

# App in a Day

## Microsoft Power Platform

Power Apps

Power Automate

Microsoft Dataverse



# About me

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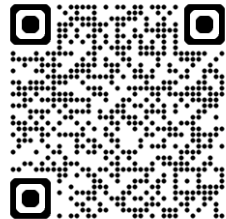
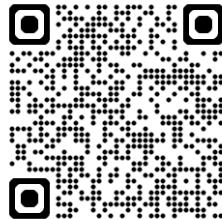
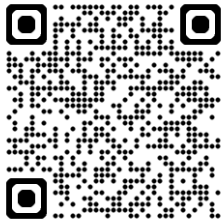
Microsoft Certified Trainer

Microsoft 365 Certified: Enterprise Administrator Expert

Microsoft 365 Certified: Security Administrator Associate

Microsoft Certified: Power Platform Functional Consultant

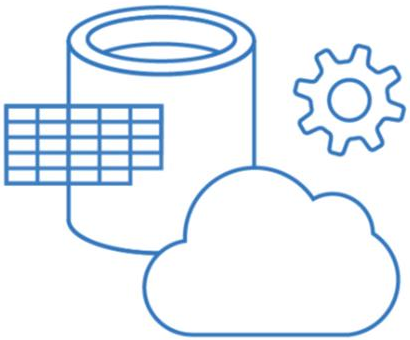
Microsoft Certified: Azure Fundamentals



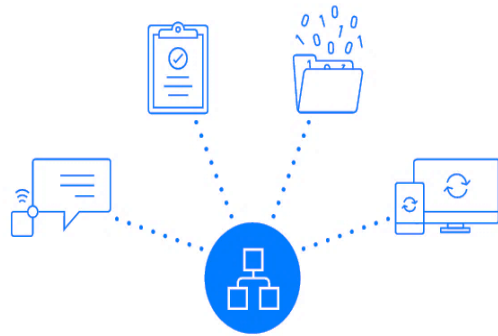
# Introduction

## Module 4: Power Automate, Cloud Flows

# Power Automate is a service for automating workflows across apps and services



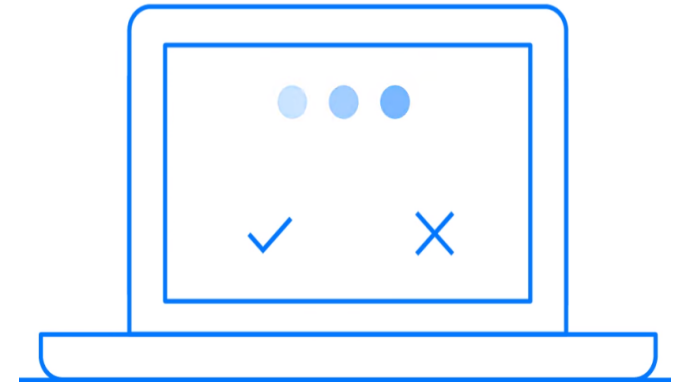
**Connect** to data & systems you're already using; create the data you need



**Create** workflows using triggers & actions without code or scripts



**Edit** flows on web and mobile



**Approve** requests or manage them on web and mobile

# Common Scenarios

Automated approvals across data stores and services

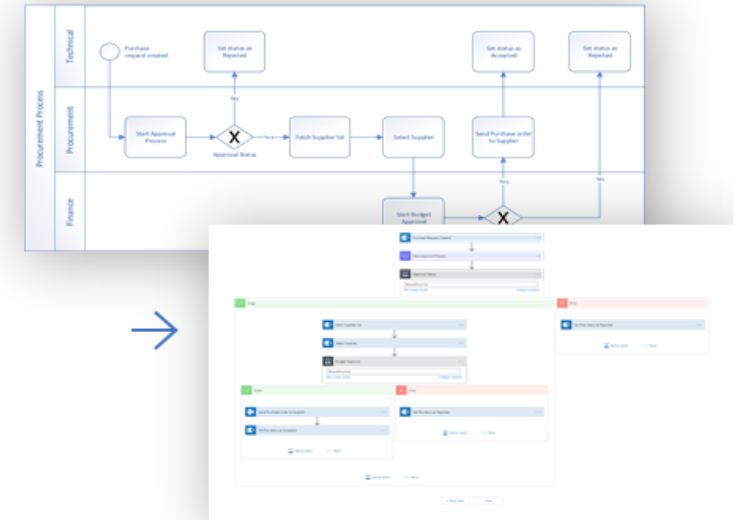
Recurring processing – e.g., expire all records over 7 days

Process guidance – interactive step by step completion of common business processes

