Power Apps and Power Automate Champion Training

Module 6: Introduction to Power Apps

Student Lab Manual

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Lab 1: Build a canvas app from blank

Introduction

In this lab, you will sign in to the Power Apps studio and ensure all prerequisites are in place.

Objectives

In this lab, you will be able to:

- Create Power Apps canvas app from blank

- Create two SharePoint lists

Prerequisites

Ensure you are using the "Incognito" or "InPrivate" browsing session of your modern browser.
Additionally, use the latest version of Microsoft Edge (aka Edge Chromium) for the best performance.

**Estimated time to complete this lab**

30 minutes

Scenario

The organization wishes to build apps using the Power Apps platform to take advantage of **No Code/Low Code** application development in the cloud. As part of this effort you need to configure the trial tenant to prepare it for labs within workshop.

Exercise 1: Create your first Power Apps app

Task 1: Canvas app from blank

1. Select **Canvas app from blank**.
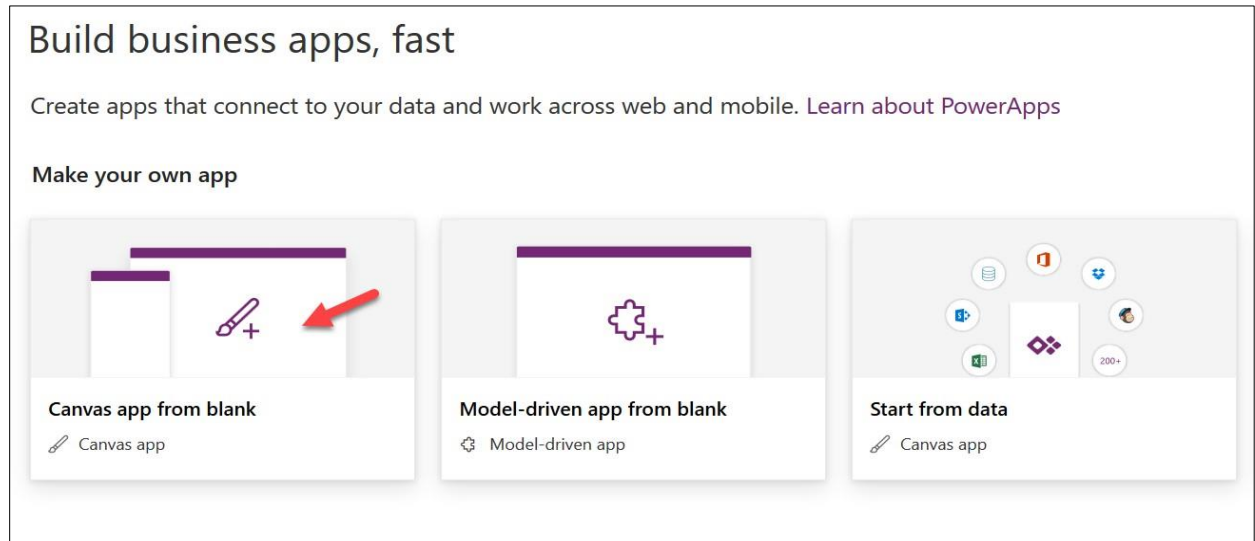
2. Input **Device Ordering App – Full Name** in the **App name** field.
   Select **Tablet** as the **Format**. Select **Create**.

