



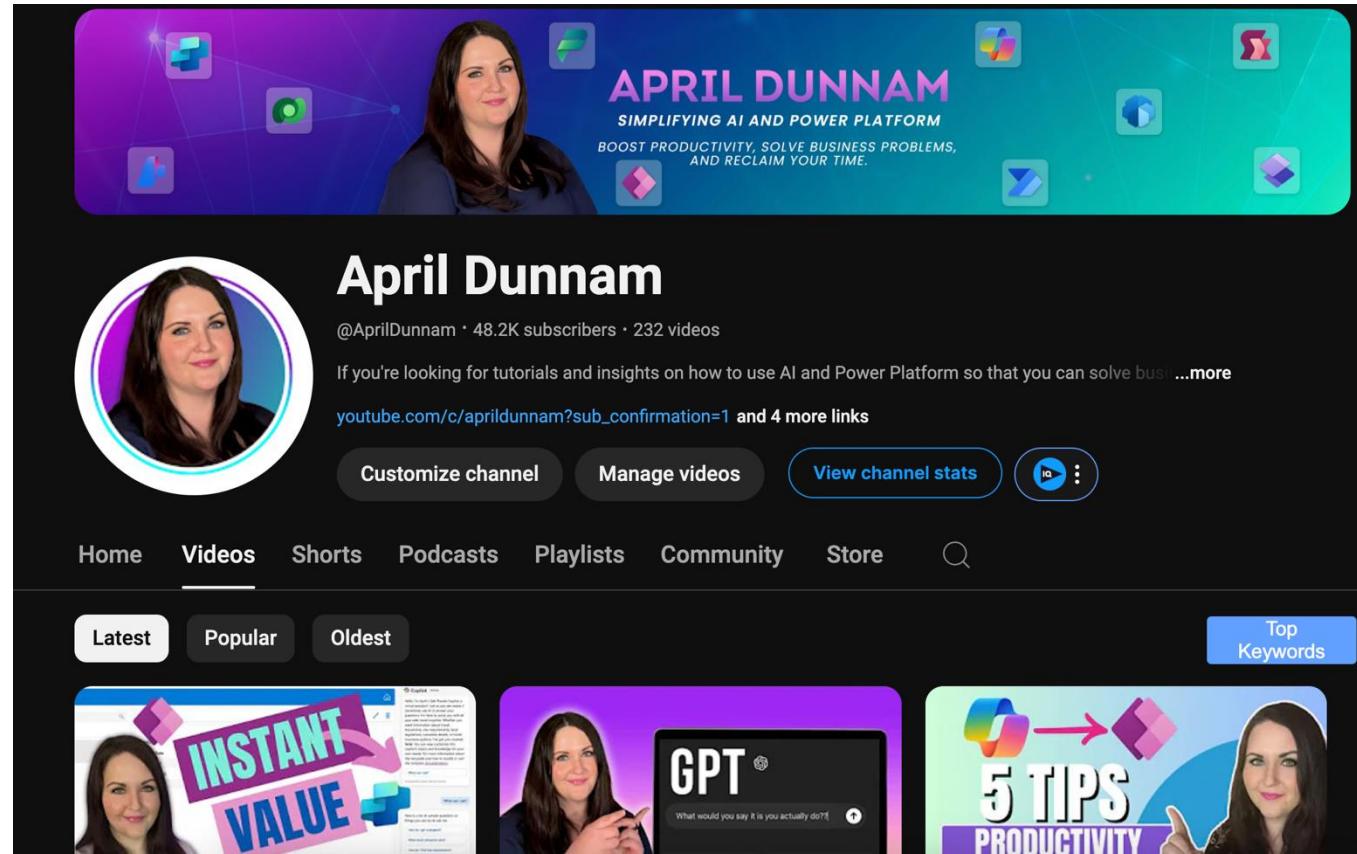
# Power Platform COMMUNITY CONFERENCE

# The Art of Crafting Effective Prompts

April Dunnam

# Hi, I'm April

- Power Platform Advocate, Microsoft
- MCT, MVP Alumni
- YouTuber
- Cat lady
- Wanna be rockstar
- Connect with me
  - [Youtube.com/@aprildunnam](https://youtube.com/@aprildunnam)
  - [Linkedin.com/in/aprildunnam](https://linkedin.com/in/aprildunnam)
  - <https://aka.ms/april/officehours>



# Selfie Time





We're in our  
AI Era



And it's changing  
**how** we work



# AI Won't Replace You...



**But people  
using AI will**



# Generative AI is igniting this growth



# What makes Generative AI Different?

## Traditional Rule-Based AI

- Rules guide the output (if-then logic).
- Not flexible. Performs only in ways it was prepared for the AI in training but cannot adapt well.
- Cannot create new things, only what it was programmed to do.

## Generative AI

- Large amounts of different kinds of data guide the output (text, images, voice, etc).
- Can be very flexible if enough training and data are provided.
- Can be very creative and produce new things like art, music, code, images, etc.

# Look at the difference in image capability alone...

- Until recently, even machine learning was largely limited to predictive models, used to observe and classify patterns in content. Generative AI changed that.
  - Instead of simply *perceiving* and *classifying* a photo of a cat, machine learning is now able to *create* an image or text description of a cat on demand.
- This isn't limited to images. It's used for text, code, speech and more.



# The power of words...



# Natural language is becoming the new programming language



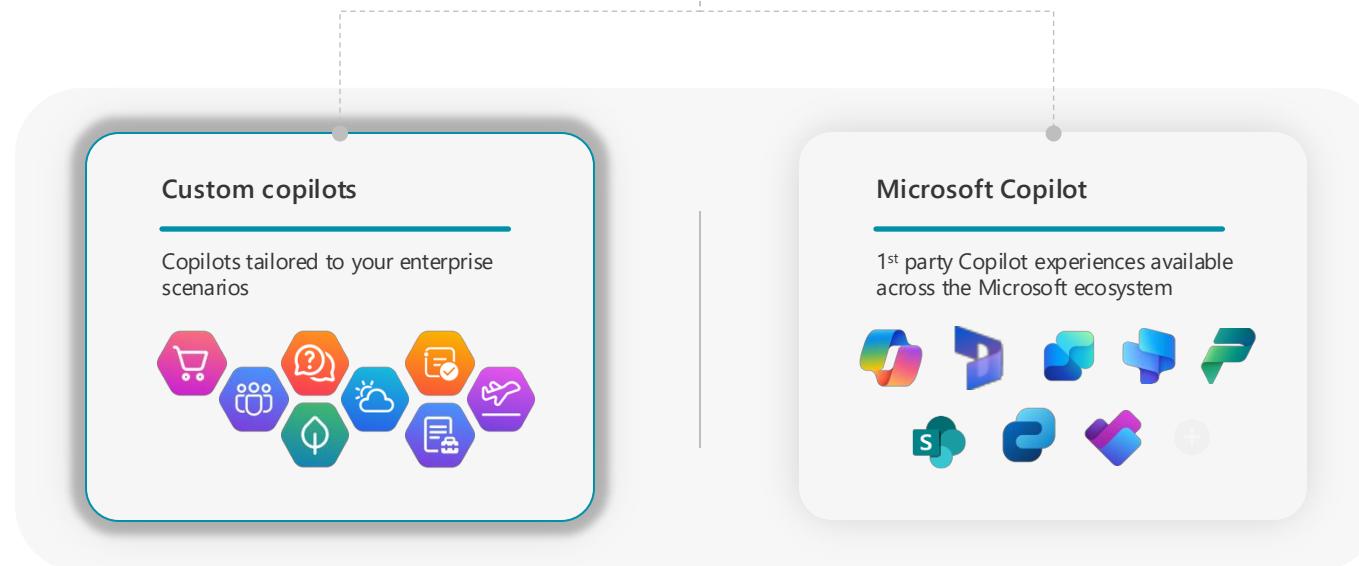
# The power of a prompt

Instructions that are sent to  
Generative AI models to accomplish  
a task.



# We interact with Generative AI in Power Platform through Copilot

Intelligent AI assistants that use **generative AI** and **large language models** to assist humans with **complex cognitive tasks**.



# Generative AI is offering a paradigm shift

## Current apps

Constrained interactions

Hard-coded and fixed data sets

Change is costly and complex

## Paradigm Shift

### Intelligent apps

Natural language interaction

Data-driven, personalized experiences  
that improve over time

Quickly deliver new features



# Create apps with prompts

Describe apps with prompts for quicker time to production

Go from idea to app using natural language

Accelerate app development by using natural language and prompts for core app ideas

Incorporate images, documents, connectors and much more

Choose the branding and add custom features, after the core foundations have been set up for you

The screenshot displays two windows of the Microsoft Power Apps studio.

The top window shows the "Create an app" wizard. It has a search bar at the top with placeholder text "Let's build an app. What should it do?". Below the search bar are three options: "Start with data", "Start with a page design", and "Start with an app template". A message below the search bar says "Use everyday words to describe what your app should collect, track, list, or manage." There is also a note "The below was generated 4/1/2022".

