

## **A dynamic application on PowerApps named 'Leave Application'**

- Used Power Apps for implementing the Application
- Used SharePoint Lists for storing the information.
- Used Microsoft Power Automate for automating the flow and sending an automated emails to both employees as well as approver.

# A dynamic application on PowerApps named 'Leave Application'

The screenshot displays a PowerApps canvas titled 'LEAVE APPLICATION'. At the top, a blue header bar contains the title. Below the header, the text 'CURRENT USER: i-sneha@themaverics.com' is shown in red. Two blue buttons are positioned below the user information: 'LOGIN AS EMPLOYEE' and 'LOGIN AS APPROVER'. Annotations with arrows point to these elements: one points to the current user text stating 'Current User name will be displayed here.', and another points to the 'LOGIN AS APPROVER' button stating 'If Employee is not an Approver, this button will be Invisible'.

Power Apps | Canvas

Environment  
TheMaverics Technolog...

**LEAVE APPLICATION**

CURRENT USER: i-sneha@themaverics.com

LOGIN AS EMPLOYEE

LOGIN AS APPROVER

Current User name will be displayed here.

If Employee is not an Approver, this button will be Invisible

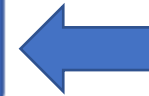
Waiting for browser.pipe.aria.microsoft.com...



# LEAVE APPLICATION

CURRENT USER: i-sneha@themaverics.com

LOGIN AS EMPLOYEE



LOGIN AS APPROVER



APPLY LEAVE

VIEW MY APPLICATION

MY LEAVE BALANCE

MY CALENDAR



# MY LEAVE BALANCE



CURRENT FINANCIAL YEAR: 2021

## ALL LEAVES



## PENDING LEAVES

/ 90  
AVAILABLE

Since, no leave is  
applied yet, so leave  
count is blank



APPLY LEAVE



VIEW MY APPLICATION

MY LEAVE BALANCE

MY CALENDAR



## APPLY LEAVE



\* Select type

Find items



\* Leave Type

Find items



\* Leave Description

\* Department

Find items



\* Manager



\* Start Date

12/31/2001



\* End Date

12/31/2001



Number of Days

0

SAVE

CANCEL



## APPLY LEAVE



- \* Select type
- \* Leave Type
- \* Leave Description
- \* Department
- \* Manager
- \* Start Date
- \* End Date
- Number of Days

Find items

Planned

Unplanned

Find items



Find items



12/31/2001



12/31/2001



0

SAVE

CANCEL





## APPLY LEAVE



\* Select type

Unplanned



\* Leave Type

Find items

Select type

Medical Leave

Casual Leave

Maternity Leave

Paternity Leave

Half Pay Leave

Quarantine Leave

\* Leave Description

\* Department

\* Manager

\* Start Date

\* End Date

Number of Days

0

SAVE

CANCEL

If Leave Type is Medical Leave then Attachments Box will be displayed, else not

Power Apps | Canvas

Environment  
TheMaverics Technolog...

# APPLY LEAVE

\* Leave Type: Medical Leave

\* Leave Description:

\* Department: Find items

\* Manager:

\* Start Date: 12/31/2001

\* End Date: 12/31/2001

Number of Days: 0

Attachments

There is nothing attached.

Attach file

Waiting for india.api.powerapps.com...

If Leave Type is Half Pay Leave then, in Day box '1/2' will be displayed.

Power Apps | Canvas

Environment  
TheMaverics Technolog...

# APPLY LEAVE

\* Select type: Unplanned

\* Leave Type: Half Pay Leave

\* Leave Description:

\* Department: Find items

\* Manager:

\* Start Date: 12/31/2001

\* End Date: 12/31/2001

**\*Please select End Date same as Start Date**

Day: 1/2

SAVE CANCEL



## APPLY LEAVE



\* Select type

Unplanned

\* Leave Type

Casual Leave

\* Leave Description

\* Department

Find items

\* Manager

\* Start Date

12/31/2001

\* End Date

12/31/2001

Number of Days

0

SAVE

CANCEL

When Department Box is Clicked, Three options are shown 'HR', 'Development', 'Manager'

Power Apps | Canvas

Environment  
TheMaverics Technolog...

# APPLY LEAVE

- \* Select type: Unplanned
- \* Leave Type: Casual Leave
- \* Leave Description: Vacation
- \* Department: Find items
  - HR
  - Development
  - Manager
- \* Manager
- \* Start Date
- \* End Date: 12/31/2001
- Number of Days: 0

SAVE CANCEL

Waiting for india.api.powerapps.com...

