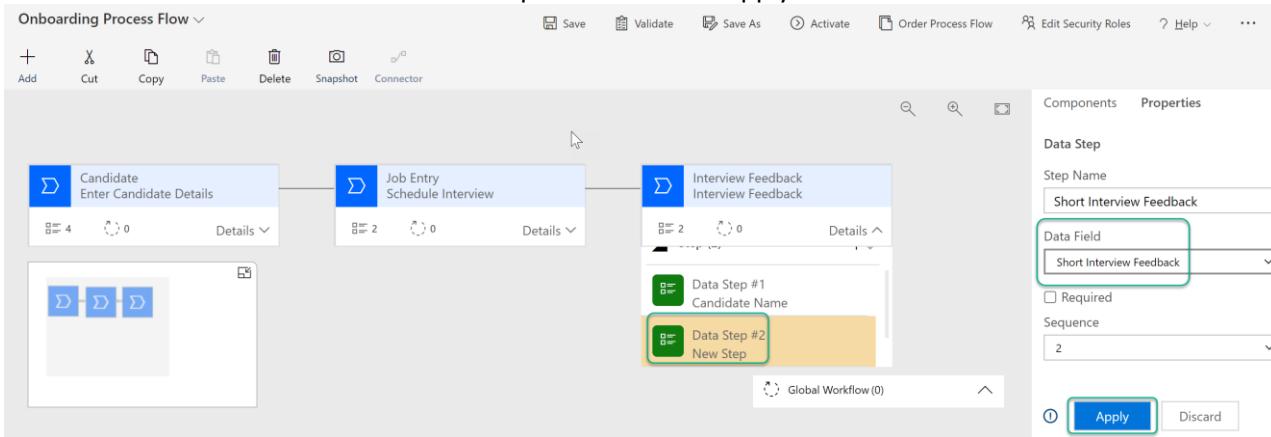
Select the newly added stage and from the properties tab change the Display Name to Interview Feedback and select the Entity(table) as Interview Feedback. Click on Apply



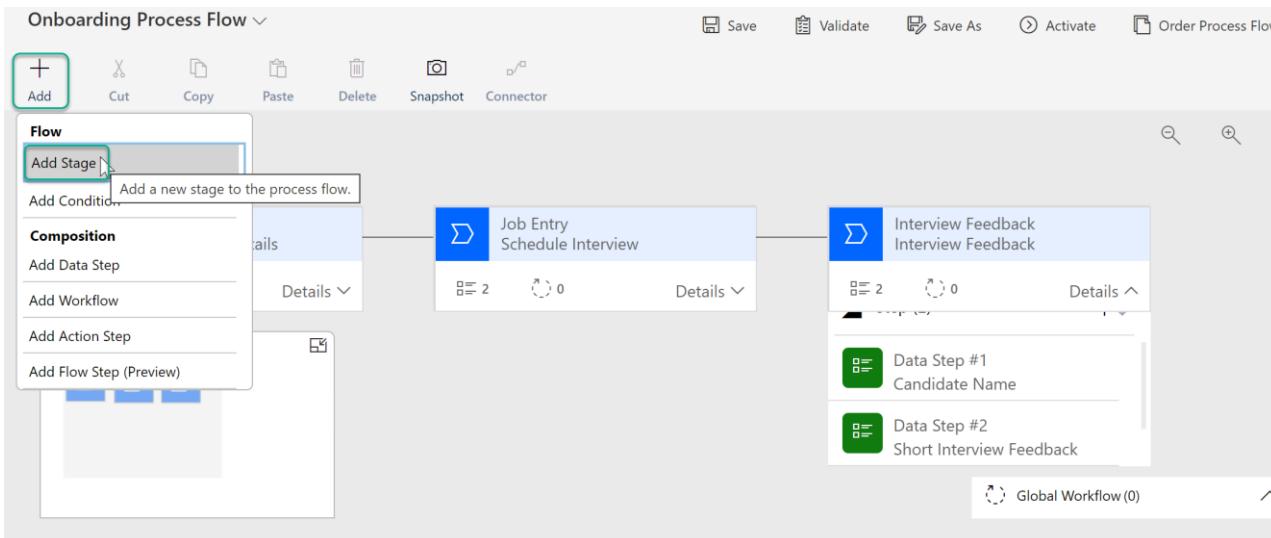
Now let's add the Data steps to the stage. Click on Details and Select Data Step #1. From the Data Field drop down, select Candidate Name. Click on Apply



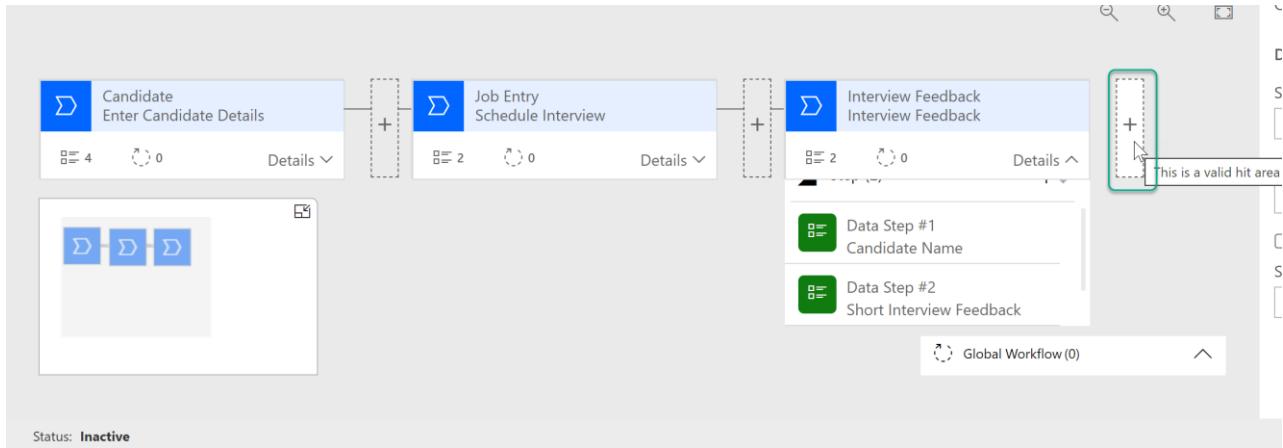
From Components tab, Drag and Drop Data Step to the stage. Select Data Step #2 and select *Short Interview Feedback* from the Data Field drop down. Click on Apply



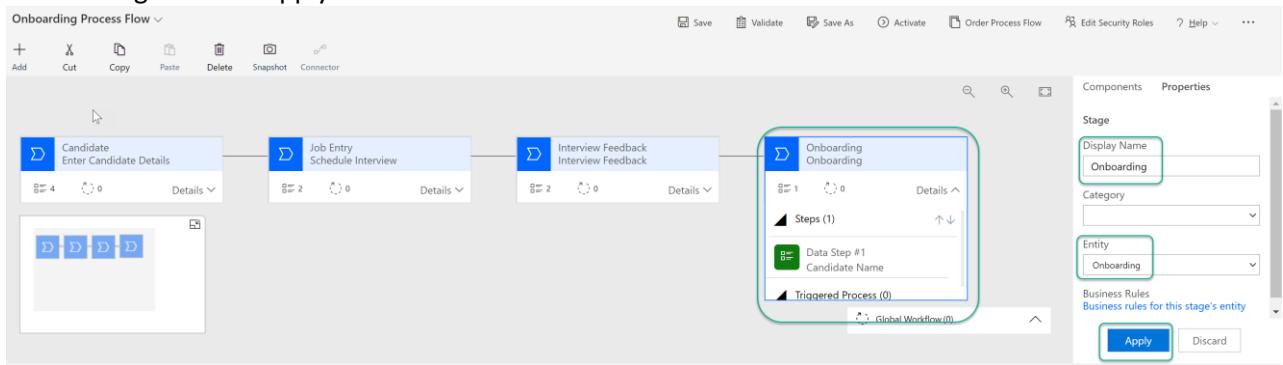
Let's add one last stage from Add -> Add Stage



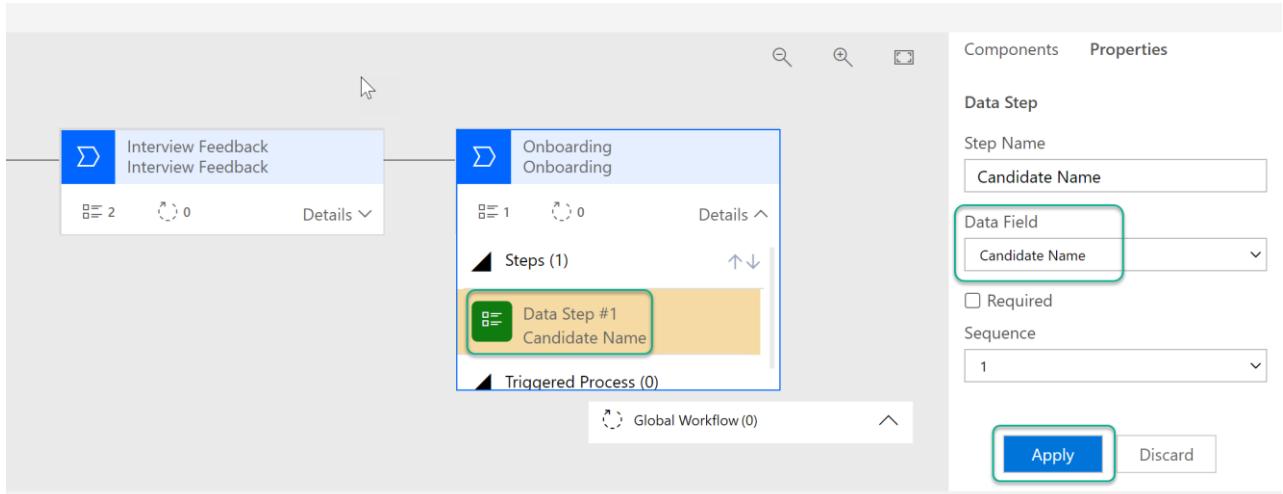
Click on Plus sign to add the Stage to the flow designer.



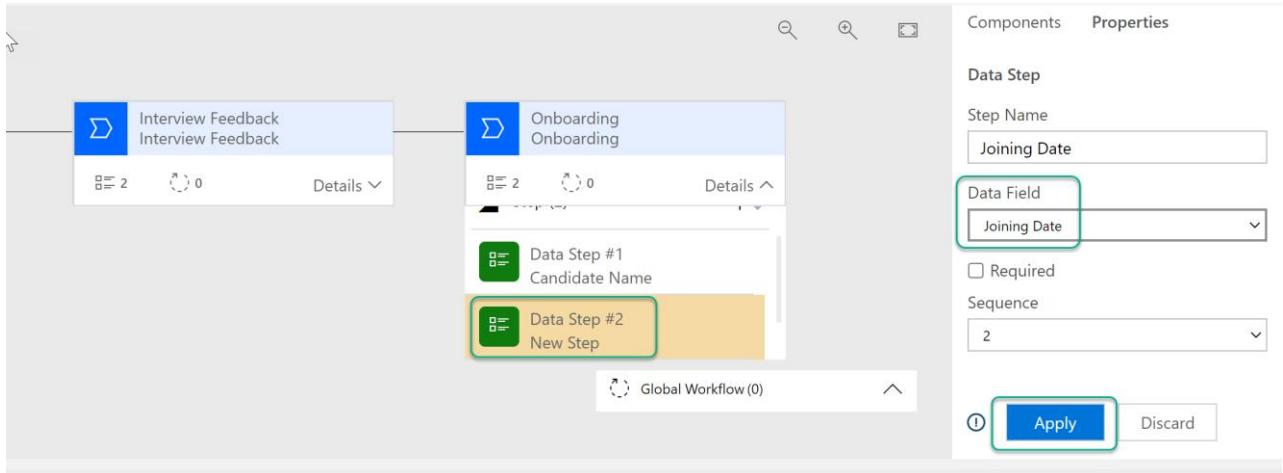
Select the stage and rename it to Onboarding and select the entity on which the updates will happen as Onboarding. Click on Apply



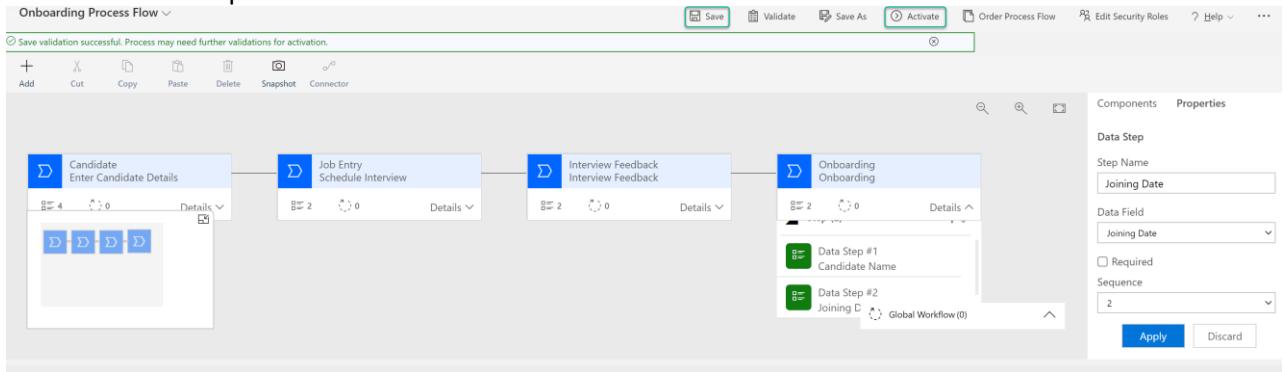
Now let's add the data steps to the stage. Select the default *Data Step #1* and Select the Data field drop down as *Candidate Name*. Click on Apply.