The bottom window shows a table editor titled "Here's a table for your app". The table has columns for "Inspection ID", "Inspector Name", "Inspection ...", and "Location". The data in the table is as follows:

Inspection ID	Inspector Name	Inspection ...	Location	
0001	John Doe	1/1/2022	Pass	123 Main St
0002	Jane Smith	1/1/2022	Fail	456 Elm St
0003	Mike Johnson	1/2/2022	Pass	789 Oak St
0004	Sarah Williams	1/2/2022	Pass	121 Pine St
0005	David Brown	1/4/2022	Fail	654 Maple St

A modal dialog box titled "Suggestions" is open in the bottom right corner, listing several options for modifying the table:

- Change - No
- Add a column for ...
- Add a row for ...
- Remove a row
- Change the data type for the ... column to ...
- Refine the data
- Show me suggestions



# Copilot in Power Apps

Create, fix and understand Power Fx formulas with Copilot

Describe what you want the formula to do and Copilot drafts it for you

Use Copilot to find your errors and improve the quality of your apps

Understand formulas you didn't write with Copilot explanation

The screenshot shows the Microsoft Power Apps formula editor interface. At the top, there's a toolbar with icons for 'fx' (formula), color selection ('RGB(50, 49, 48, 1)'), 'Format text', 'Remove formatting', and 'Find and replace'. Below the toolbar is a title bar 'Softball League Standings' with a globe icon. The main area has two sections: a list of teams on the left and a detailed view of one team on the right.

**Search:** The Fearless Falcons, 0.750

**Team Name:** The Victorious Violets

**Wins:** 10

**Losses:** 2

**Ties:** 1

**Runs Scored:** 100

**Runs Allowed:** 50

**Team Captain Name:** John

**Win Percentage:** 0.83



# Add Copilot Power for your App End Users

Use Copilot Studio integration and Copilot controls for chat-based interactions

Built-in integration with Copilot Studio  
for a custom app copilot

Copilot controls to enable chatting over  
your data

Integrated copilot capability for rich text  
editing

The screenshot shows the Microsoft Power Apps DeliveryManager app in editing mode. The main area displays a table of delivery records with columns: Recipient Name, Entry Date, Scheduled Deliv..., Street 1, State, Zip Code, and Numb... (with a dropdown arrow). The table contains 15 rows of data. At the bottom, it says "Rows: 49". To the right of the table is a vertical sidebar titled "Copilot" with a "Chat" tab selected. The Chat tab features a purple speech bubble icon with three dots and a blue message icon. Below the tab, there's a section titled "Have a question about this app? Ask Copilot." with the text: "Copilot can answer questions about the data in this app, and help you navigate. It's always learning from your feedback." At the bottom of the sidebar, there's a text input field with placeholder text: "Ask a question about the data in this app, or tell me what you're looking for" and a character count "0/500". A note at the very bottom says "Make sure AI-generated content is accurate and...".

Recipient Name ↑	Entry Date	Scheduled Deliv...	Street 1	State	Zip Code	Numb...
Adrianna Kuchar...	Fri Oct 13 2023 ...	Fri Nov 24 2023...	3256Tamarack S...	WA	98052	8
Amanda Haralds...	Sun Oct 08 202...	Fri Nov 17 2023...	6760Boxwood S...	WA	98070	2
Amy E. Edwards	Tue Oct 03 202...	Fri Nov 17 2023...	1649Willowwoo...	WA	98056	8
Andrzej Kucharski	Thu Oct 12 202...	Sat Nov 25 202...	5693Locust Circle	WA	98034	4
Anitha Thota	Tue Oct 03 202...	Thu Nov 30 202...	8576Sycamore ...	WA	98024	5
Archana Ponnala	Thu Oct 12 202...	Wed Nov 22 20...	7764Linden Way	WA	98033	4
Beata Szymanska	Sun Oct 01 202...	Thu Nov 16 202...	6186Chestnut B...	WA	98022	2
Benedicte Henn...	Fri Oct 13 2023 ...	Fri Nov 17 2023...	3415Larch Boul...	WA	98032	3
Benedikte Ringdal	Tue Oct 03 202...	Wed Dec 31 19...	5056Rosewood ...	WA	98042	2
Blazej Wozniak	Thu Oct 12 202...	Fri Nov 17 2023...	5005Spruce Drive	WA	98019	8
Chris Preston	Wed Oct 04 202...	Tue Nov 21 202...	7031Tulipwood ...	WA	98055	9
Elena Nilsson	Mon Oct 02 202...	Wed Dec 31 19...	3084Juniper Lane	WA	98031	3
Elzbieta Ostrows...	Thu Oct 05 202...	Wed Nov 22 20...	8557Maplewoo...	WA	98037	3

Rows: 49



# Create automations with prompts

Describe your automation and let the conversation-based experience guide you through it

## Go from idea to automation using natural language

Build your automation with natural language, and let Copilot create and edit flows to improve a process quickly

## Get help writing expressions

Let Copilot help you troubleshoot your flows

The screenshot shows the Microsoft Power Automate desktop application interface. On the left, there's a sidebar with various actions like Variables, Conditional, Loops, Flow control, Run flow, System, Workstation, Scripting, File, Folder, Compression, UI automation, HTTP, Browser automation, Work queues, Excel, AI Builder (Preview), Database, and Email. The main area displays a flow with several steps: Manually trigger a flow, Extract information from invoices, Create text with GPT on Azure OpenAI Service, Condition, Send email (V1) for True, and Send email (V2) for False. A modal window titled "Generate script with Copilot" is open, showing a prompt: "Write a script that will perform a POST request to www.contoso.com/api\_endpoint and pass the %invoices variable" and a generated script. Below the flow, there's a "Copilot" pane with a message: "Welcome to Copilot in Power Automate. Be more efficient than ever with all assistance. Simply tell Copilot what you want to do and it will do it for you." It also shows a tooltip for "Region Process Excel" and a detailed explanation of how to access columns by index in Excel.

Use API connectors, triggers, logic, and AI with GPT



# Create beautiful and functional websites

Let Copilot build and design your internal and external portals

## Build internal portals and customer websites

Describe your website in natural language to Copilot and watch it come to life before your eyes

Customize in HTML, add elements, connect to other data sources and get user feedback faster

Integrate chatbots, and get analytics from Copilot, all within minutes. Save time and cost of the usual web development cycle

The screenshot displays two windows of the Microsoft Power Pages editor. The top window shows a 'Student Loan Application' form with fields for First name, Last name, Gender, Status, Institution / school, Purpose of Loan, and Proof of credit. A sidebar on the right provides AI-generated suggestions to 'Update to make it feel modern' and 'Add form field for an attachment for proof of credit'. The bottom window shows a 'Welcome to Woodgrove Bank' page featuring a woman's portrait and the text 'We're helping build community'.



# Generative Builder

Build standalone custom copilots with ease

**AI assistance in building topics, design and modify your copilot—all through natural language**

Create topics that are specific to your organization, reducing the response load on your teams

Let Copilot improve your topic with suggestions and content creation through 'Assisted authoring,' shortening the time it takes to build a copilot from months to days

The screenshot shows the Microsoft Copilot Studio interface. On the left, there's a sidebar with navigation links: Home, Overview, Plugins (selected), Entities, Generative AI, Publish, Analytics, Extend Microsoft Copilot (preview), Conversational plugins, AI plugins, and Settings. The main area displays a list of plugins under the 'Plugins' tab, including 'Expense details', 'Policies while traveling', 'Benefits', 'Corporate vendor list', 'Filter on schedule for repairs', 'Frequently asked questions', 'Get a list of available employees', 'Get discounts on frequent repairs', 'Get forecast for today', 'Get list of completed repair orders', 'Get a list of upcoming repair orders', and 'Home repairs'. A modal window titled 'Create it with Copilot' is open in the center. It contains instructions: 'Write a description of what you'd like your bot to cover, and Copilot will create your topic.' Below this is a 'Name your topic \*' input field and a 'Rating' input field. Further down is a 'Create a topic to... \*' input field with the placeholder 'Allow a user to rate their experience, giving a score between 1 and 5 and ask if there is anything else they need help with.' At the bottom of the modal, there's a note: 'AI-generated content can have mistakes. Make sure it's accurate and appropriate before using it. [Read preview terms](#)'. Below that are examples: 'Accept a user's name, age and date of birth and then repeat their responses back to them.', 'Ask 3 multiple choice questions about the state of Washington. The questions should not be able to be interrupted.', and 'Let someone order a pizza, choosing from common pizza types and how many they want to order.' There are 'View more examples' and 'Create' buttons at the bottom right of the modal. The background of the main area shows a list of recent plugin modifications on the right side.



# Prompt building with AI Builder

Create and test generative AI prompts

A single interface to build, design, and test Generative AI Prompts that can be embedded across products

AI Builder model built on Azure OpenAI service's large language (LLM) capability that can generate text, summarize documents, answer questions, and more.