If HR is clicked in the Department Box then three options of Manager(Approver) will be shown, choose one among them.

Power Apps | Canvas

Environment  
TheMaverics Technolog...

SD

## APPLY LEAVE

\* Select type: Unplanned

\* Leave Type: Casual Leave

\* Leave Description: Vacation

\* Department: HR

\* Manager:

- Sneha Dhumal (Intern)  
i-sneha@themaverics.com
- Mushtaq Lambe  
mushtaq@themaverics.com
- Sameer Deshpande  
sameer@themaverics.com

\* Start Date

\* End Date

Number of Days

SAVE CANCEL

Waiting for india.api.powerapps.com...

If Development is clicked in the Department Box then two options of Manager(Approver) will be shown, choose one among them.

Power Apps | Canvas

Environment  
TheMaverics Technolog...

# APPLY LEAVE

- \* Select type: Unplanned
- \* Leave Type: Casual Leave
- \* Leave Description: Vacation
- \* Department: Development
- \* Manager:
  - Sneha Dhumal (Intern)  
i-sneha@themaverics.com
  - Hansel Nunes  
hansel@themaverics.com
- \* Start Date
- \* End Date
- Number of Days: 0

SAVE CANCEL

If Manager is clicked in the Department Box then two options of Manager(Approver) will be shown, choose one among them.

TheMaverics

Power Apps | Canvas

Environment

TheMaverics Technolog...

SD

APPLY LEAVE

\* Select type

Unplanned

\* Leave Type

Casual Leave

\* Leave Description

Vacation

\* Department

Manager

\* Manager

Sneha Dhumal (Intern)

i-sneha@themaverics.com

Hansel Nunes

hansel@themaverics.com

\* Start Date

\* End Date

Number of Days

0

SAVE

CANCEL

Waiting for india.api.powerapps.com...





## APPLY LEAVE



\* Select type

Unplanned

\* Leave Type

Casual Leave

\* Leave Description

\* Department

\* Manager

\* Start Date

\* End Date

Number of Days

Tuesday

September

21

2021

◀ September 2021 ▶

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		


Ok Cancel

SAVE

CANCEL

Number of Days

# APPLY LEAVE



\* Select type

Unplanned

\* Leave Type

Casual Leave

\* Leave Description

Vacation

\* Department

Development

\* Manager

Sneha Dhumal (Intern)

\* Start Date

9/30/2021

\* End Date

10/1/2021

Number of Days

2

SAVE


CANCEL

In Number Of Days, Difference of Start Date and End Date is mentioned automatically, inclusive of Start Date.

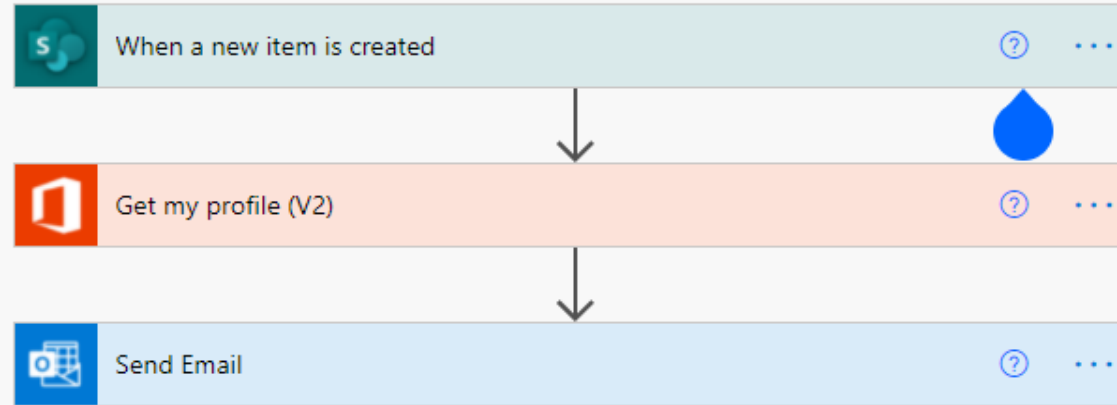
Leaves ☆

Title ▾	Department ▾	Manager ▾	Start Date ▾	End Date ▾	Number of Days ▾	Leave Sta... ▾	Leave Type ▾	Select type ▾	Manager comm...
⚡ Vacation	Development	Sneha Dhumal (Intern)	9/30/2021	10/1/2021	2	Pending	Casual Leave	Unplanned	
⚡ Emergency at Home	Manager	Sneha Dhumal (Intern)	9/23/2021	9/23/2021	1/2	Pending	Half Pay Leave	Unplanned	

Once Saved, the application will be stored here.