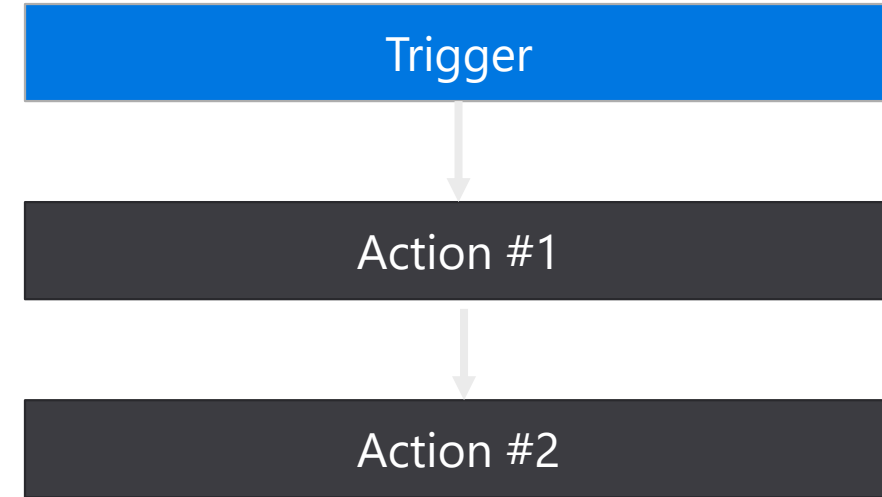
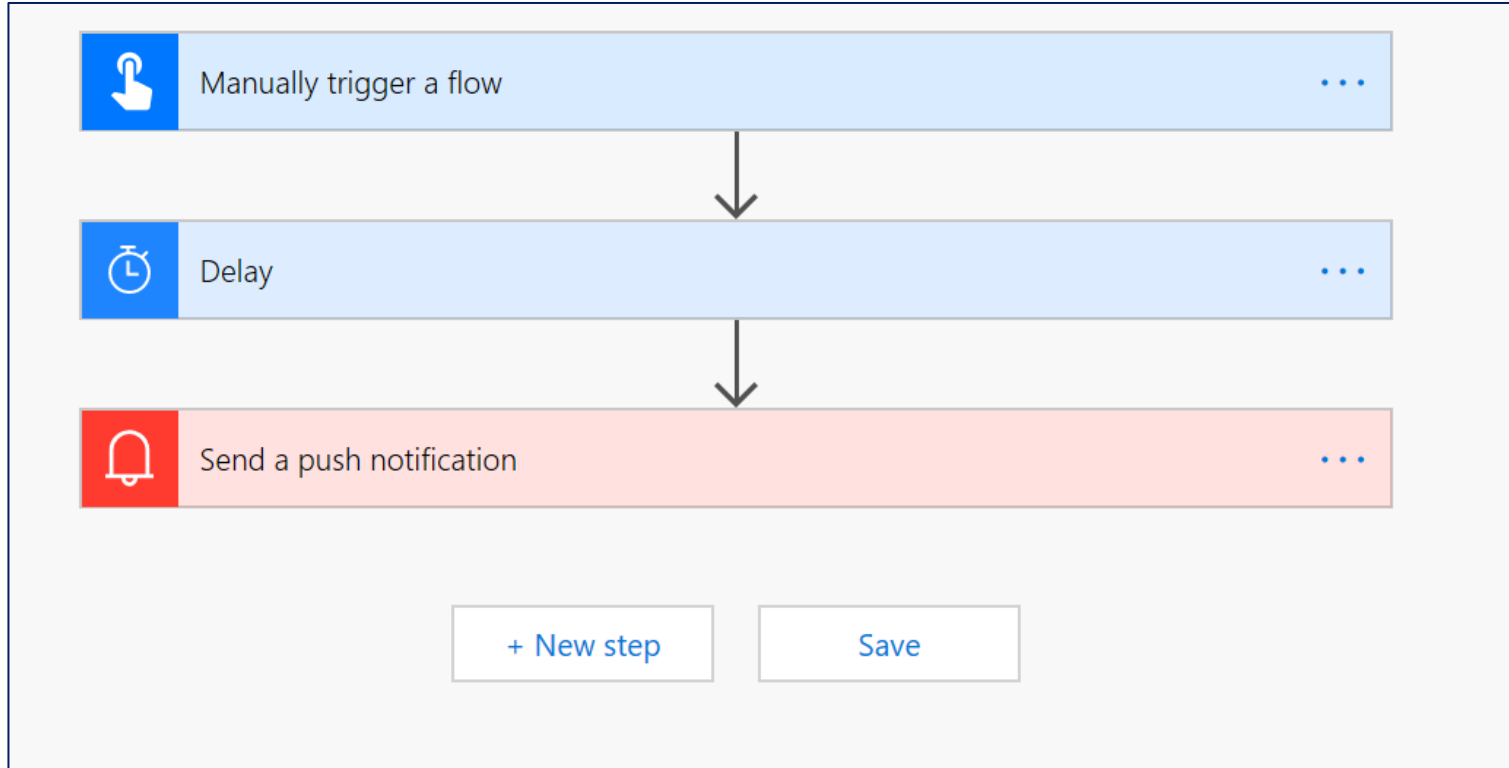
Automated triggering from data or service events e.g., record or file created