3. Select **Skip** if you receive the **Welcome to PowerApps Studio** prompt.

4. If prompted, select your region and then click **Get started**.

Exercise 2: Create new SharePoint lists

Task 1: Create a SharePoint list for Device Orders

1. Navigate to your SharePoint site
   https://[inserttenantprefix].sharepoint.com/sites/[FirstNameLastName]
2. Select **+ New** > **List**. Under "Create a list", select **Blank list**.
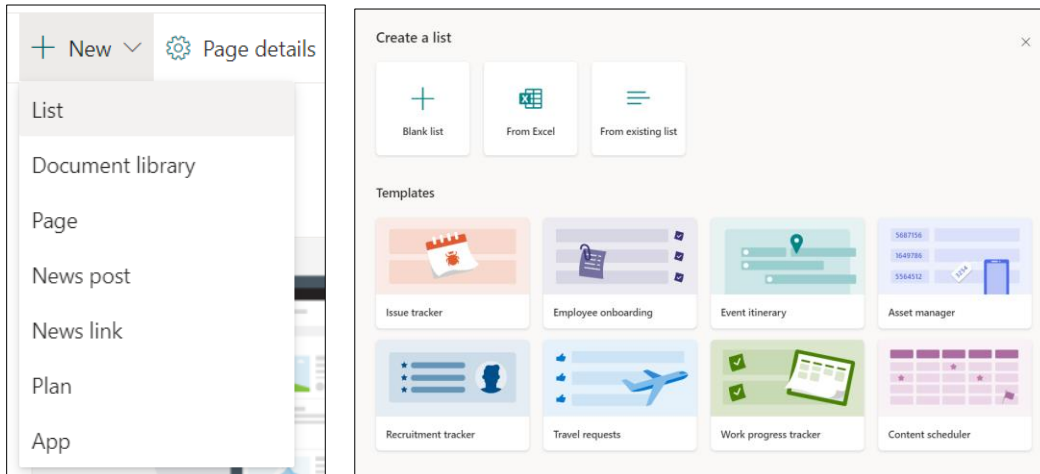
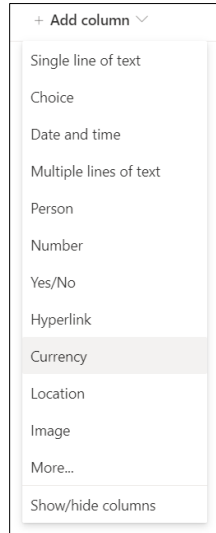3. Name the list as "**Device Orders**" and select **Create**.

4. Rename the "**Title**" column to "**Device Name**."
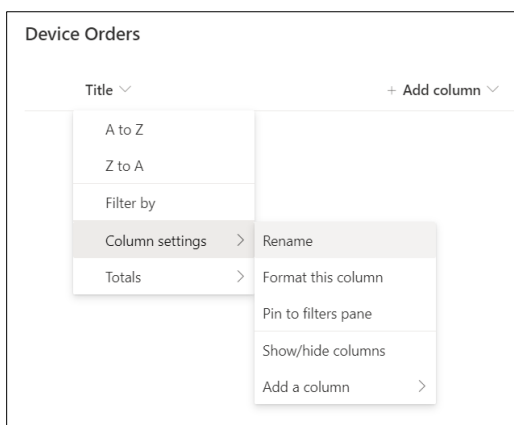
5. Add the following columns to the newly created list:
   - Column Name: **Price**
     - ○ Select **+ Add Column** and select **Currency.**

     - ○ Enter column name as "**Price**" and select **Save.**

- Column Name: **Approver**
  - Type: Single line of text
- Column Name: **Comments**
  - Type: Multiple lines of text
- Column Name: **Requested By**
  - Type: Single line of text

Validate that the New Device Requests list matches the image shown below:
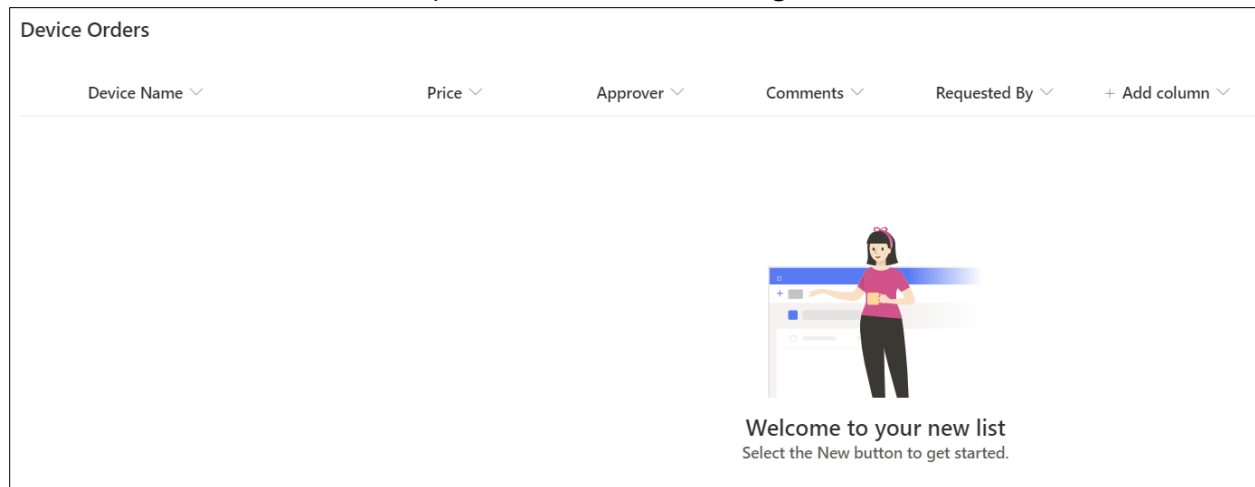
Task 3: Create a SharePoint list for New Device Requests