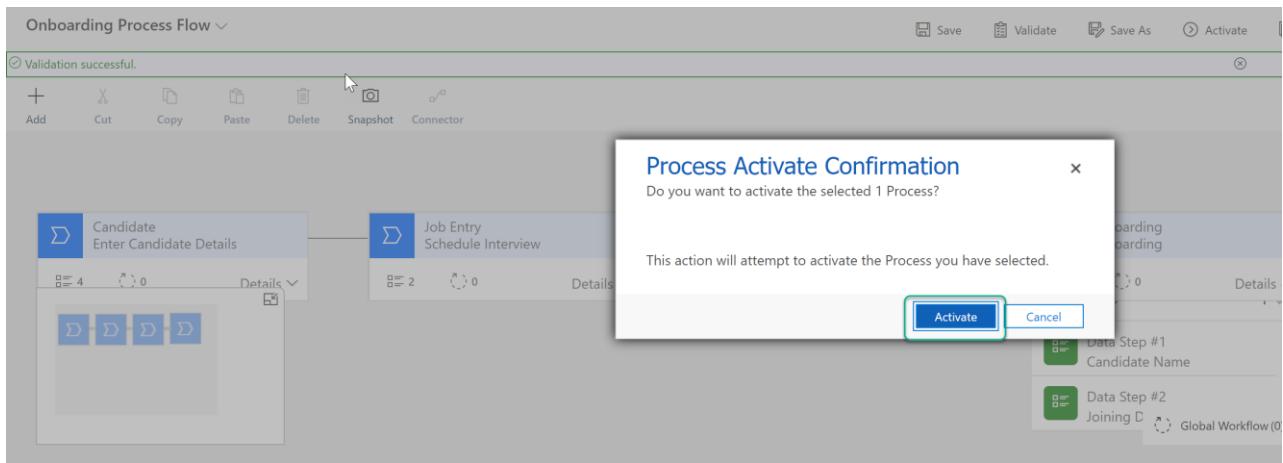
Lets add one more Data Step by dragging and dropping it from the Components tab. Select Data Step #2 and select the Joining Date column from the drop down. Click on Apply.



Thus we have completed the basic Business Process Flow creation. Let's Save and Activate the flow



Click on Activate from the Pop up to complete the activation process.



Call Power Automate from Business Process Flow

In our scenario, Once the candidate details are entered in the Form, we have an option to toggle the "Background Check Required ?" field to Yes/No . If the user toggles it to Yes, then we will initiate a Background check process via power automate where an internal employee will get the notification to do the manual check on the candidate.

To do this , we will create a Power Automate and conditionally call it from the Business Process Flow

New Candidate

Candidate

Onboarding Process Flow
Active for less than one minute

Add a new Process flow Step

Enter Candidate Details (< 1 Min)

Schedule Interview

Interview Feedback

Onboarding

General Related

Interview ID

First Name

Last Name

Address

Owner: Priyaranjan KS

Background Check

Background Check Required: No

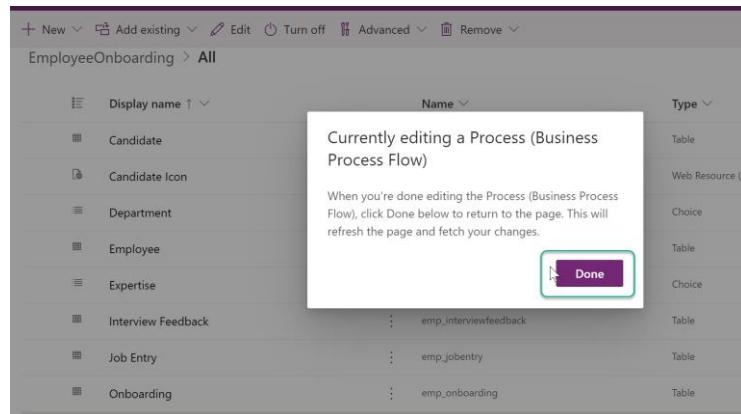
Candidate Experience and Photo

Technical Expertise

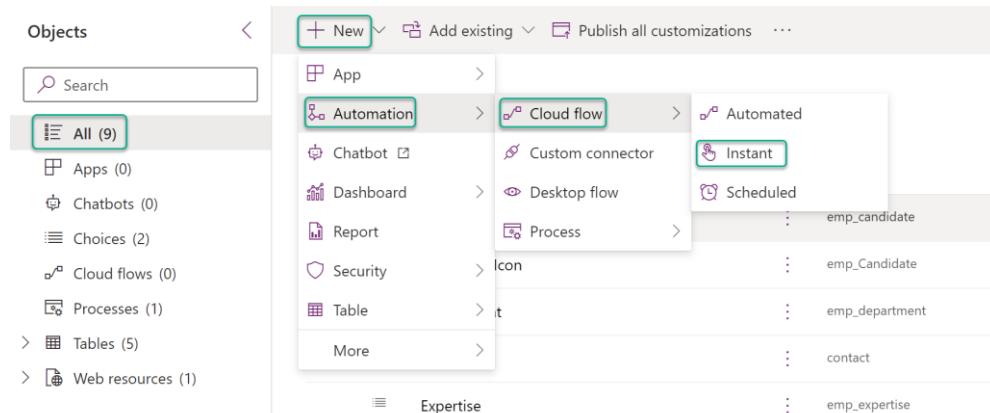
Experience

Profile Picture

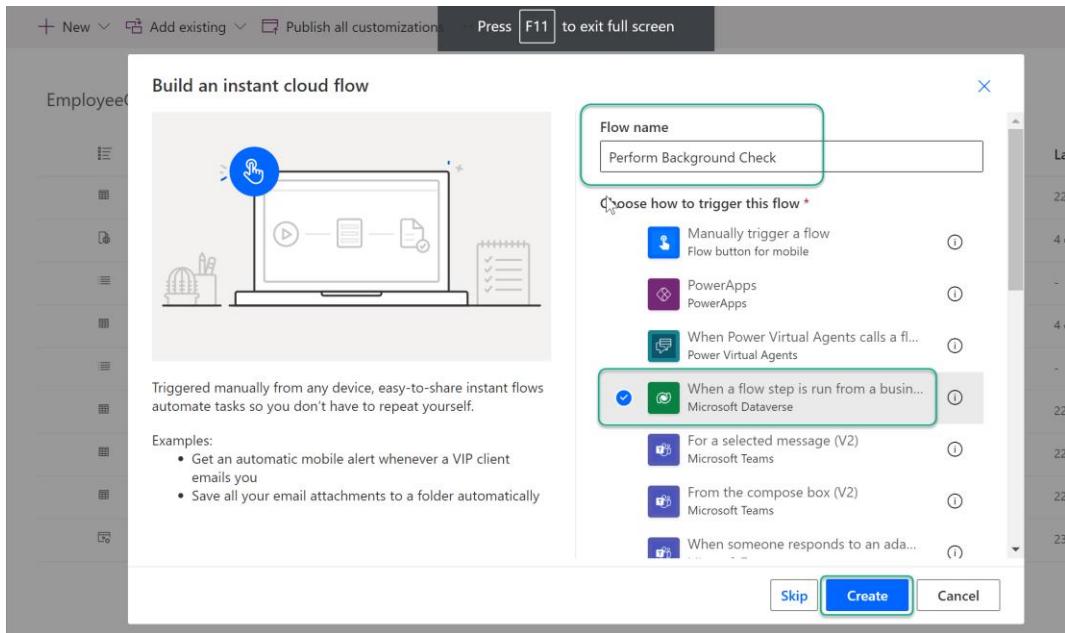
Let's head back to the solution and click on *Done* to indicate that we have completed editing the Business Process Flow.



To add the Power Automate flow, Click on All -> New -> Automation -> Cloud flow -> Instant



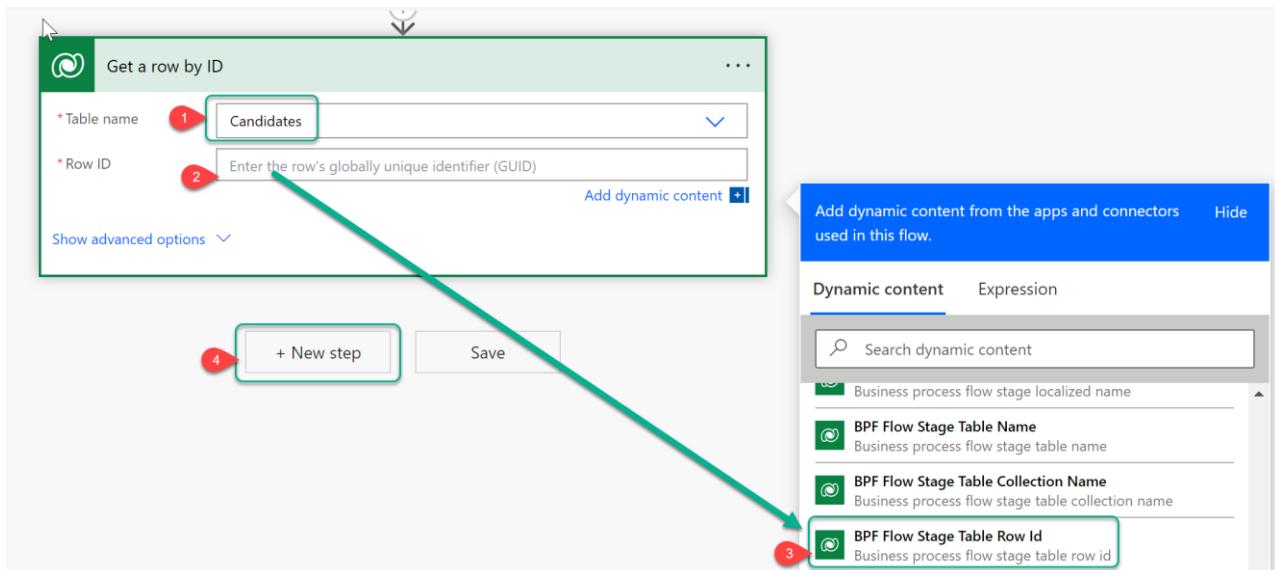
Specify the Flow name as “Perform Background Check” and select the trigger as “When a flow step is run from a business process flow”. Click on Create



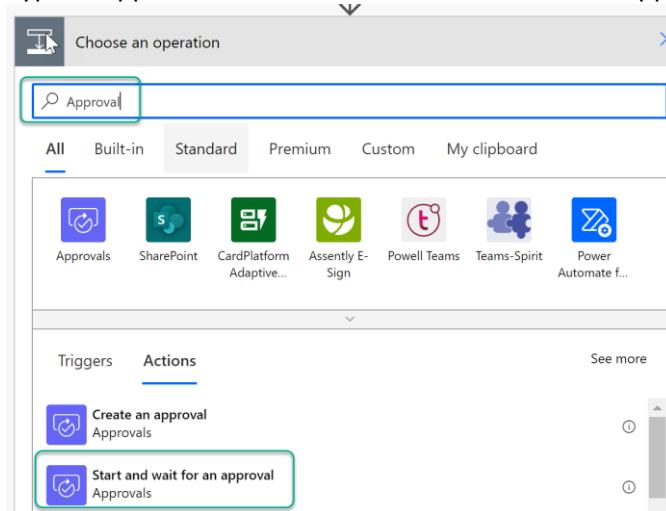
This will open the Power Automate Designer where we can add the actions corresponding to the trigger.
Click on New step.

Search for “Get row by ID” and select the Get a row by ID action

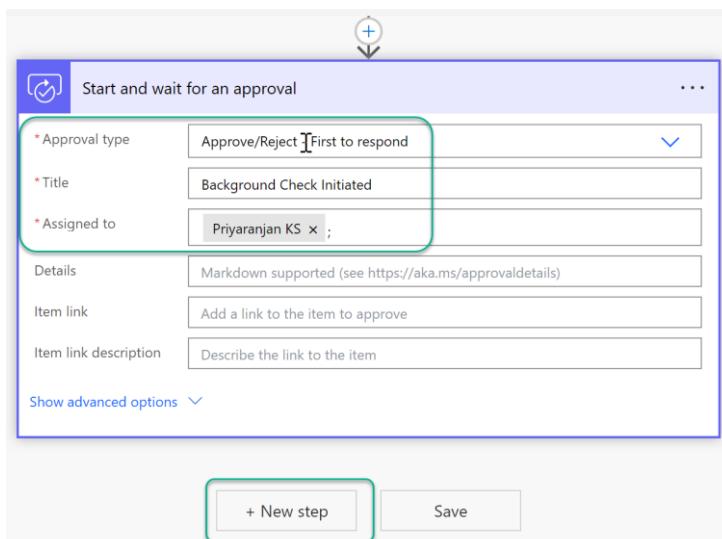
Select the table name as “Candidates” and for Row ID select the Dynamic content “BPF Flow Stage Table Row Id” . Click on New step



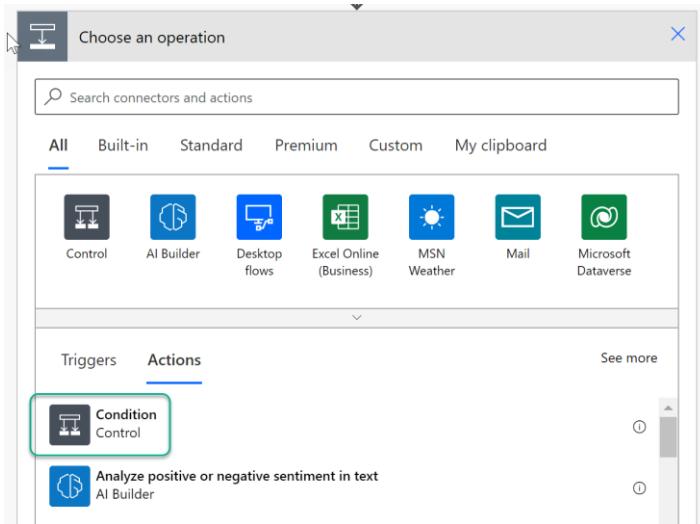
Type in Approval and select the “Start and Wait for Approval” action.