Prompts are saved in AI Builder's prompt library and become a platform concept (supporting sharing, ALM, RBAC)

Prompts can be invoked in Copilot (via Plugins), Power Apps & Dataverse (via Power FX), Power Automate (via AI Builder connector)

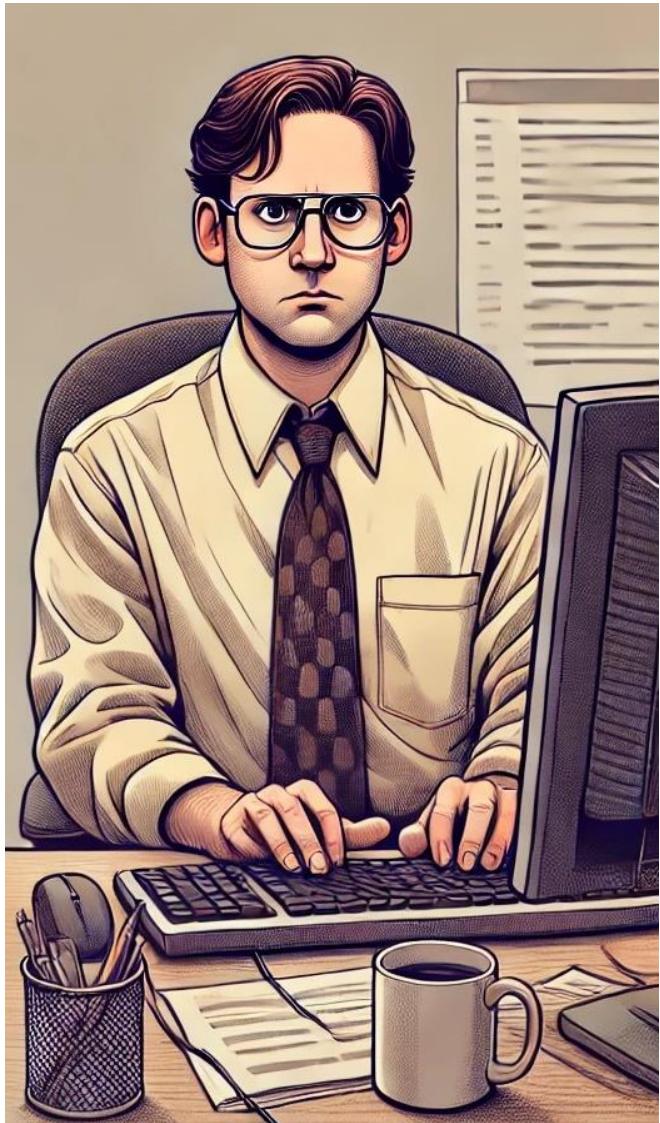
The screenshot shows the Microsoft Power Automate interface for creating AI models. On the left, a sidebar lists various options like Home, Action, My flows, Create, Templates, Connectors, Data, Monitor, AI Builder, Explore, Models, Document (preview), Process, Solutions, Learn, and Ask a chatbot. The main area is titled "Custom Dynamic Prompt 07/07/2023 13:15:57" and contains the prompt text: "Summarize the [Last message ...] taking in account the [Attached file content ...] and the [Select your data source ...]". Below the prompt are buttons for "+ Add dynamic value" and "Add data source". A "Test your prompt" button is also present. At the bottom, a note says "AI-generated content may be incorrect. Make sure it's accurate and appropriate before using it. [Read terms](#)". A checkbox labeled "Add to my AI Model" is checked. To the right, a modal window titled "Select a data source" is open, listing various Microsoft Dataverse entities: Address, Appointment, Attachment, Business Unit, Conversation history (highlighted with a red circle), Contact, Currency, CustomQueue, and Email. A search bar and a "prompt" button are at the bottom of the modal.

# Crafting a prompt

# How you prompt matters...



# Zero shot prompting



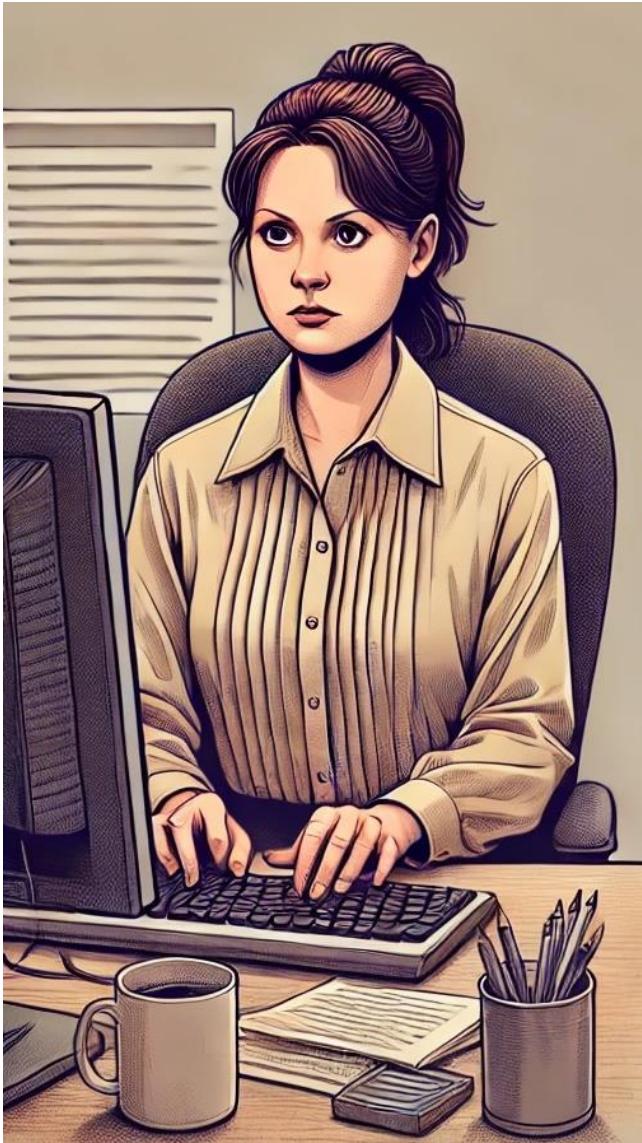
Just ask the question.

**Example:** Create an app to manage inspections





# Few shot prompting



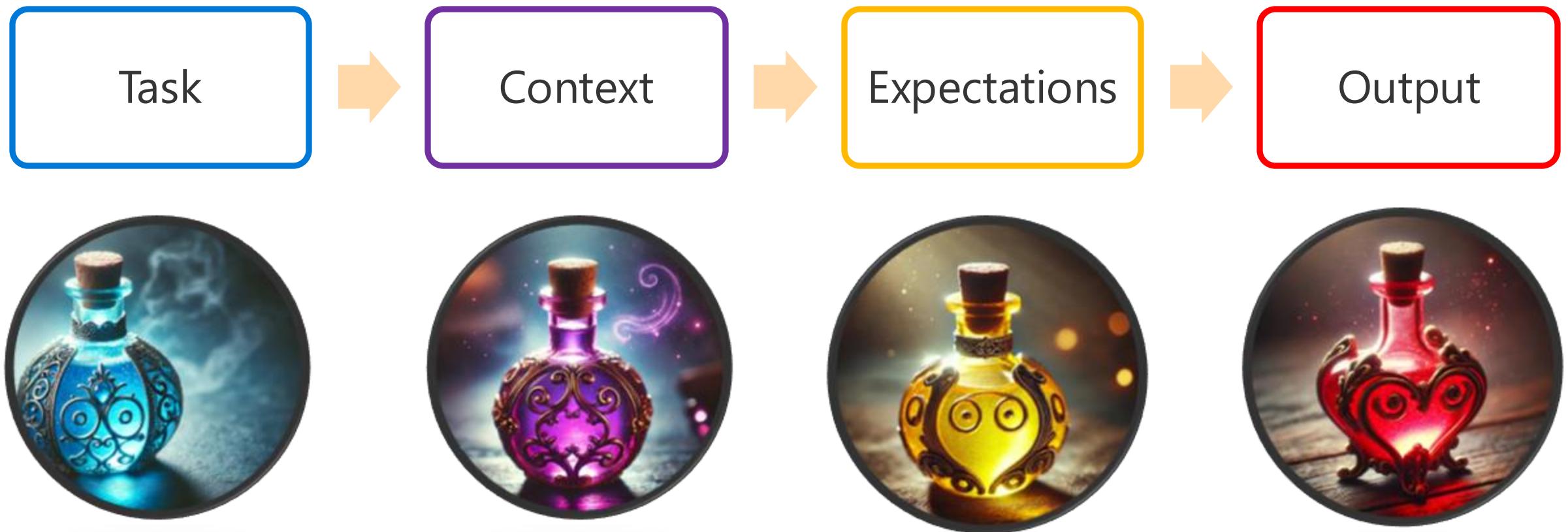
Provide little bit more information about your ask.

**Example:** Create an app to manage inspections. It should handle fire equipment safety inspections for multiple customers, have a checklist and pass/fail status.