 Search for helpful resources

Save Flow checker Test



Save

Whenever an Employee applies a leave, the respective Approver will get an email mentioning that a new request is made.

Meet Now

SD

as the default email handler. [Try it now](#) [Ask again later](#) [Don't show again](#)

Move to

Categorize

Snooze

Weekly Review Meeting  
Tomorrow 16:00 Microsoft Tea

### New Leave Application In Request.

SD

**Sneha Dhumal (Intern)**  
Tue 21-09-2021 20:22

To: Sneha Dhumal (Intern)

Hi, Hoping you are having a good day Sneha,  
  
A New Leave Application is in Request.  
The Leave Request is from: Sneha Dhumal (Intern)  
(Email: i-sneha@themaverics.com)  
Reason for Leave: Vacation  
  
The Start Date mentioned is: 2021-09-30 and End Date mentioned is: 2021-10-01.  
  
Please do the required approval of the leave as per your choice.  
Thanks and Regards,  
Team Automate.

[Reply](#) | [Forward](#)

Automated mail: When an Employee requests a leave to the Approver.  
Approver will get the following mentioned email.



Alert

✓ The Leave Application is saved successfully!

APPLY LEAVE

VIEW MY APPLICATION



MY LEAVE BALANCE

MY CALENDAR

Filtering options, for convenience.

Power Apps | Canvas

Environment  
TheMaverics Technolog...

# VIEW MY APPLICATION

Search

**LEAVE TYPE**

All

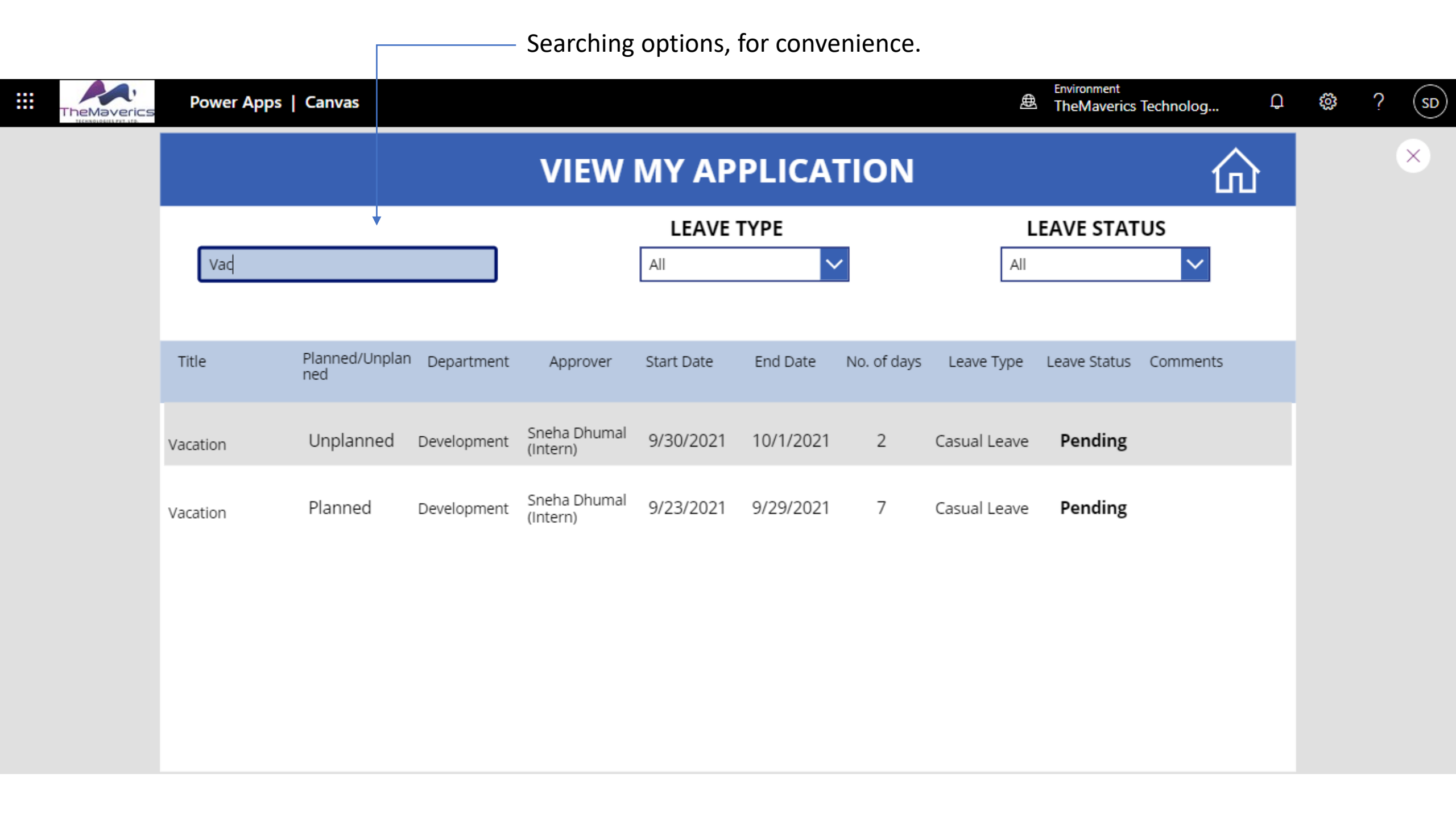
- All
- Medical Leave
- Casual Leave
- Maternity Leave
- Paternity Leave
- Half Pay Leave
- Quarantine Leave

