Power Automate Training Agenda

Agenda

1. **Understanding Power Automate Basics**
   - Overview: What is a flow?
     - [Planning a Power Automate project - Introduction - Power Automate](#)
     - [Types of process automation to consider for a Power Automate project](#)
   - Navigating the Power Automate portal
     - [Get started with Power Automate](#)
   - Types of flows: automated, instant, and scheduled
     - [Overview of the types of flows in Power Automate](#)
     - [Run flows on a schedule in Power Automate](#)
   - Connectors, Triggers, and Actions
     - [Power Platform and Azure Logic Apps connectors documentation](#)
     - [Get started with triggers](#)
   - Templates
     - [Get started from a template](#)

2. **Building Flows**
   - **Hands-On Activity:**
     - ✓ **Creating Your Own Flow with Copilot**
       - Participants follow along to create their own flow
       - Example scenario: Sending a notification when a new item is added to the Contact Management Dataverse table
         - [Create a cloud flow from a description (preview)](#)
         - [Understand the cloud flows designer](#)
         - [Add an advanced option and multiple actions in Power Automate](#)
         - [Overview of how to integrate flows with Dataverse](#)

     - ✓ **Exploring Advanced Features**
       - Conditions, branching, and loops
         - [Add a condition to a cloud flow in Power Automate](#)
       - Using expressions and variables
         - [Use expressions in conditions in Power Automate](#)
         - [Store and manage values in variables in Power Automate](#)
         - [Use format data by examples to change the format of data with Power Automate](#)
         - [Customize or format date and time values in a flow](#)
         - [Convert a time zone](#)

- Data operations
    - [Use data operations in Power Automate](#)

✓ **Integrating Power Automate with Power Apps**

- Creating a flow triggered by a Power Apps button
- Participants follow along to create the flow using the Power App that was created in the Power Apps training.

✓ **Best Practices and Tips**

- [2024 Power Automate Coding Standards For Cloud Flows - Matthew Devaney](#)
- Naming conventions
    - [Power Automate Standards: Naming Conventions (matthewdevaney.com)](#)
- Error handling, monitoring, troubleshooting, resubmitting, disabling flows
    - [Cancel or resubmit flow runs in bulk in Power Automate](#)
    - [Turn a flow on or off, and delete a flow](#)
    - [Troubleshoot common issues with triggers](#)
- Sharing, co-owners, and changing the owner of a flow
    - [Share a cloud flow](#)
    - [Change the owner of a cloud flow in Power Automate](#)

3. **Wrap-Up**

- **Next Steps**: Resources for further learning.
    - [Power Automate on Microsoft Learn](#)
    - [Official Microsoft Power Automate documentation](#)
    - [Microsoft Power Platform Blog](#)
    - [Microsoft Power Automate (YouTube)](#)