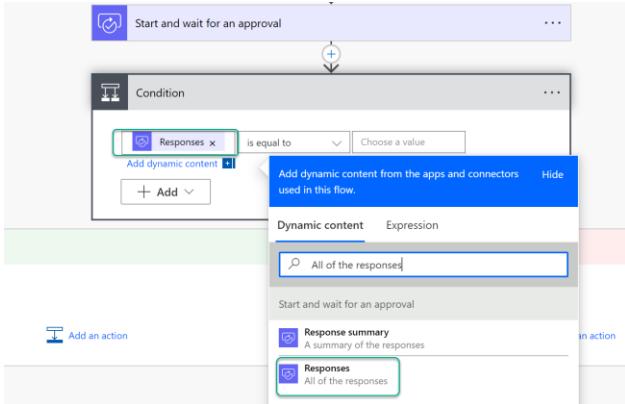
Update the Approval type, Title and Assigned to fields and click on New step.



Select the *Condition* action from the Choose an Operation Block.



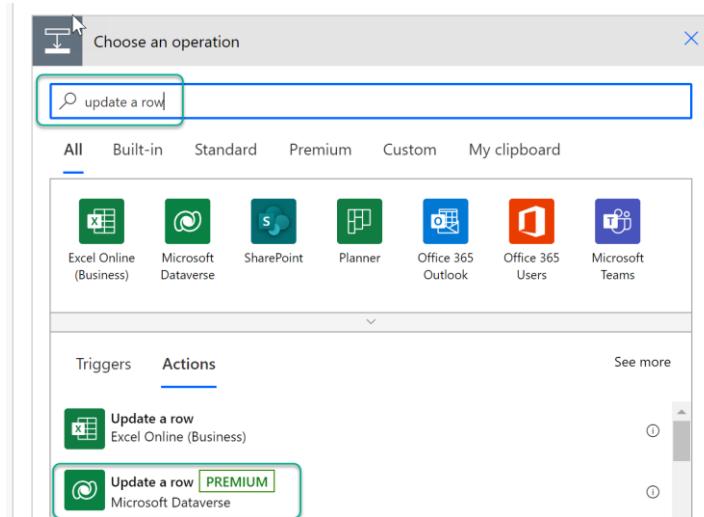
Select the Responses Dynamic Content in the first cell of the condition



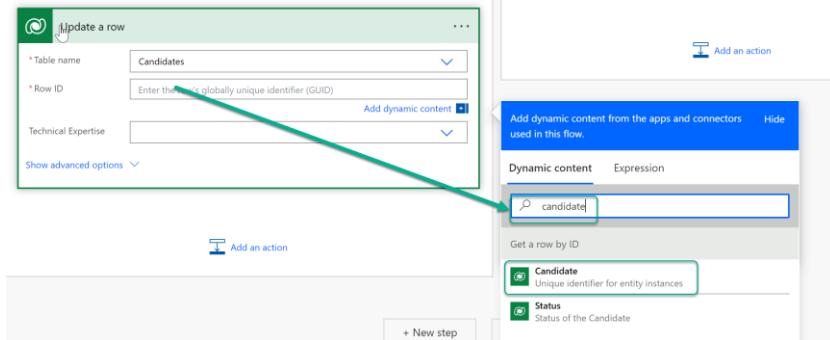
So as to evaluate the value returned from Responses field, add the text *Approve* to the third cell . Click on *New Step*



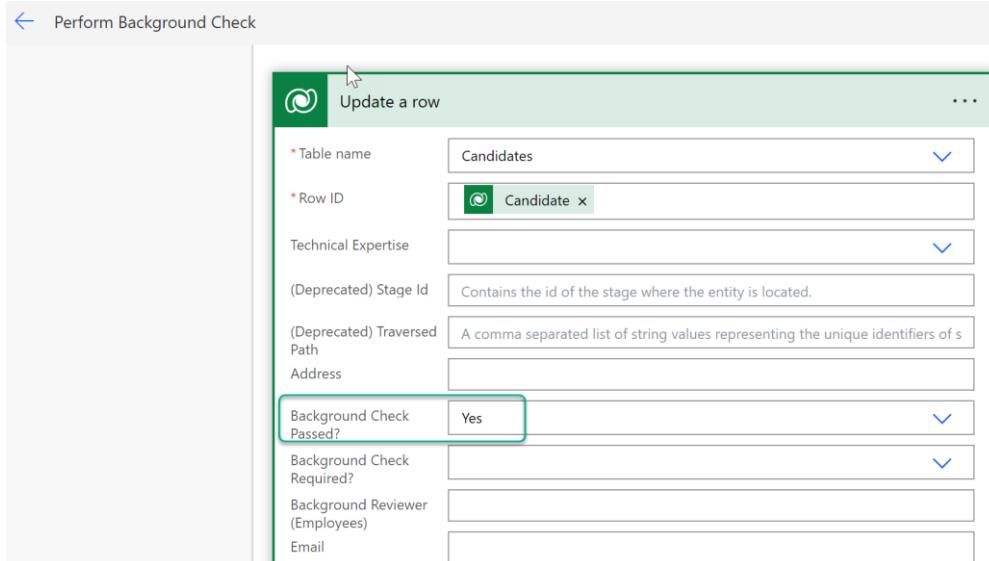
Select *Update a row* from the *Choose an operation* block.



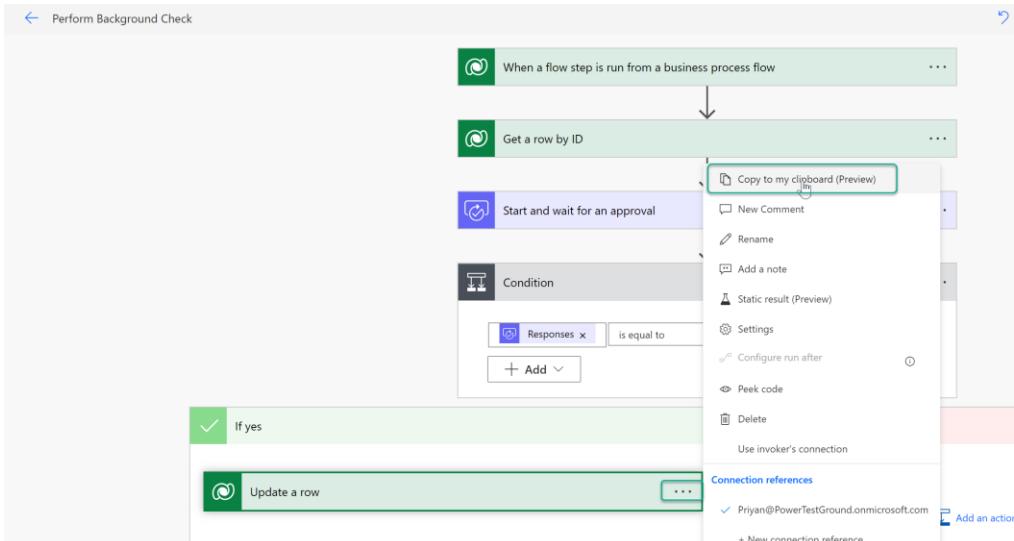
In the *Table name* field, select the table *Candidates* from the drop down. For the *Row ID*, select the *Candidate* field from the Dynamic Content.



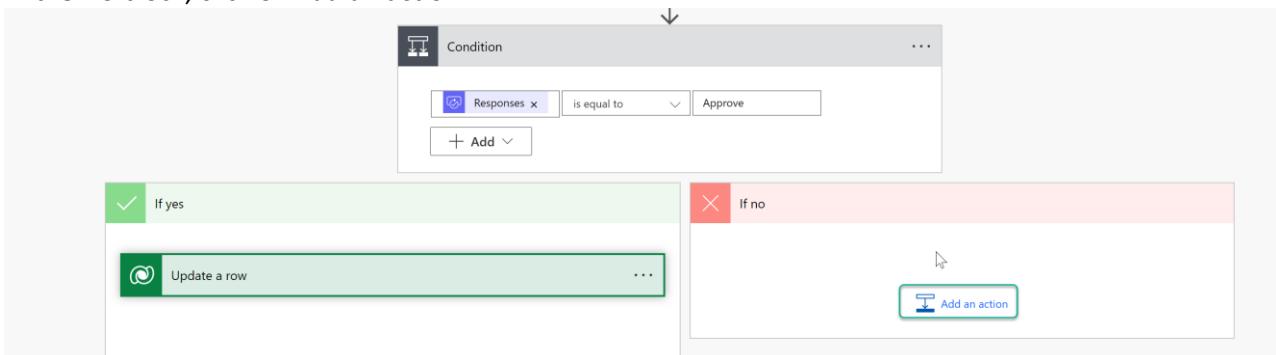
In the *Background Check Passed?* field select the value as Yes/No based on the successful completion of the background check.



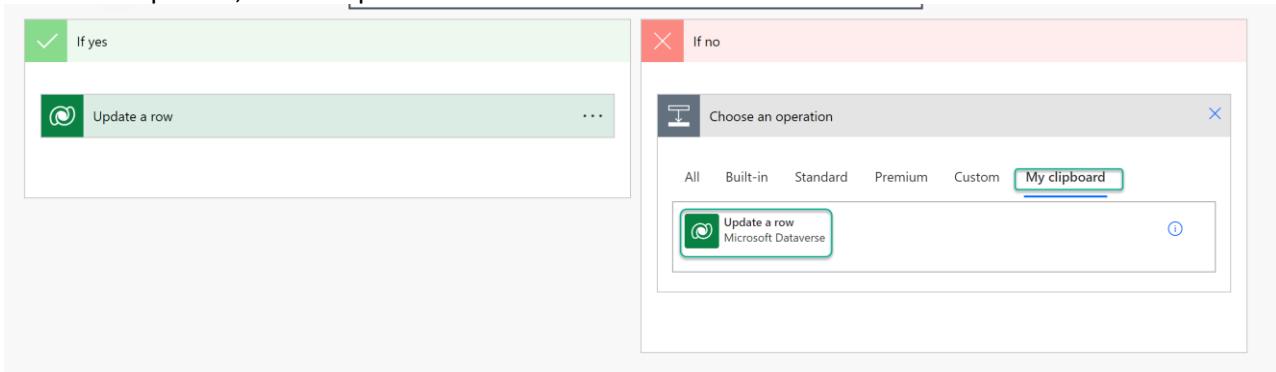
So as to add the opposite row update in the No block, lets copy the "Update a row" to the clipboard by selecting the 3 dots and select *Copy to my clipboard*



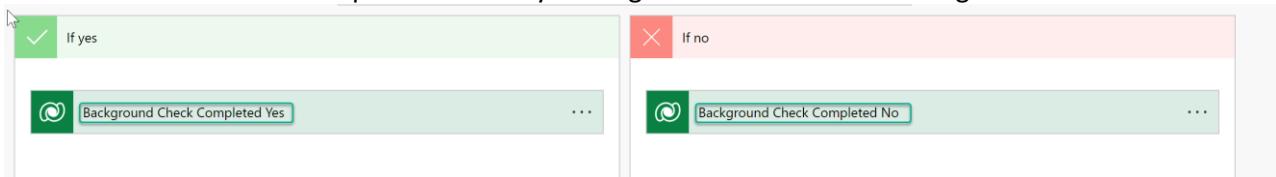
In the No block, click on *Add an action*.



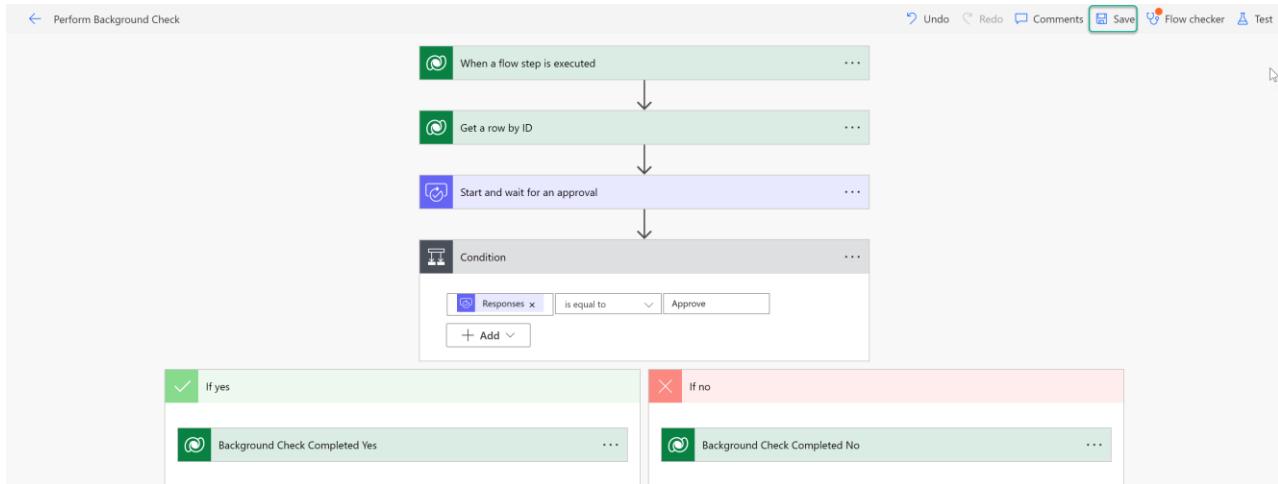
From the Clipboard, select “Update a row”



Rename the Dataverse row update actions by clicking on the 3 dots and selecting rename



Thus, the completed flow will look like below. Click on Save.



Now if head back to the solutions, we can see the recently created cloud flow there.