Mobile user clicks a button to kick off automation including context

Power App app user clicks a button to launch a flow in the background



# What does a cloud flow look like?



# What makes up a cloud flow?

## Example: Notification flow

**Trigger**—the event that kicks off the flow:

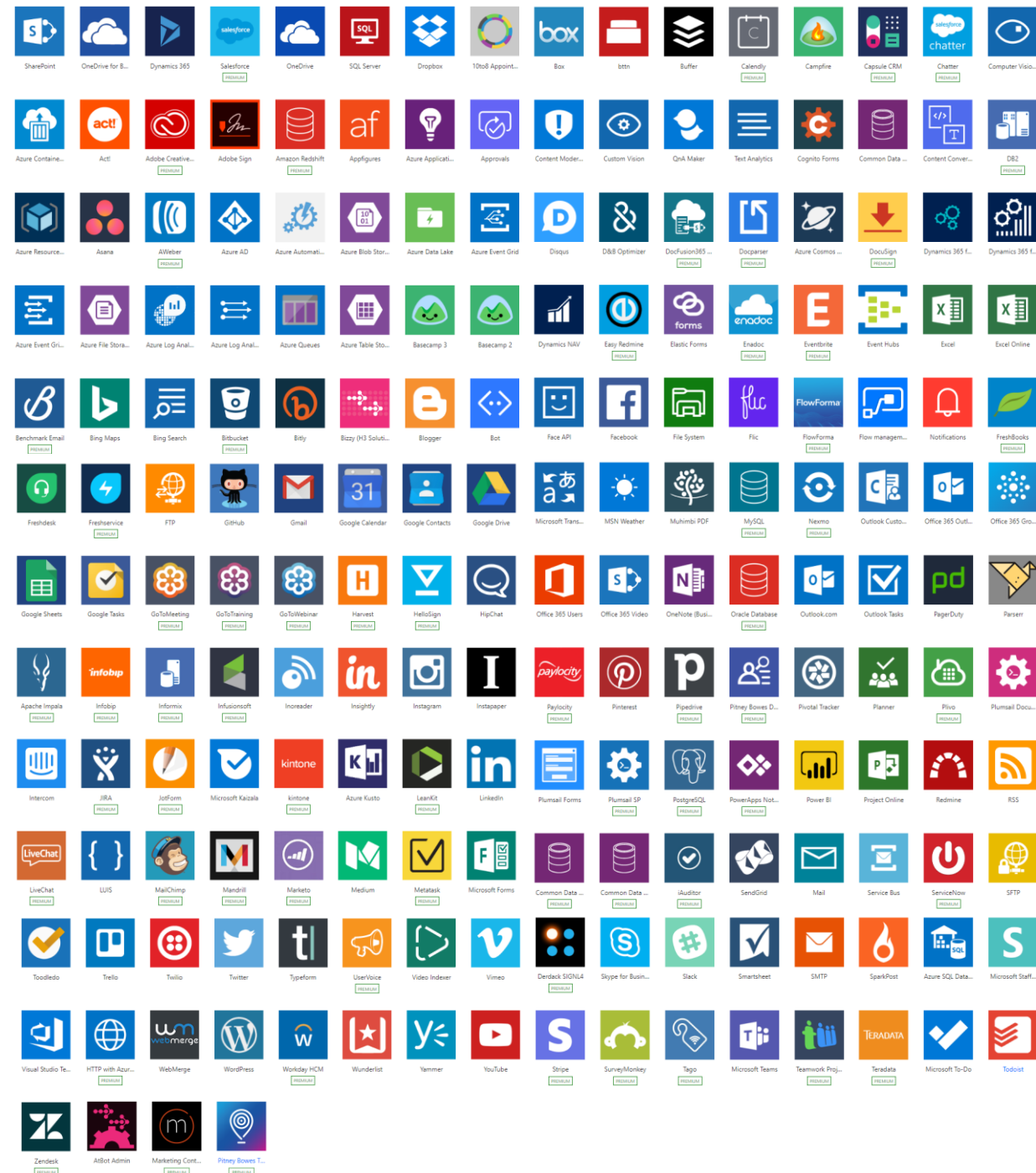
- Manual via button or Power Apps
- On a schedule
- On an event in the cloud

**Actions**—what the flow does  
*Uses data from the trigger*

The screenshot displays a Microsoft Power Automate flow editor. The top section, highlighted with a green border, is the trigger: "When a row is added, modified or deleted". It includes fields for "Change type" (set to "Create or Update"), "Table name" (set to "Accounts"), and "Scope" (set to "Organization"). Below these fields is a "Show advanced options" link. A connector arrow points down to the action section, which is highlighted with a blue border. The action is "Send an email notification (V3)". It includes fields for "To" (set to "Email"), "Subject" (set to "Account information changed"), and "Body" (set to "Your account (Account Name) information has been changed."). The "Body" field also shows a rich text editor toolbar with options for font, size, bold, italic, underline, link, and unlink. A "Show advanced options" link is also present at the bottom of the action section.

# Integration + Connectivity

- Built-in connectivity to hundreds of cloud services, file providers, databases, web APIs, productivity apps, and more
- Connect to on-premises systems via Data Gateway
- Pluggable extensibility via Custom Connectors to integrate existing LOB systems into flow





# Characteristics of automated flows

- ⚡ Starts with an event or trigger
- 📋 Performs any number of actions
- 🔗 Can have conditional logic
- 🔄 Can call other workflows



# What can business process flows do?



Create stages or screens that enforce a certain sequence of steps



For each stage, collect data from the user and / or and kick off automated workflows