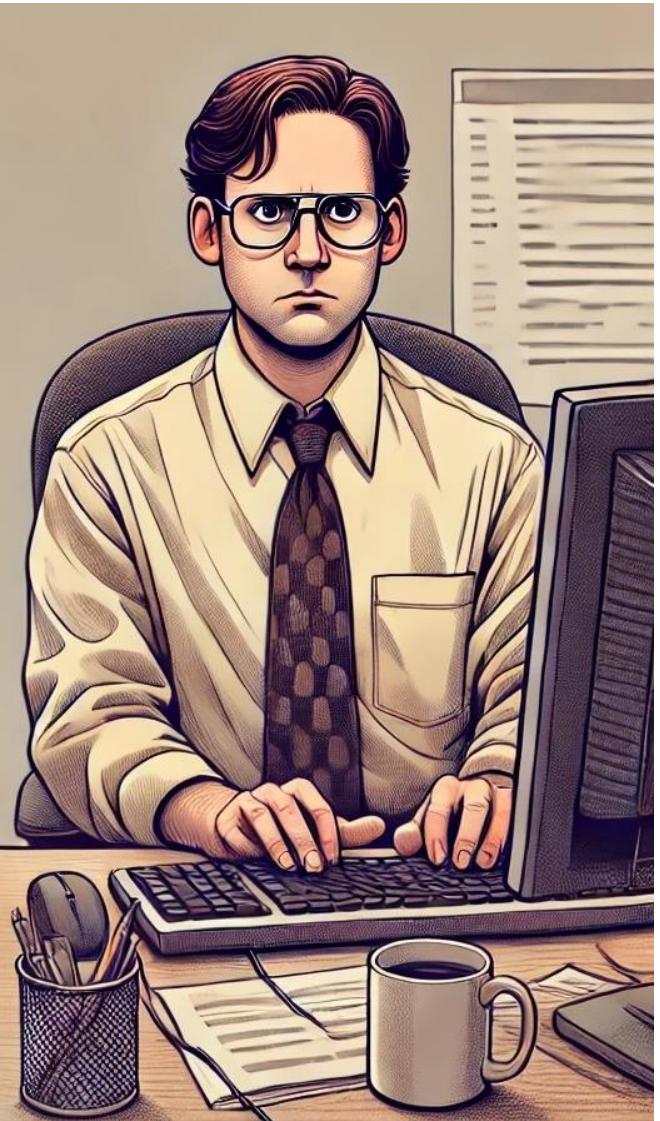




# The Basic Prompt Formula



# Create a with the basic prompt



Task

Context

Expectations

Output

Create a product feedback summary based on recent customer reviews. The summary should identify key themes, overall sentiment, and any recurring issues or praises. Format the summary to be concise, and present the information in a clear, easy-to-understand manner suitable for a marketing team meeting.

Power Apps | Power Apps Studio | IT Support | Microsoft Power Automate | AI | New Tab

To exit full screen, move mouse to top of screen or press (fn) F

Power Automate

Search

Environments April Dunnam's Environ...

FeedbackSummary1

Prompt

Write or paste your text here.

+ Insert

Try these prompts

- Summarize text
- Extract information from text
- Classify text
- Sentiment analysis of text
- Respond to a complaint

Test prompt

All inputs and data are automatically used to answer. + Insert to fine tune the prompt.

Prompt response

Waiting for response generation.

AI-generated content may be incorrect. Make sure it's accurate and appropriate before using it. [Read terms](#)

Save custom prompt Cancel

Ask a chatbot

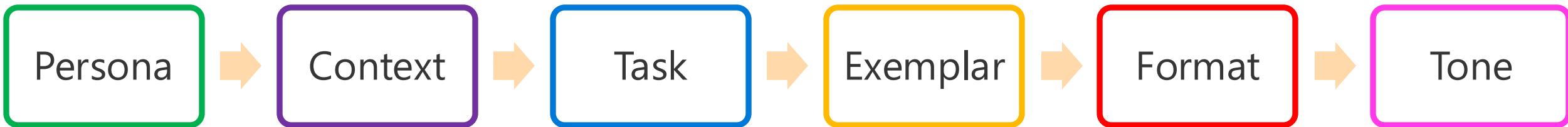
AI Extract Categories

April Dunnam Owner Published 1 mo ago Custom Prompt

# The Expanded Prompt Formula



# Create a prompt with the expanded formula



You are a senior product marketing manager, and you have just been tasked with evaluating feedback on your latest product, the Contoso Widget. Create a product feedback summary based on these recent customer reviews . The summary should identify key themes, overall sentiment, and any recurring issues or praises. Do not add any additional data or information. Use clear and concise language and write in a confident yet friendly tone in an easy-to-understand manner suitable for a marketing team meeting



Power Apps | Power Apps Studio | IT Support | Microsoft Power Automate | AI | New Tab

https://make.powerautomate.com/environments/f2cc51f2-d4dd-e6d1-bab9-c31e675ca417/aibuilder/prompts

## Prompts

Looking for AI models? Find them here.

The AI Builder models you know and love have their own page.

Create text with GPT using a prompt

Create a custom prompt using the inputs you want.

CUSTOM PROMPT

Summarize text

Create concise summaries of any text, such as paragraphs, articles, or documents.

TEMPLATE

Extract information from text

Identify and extract relevant information from documents or online resources.

TEMPLATE

Classify text

Assign a set of predetermined categories to open-ended text.

TEMPLATE

Sentiment analysis of text

Understand the emotions and opinions expressed in a given text.

TEMPLATE

My prompts Shared with me All prompts Search prompts

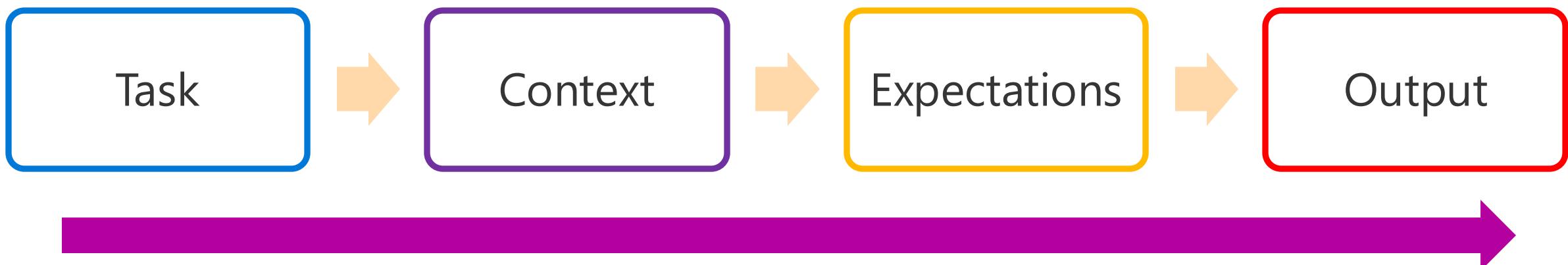
Name	Owner	Permission	Status	Last modified	Model type
FeedbackSummary2	April Dunnam	Owner	Published	4 sec ago	Custom Prompt
FeedbackSummary2	April Dunnam	Owner	Published	10 min ago	Custom Prompt
FeedbackSummary1	April Dunnam	Owner	Published	2 wk ago	Custom Prompt
TravelThingsToDo	April Dunnam	Owner	Published	3 wk ago	Custom Prompt
AI Rewrite	April Dunnam	Owner	Published	3 wk ago	Custom Prompt
Classify	April Dunnam	Owner	Published	3 wk ago	Custom Prompt
CSVtoJSON	April Dunnam	Owner	Published	3 wk ago	Custom Prompt
AI QnA Generator	April Dunnam	Owner	Published	3 wk ago	Custom Prompt
AI Rating	April Dunnam	Owner	Published	1 mo ago	Custom Prompt
AI Personalized Response	April Dunnam	Owner	Published	1 mo ago	Custom Prompt

Environments April Dunnam's Environ...

Ask a chatbot

# When using either formula, order matters!

- LLM models are forward reading. So the order in which you ask question or give instructions and provide input data or example can change the response.
- Test by changing the order and compare where you get the best response.



# How does order effect a prompt?

Place the items you want the model to prioritize at the beginning

- *Prompt 1 (task-context-example): Craft a blog post outlining the benefits of meditation. Meditation has been a practice for centuries and is known for reducing stress. For instance, mindfulness meditation has shown positive effects on mental health.*
- *Prompt 2 (context-example-task): Meditation has been a practice for centuries and is known for reducing stress. Mindfulness meditation, for example, has shown positive effects on mental health. Given this, craft a blog post outlining the benefits of meditation.*

The image displays two identical screenshots of the Microsoft Power Automate interface, specifically within an environment named "April Dunnam's Environ...".