Object	Description	Type	Is Shared
Candidate	emp_candidate	Table	No
Candidate Icon	emp_Candidate	Web Resource (P...)	No
Department	emp_department	Choice	No
Employee	contact	Table	Yes
Expertise	emp_expertise	Choice	No
Interview Feedback	emp_interviewfeedback	Table	No
Job Entry	emp_jobentry	Table	No
Microsoft Dataverse EmployeeOnboarding-34032	emp_sharedcommondataserviceforapps_34032	Connection Refe...	No
Onboarding	emp_onboarding	Table	No
Onboarding Process Flow	Onboarding Process Flow	Process (Busines...)	No
Perform Background Check	Perform Background Check	Cloud Flow	No

Update the Business Process Flow with Approval

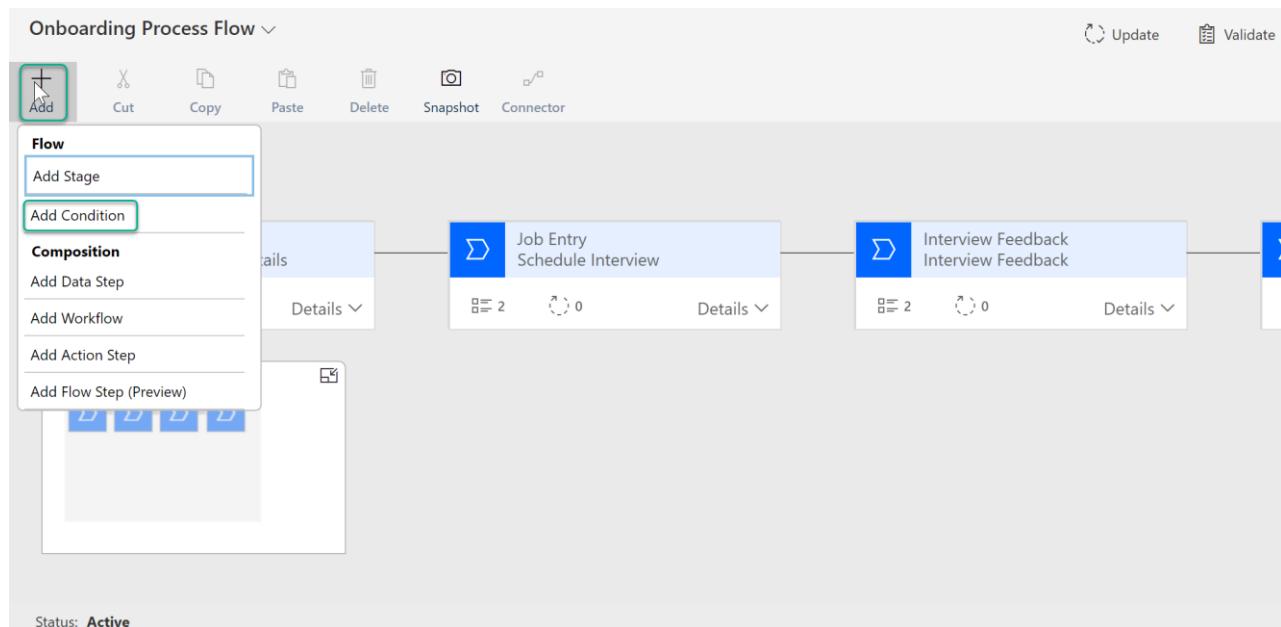
Now we will update the existing business process flow to include the back ground check Power Automate so that whenever while filling the Candidate form, if the Background Check Required ? column is set to Yes, the Business Process flow will show the additional stage to call the Power Automate

To do this, lets open the previously created Business Process Flow by clicking on *Onboarding Process Flow*

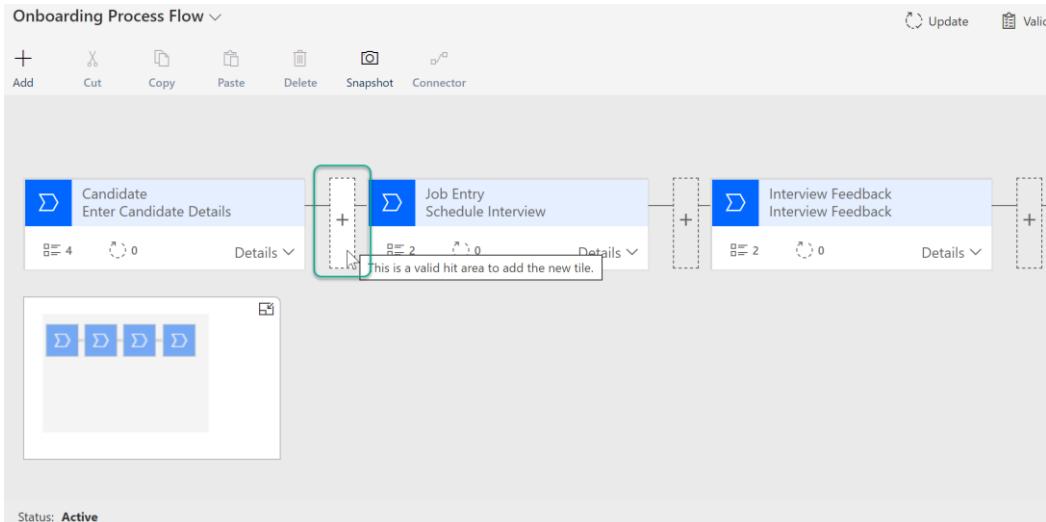
Objects

Objects					
	New		Add existing	Publish all customizations	...
<input checked="" type="checkbox"/> Candidate	emp_candidate	Table	No		
<input checked="" type="checkbox"/> Candidate Icon	emp_Candidate	Web Resource (P...)	No		
<input checked="" type="checkbox"/> Department	emp_department	Choice	No		
<input checked="" type="checkbox"/> Employee	contact	Table	Yes		
<input checked="" type="checkbox"/> Expertise	emp_expertise	Choice	No		
<input checked="" type="checkbox"/> Interview Feedback	emp_interviewfeedback	Table	No		
<input checked="" type="checkbox"/> Job Entry	emp_jobentry	Table	No		
<input checked="" type="checkbox"/> Microsoft Dataverse EmployeeOnboarding-34032	emp_sharedcommondataserviceforapps_34032	Connection Refe...	No		
<input checked="" type="checkbox"/> Onboarding	emp_onboarding	Table	No		
<input checked="" type="checkbox"/> Onboarding Process Flow	Onboarding Process Flow	Process (Business...)	No		
	Perform Background Check	Cloud Flow	No		

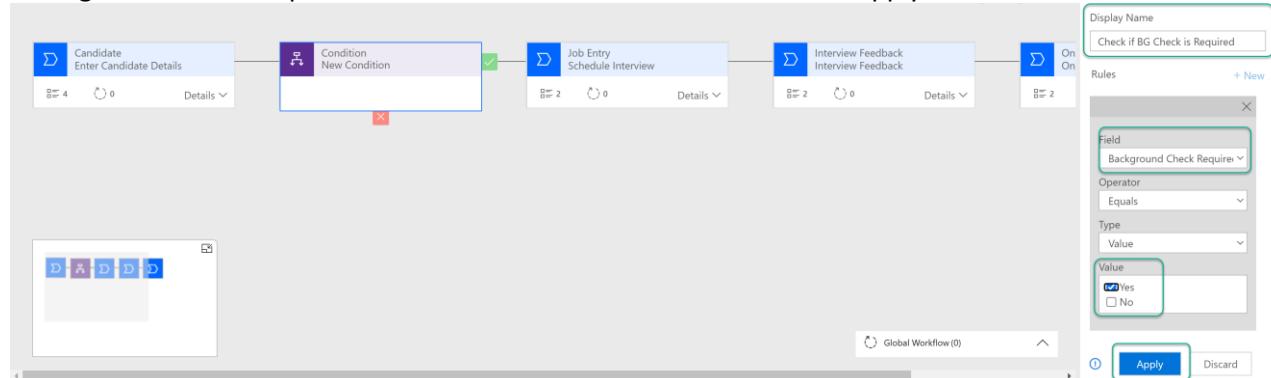
Click on Add -> Add Condition to drop the condition block on to the designer.



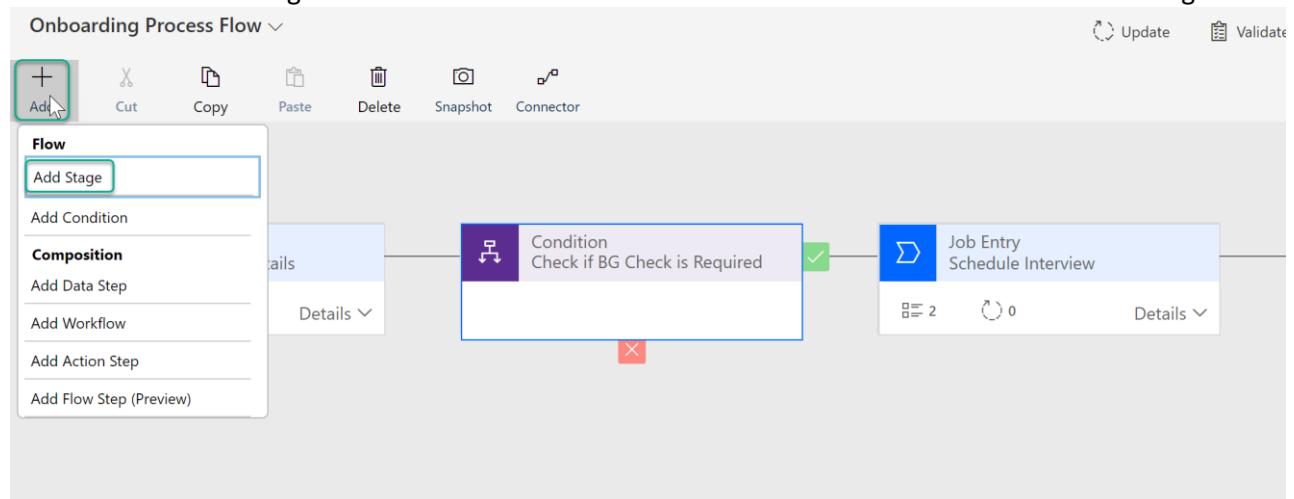
Click on the Plus Sign to drop the Condition action on to the form before the Job Entry stage.



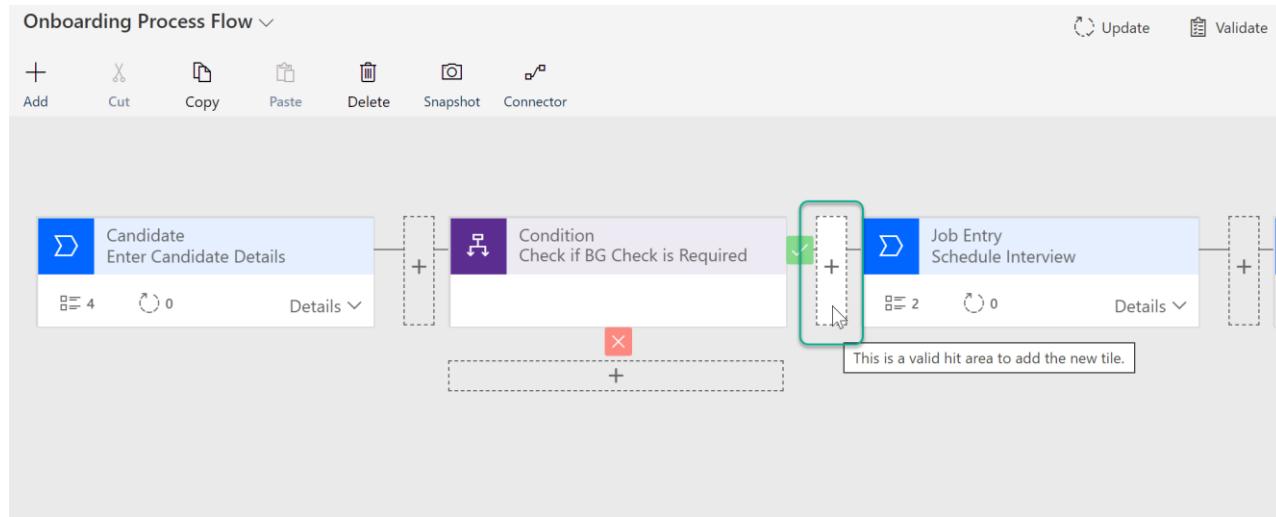
Select the Condition and rename the Display Name to “Check if BG is Required” and select the field to “Background Check Required” and the set the Value to “Yes” . Click on Apply.



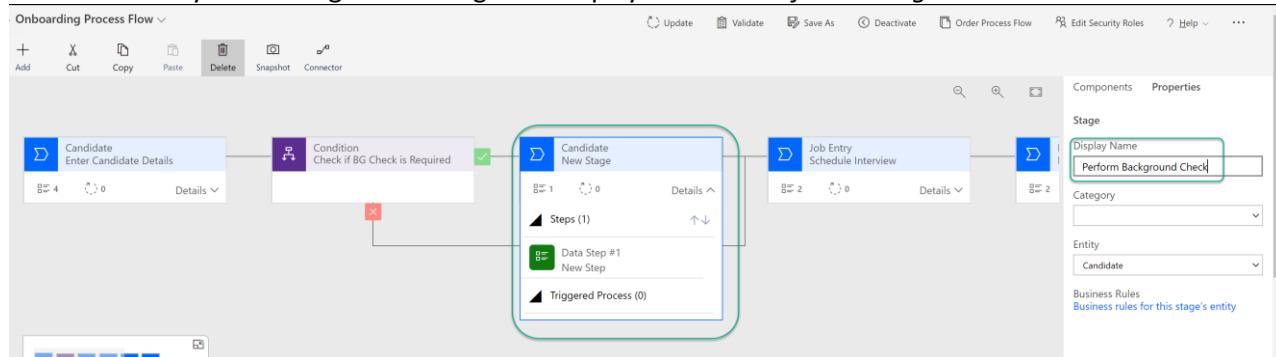
Now lets add a new stage that will be run if the condition evaluates to Yes. Click on Add -> Add Stage



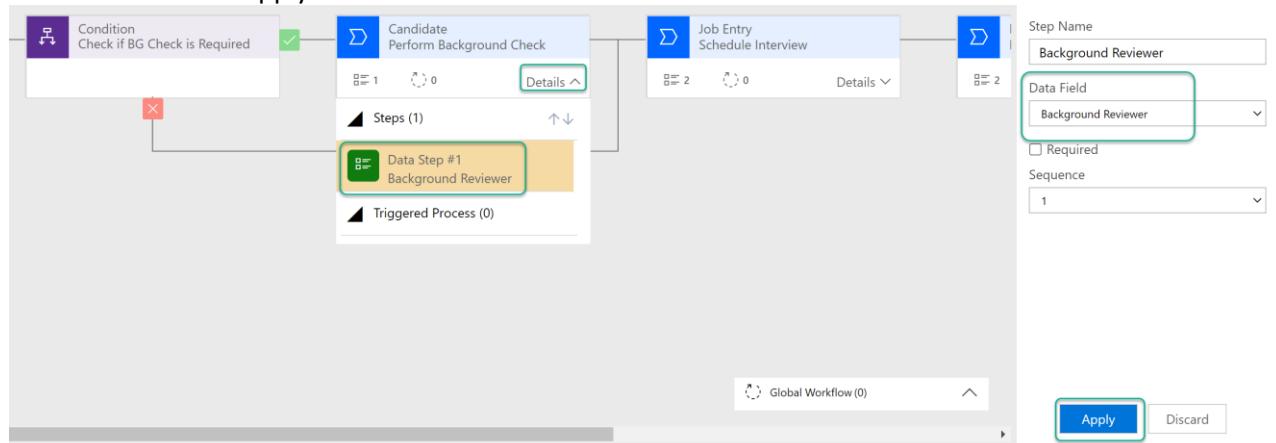
Select the Plus sign to add the new stage.