**LEAVE STATUS**

All

- All
- Pending
- Approved
- Rejected

Title	Planned/Unplanned	Department	Approver	No. of days	Leave Type	Status
Vacation	Unplanned	Development	Sneha Dhumal (Intern)	2	Casual Leave	
Emergency at Home	Unplanned	Manager	Sneha Dhumal (Intern)	1/2	Half Pay Leave	Pending
Due to Covid 19	Planned	Development	Sneha Dhumal (Intern)	9/22/2021 - 9/30/2021	Quarantine Leave	Pending
Vacation	Planned	Development	Sneha Dhumal (Intern)	9/23/2021 - 9/29/2021	Casual Leave	Pending







APPLY LEAVE

VIEW MY APPLICATION

MY LEAVE BALANCE



MY CALENDAR



## MY LEAVE BALANCE



CURRENT FINANCIAL YEAR: 2021

### ALL LEAVES



### PENDING LEAVES

18 / 90

AVAILABLE

Sum of all the  
leaves, applied.

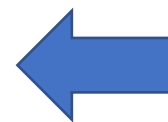


APPLY LEAVE

VIEW MY APPLICATION

MY LEAVE BALANCE


MY CALENDAR





## MY CALENDAR



- Calendar 
- Birthdays

Calendar

India holidays

United States holidays



Su

Sat

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

Tuesday, September 21, 2021

2:00 PM

180m

Microsoft Azure Virtual Training Day: Fundamentals Part 2



Digital Event



# LEAVE APPLICATION

CURRENT USER: i-sneha@themaverics.com

LOGIN AS EMPLOYEE

LOGIN AS APPROVER





APPLICATIONS



Filtering options, for convenience.

Power Apps | Canvas

Environment  
TheMaverics Technolog...

# VIEW APPLICATIONS

LEAVE TYPE


DEPARTMENT

LEAVE STATUS


Title	Department	Approver	No. of days	Leave Type	Status	EDIT		
Vacation	Manager	Sneha Dhur (Intern)	5	Casual Leave	Pending	EDIT		
Due to Co	Development	Sneha Dhumal (Intern)	8	Quarantine Leave	Pending	EDIT		
Emergen Home	Development	Sneha Dhumal (Intern)	1/2	Half Pay Leave	Pending	EDIT		
Vacation	Planned	Development	Sneha Dhumal (Intern)	9/23/2021 9/29/2021	7	Casual Leave	Pending	EDIT


Form saved by Employee, will be seen here when Edit is clicked

Form saved by Employee, will be seen here, the Approver can either select Approved/ Rejected/Pending

**Power Apps | Canvas**

Environment  
TheMaverics Technolog...





## APPROVE/REJECT LEAVE

* Select type	Unplanned
* Leave Type	Casual Leave
* Leave Description	Vacation
* Department	Manager
* Manager	Sneha Dhumal (Intern)
* Start Date	Approved X
* End Date	Approved
Number of Days	Pending
Leave Status	Approved
Manager comments	Rejected
	Enjoy

**SAVE****CANCEL**





## VIEW APPLICATIONS



### LEAVE TYPE

All



### DEPARTMENT

All



### LEAVE STATUS

All



Title	Planned/Unplanned	Department	Approver	Start Date	End Date	No. of days	Leave Type	Leave Status	Action
Vacation	Unplanned	Manager	Sneha Dhumal (Intern)	10/4/2021	10/8/2021	5	Casual Leave	Approved	EDIT
Due to Covid-19	Planned	Development	Sneha Dhumal (Intern)	10/4/2021	10/11/2021	8	Quarantine Leave	Pending	EDIT
Emergency at Home	Unplanned	Manager	Sneha Dhumal (Intern)	10/6/2021	10/6/2021	1/2	Half Pay Leave	Pending	EDIT
Vacation	Planned	Development	Sneha Dhumal (Intern)	9/23/2021	9/29/2021	7	Casual Leave	Pending	EDIT

Leave Status selected by the Approver will be shown here, respective of the option chose.