**Prompt 1 (Left):**

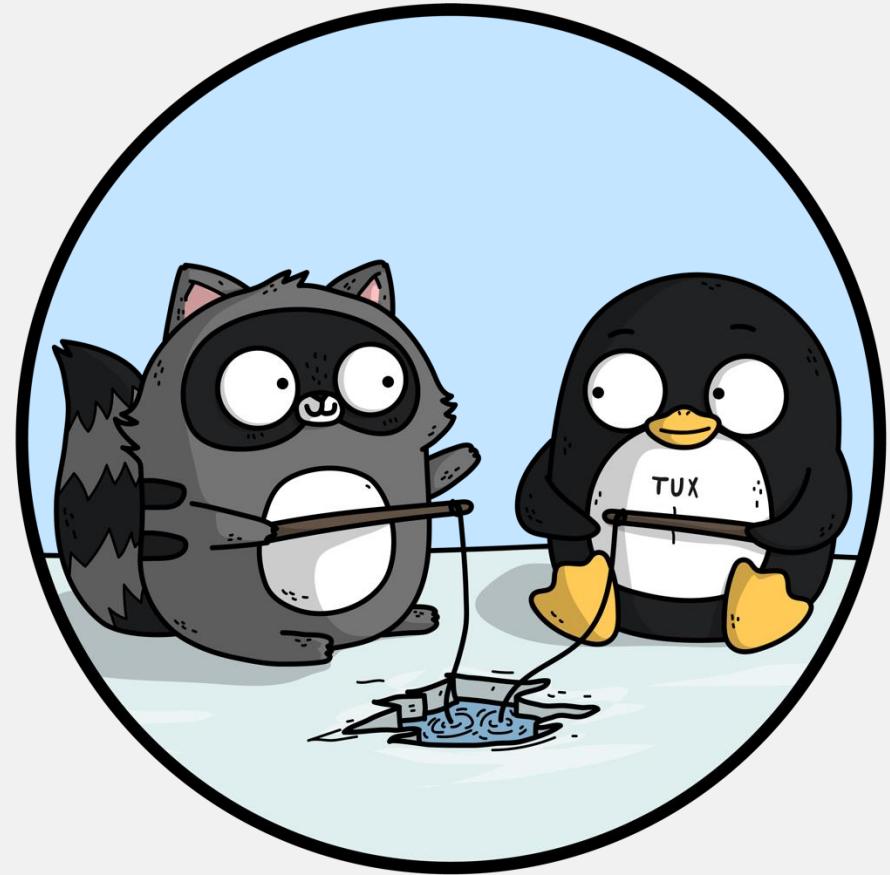
- Prompt:** Write or paste your text here.
- Try these prompts:** Summarize text, Extract information from text, Classify text, Sentiment analysis of text.
- Test prompt:** All inputs and data are automatically used to answer. + Insert to fine tune the prompt.
- Prompt response:** Waiting for response generation.
- Prompt settings:** Input, Data used (preview), Output.
- Ask a chatbot settings:** A blue button.

**Prompt 2 (Right):**

- Prompt:** Write or paste your text here.
- Try these prompts:** Summarize text, Extract information from text, Classify text, Sentiment analysis of text.
- Test prompt:** All inputs and data are automatically used to answer. + Insert to fine tune the prompt.
- Prompt response:** Waiting for response generation.
- Prompt settings:** Input, Data used (preview), Output.
- Ask a chatbot settings:** A blue button.

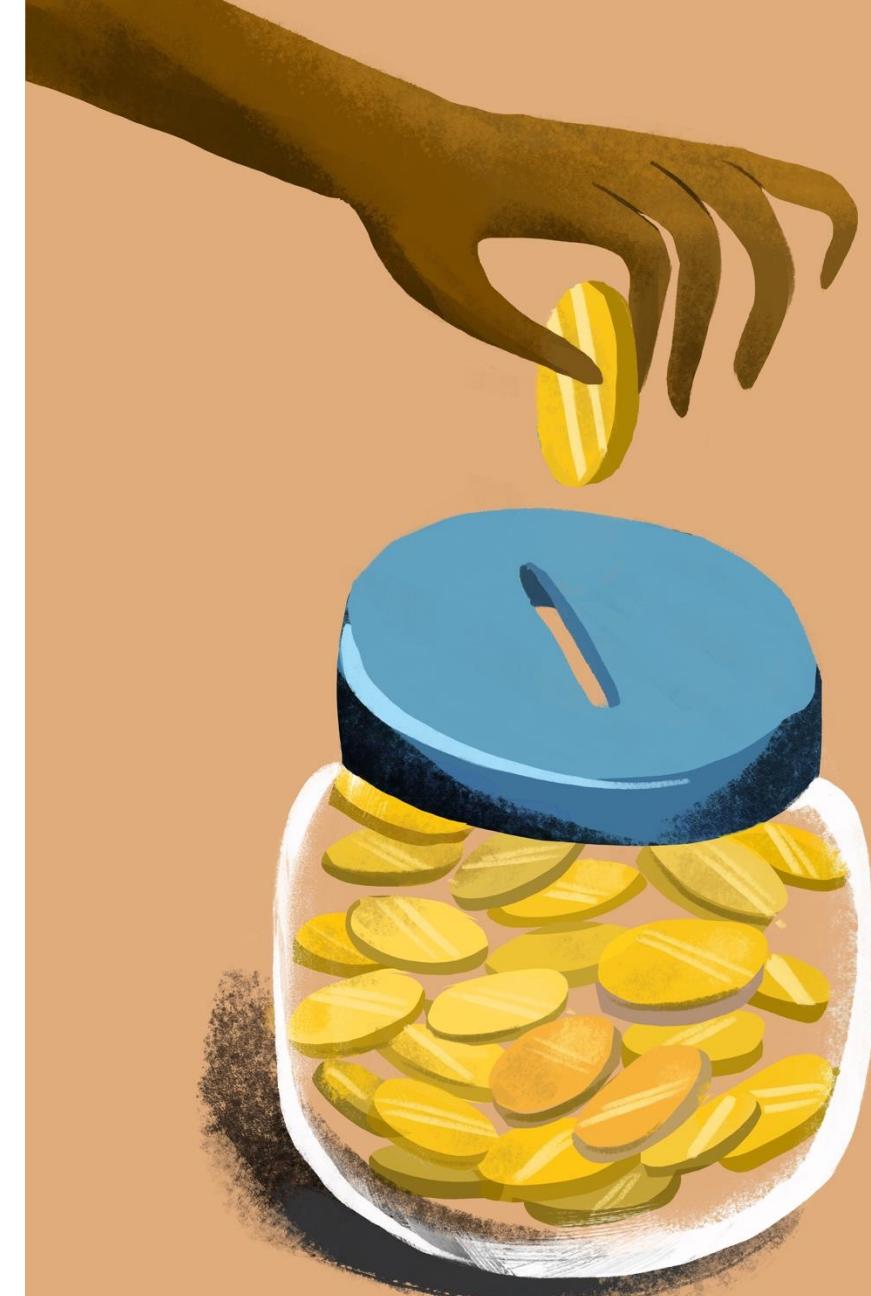
Both screenshots show the same basic structure for creating an AI-generated response, including a text input area, a list of AI tools, a test button, a response status, settings for input and output, and a "Ask a chatbot" button at the bottom.

# Terminology Break



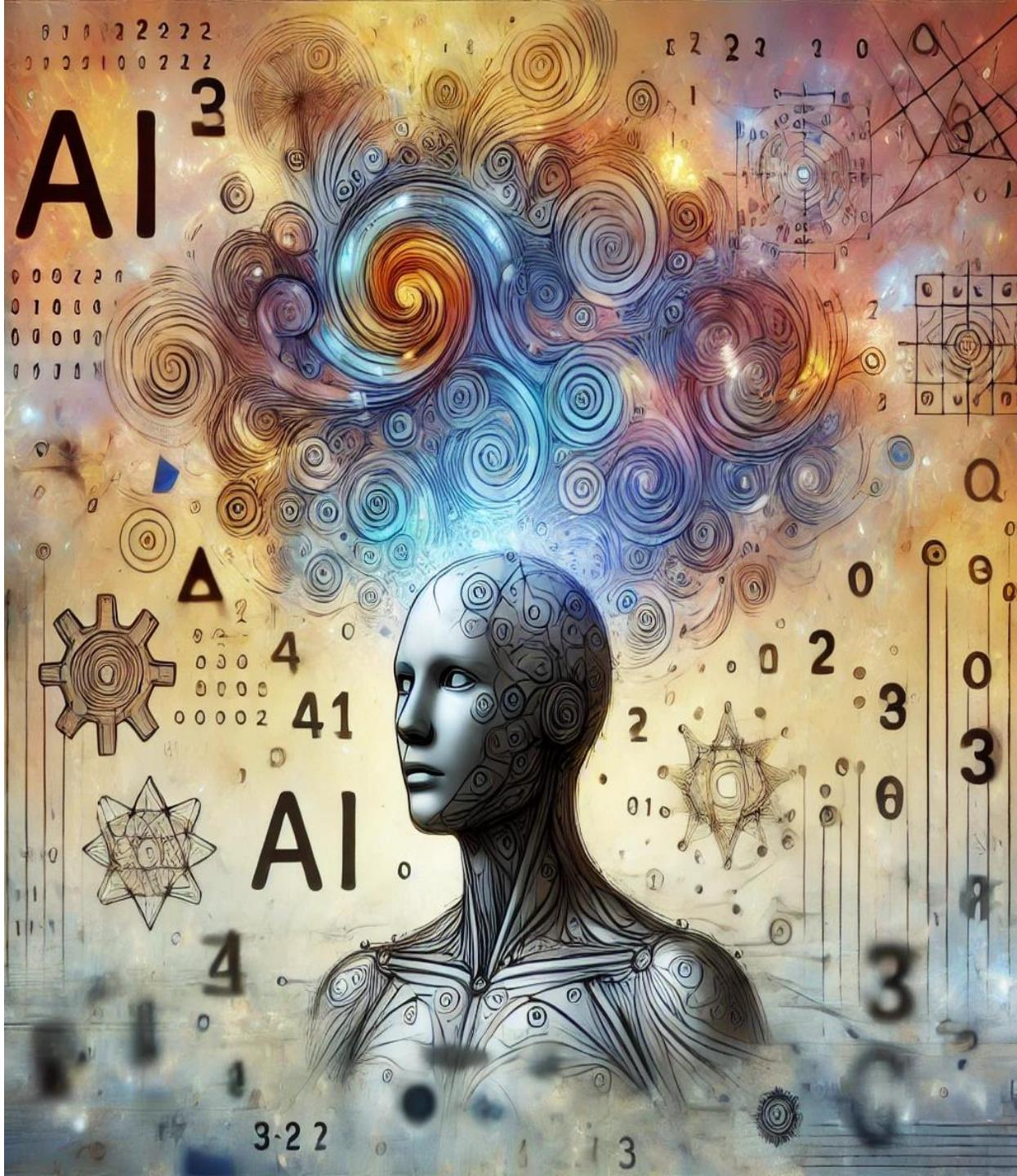
# Be mindful of Tokens

- Tokens are word pieces: AI breaks text into chunks called tokens, which can be words or parts of words.
- Token limits apply to both input and output: The model has a maximum token count for both the prompt (input) and the response (output), so longer text uses more tokens.