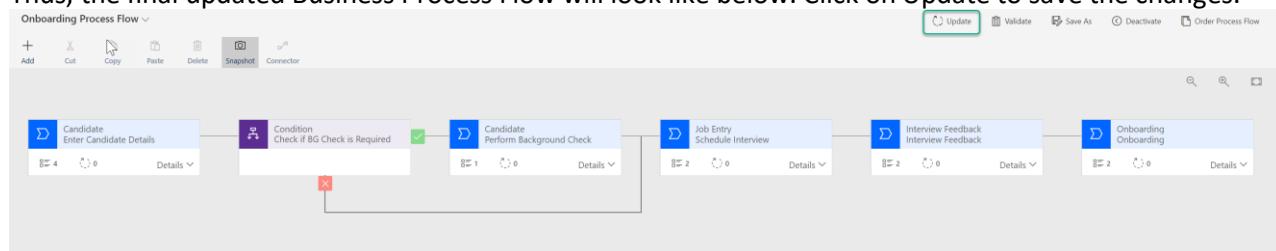
Select the newly added stage and change the Display name to *Perform background check*



Expand the Details section of the stage and select *Data Step #1* and select the Data Field as Background Reviewer . Click on Apply on the right side



Thus, the final updated Business Process Flow will look like below. Click on Update to save the changes.



Quick View Form

Quick View forms helps us bring in related data from other tables on to the main form for an unrelated table so that we have the wholistic data at a single place. This also reduces the need to navigate away from the main form of a table's row to get related data from another table's main form. So in general, Quick View Form helps in giving a summary view of the related data at a single place.

In our sample, in the Onboarding Table's Main Form, we have the Onboarding information of the candidate who has completed the Interview process successfully. To give the wholistic data related to the candidate,

- We will create a Quick View Form that shows further details about the candidate by picking information from the Candidate table.

Finally we will show them on the Main form of the Onboarding Table so that we have complete information about the candidate.

To create the Quick View Forms, lets head over to the respective tables.

Quick View Form for Candidate Table

To create the quick view form for the candidate table, open the Candidate table and select Forms.

The screenshot shows the Microsoft Power Apps portal. On the left, there is a navigation sidebar with various icons and a search bar. The main area displays the 'EmployeeOnboarding > Tables > Candidate' table. The 'Table properties' section shows the following details:

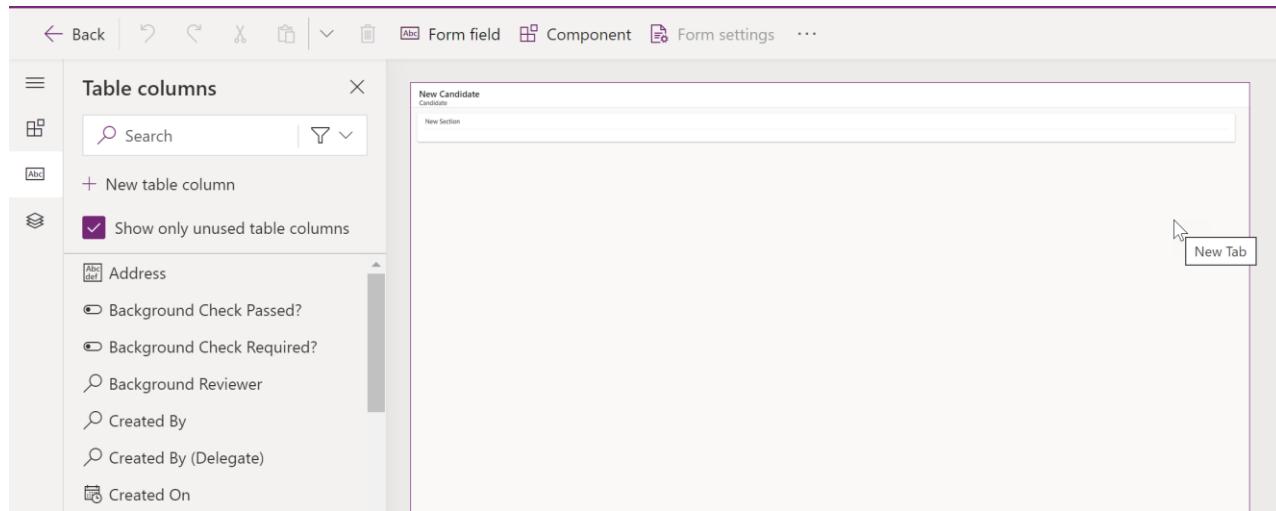
Name	Primary column	Description
Candidate	Interview ID	
Type	Last modified	
Standard	2 days ago	

On the right, there are sections for 'Schema' and 'Data experiences'. Under 'Data experiences', the 'Forms' option is highlighted with a green box. Below it are 'Views', 'Charts', and 'Dashboards'.

Select New form -> Quick View Form

The screenshot shows the Microsoft Power Apps portal. The navigation sidebar is visible on the left. In the center, there is a list of form types under 'Form type': 'Main Form', 'Quick View Form', 'Quick Create Form', and 'Card Form'. The 'Quick View Form' option is highlighted with a green box. Below this, there are two entries for 'Candidate main form': one labeled 'Information' and another also labeled 'Information'. The 'Main' label is to the right of these entries.

The default quick view design will look like below



Let's rename the section as *Candidate Details*.

We will add the needed columns to the new Section by dragging and dropping the columns to the form.

Once done with the column addition, click on Save.

Thus we have created the Quick View Form for Candidate table.

Add Candidate Quick View Form to Onboarding Form

Lets add the previously created Quick View Forms to the Main form of the Onboarding Form. Head over to the Onboarding Table and Select Forms.

EmployeeOnboarding > Tables > Onboarding

Table properties		Schema	Data experiences	Customizations
Name	Primary column	Columns	Forms	Business rules
Onboarding	Employee ID	Relationships	Views	Commands
Type	Last modified	Keys	Charts	
Standard	2 days ago		Dashboards	

Open the Onboarding Main form by clicking on it.

EmployeeOnboarding > Tables > Onboarding > Forms

Name ↑	Form type ↴
Information	Card
Information	Main
Information	Quick View
Onboarding main form	Main

Lets head over to the properties and change the current layout to 2 Columns layout

New Onboarding
Onboarding

General Related

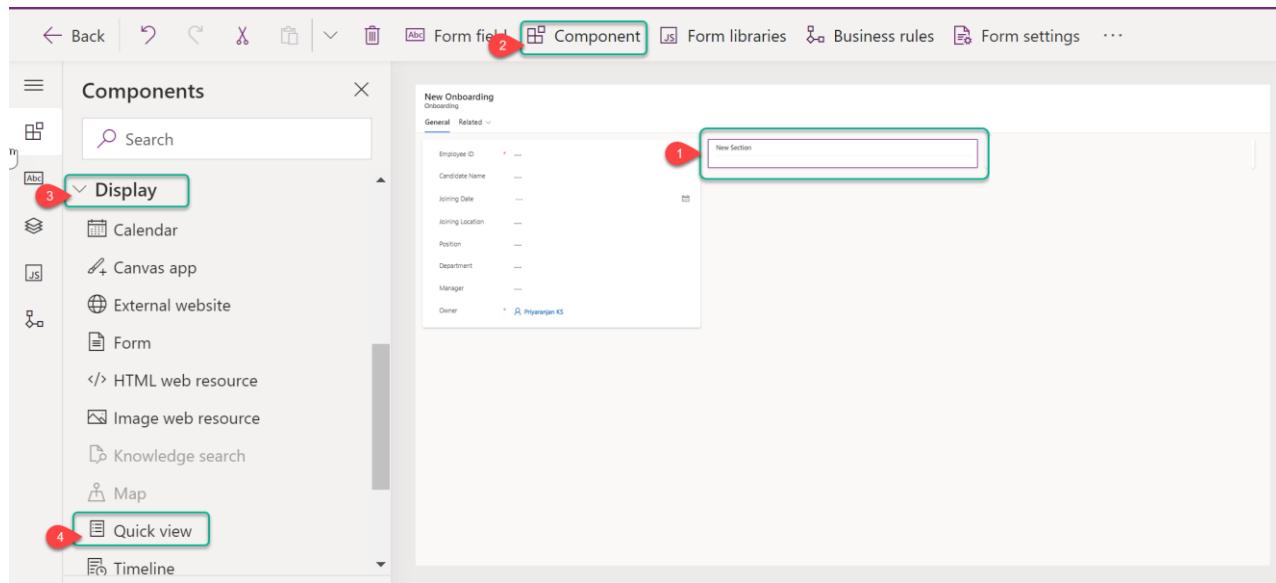
Employee ID
Candidate Name
Joining Date
Joining Location
Position
Department
Manager
Owner

General Tab Properties Events

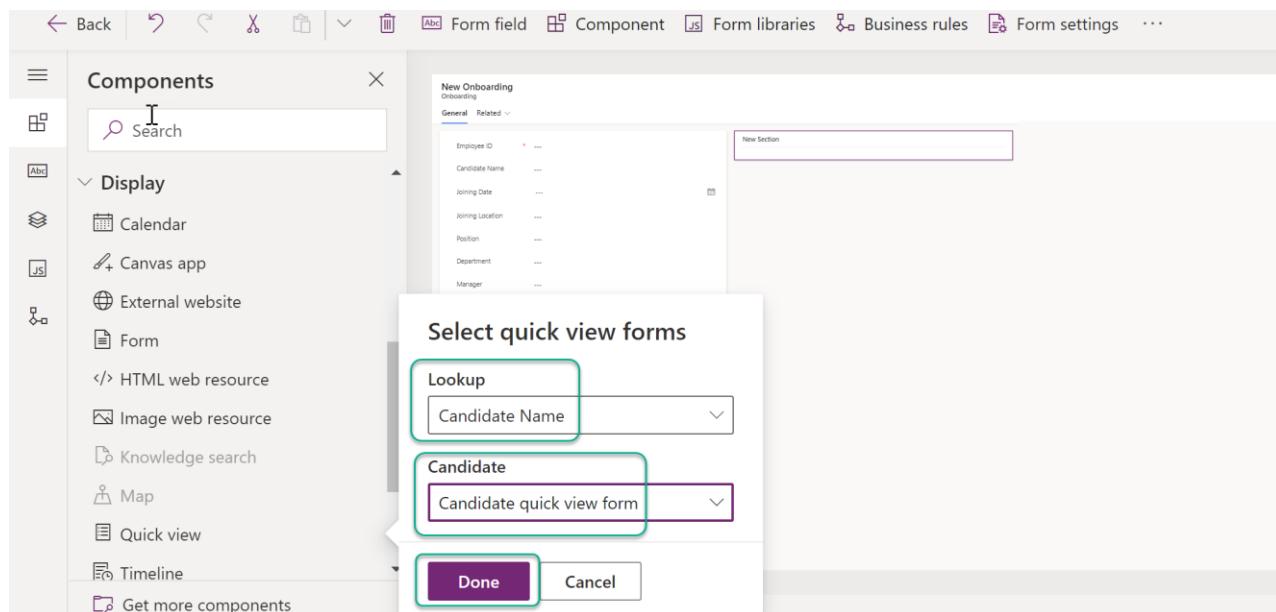
Name cannot be empty

Column 1 Width: 2 columns

Select the *New Section* and click on *Components* which will open up the left pane control list. Select *Display* and Click on *Quick view*.



From the Dialog, select the look up column as *Candidate Name* and the Pick the *Candidate quick view form* from the drop down. Click Done.



The Candidate Quick View Form has come up in the Onboarding Main Form. Let's hide the *New Section* label by selecting the section and checking *Hide Label*. Click on Save.



Thus we have added the quick view form of the Candidate table on to the Main form of the onboarding

table.

Quick Create Form

The quick create form provides a sleek narrow window for faster record creation where by you can just add the mandatory fields to the form for faster record creation process.

The Quick Create Form can be created from the Forms section of the table, lets create a Quick Create form for Candidates tables by going inside the table and selecting Forms.

The screenshot shows the 'EmployeeOnboarding' environment with the 'Tables' section selected. Under 'Candidate', the 'Data experiences' section is open, and the 'Forms' option is highlighted with a green border. Other options like 'Views', 'Charts', and 'Dashboards' are also listed.

Select New form ->Quick Create Form

The screenshot shows the 'Forms' section for the 'Candidate' table. The 'Quick Create Form' option is highlighted with a green border. Other forms listed include 'Main Form', 'Quick View Form', 'Card Form', 'Candidate main form', 'Candidate quick view form', 'Information' (x2), and another 'Information' entry. A tooltip at the bottom right indicates 'Form type'.