Create branching logic based on the data

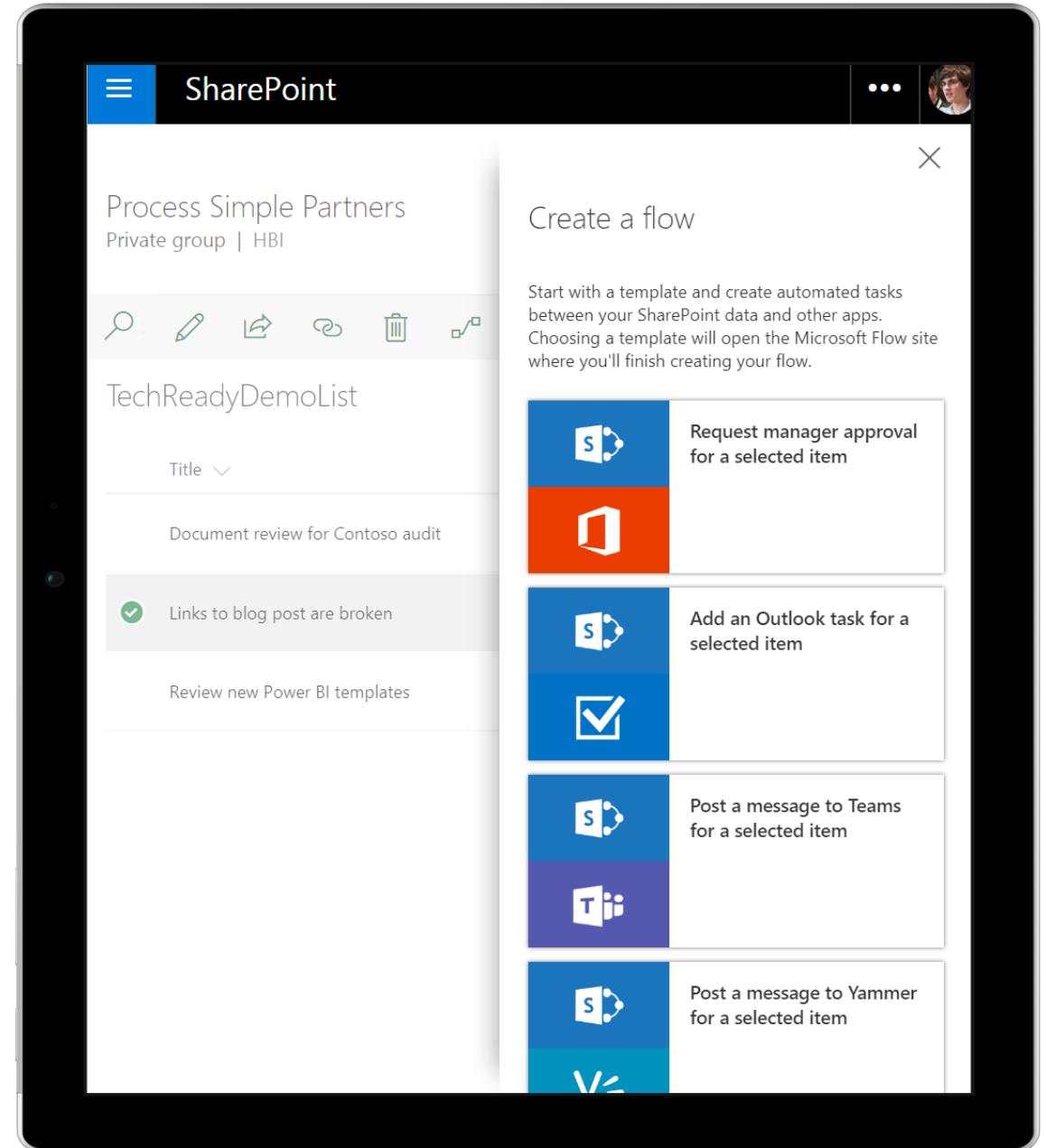


# Use Power Automate & SharePoint & OneDrive

Flow button appears in all Modern Lists and Document Libraries

There are two states for the button

1. When you don't have a file selected
  - You can create flows that run in the background on that list
2. When you have a file selected
  - You can create manual flows that run on that specific file
  - All manual flows already tied to that document library appear on the menu when you open it



