|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Team member names** | **Project assignment 1: Implement Teams and SharePoint Online for enhancing the business process.**  **State if you have used a ready-made template for SharePoint** | **Project assignment 2: Automate a chosen business process via Power Automate platform** | **Project assignment 3: Create an app for your business via PowerApps** | **Project assignment 4: Create a powerful chatbot** | **URL’s for the outcomes**  (Make sure, that Mirlinda has the owner access to all of the outcomes mirlinda@hamkprojects.onmicrosoft.com) | **Describe the functionality briefly** |
| **Duy Tran Huynh An** | In charge of **HR channel** in Teams.   * Add featured videos using YouTube app. * Create HR Calendar roadmap using Whiteboard app.   In charge of **Onboarding Schedule** page on SharePoint. | Design workflow for functioning auto like & create task in community in case are there any issue / problem or not.  - Implement the **auto** **Like** function after people post the article **without** keywords (‘issue’ or ‘problem') on SharePoint community page. | - Design workflow for Training list activities in **Request Support** screen and **Successfully** screen.  - Implemented function auto send email with register information and selection to support recipient. Redirect to Successfully screen to avoid multi-submission. | - Design flow for answering questions related to FAQ or Report issues/problems.  - Implement flow above to Chatbot in “Dummy” topic | URL to MS Teams:   1. [**Group 6 - Cloud-based Biz Solutions | General | Microsoft Teams**](https://teams.microsoft.com/l/team/19%3Aez5czguoXbf-o4iCLLwtThv4deX7BXPHJe67RGduNH81%40thread.tacv2/conversations?groupId=794e24ae-37f8-41f9-9410-ed9141d3cf1f&tenantId=ae83d978-51f7-4e9c-a426-ddc856038746) **Link** 2. [**URL to the SharePoint site**](https://hamkprojects.sharepoint.com/sites/Employee-Onboarding) 3. **[URL to the Power Apps](https://apps.powerapps.com/play/e/default-ae83d978-51f7-4e9c-a426-ddc856038746/a/dc9c9f27-110e-4a2f-a1df-9b6d5268e5ee?tenantId=ae83d978-51f7-4e9c-a426-ddc856038746&sourcetime=1713814183108)** 4. [**URL to demo Chatbot**](https://copilotstudio.microsoft.com/environments/Default-ae83d978-51f7-4e9c-a426-ddc856038746/bots/crb27_copilot1Gmfqsr/canvas?__version__=2) **or** [**try this link**](https://eur.safelink.emails.azure.net/redirect/?destination=https%3A%2F%2Fweb.powerva.microsoft.com%2Fenvironments%2FDefault-ae83d978-51f7-4e9c-a426-ddc856038746%2Fbots%2F3b84c649-4ef2-ee11-a1fd-6045bd88cdfb&p=bT1jM2QyMmE0OS0zMDNmLTRhMjAtYTFmMy1jNjk2MzFlYWFmZjEmdT1hZW8mbD0zYjg0YzY0OS00ZWYyLWVlMTEtYTFmZC02MDQ1YmQ4OGNkZmI%3D) 5. **URL to 6 Power Automate flows:** 6. [URL to Power Automate – Flow 1](https://make.powerautomate.com/environments/Default-ae83d978-51f7-4e9c-a426-ddc856038746/flows/f445e8d2-2dd4-4d0e-a4c0-d6e6f7e59805/details) 7. [URL to Power Automate – Flow 2](https://make.powerautomate.com/environments/Default-ae83d978-51f7-4e9c-a426-ddc856038746/solutions/fd140aaf-4df4-11dd-bd17-0019b9312238/flows/b1cf4802-2176-48e8-9566-63a77eb3b839/details) 8. [URL to Power Automate – Flow 3](https://make.powerautomate.com/environments/Default-ae83d978-51f7-4e9c-a426-ddc856038746/flows/shared/8a6baa40-3600-42dc-b76e-fcee2ab63211/details) 9. [URL to Power Automate – Flow 4](https://make.powerautomate.com/environments/Default-ae83d978-51f7-4e9c-a426-ddc856038746/flows/shared/b94759f5-1f52-4c07-be8a-9eaf9aef9c7b/details) 10. [URL to Power Automate – Flow 5](https://make.powerautomate.com/environments/Default-ae83d978-51f7-4e9c-a426-ddc856038746/flows/shared/cdb453d4-70e8-4fb1-9bae-9645791315f8/details) 11. [URL to Power Automate – Flow 6](https://make.powerautomate.com/environments/Default-ae83d978-51f7-4e9c-a426-ddc856038746/flows/shared/11618717-7528-4e76-b26f-d3122d569b1c/details) | - The auto process to support newcomers who can approach information from PowerApps. If they had an issue that needs support, the task will be created in Chanel support and the team will get notification in common channel.  - Send email for responsible team about request support  - Navigate end user to FAQ session when using chatbot. |