Lets drag and drop minimal required fields to the Quick Create Form Designer as below

The screenshot shows the Power Apps Form builder interface. On the left, the 'Table columns' panel is open, displaying a search bar and a list of columns: First Name, Last Name, Email, and Technical Expertise. There is also a checked checkbox for 'Show only unused table columns'. Below this, other columns are listed: Background Check Passed?, Background Check Required?, Background Reviewer, Experience, Interview ID, Owner, and Profile Picture. On the right, the 'Quick Create: Candidate' form is being edited. It contains four columns: First Name, Last Name, Email, and Technical Expertise. Each column has a label and a three-dot ellipsis. The 'Technical Expertise' column has a red asterisk indicating it is required. The form is divided into sections: 'New Section' (containing First Name, Last Name, Email), 'New Section' (containing Technical Expertise), and another 'New Section'.

The rest of the two sections can be hidden by checking Hide from the Properties tab. Click on Save.

This screenshot shows the 'Properties' tab for a section in the Power Apps Form builder. The 'Display options' section is open, showing the 'Label' field set to 'New Section' and the 'Name' field set to 'tab_1_column_2_section_1'. There are several checkboxes: 'Hide label' (unchecked), 'Hide on phone' (unchecked), and 'Hide' (checked). Other options like 'Lock' are also present but unchecked.

Thus we have completed the creation of the Quick Create form for the Candidates table.

Views

Lets create 2 views for the Candidates and the Onboarding table.

Followed by that we will also create 2 views that will show the details of the selected and rejected candidates so that we can show them in the Model Driven App.

We will finally create one view that will be used as the source of a subgrid that shows all the interview details of the candidate.

Create Candidates View

We will be creating the a View from the Candidates Table. Let's head over to the Candidates table and

select Views.

The screenshot shows the Microsoft Power Platform canvas interface. At the top, the navigation bar reads "EmployeeOnboarding > Tables > Candidate". Below this, the "Table properties" section displays the following details:

Name	Primary column	Description
Candidate	Interview ID	
Type	Last modified	
Standard	4 days ago	

To the right of the table properties, the "Properties" and "Tools" ribbon tabs are visible. The "Data experiences" ribbon tab is selected, showing options for "Forms", "Views" (which is highlighted with a green border), "Charts", and "Dashboards".

Select the Active Candidates View

The screenshot shows the "Views" list for the Candidate table. The left sidebar lists various objects: Choices (2), Cloud flows (1), Connection references (2), Pages (1), Processes (1), Site maps (1), Tables (5), and Candidate. The main area shows the following views:

Name ↑	View type
Active Candidates	Public View default
Candidate Advanced Find View	Advanced Find View default
Candidate Associated View	Associated View default
Candidate Lookup View	Lookup View default

Drag and drop the needed columns on to the table . Click on Save.

The screenshot shows the "Table columns" editor for the Candidate table. The left sidebar lists related columns: Modified By, Modified By (Delegate), Modified On, Owner, Owning Business Unit, Process Id, and Record Created On. The main area displays the table structure with columns: First Name, Last Name, Technical Expertise, Selected?, and Interview ID. The "Interview ID" column is currently sorted in ascending order.

Create the Onboarding View

Head over to the Onboarding table and select Views

The screenshot shows the 'Table properties' section of the Microsoft Power BI interface. It includes fields for 'Name' (Onboarding), 'Primary column' (Employee ID), 'Type' (Standard), and 'Description' (Last modified 4 days ago). To the right, there are tabs for 'Properties' and 'Tools'. Below these are sections for 'Schema' (Columns, Relationships, Keys) and 'Data experiences' (Forms, Views, Charts, Dashboards), with 'Views' highlighted.

Select the Active View from the list

The screenshot shows a list of views for the 'Onboarding' table. The columns are 'Name', 'View type', and 'Status'. The 'Active Onboardings' view is selected and highlighted with a green border. Other views listed include 'Inactive Onboardings', 'Onboarding Advanced Find View', 'Onboarding Associated View', 'Onboarding Lookup View', and 'Quick Find Active Onboardings'.

Name	View type	Status
Active Onboardings	Public View default	On
Inactive Onboardings	Public View	On
Onboarding Advanced Find View	Advanced Find View default	On
Onboarding Associated View	Associated View default	On
Onboarding Lookup View	Lookup View default	On
Quick Find Active Onboardings	Quick Find View default	On

Drag and Drop the needed columns on to the View and Save

The screenshot shows the 'Table columns' editor. On the left, the 'Onboarding' table is selected. The 'Employee ID' column is currently selected and highlighted. The main area displays a preview of the table with one row: Employee ID 123, Candidate Name 1001, Joining Date 3/4/2023, Department Microsoft, and Joining Location Bangalore.

Create Selected View

We will be creating the selected View from the Interview Feedback Table. Lets head over to the Interview Feedback table and select Views.

EmployeeOnboarding > Tables > Interview Feedback

Table properties

Name	Primary column	Description
Interview Feedback	Short Interview Feedback	
Type	Last modified	
Standard	2 days ago	

Schema

- Columns
- Relationships
- Keys

Data experiences

- Forms
- Views (highlighted)
- Charts
- Dashboards

Select New view.

Objects

- Search
- Choices (2)
 - Cloud flows (1)
 - Connection references (2)
 - Processes (1)
- Tables (5)
 - Candidate
 - Employee
 - Interview Feedback
 - Columns
 - Relationships
 - Keys
 - Forms

EmployeeOnboarding > Tables > Interview Feedback > Views

Name ↑	View type
Active Interview Feedbacks	Public View default
Inactive Interview Feedbacks	Public View
Interview Feedback Advanced Find View	Advanced Find View default
Interview Feedback Associated View	Associated View default
Interview Feedback Lookup View	Lookup View default
Quick Find Active Interview Feedbacks	Quick Find View default

Specify the view name and click on Create.

Create a view

Use a view to define how a list of records for a table appears in your app. Choose which columns to display, set the column width, specify how records are sorted, and more.

New view

Interview Feedback

Name
Selected Candidates

Description

Create **Cancel**

Drag and drop the needed columns to the view

The screenshot shows the Microsoft Dynamics 365 interface. On the left, the 'Table columns' pane is open, displaying various columns like Candidate Name, Interview Date, Interview Detailed Notes, and Overall Interview rating. The 'Overall Interview rating' column is currently selected. The main area shows a grid icon with the message 'We didn't find anything to show here' and a note that the view does not have any data.

So as to fetch only the selected candidates in the view, we will now add a filter. The HR has given a mandate that only candidates scoring more than 7 out of 10 rating will be considered as selected. So We will apply a filter on the *Overall Interview rating* column (which has a min value of 0 and max value of 10)

Select Filter by from the Overall Interview rating column.

The screenshot shows the Microsoft Dynamics 365 interface with a context menu open over the 'Overall Interview rating' column. The menu includes options like Edit properties, Smaller to larger, Larger to smaller, Filter by (which is highlighted), Insert view column, Move Left, Move Right, and Remove.

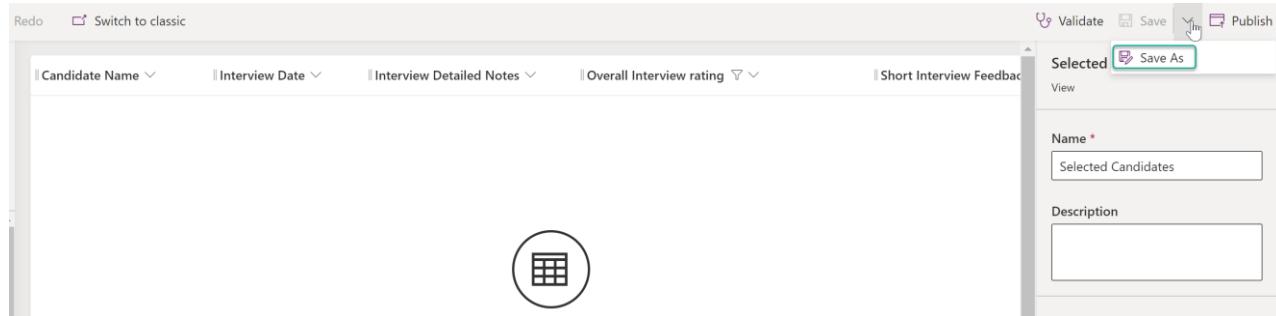
Set the filter as Greater than 7 and click on Apply.

The screenshot shows the Microsoft Dynamics 365 interface with the 'Filter by' dialog box open. The dialog box allows setting a condition ('Greater than') and a value ('7'). The 'Apply' button is visible at the bottom right. The main area shows a grid icon with the message 'We didn't find anything to show here' and a note that the view does not have any data.

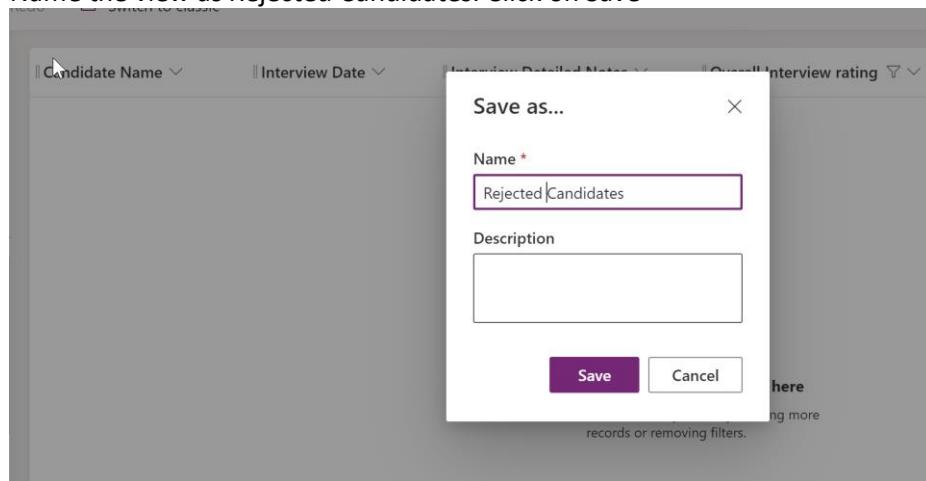
Click on Save to create the view.

Create Rejected View

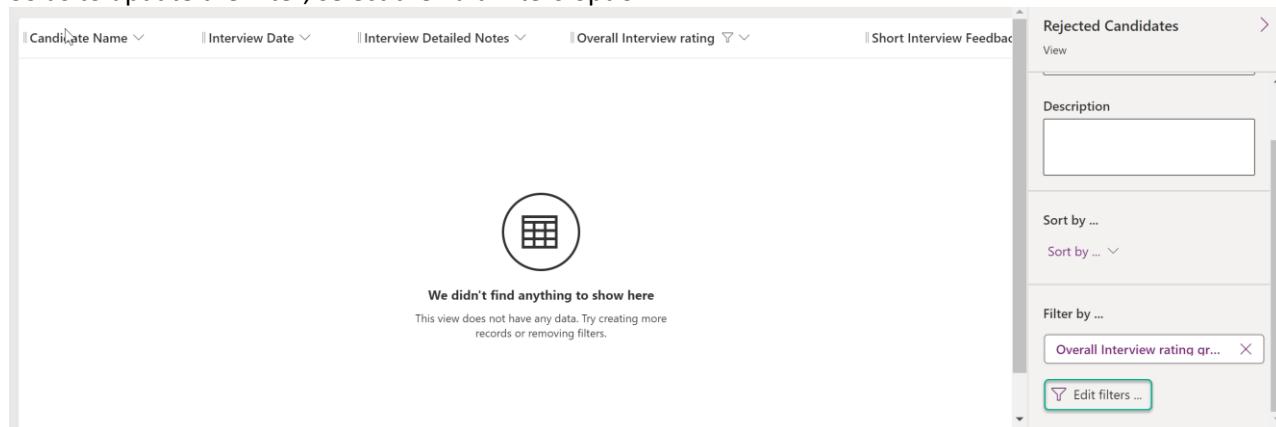
Click on Save as to create a duplicate of the selected view. We will modify the filter to create the Rejected view.



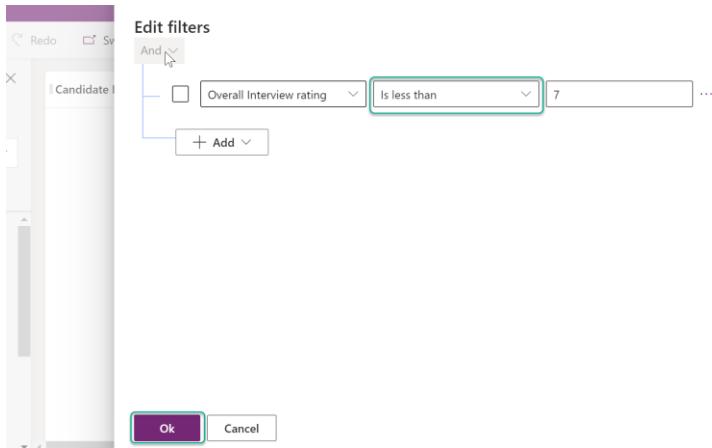
Name the view as Rejected Candidates. Click on Save



So as to update the filter, select the *Edit Filters* option



In the Filter, Change "Is Greater than" to "Is Less than" and click Ok



Click on Save.

Thus we have completed the creation of the Selected and Rejected Candidate Views.

Create Previous Interviews View

This will be used as the source of a subgrid where we will show the previous interview details of a specific candidate. To do that we will create the view and pass the candidate name from the subgrid to auto filter the view.

Lets create the view on the Job Entry table by selecting Views.

Table properties			Properties	Tools	Schema	Data experiences
Name Job Entry	Primary column Short Job Description	Description			Columns	Forms
Type Standard	Last modified 3 days ago				Relationships	Views
					Keys	Charts
						Dashboards

Job Entry columns and data

Select New View

Objects < + New view Add existing view Advanced

EmployeeOnboarding > Tables > Job Entry > Views <

Name ↑	View type
Active Job Entries	Public View default
Inactive Job Entries	Public View
Job Entry Advanced Find View	Advanced Find View default
Job Entry Associated View	Associated View default
Job Entry Lookup View	Lookup View default
Quick Find Active Job Entries	Quick Find View default

Cloud flows (1)
Connection references (2)
Processes (1)
Tables (5)
Candidate
Employee
Interview Feedback
Job Entry
Columns
Relationships
Keys

Specify the name and click on Create

Create a view

New view
Job Entry

Name
Previous Interviews

Description

Create Cancel

Use a view to define how a list of records for a table appears in your app. Choose which columns to display, set the column width, specify how records are sorted, and more.