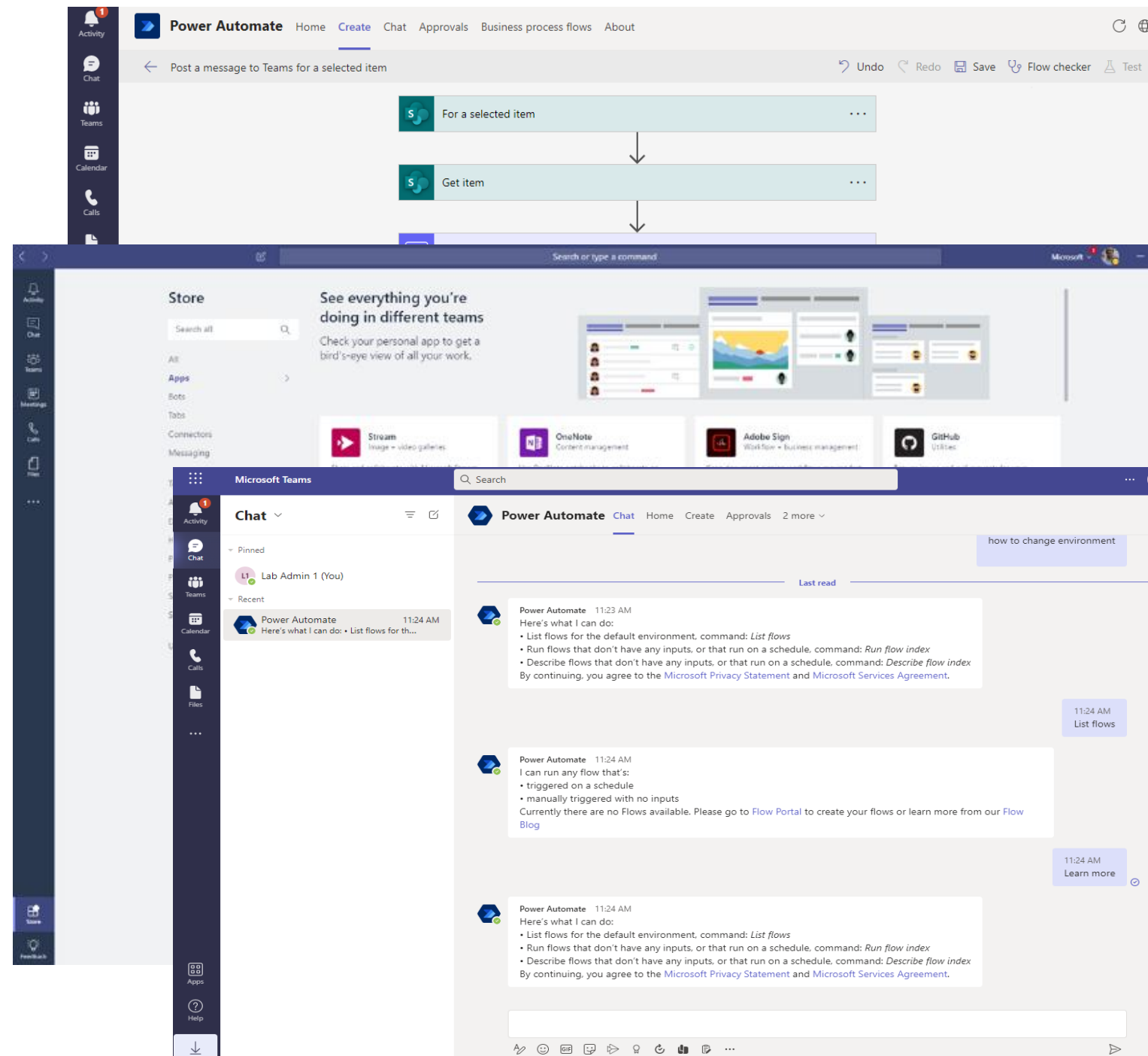
# Power Automate & Microsoft Teams

## Within Teams

- Access personal flows
- Create new flows
- Approvals center

## Use the flow bot to

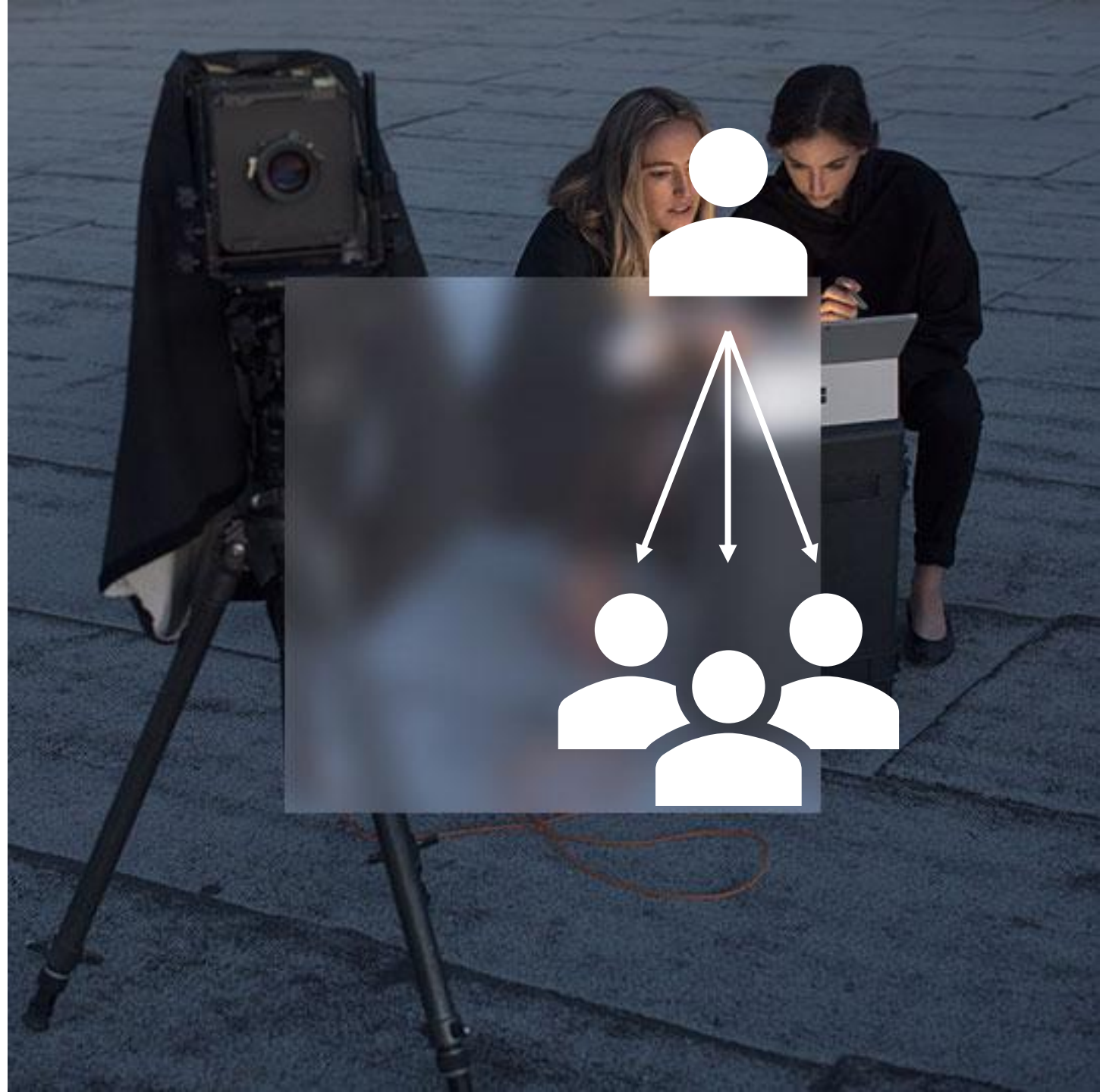
- Trigger schedule-based flows





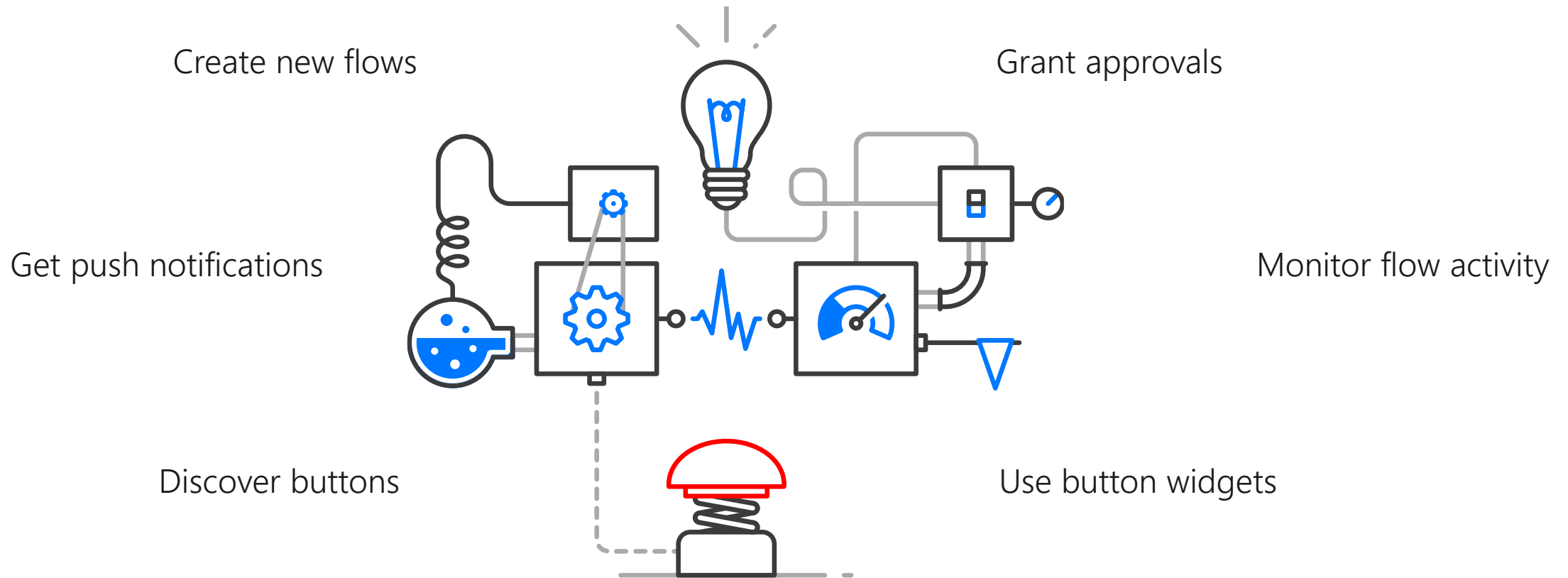
# Sharing a flow

- Many people can own a flow at once
- Use **buttons** to share the ability to *run* flows throughout your organization
- Use **approvals** for people to *participate* in a flow without knowing it's a flow