1. Go to the SharePoint site you created in the previous step and select **+ New** > **List**. Under "Create a list", select **Blank list**.

2. Name the list as "**New Device Requests**" and select **Create**.

3. Rename the "Title" column to "**Device Name**."

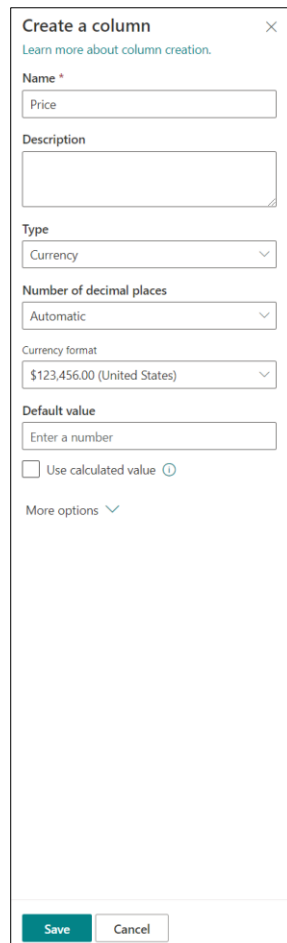4. Add following columns to the newly created list:

- Column Name: **Price**
  - Select **+ Add Column** and select **Currency.**

o Enter column name as "**Price**" and select **Save.**

- Column Name: **Processor**
  - o Type: Single line of text
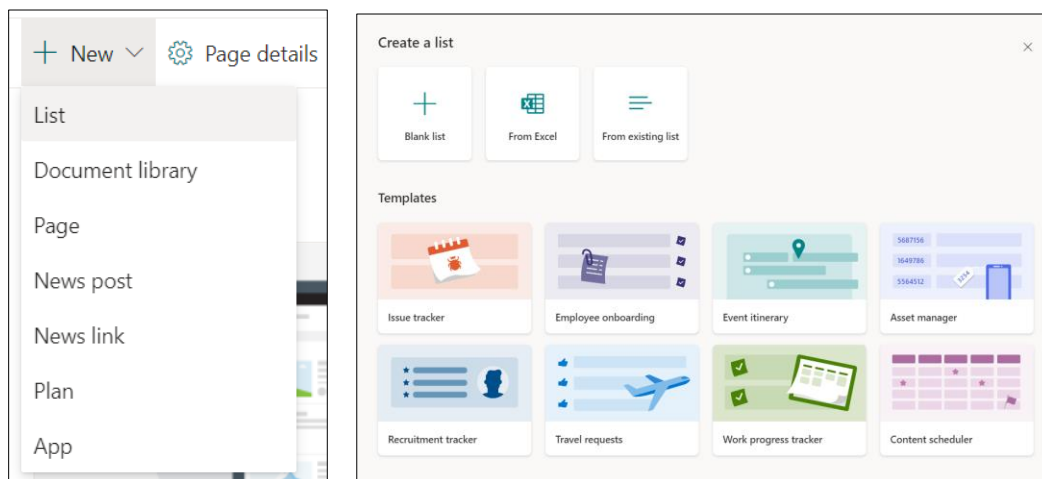- Column Name: **Memory**
  - o Type: Single line of text

- Column Name: **Storage**
  - Type: Single line of text
- Column Name: **Screen Size**
  - Type: Single line of text
- Column Name: **Requested By**
  - Type: Single line of text

5. Validate that the New Device Requests list matches the image shown below:

New Device Requests

| Device Name ∨ | Price ∨ | Processor ∨ | Memory ∨ | Storage ∨ | Screen Size ∨ | Requested By ∨ | + Add column ∨ |

Welcome to your new list
Select the New button to get started.