Drag and drop the needed columns on to the View designer .Click on Save.

Thus we have created the view needed for the subgrid.

Subgrids

Subgrids provides a native way to show related records from other tables as a grid within the main form. This way we will be able to show information that are related by a row value.

In our exercise, we will add a subgrid to the candidate main form. This way a single candidate's form will show his previous appearances for interview which is stored in the Job Entry Table. A single candidate can have multiple job entries to which he would have applied resulting in a 1 – many relation from the candidate to Job Entry table. Thus picking all those previous interview records and showing it against the candidate will give a complete picture of the interview history.

Create Subgrid

To add a subgrid, let's head over to the Candidate table and select Forms.

Table properties			Properties	Tools	Schema	Data experiences
Name Candidate	Primary column Interview ID	Description Last modified			Columns Relationships Keys	Forms (highlighted)
Type Standard		3 days ago				Views Charts Dashboards

Select Candidate Main Form

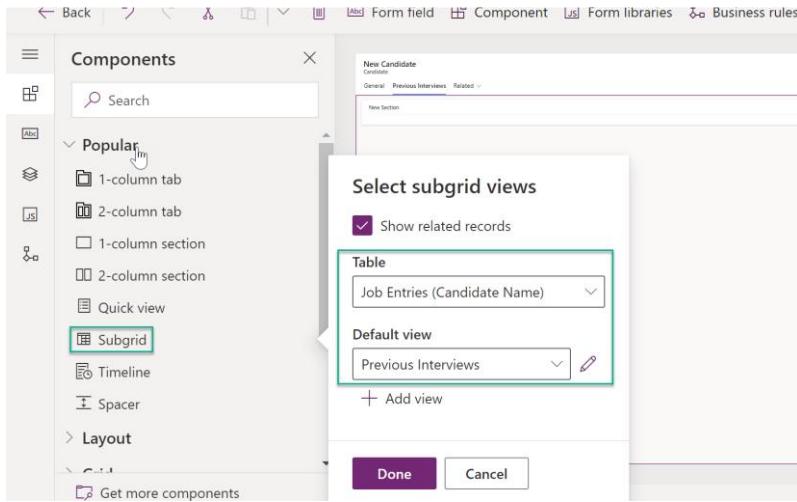
EmployeeOnboarding > Tables > Candidate > Forms

Name ↑	Form type	Status
Candidate main form	Main	On
Candidate quick create form	Quick Create	On
Candidate quick view form	Quick View	On

From the *Component* section, select *1-column tab* and specify the label as *Previous Interviews*.

Select the *New Section* and set the label as *Interview Details*

In this renamed section, Select Subgrid and check the checkbox *Show related records*. Specify the table as Job Entry and select the view that has to be shown in the subgrid. Click on Done



Check the Hide Label check box to hide the Grid's gibberish label name . Click Save

New Candidate	General	Previous Interviews	Related
New Section			
<div style="border: 1px solid #ccc; padding: 5px;"> Interview Date ~ Interview Panel ~ Job Description ~ No data available 0 - 0 of 0 </div>			
Page 1 / 1			

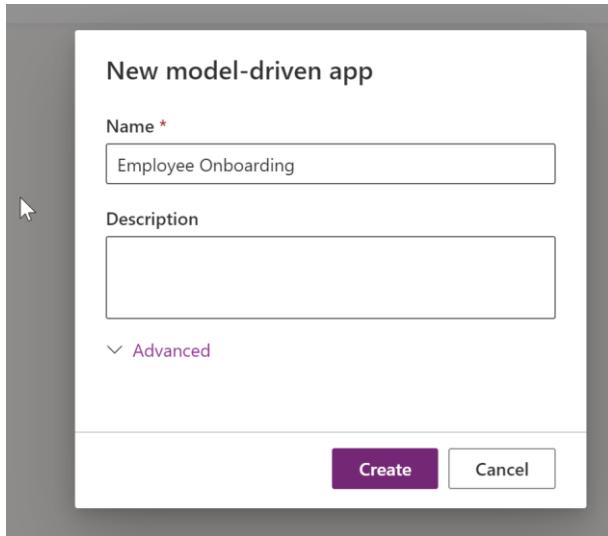
Thus, we have completed the addition of the subgrid as a new tab

Create a Model Driven App

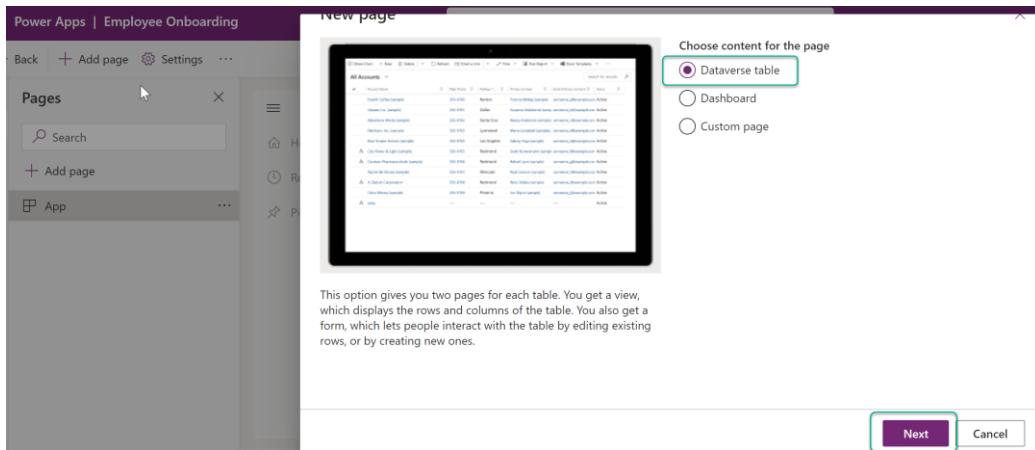
So far we have created the basic components needed for creating a model driven app. Now lets create the model driven app and plug in the components we have created so far.

Select All -> New -> App -> Model-driven app

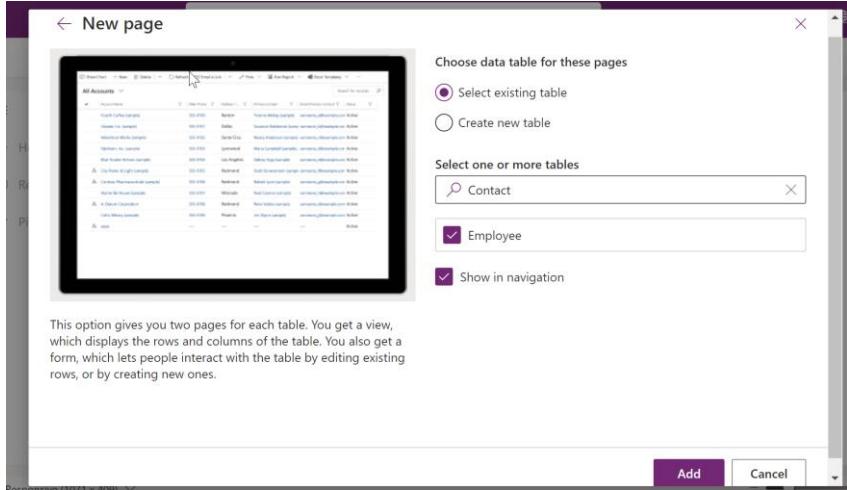
Specify the app name and click on Create



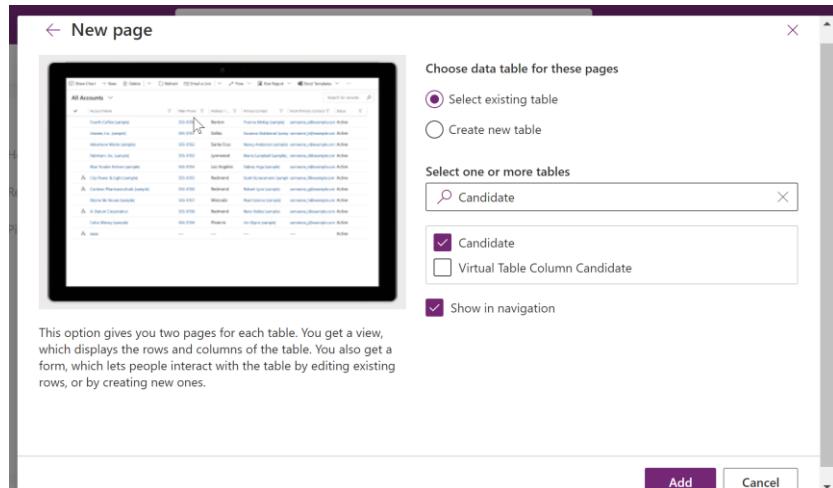
Select Dataaverse table and click on Next



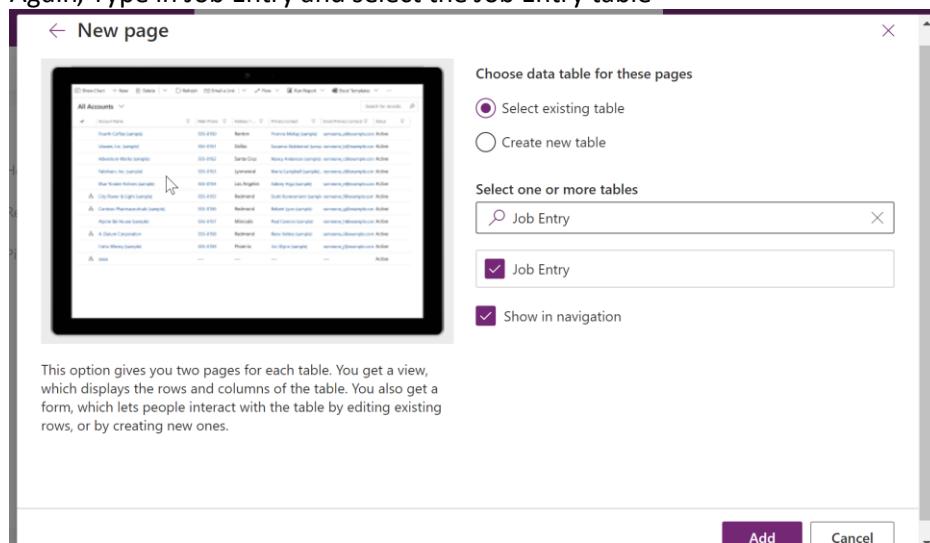
Type in Contact and select the Employee table.



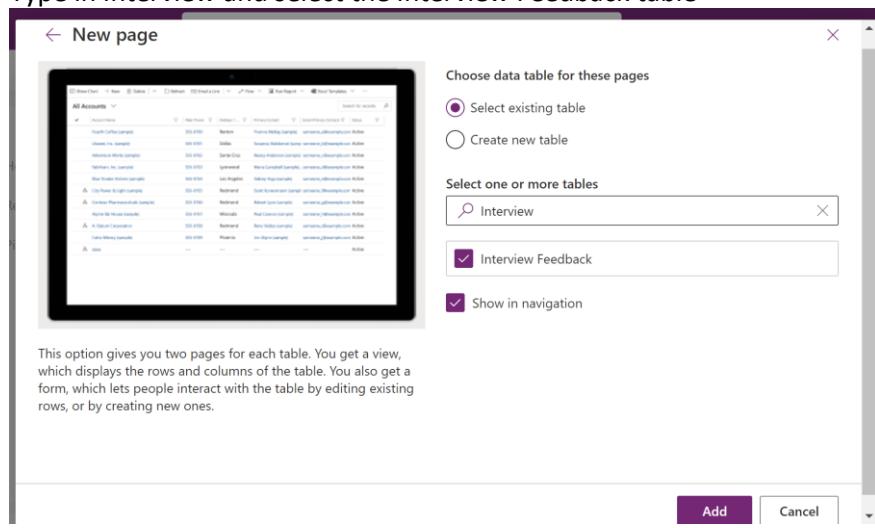
Again, type in Candidate and Select the Candidate table .



Again, Type in Job Entry and select the Job Entry table



Type in Interview and select the Interview Feedback table



Finally select the Onboarding table ,Uncheck the *Show in navigation* checkbox and click on Add.

New page

Choose data table for these pages

Select existing table

Create new table

Select one or more tables

Onboarding

Onboarding

Onboarding Process Flow

Show in navigation

Add Cancel

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

Select Group 1 and Specify the Title as *Interview Panel*

← Back + Add page ⚙ Settings ...

Navigation

Search

+ Add

Navigation bar

Interview Panel

Subarea1

Home

Recent

Pinned

Interview Panel

Start by adding a page to your navigation

+ Add page

Comments Save Publish Play

Interview Panel

Display options

Title Interview Panel

ID group_a11d7f8a

Advanced settings

Select the Subarea 1 and specify the Content Type as *Table*. Select the *Employee* Table and mention the title as *Internal Employees*

Navigation

Search

+ Add

Navigation bar

Interview Panel

Internal Employees

Home

Recent

Pinned

Interview Panel

Internal Employees

Power Apps Employee Onboarding

My Active Contacts

Full Name ↑

Email Company Name

KPMG Inc

Priyaranjan KS

KPMG Inc

Internal Employees

Display options

Content type Table Employee

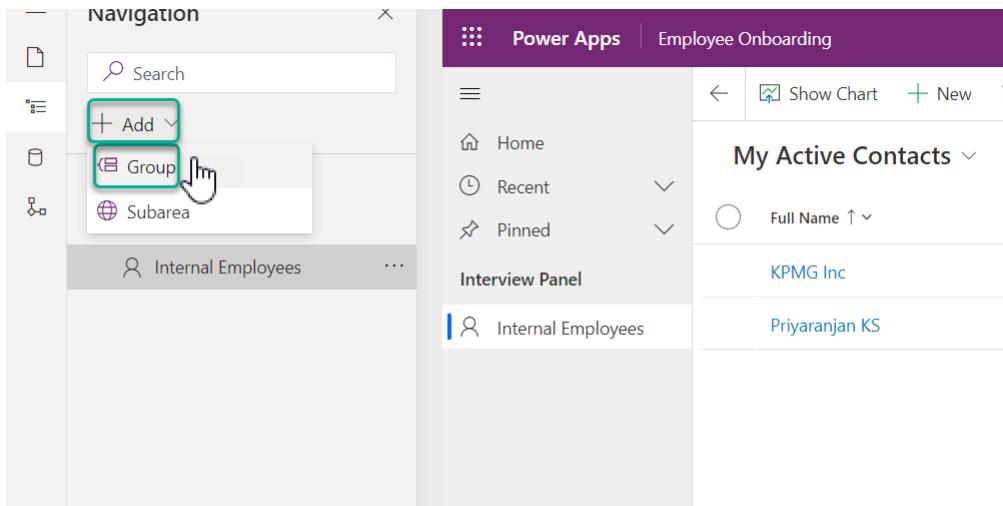
Title Internal Employees

Icon Default icon

ID subarea_4f50b546

Advanced settings

Select Add -> Group



Mention the title as Candidates

This screenshot shows the same Power Apps interface as above, but with a 'Candidates' section added to the navigation bar. The 'Title' field in the 'Display options' section of the candidates panel is highlighted with a green box.