# Power Automate Mobile & Devices

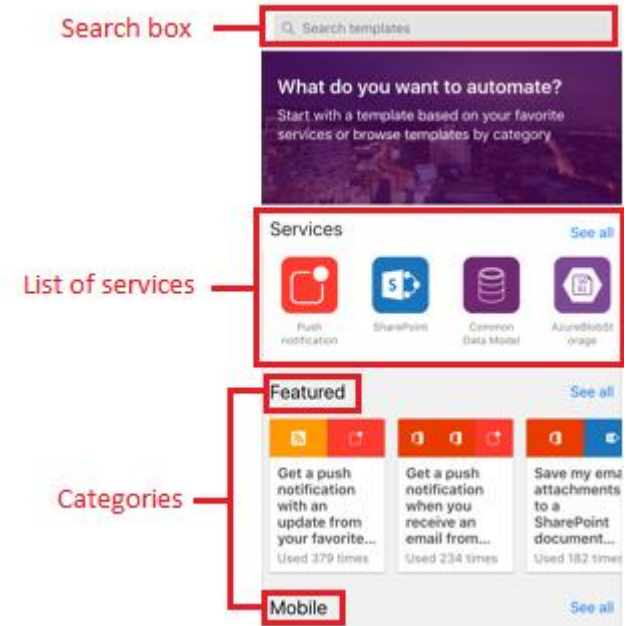
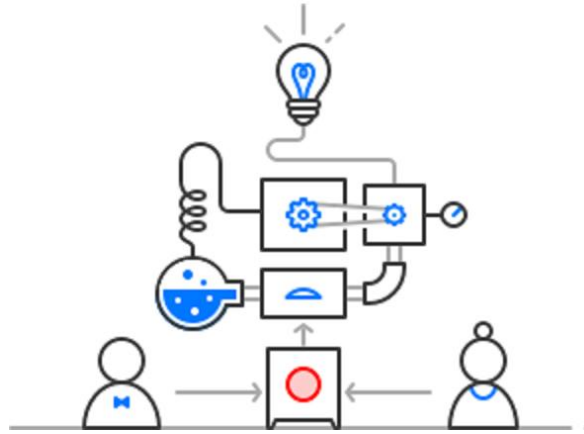
*Work less and do more, from anywhere*



Create, run, and manage automated workflows between your favorite apps and services – even when you're on the go!

# Power Automate mobile app

- Get notifications
- Manage approvals
- See flow details
- See flow run activity
- Flow buttons



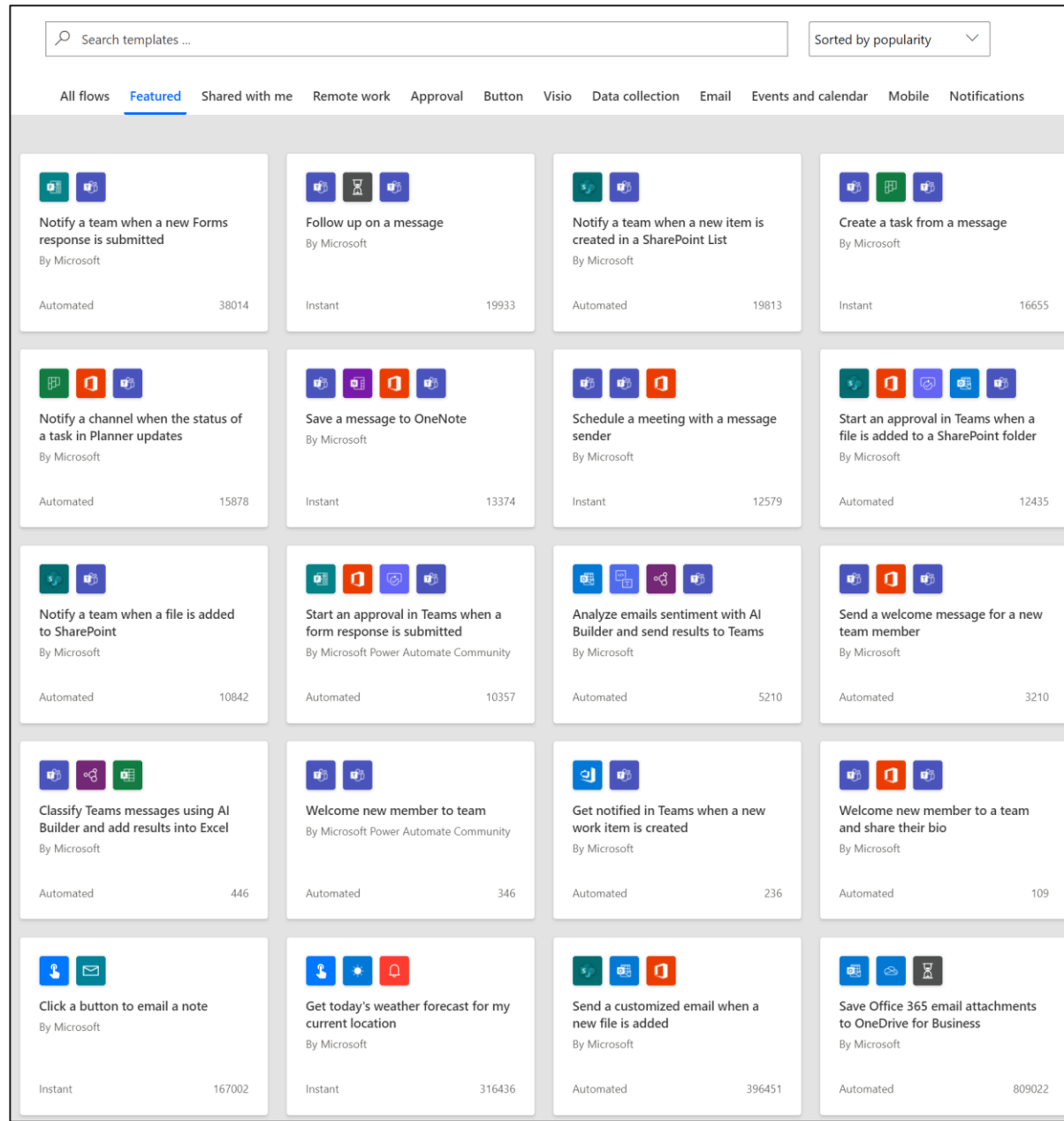
Go to the app store on your device and search for "Power Automate"