# Beware of Hallucinations

- When AI confidently provides an incorrect or fabricated answer. It's common with AI models and can happen when prompts are unclear or too broad.
- Be cautious with general prompts that can lead to AI hallucinations, and fact-check the output when necessary.



# Things to Keep in Mind

1

## Know the limits

Copilot is continuously evolving. It is important to know what the current limitations are with your Copilot tool. A prompt you use today, might not work the same tomorrow.

2

## It's trial and error

You will need to revised and refine your prompts. It's not usually a get it right on the first try type thing. You'll try something, decide what to keep, what to revise and what to disregard.

3

## Copilot is not autopilot

You need to put some work into your prompts and be specific about what you want to get the best outcome

4

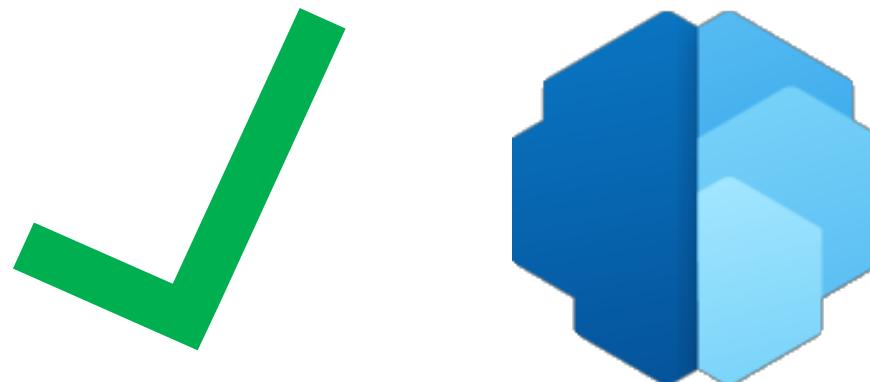
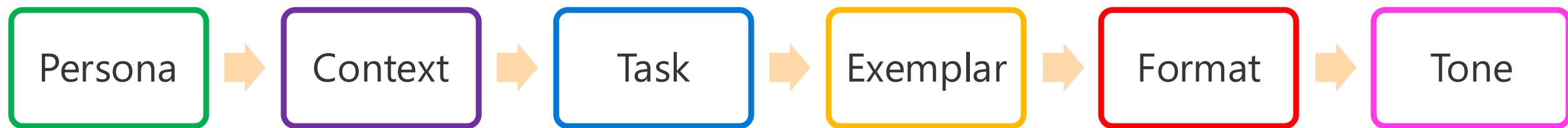
## Check yourself

AI generated content can potentially have harmful or incorrect information. It's up to you to validate and check the output.

The formula  
might **change**  
depending  
on the tool  
you're using



# The Formula Might Change Dependent on What Tool You're Using



# Power Automate Copilot Formula



- You must include the exact names of the apps and services you want to use in the prompt to get a good result

Example:

- **At the end of every week, send me a summary of my pending tasks in Planner. Format in bullet point format with task name, status and due date in a Microsoft Teams message**

Power Apps | Power Apps Studio | IT Support | Microsoft Power Automate | Home | power automate copilot prompt | +

https://make.powerautomate.com/environments/f2cc51f2-d4dd-e6d1-bab9-c31e675ca417/home

Power Automate

Search

This is a developer environment and not meant for production use. [Learn more](#)

## Create your automation with Copilot

Get started by selecting an example or describing your own automation idea.

Every month, copy all files from OneDrive folder to another OneDrive folder

Copy all rows from an Excel file to another excel file with a click of a button

Chat with Copilot about my idea

Describe in detail how you want your automation to work

Generate

Mouse cursor hovering over the "Generate" button.

### Learning for every level [See all](#)

- Analyze process mining reports in Power Automate Beginner 45 min
- Analyze your business process with Microsoft... Beginner 43 min
- Register for free 1-day automation workshop Beginner 8 hr
- Automate processes with Robotic Process... Intermediate 2 hr 5 min
- Improve business performance with AI... Beginner 6 hr 56 min
- Automate a bus process using Pr... Beginner

Boost your productivity and throughput with work queues

The new way of managing workloads and ensuring timely completion of prioritized work.

Create your first work queue

Ask a chatbot

More to explore in Power Automate

Environments April Dunnam's Environ...

?

Avatar

# Copilot Studio Topic Formula



Example:

- **Let a user check the status of a flight, accepting the flight number and date. For each question, add 2 message variations and a speech alternative.**

https://copilotstudio.preview.microsoft.com/environments/825dbd88-6aa7-e719-a4ce-842df7deb603/bots/c2e1e070-df42-ef11-8409-7c1e521...  Environment Community Demos  ? 

Copilots   EmployeePilot  Overview Knowledge Topics Actions Analytics +1 

Home 

Create 

Copilots 

Library 

...

Custom copilots

- Alt Text Generator
- Safe Travels Copilot
- Microsoft Product Support
- Coworking Space Info Assistant
- Safe Travels Copilot 1
- Actions Copilot
- EmployeePilot** 
- Voice
- Power Copilot
- The Office TV Show Expert
- Proposal Copilot
- Employee Onboarding Assistant

**EmployeePilot**  Overview Knowledge Topics Actions Analytics +1 

Your copilot is ready! Here's what's next:

- Add actions so your copilot can do things for you
- Build topics to focus and guide how your copilot answers
- Publish your copilot so others can use it

Details 

Name  EmployeePilot

Description Assists users in looking up employee information. 

Instructions Allows users to inquire about an employee's manager, department, job title, projects, focus area, profile info, etc. Maintains a friendly and conversational tone.

Hello, I'm EmployeePilot, a virtual assistant. Just so you are aware, I sometimes use AI to answer your questions. If you provided a website during creation, try asking me about it! Next try giving me some more knowledge by setting up generative AI.

A minute ago

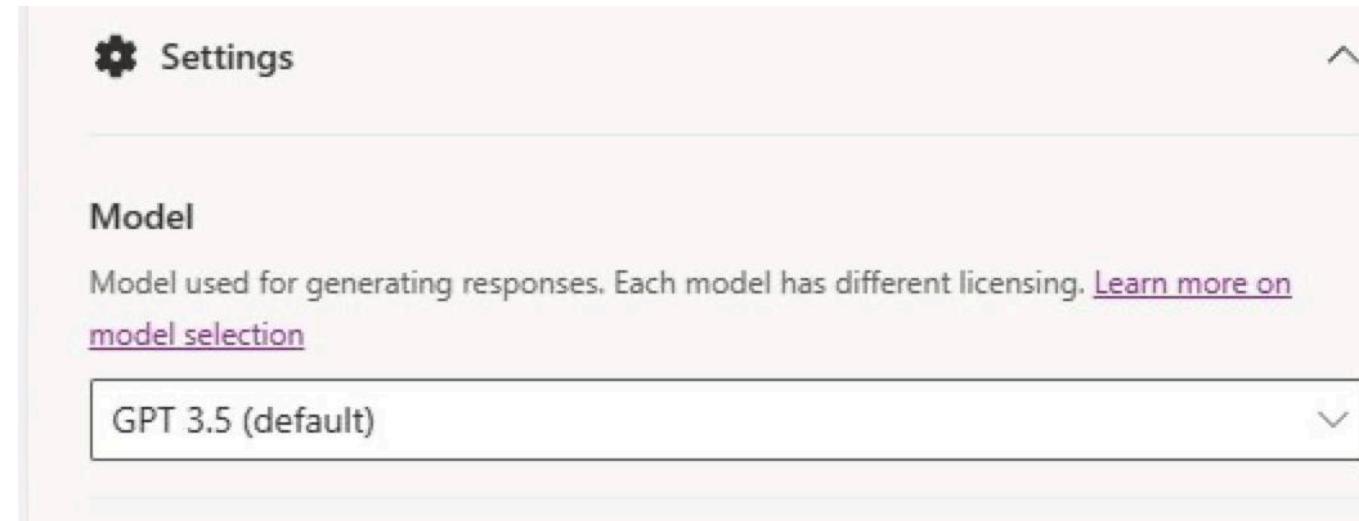
Ask a question or describe what you need  
0/2000 



# AI Builder Prompting Essentials

# Know Your Models

- GPT 3.5 is default
  - Trained on data up to Sept 2021.
  - Allowed up to 16k tokens.
- GPT 4o in preview
  - Has knowledge up to Oct 2023
  - Allowed up to 128k tokens.
  - Multilingual enhanced proficiency.
  - Better than GPT 3.5 in technical redaction and creativity.



