Power Apps Hands on Course Cohort II March 2024

1. Project Title:

Visitor Management

Target Industry: Banking

2. Project Goal

To provide an automated solution to replace the current physical paper process that captures personal data. this is error prone, susceptible to data loss and/or corruption and makes tracking of these records tedious as well expose personal information to data breaches.

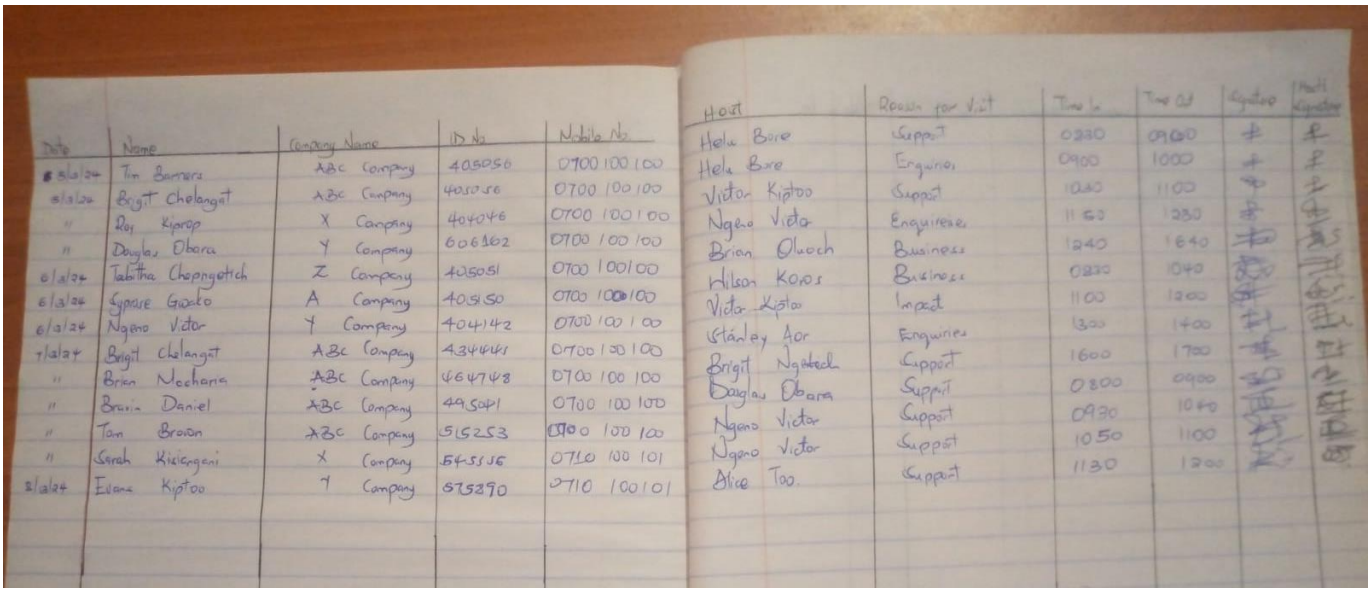
3. Problem:

- Managing visits on paper is tedious and prone to error. This approach leads to:
- Poor customer experience filling in papers every time you do a visit.
- Data breach where personal data can be used maliciously.
- Can lead to loss of data by way of the physical book.
- Duplicate visitor entries as they are required to re-enter the same information on every visit.

4. As is Process:

1. A visitor arrives and is given a physical book to enter their data including name, reason for visit and company.
2. The captured data also includes check in time.
3. The security team will ask the visitor for the reason and who to see, they will then direct them to the appropriate building and contact.
4. The visitor proceeds to see the contact and then checks out by indicating the time they clock out.
5. Each day, the visitors' book is forwarded to the Security and Investigation Department for review (SID).

SAMPLE:



Date	Name	Company Name	ID No	Mobile No
5/3/24	Tim Barners	ABC Company	405056	0700 100 100
5/3/24	Brigit Chelangat	ABC Company	405056	0700 100 100
"	Roy Kiprop	X Company	404046	0700 100 100
"	Douglas Obara	Y Company	606162	0700 100 100
6/3/24	Tabitha Chepngetich	Z Company	405051	0700 100 100
6/3/24	Syprose Gwako	A Company	405150	0700 100 100
6/3/24	Ngeno Victor	Y Company	404142	0700 100 100
7/3/24	Brigit Chelangat	ABC Company	434441	0700 100 100
"	Brian Macharia	ABC Company	464748	0700 100 100
"	Bravin Daniel	ABC Company	495041	0700 100 100
"	Tom Brown	ABC Company	515253	0700 100 100
"	Sarah Kisiangani	X Company	545556	0710 100 101
8/3/24	Evans Kiptoo	Y Company	575890	0710 100 101

