

# Uber Service Request Workflow Documentation

This document describes the automation process for Uber service requests using Microsoft Power Automate, Teams Adaptive Cards, and SharePoint.

Steps:

- 1. User submits a request via Microsoft Forms.
- 2. Power Automate logs the request to a SharePoint List.
- 3. An Adaptive Card is sent to the Line Manager via Teams.
- 4. The Line Manager approves or declines the request.
- 5. The request status is updated in SharePoint.
- 6. The requester is notified by email of the decision.

## Workflow Flowchart