## Classify

## Prompt

You are a customer service manager reviewing feedback from a customer satisfaction survey about a new product. Your task is to classify each feedback comment as Positive, Neutral, or Negative based on sentiment  Feedback  . Include the total amount of feedback per category

## 🧪 Test prompt

All inputs and data are automatically used to answer. + Insert to fine tune the prompt.

## Prompt response

### Waiting for response generation

## Prompt settings ⓘ

→ Input 1

 Data used (preview)

## → Output

## Settings

Model

Model used for generating responses. Each model has different licensing. [Learn more on model selection](#)

GPT 3.5 (default)

### Temperature

Lower temperatures lead to predictable results, while higher temperatures would allow more diverse or creative responses. [Learn more on temperature](#)

○

# Check Your Temperature

- Temperature controls randomness:
  - Higher = responses more creative and varied
  - Lower = responses more focused and predictable.
- Balance creativity vs. accuracy:
  - Use high temperature for brainstorming and low temperature for clear, factual answers.



# Know your outputs

- Text
- JSON  
(Preview)

Prompt with JSON

Prompt

Extract key information from myInvoice X

All inputs and data are automatically used to answer. + Insert to fine tune the prompt.

Prompt response

```
{"InvoiceDate": "Sept 21, 2015", "InvoiceNumber": "1726", "InvoiceTo": "Fabrikam, Inc.", "CustomerID": "5791", "SalesPerson": "Jacob Steffensen", "Terms": "Due on Receipt", "SalesTax": "$2.96", "Total": "$150.25"}
```

Test prompt

AI-generated content may be incorrect. Make sure it's accurate and appropriate before using it. [Read terms](#)

Prompt settings ⓘ

Prompt details

Input 1

Data used (preview)

Output

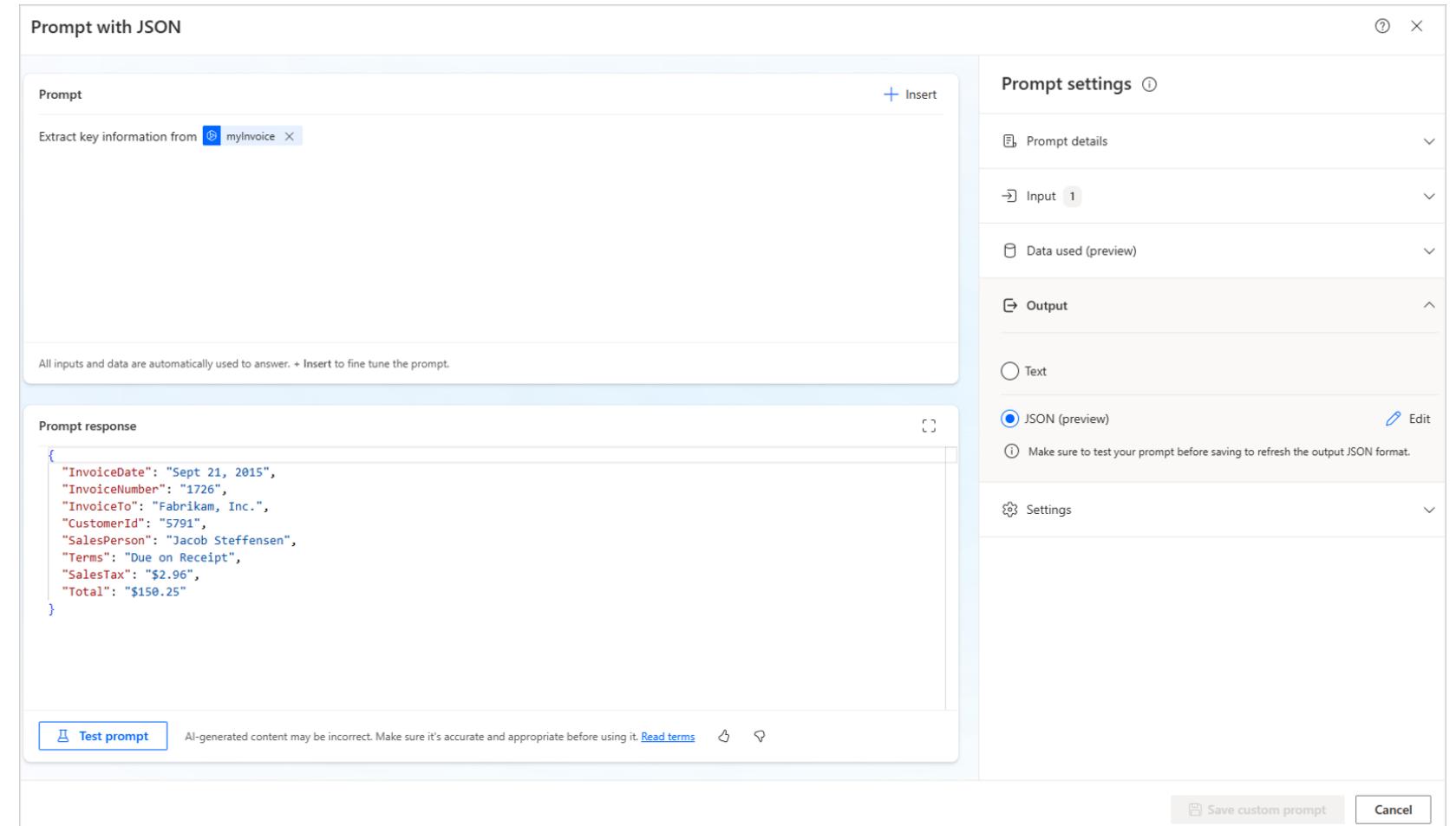
Text

JSON (preview) Edit

Make sure to test your prompt before saving to refresh the output JSON format.

Settings

Save custom prompt Cancel



## Classify

## Prompt

You are a customer service manager reviewing feedback from a customer satisfaction survey about a new product. Your task is to classify each feedback comment as Positive, Neutral, or Negative based on sentiment  Feedback  . Extract the classification, reviewer name, star rating and keywords.

## 凰 Test prompt

All inputs and data are automatically used to answer. + Insert to fine tune the prompt.

## Prompt response

Here are the classifications for the feedback comments:

#### **\*\*Positive Feedback:\*\***

1. "I've been using Contoso Widgets for over a year now, and they never disappoint. The build quality is solid, and they've significantly improved my workflow. Customer service is top-notch, too. Highly recommended!" – Jane D. (5 stars)
  2. "The widgets are fantastic and work as advertised. However, my only complaint is the shipping time. It took a bit longer than expected to receive my order, but overall, I'm very happy with the product itself." – Mark L. (4 stars)

AI-generated content may be incorrect. Make sure it's accurate and appropriate before using it. [Read terms](#)



## Prompt settings ⓘ

→ Input 1

 Feedback

+ Add input

### Data used (preview)

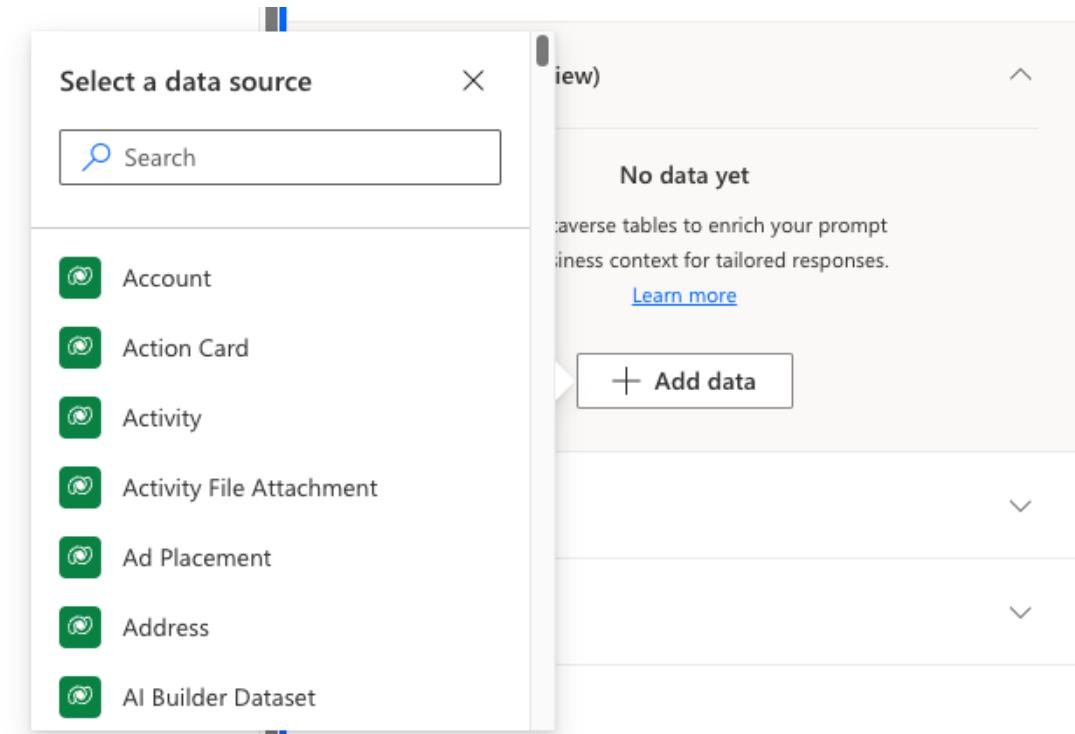
## → Output



## Settings

# Try Grounding Your Prompts

- Customizes your prompt by defining variables that incorporate dynamic runtime content within the prompt.
- For Dataverse only
- Examples:
  - Answer questions from your customers or employees
  - Generate summaries or reports from your data



# DEMO

Grounding a  
prompt with data



Microsoft Power Automate | AI

https://make.powerautomate.com/environments,

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Prompts

Looking for AI models? Find them here.