Host	Reason for Visit	Time In	Time Out	Signature	Host Signature
Helu Bore	Support	0830	0900		
Helu Bore	Enquiries	0900	1000		
Victor Kiptoo	Support	1030	1100		
Ngeno Victor	Enquiries	1150	1230		
Brian Oluoch	Business	1240	1640		
Wilson Koros	Business	0830	1040		
Victor Kiptoo	Impact	1100	1200		
Stanley Aor	Enquiries	1300	1400		
Brigit Ngetech	Support	1600	1700		
Douglas Obara	Support	0800	0900		
Ngeno Victor	Support	0930	1040		
Ngeno Victor	Support	1050	1100		
Alice Too.	Support	1130	1200		

5. To be Process:

1. The Security representative to capture the following details about the user:
    - Name.
    - Company Name
    - ID Number.
    - Mobile Number
    - Host
    - Reason for visit
    - Time in
    - Time out
    - Duration (Calculate from Time in and Out)
    - Attachment- (Visitor's Photo)
2. The host will be notified of the visitor via email and the security will call them on extension.
3. The host will confirm the visit on the app and the visitor is directed to them.
4. Once done, the visitor shall release the visitor and the security will confirm by checking them out at the exit.
5. The SID team should should have a high-level view of all **Pending, Active, Past visits.** They should also be able to select a particular visit to view details.
6. The Host should only see their visits.
7. The Security rep should only see Pending and Active visits, but they can search for previous visits based on ID to avoid

duplicate entries. If the visitor is not new, create an entry visit linked to the existing data.

Designing the Database Schema: SAMPLE

Guiding questions:

1. What problem will the app solve?
2. Who will use the app? Admin, Developer, User
3. What data is needed and their types?
4. How to store your data? SharePoint/Dataverse.
5. Modelling your data. Designing your data structure/ Schema
6. Integrating with external systems/services e.g. Outlook, Power Automate, SharePoint using **connectors.**

Table 1: Tickets

Field	Type	Source
TicketNo	Number [#001]	Autogenerated
Title	Single Text [Network Issue]	User Input
Description	Multiline Text [dfsdfafasf]	User Input
Screenshot	Image	User Input
Status	Choice [**Open, In Progress, Resolved and Closed**]	Based on activity
Priority	Choice [**Low, Medium, or High]**	Developer Update
App	Lookup [3]	User Selection
Category	Choice [**Problem, Improvement**]	User Selection
Created, Created By	Date/ Person	Default in SP
Comments	Multine [safa] - RichText	Dev/User

ResolutionDetails	Multiline	Dev
ResolutionDate	Date	When the dev resolves.
ClosureDate	Date	When the user closes.

Table 2: Apps

Field	Type	Source
Title	Single Text	Manually
Developer	Person	Manually

Table 3: Users

Field	Type	Source
Name	Person	Manually
Role	Choice [**Admin**,**Developer**]	Manually