Click on Group -> Subarea and select the Content Type as Table. Select the Candidate Table gives the title as External Candidates.Click on Add

This screenshot shows the 'New subarea' dialog. It includes a preview pane on the left showing a list of items under 'New Subarea', a configuration pane on the right with fields for 'Content type' (set to 'Table'), 'Table' (set to 'Candidate'), and 'Title' (set to 'External Candidates'), and a note at the bottom stating: 'Adding a subarea creates an entry in your site map navigation. This lets users navigate directly to this item while using the app.' Buttons for 'Add' and 'Cancel' are at the bottom right.

Select Add-> Subarea to add the Onboarding Details.

The screenshot shows the Power Apps navigation interface. On the left, there's a navigation pane with a search bar and a '+ Add' button. A dropdown menu is open under '+ Add', showing options like 'Group' and 'Subarea'. The 'Subarea' option is highlighted with a green border. On the right, the main area displays a table titled 'Active Candidates' with two rows of data. The columns are 'First Name', 'Last Name', 'Technical Expertise', and 'Interview ID'. The data shows 'Rakesh' and 'Raj' as Power Platform candidates with Interview IDs 1000 and 1001 respectively. There are also filters at the top of the table.

Mention the content type as Table and select the Onboarding Table. Specify the Title as New Onboardings and click on Add.

The screenshot shows the 'New subarea' dialog box. It has a title 'New subarea' and a content area where a new item named 'New Subarea' is being added. To the right, there are three input fields: 'Content type' set to 'Table', 'Table' set to 'Onboarding', and 'Title' set to 'New Onboardings'. Below these fields is a note: 'Adding a subarea creates an entry in your site map navigation. This lets users navigate directly to this item while using the app.' At the bottom right of the dialog are 'Add' and 'Cancel' buttons.

Thus we have added the needed components of the Model Driven App.

The screenshot shows the Power Apps canvas interface. On the left, there's a navigation pane with sections like 'Navigation bar', 'Interview Panel', 'Candidates', and 'External Candidates'. Under 'External Candidates', 'New Onboardings' is selected. The main area is titled 'Employee Onboarding' and shows a table titled 'Active Onboardings'. The table has columns: Employee ID, Candidate Name, Joining Date, Department, and Joining Location. A single row is displayed: Employee ID 123, Candidate Name 1001, Joining Date 3/4/2023, Department Micros.., and Joining Location Bangalore.

Test the Model Driven App

Publish the app so that it becomes available for end users and lets play it to see how the flow of the app looks like.

Select External Candidates and Click on New

The screenshot shows the 'Active Candidates' view in the Employee Onboarding app. The navigation bar on the left has 'External Candidates' selected. The main area shows a table titled 'Active Candidates' with columns: First Name, Last Name, Technical Expertise, Selected?, and Interview ID. Two rows are displayed: Rakesh Raj, Power Platform, Selected? 1000; and Jinesh KS, Power Platform, Selected? 1001. The 'New' button in the top toolbar is highlighted with a cursor icon.

Enter the details of the candidate and click on Save

1 1002 - Saved
Candidate - Candidate main form

Onboarding Process Flow
Active for less than one minute

General Related

Interview ID	1002
First Name	Jack
Last Name	Robins
Address	109 Street View Merrybay United States
Owner	* PK Priyaranjan KS

Candidate Experience and Photo

Technical Expertise * Azure
Experience 10
Profile Picture

Note : You can upload the photo only once you have saved the record once.

Click on the First stage Red Dot and ensure that all the mandatory fields have been filled in and click on Next Stage

1 1002 - Unsaved
Candidate - Candidate main form

Onboarding Process Flow
Active for 1 minute

General Related

Interview ID	1002
First Name	Jack
Last Name	Robins
Email	* priyaranjan@gm...
Address	109 Street View Merrybay United States
Owner	* PK Priyaranjan KS

Background Check

Next Stage >

Candidate Experience and Photo

Technical Expertise * Azure
Experience 10
Profile Picture

Click on Create to add a new Job entry record for the candidate

1002 - Saved
Candidate - Candidate main form

Onboarding Process Flow Active for 2 minutes

Enter Candidate Details (2 Min)

Schedule Interview Interview Feedback Onboarding

General		Related	
Interview ID	1002	First Name	✓ Jack
First Name	Jack	Last Name	✓ Robins
Last Name	Robins	Background Check Required?	No
Address	109 Street Merrybend United States	Next Stage	▼
Owner	Priya	Select Job Entry	No records found.
	+ Create		Close

Candidate Experience and Photo

Technical Expertise * Azure

Experience 10

Profile Picture 

[Open](#) [Delete](#)

Specify the needed details.

New Job Entry - Unsaved
Job Entry - Job Entry main form

Onboarding Process Flow Active for 3 minutes

Enter Candidate Details Schedule Interview (< 1 Min) Interview Feedback Onboarding

General	
Short Job Description * Azure Job Opening	
Technology	Azure
Minimum Years of Experience	6
Department	Microsoft
Manager	Priyanjan KS
Experience with Azure Function Apps and Logic Apps	
Job Description	

Candidate Details

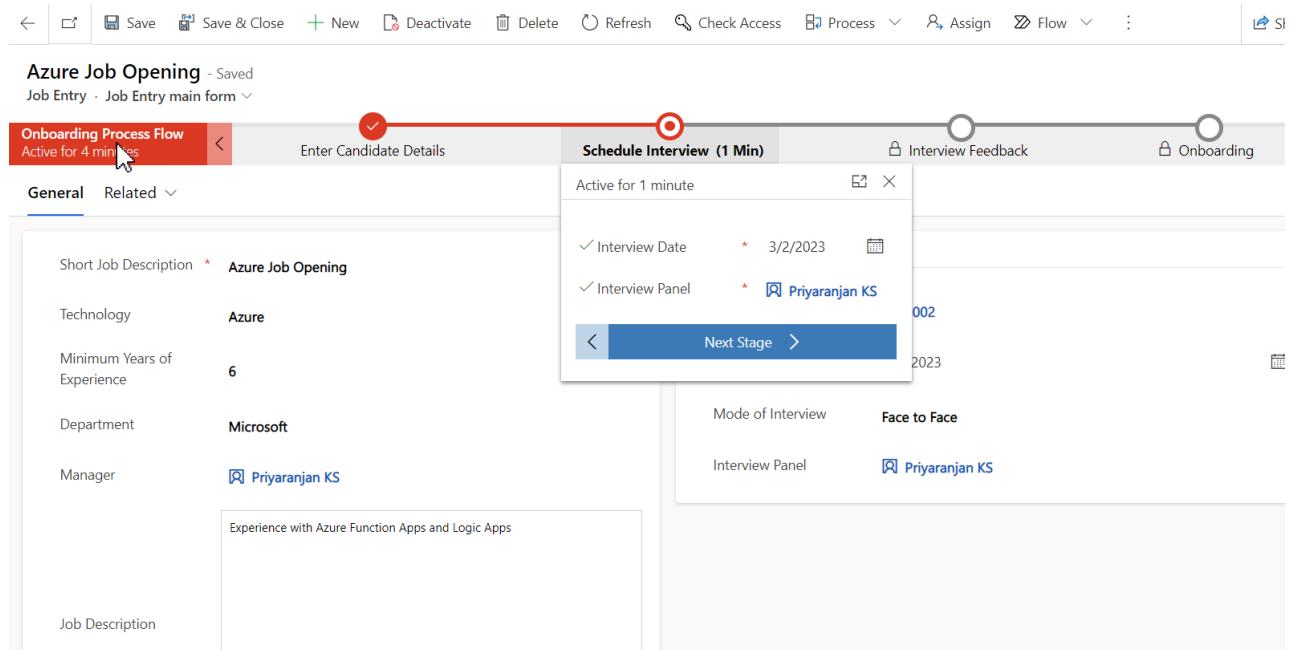
Candidate Name  1002

Interview Date 3/2/2023 

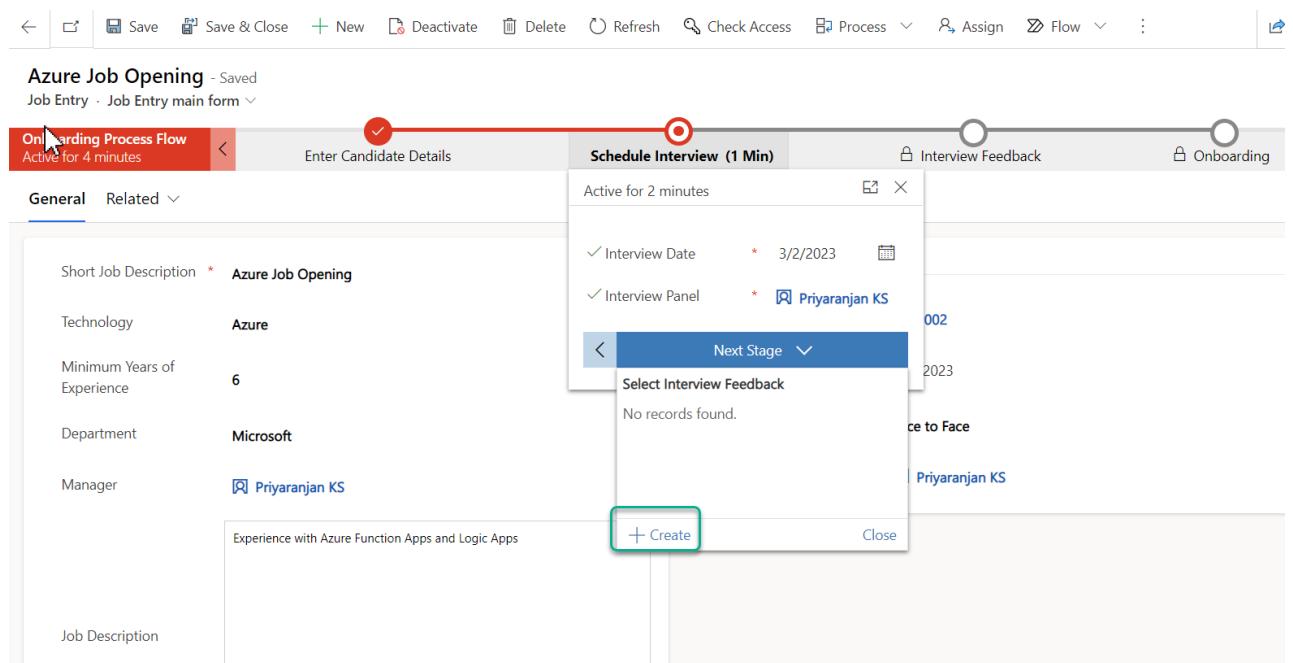
Mode of Interview Face to Face

Interview Panel Priyanjan KS

Save the record and move to the next stage



Click on Create to add a new interview feedback record once the interview process has been completed.



Enter the needed details as below

← | → | Save | Save & Close | New | Flow |

New Interview Feedback - Unsaved
Interview Feedback · Interview Feedback main form

Onboarding Process Flow Active for 6 minutes < Enter Candidate Details Schedule Interview Interview Feedback (< 1 Min) Onboarding

General

Interview Date	3/1/2023	Save
Interviewed By	Priyaranjan KS	Print
Short Interview Feedback	Performed Well	Cancel
Interview Detailed Notes	Good Exposure to Azure Communication Services and Function Apps	Close

Overall Interview rating

Owner * Priyaranjan KS

Click on Save and then move to the next stage

Performed Well - Saved
Interview Feedback · Interview Feedback main form

Onboarding Process Flow Active for 7 minutes < Enter Candidate Details Schedule Interview Interview Feedback (1 Min) Onboarding

General Related

Interview Date	3/1/2023	Save
Interviewed By	Priyaranjan KS	Print
Short Interview Feedback	Performed Well	Cancel
Interview Detailed Notes	Good Exposure to Azure Communication Services and Function Apps	Close

Overall Interview rating

Owner * Priyaranjan KS

In the final stage of onboarding specify the onboarding details and click on Save to complete the process flow.

← □ Save Save & Close + New Flow ▾

New - Onboarding - Unsaved

 Onboarding · Onboarding main form ▾

Onboarding Process Flow Active for 7 minutes < Enter Candidate Details Schedule Interview Interview Feedback Onboarding (< 1 Min)

General

Employee ID	900
Candidate Name	1002
Joining Date	3/2/2023
Joining Location	Bangalore
Position	Architect
Department	Microsoft
Manager	Priyaranjan KS
Owner	Priyaranjan KS

Candidate Details

✉ Email	priyaranjan@gmail.com
⌚ Experience	10
📍 Technical Expertise	Azure
📍 Address	109 Street View Merrybay United States
🖼 Profile Picture	

Summary

Thus we have seen how we can create a Model driven app by plugging in the various components that will make up the app. This E Book will be constantly updated and evolved with more advanced topics, stay tuned for more interesting reads.