Apple Store: <https://itunes.apple.com/us/app/microsoft-flow/id1094928825?mt=8>

Google Play: <https://play.google.com/store/apps/details?id=com.microsoft.flow>

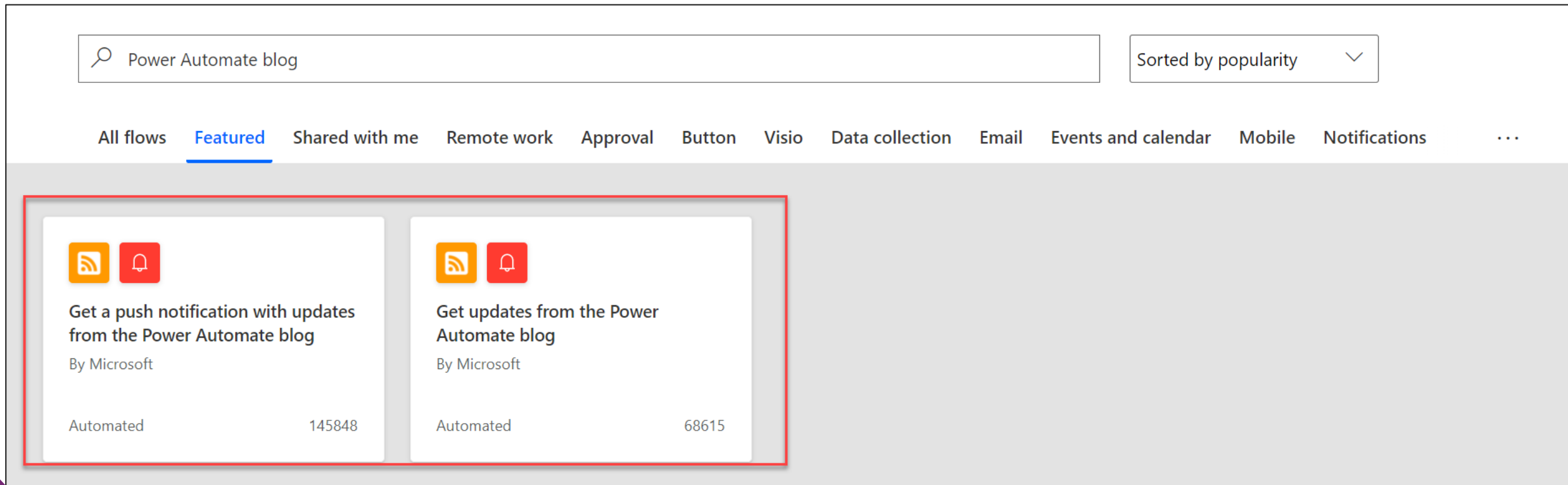
# Templates help users to get started with Power Automate





# Power Automate templates

Highly recommend running the “Get a push notification with updates from the Power Automate blog” template



The screenshot displays the Power Automate templates interface. At the top, there is a search bar containing the text "Power Automate blog" and a dropdown menu set to "Sorted by popularity". Below the search bar is a horizontal navigation menu with the following tabs: "All flows", "Featured" (which is underlined in blue), "Shared with me", "Remote work", "Approval", "Button", "Visio", "Data collection", "Email", "Events and calendar", "Mobile", "Notifications", and an ellipsis menu. The main content area shows two template cards. Both cards feature an RSS icon and a bell icon. The first card is titled "Get a push notification with updates from the Power Automate blog" by Microsoft, with a popularity count of 145848. The second card is titled "Get updates from the Power Automate blog" by Microsoft, with a popularity count of 68615. Both cards are labeled "Automated" at the bottom left. A red rectangular box highlights these two template cards.