## VIEW APPLICATIONS



### LEAVE TYPE

All



### DEPARTMENT

All



### LEAVE STATUS

All



Title	Planned/Unplanned	Department	Approver	Start Date	End Date	No. of days	Leave Type	Leave Status	Action
Vacation	Unplanned	Manager	Sneha Dhumal (Intern)	10/4/2021	10/8/2021	5	Casual Leave	Approved	EDIT
Due to Covid-19	Planned	Development	Sneha Dhumal (Intern)	10/4/2021	10/11/2021	8	Quarantine Leave	Pending	EDIT
Emergency at Home	Unplanned	Manager	Sneha Dhumal (Intern)	10/6/2021	10/6/2021	1/2	Half Pay Leave	Pending	EDIT
Vacation	Planned	Development	Sneha Dhumal (Intern)	9/23/2021	9/29/2021	7	Casual Leave	Rejected	EDIT




as the default email handler. [Try it now](#) [Ask again later](#) [Don't show again](#)

[Move to](#) [Categorize](#) [Snooze](#) [Undo](#)

## Leave Application Approved

This message was sent with Low importance

 **Sneha Dhumal (Intern)**  
Wed 22-09-2021 20:32  
To: Sneha Dhumal (Intern)

Hoping you are having a nice day, Sneha Dhumal (Intern)

Your Leave Application for " Due to Covid 19" is APPROVED by Sneha Dhumal (Intern)

The Leave is Approved from:  
2021-09-22 TO 2021-09-30


Hope to see you soon.  
Thanks and regards,  
TheMaverics Technologies Pvt Ltd.

[Reply](#) | [Forward](#)

Rejected Email sent by Approver to Employee

## Leave Application Rejected

This message was sent with Low importance

 **Sneha Dhumal (Intern)**  
Wed 22-09-2021 20:34  
To: Sneha Dhumal (Intern)

Hoping you are having a nice day, Sneha Dhumal (Intern)

Your Leave Application for " Vacation " is REJECTED by Sneha Dhumal (Intern)

Sorry, but the department has a lot of work load. Hope you understand.  
Thanks and regards,  
TheMaverics Technologies Pvt Ltd.

[Reply](#) | [Forward](#)

Approved Email sent by Approver to Employee



# VIEW MY APPLICATION



## LEAVE TYPE

## LEAVE STATUS

All



All



Title	Planned/Unplanned	Department	Approver	Start Date	End Date	No. of days	Leave Type	Leave Status	Comments
Vacation	Unplanned	Manager	Sneha Dhumal (Intern)	10/4/2021	10/8/2021	5	Casual Leave	Approved	Enjoy
Due to Covid-19	Planned	Development	Sneha Dhumal (Intern)	10/4/2021	10/11/2021	8	Quarantine Leave	Pending	
Emergency at Home	Unplanned	Manager	Sneha Dhumal (Intern)	10/6/2021	10/6/2021	1/2	Half Pay Leave	Pending	
Vacation	Planned	Development	Sneha Dhumal (Intern)	9/23/2021	9/29/2021	7	Casual Leave	Rejected	

Leave Status selected by the Approver will be shown here(In Login As Employee)





## MY LEAVE BALANCE



CURRENT FINANCIAL YEAR: 2021

### ALL LEAVES



### PENDING LEAVES

20 / 90

AVAILABLE

Sum of all the Leaves  
applied in the current year



## MY LEAVE BALANCE



CURRENT FINANCIAL YEAR: 2021

### ALL LEAVES



### PENDING LEAVES

20 / 160

AVAILABLE

Sum of all the Leaves applied in the current year is less than 90, then in the next year the leaves of the current year will get added.



## MY LEAVE BALANCE



CURRENT FINANCIAL YEAR: 2021

### ALL LEAVES



### PENDING LEAVES

- / 90

**ALL LEAVES OVER**

Sum of all the Leaves applied in the current year is greater than 90, then '-' will be shown and message will be displayed.