| **Phuoc Nguyen** | In charge of **IT channel** in Teams.   * Create documentation for IT channel, create exam form.   Create & in charge of **Yammer community** on SharePoint site. | Design workflow for functioning auto like & create task in community in case are there any issue / problem or not.  - Implement the function **auto create Task in Planner** after people post the article **with** keywords (‘issue’ or ‘problem') on SharePoint community page.  Design flow for **Preprocessing** CV when **received** an **email** from applicant.  - **Categorize** the **CV**.  - **Notification** to **HR**. | * Restructure the detail screens on Power App * Design Training Detail screens | - Create A badass chatbot.  - Embed chatbot to SharePoint site.  - Design general flow for 2 topics: Dummy & Adaptive Card.  - Adjust the default start topic  - Change the flow, and content default Goodbye Topic |  | - **Build AI Model** to extract **the information** from a CV and **categorize** based on their **skill set**.  - **Structure** application file using OneDrive combined with SharePoint List.  - **Notification** to **HR** in Teams when a new application was added. |
| **Dan Vu Quang** | In charge of **Marketing channel** in Teams.   * Create training documents in library. * Enrich marketing channel by marketing tools     Developed **two key pages** on **SharePoint** using Microsoft Forms and Microsoft Lists to:   * Create a list of training courses. * Create the Onboarding form. | - Solely created the "Send the team channel's link to new employee" flow, automating the integration process for new team members.  - Contributed to the "Send required courses to Employee" flow, collaborating with **Phuoc Nguyen** to ensure relevant training material is distributed efficiently. | - Responsible for the development of **Browse session screen** within Orientation Day's Information app, providing clear and accessible information for training participants. | Contributed creative input and practical solutions to the Copilot chatbot development team, focusing on usability and user engagement without direct involvement in the coding process. | - Centralize documents which are mandatory for newcomers in Microsoft Wiki.  - Collect responses from requesters and send the exact documents relating to their apartment. |
| **Dinh Khanh Chi Nguyen** | Create a team & add group members.  In charge of **General channel.**   * Add Employee Onboarding communication site. * Use OneNote app to create “Newcomers Checklist”. * Add posts & upload documents in library.   Create a SharePoint site for onboarding employee based on ready-made template.   * In charge of **Welcome** page & **FAQs** page. * Create 4 post details page & implement web parts. | Design workflow for functioning auto **create an Orientation task in Support channel** when there is any new support request on Power Apps.   * Implement the auto task creation function on Support channel. | Design the **Welcome page** including these functions:   * Display username & image. * Navigate to Training Agenda page & Request Support page. * Exit option. | Design flow for “**Information on Orientation**" & “**Training Course**".   * Implement these 2 flows to Chatbot in “Dummy” topic.   Revise the default topic “Start Over”. | - Build a general channel to provide common checklists for newcomers.    - Build SharePoint community structure and content to promote company information.    - Implement auto task creation in support channel.    - Get data from end user and show in welcome screen in application |