Power Automate blog

Sorted by popularity

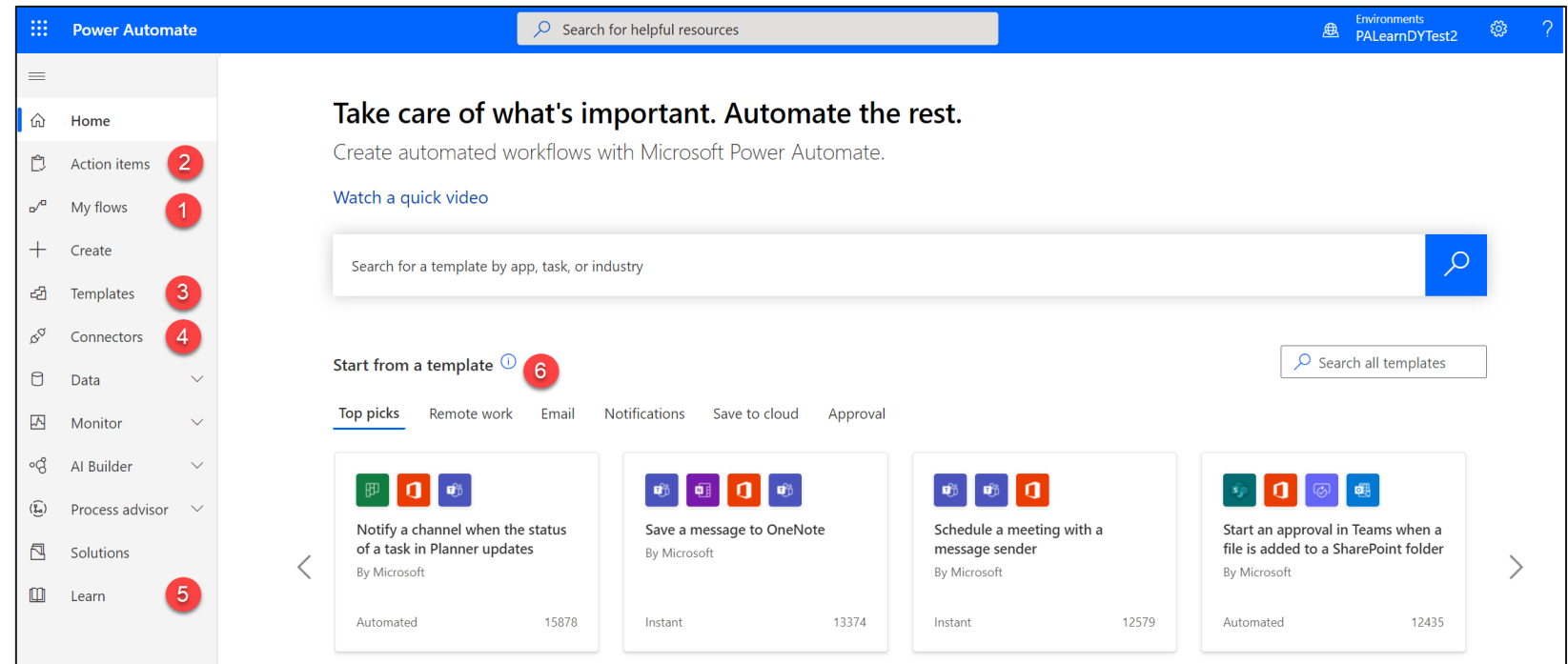
All flows **Featured** Shared with me Remote work Approval Button Visio Data collection Email Events and calendar Mobile Notifications ...

**Get a push notification with updates from the Power Automate blog**  
By Microsoft  
Automated 145848

**Get updates from the Power Automate blog**  
By Microsoft  
Automated 68615

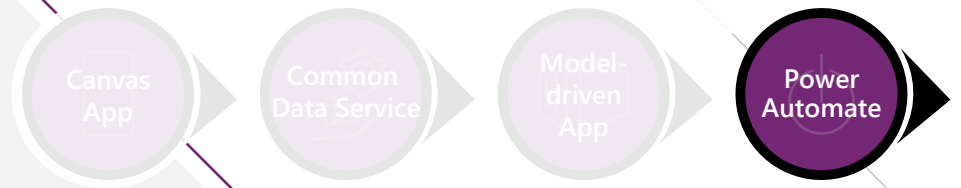
# Power Automate Portal [\[https://powerautomate.microsoft.com\]](https://powerautomate.microsoft.com)

1. **My flows**, where your flows live.
2. **Approvals**, where you can automate and streamline your approval process.
3. **Templates**, which is a great place to start.
4. **Connectors**, where you can connect from one service to another.
5. **Learn**, where you can gain information that will help you ramp up quickly on Power Automate.
6. **Featured template collections**, collections of templates by industry or role








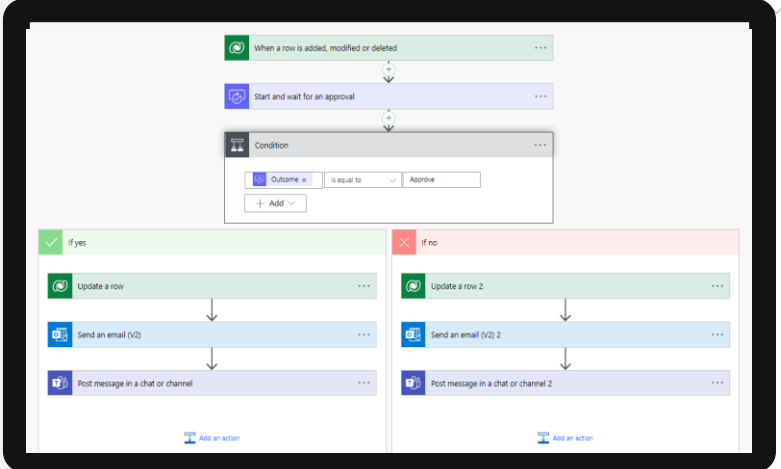
# Hands-on-lab 4

## Module 4: Power Automate



# Module 4: Learning objectives

-  Trigger a flow when a new Dataverse row is created
-  Send an approval request
  - Conditional branching based on the approval response
-  Send email notifications
  - Update the record with the approval status and the approver's comments
-  Use the approval center on web and mobile
-  Check the status of flow runs



Start	Duration	Status
Jul 29, 04:15 PM (2 d ago)	00:00:51	Succeeded
Jul 29, 04:09 PM (2 d ago)	00:00:28	Succeeded
Jul 29, 03:56 PM (2 d ago)	00:01:00	Succeeded
Jul 29, 03:54 PM (2 d ago)	00:01:11	Succeeded



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