DESIGN INSPIRATIONS: / FIND MORE INSPIRATIONS FROM DRIBLE, BEHANCE ETC

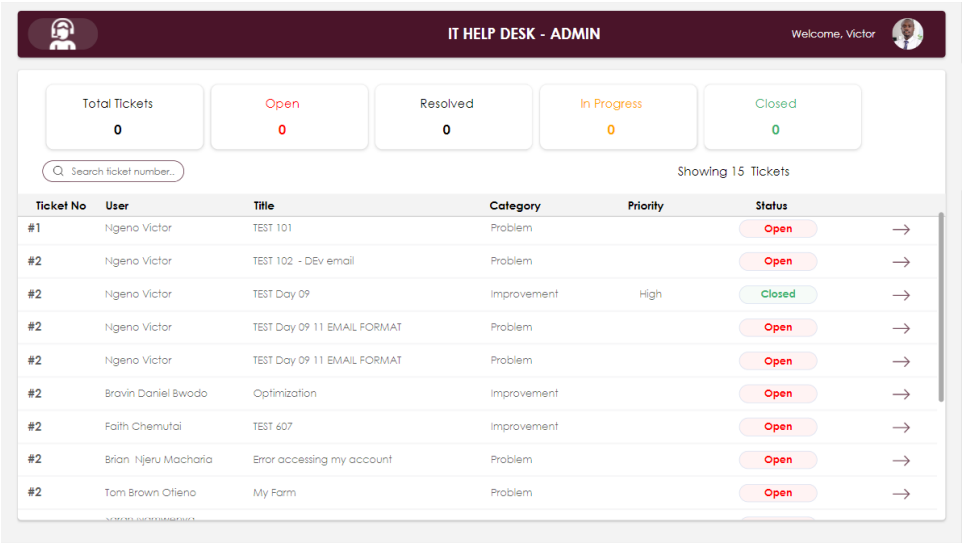


Figure 1: Admin Screen

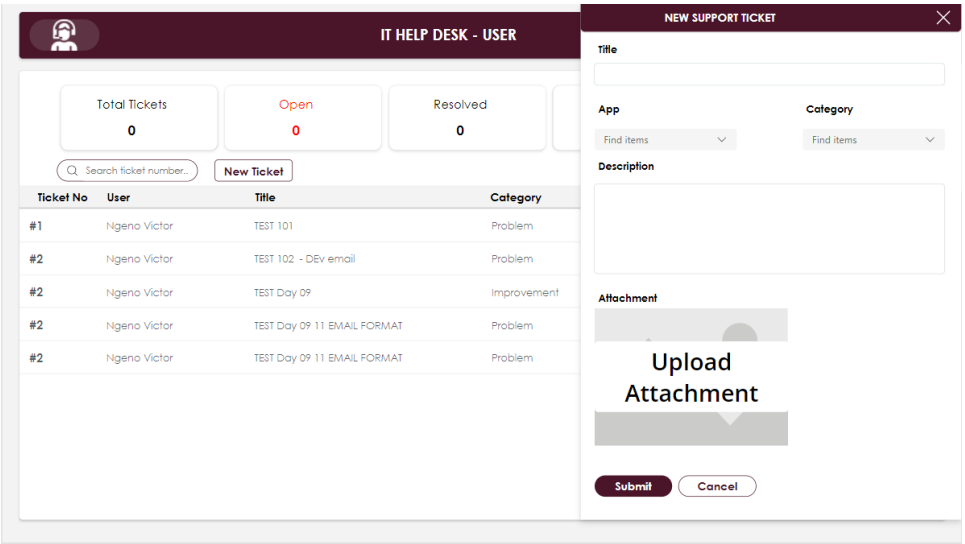


Figure 2: New TICKET

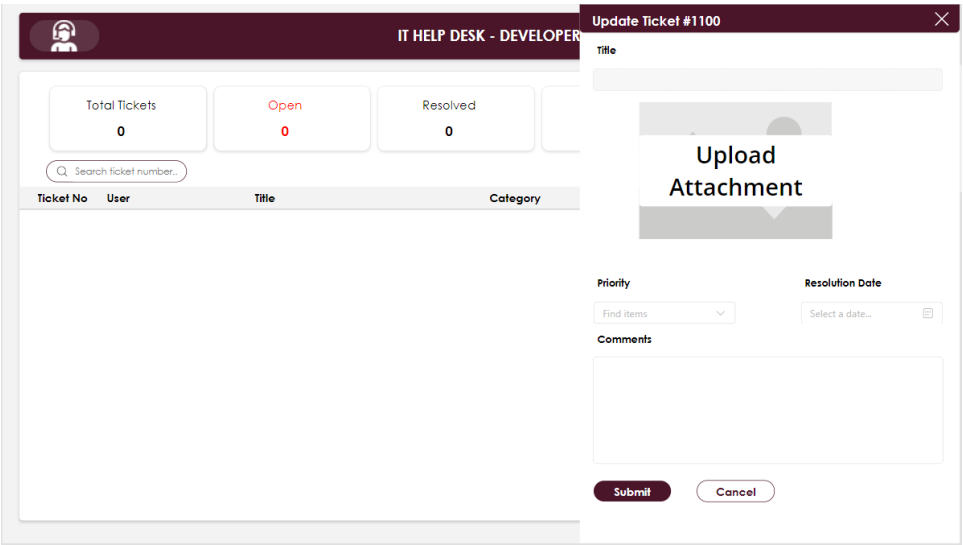


Figure 3: Update Ticket

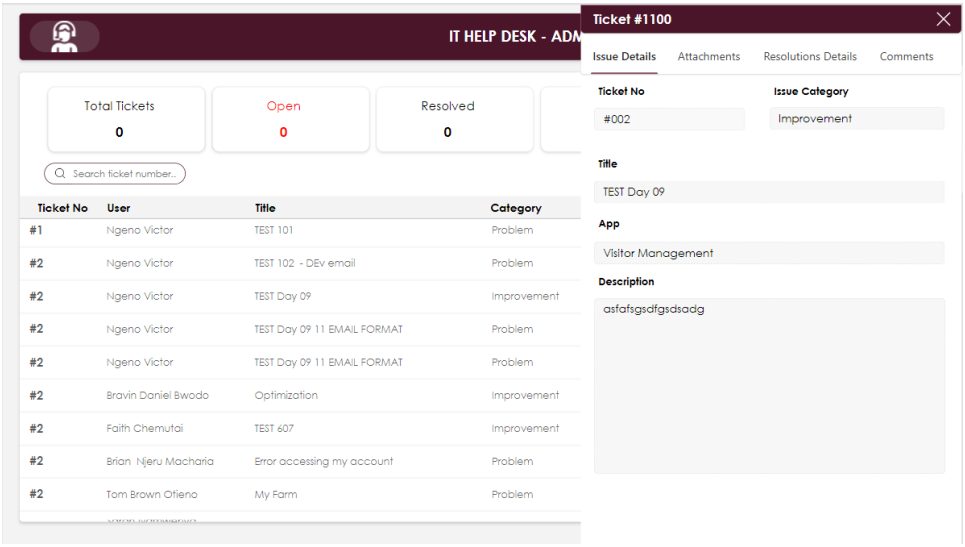


Figure 4: DETAILS PANE

APP TESTING:

NB:// Thoroughly Test your application to ensure it meets all requirements. You will be required to demo your final end-to-end.

For all questions and clarifications, please send an email to **support@codeafrikacademy.com**