The AI Builder models you know and love have their own page.

Create text with GPT using a prompt

Create a custom prompt using the inputs you want.

CUSTOM PROMPT

Summarize text

Create concise summaries of any text, such as paragraphs, articles, or documents.

TEMPLATE

Extract information from text

Identify and extract relevant information from documents or online resources.

TEMPLATE

Classify text

Assign a set of predetermined categories to open-ended text.

TEMPLATE

Sentiment analysis of text

Understand the emotions and opinions expressed in a given text.

TEMPLATE

My prompts Shared with me All prompts

Search prompts

Name	Owner	Permission	Status	Last modified	Model type
Proposal Review	April Dunnam	Owner	Published	1 d ago	Custom Prompt
Research Finding Summary	April Dunnam	Owner	Published	2 mo ago	Custom Prompt
Multi Parameter Prompt Generator	April Dunnam	Owner	Published	2 mo ago	Custom Prompt
Plagiarism detector	April Dunnam	Owner	Published	2 mo ago	Custom Prompt
Test Data Generator	April Dunnam	Owner	Published	2 mo ago	Custom Prompt
Prompt Generat	April Dunnam	Owner	Published	2 mo ago	Custom Prompt
Extract a Task	April Dunnam	Owner	Published	2 mo ago	Custom Prompt
Time Management	April Dunnam	Owner	Published	2 mo ago	Custom Prompt
Language Detection	April Dunnam	Owner	Published	3 mo ago	Custom Prompt

Ask a chatbot

# DEMO

Using a prompt in  
a cloud flow



Microsoft Power Automate | AI

https://make.powerautomate.com/environments/825dbd88-6aa7-e719-a4ce-842df7deb603/aibuilder/prompts

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## Prompts

Looking for AI models? Find them here.

The AI Builder models you know and love have their own page.

Custom Prompt

Create text with GPT using a prompt

Create a custom prompt using the inputs you want.

Custom Prompt

Summarize text

Create concise summaries of any text, such as paragraphs, articles, or documents.

Template

Extract information from text

Identify and extract relevant information from documents or online resources.

Template

Classify text

Assign a set of predetermined categories to open-ended text.

Template

Sentiment analysis of text

Understand the emotions and opinions expressed in a given text.

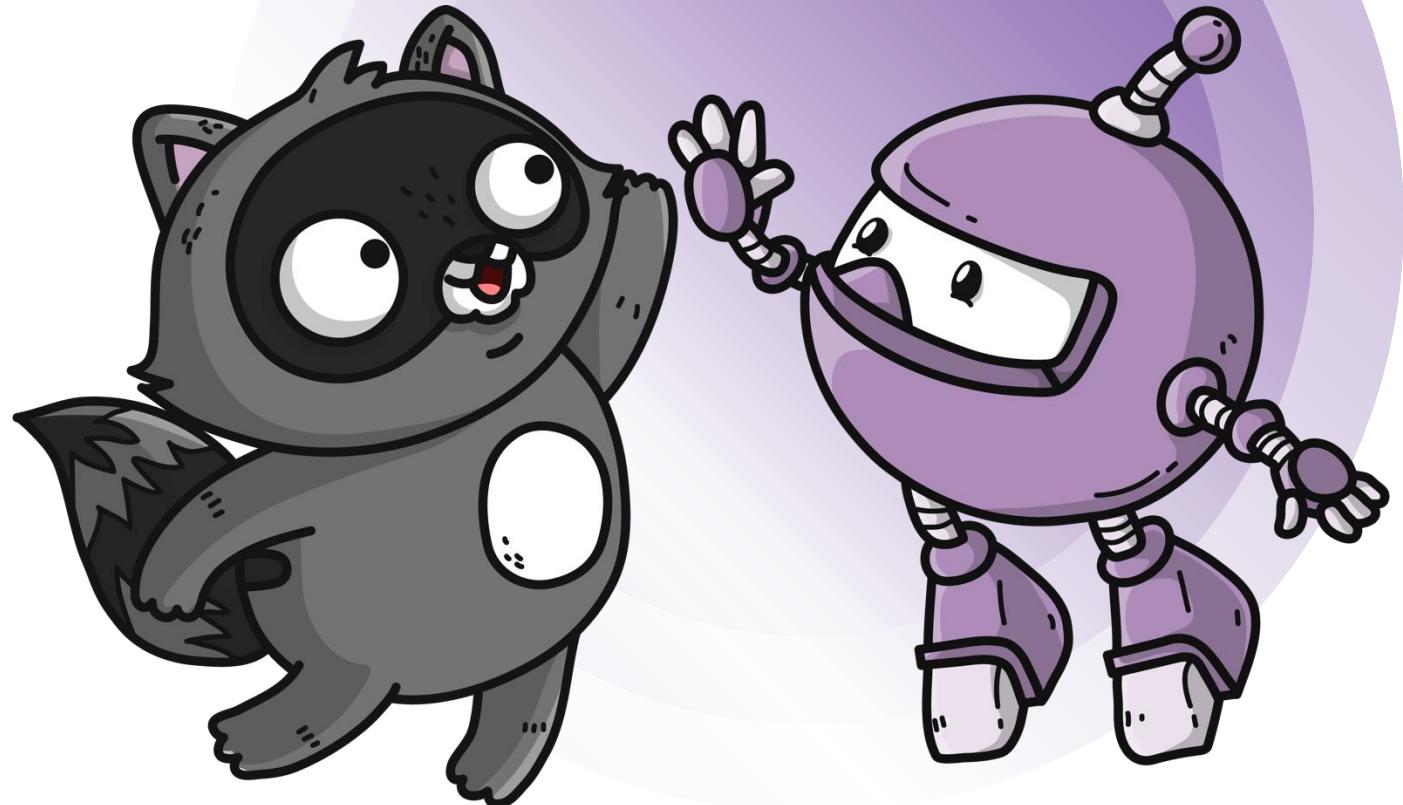
Template

My prompts Shared with me All prompts Search prompts

Name	Owner	Permission	Status	Last modified	Model type
Learning Grounded Prompt	April Dunnam	Owner	Published	36 min ago	Custom Prompt
Proposal Review	April Dunnam	Owner	Published	1 d ago	Custom Prompt
Research Finding Summary	April Dunnam	Owner	Published	2 mo ago	Custom Prompt
Multi Parameter Prompt Generator	April Dunnam	Owner	Published	2 mo ago	Custom Prompt
Plagiarism detector	April Dunnam	Owner	Published	2 mo ago	Custom Prompt
Test Data Generator	April Dunnam	Owner	Published	2 mo ago	Custom Prompt
Prompt Generat	April Dunnam	Owner	Published	2 mo ago	Custom Prompt
Extract a Task	April Dunnam	Owner	Published	2 mo ago	Custom Prompt
Time Management	April Dunnam	Owner	Published	2 mo ago	Custom Prompt

Demo

Use a prompt in  
Power Apps



Power Apps | Home https://make.powerapps.com/environments/825dbd88-6aa7-e719-a4ce-842df7deb603/home Environment Community Demos

Power Apps Search

Home Create Learn Apps Tables Flows Solutions Custom connectors AI hub More Power Platform

Let's build an app. What should it do?

Collect RSVPs Track sales leads List inventory Manage inspections

Use everyday words to describe what your app should collect, track, list, or manage ...

This feature uses generative AI. See terms

Other ways to create an app

Start with data Start with a page design Start with an app template

Create a table, pick an existing one, or even import from Excel to create an app.

Select from a list of different designs and layouts to get your app going.

Select from a list of fully-functional business app templates. Use as-is or customize to suit your needs.

Your apps

Name	Modified	Owner	Type
Learning Portal	1 week ago	April Dunnam	Canvas
Baggage Claim Tickets	1 month ago	April Dunnam	Canvas
Learning Portal Screen Template	2 months ago	April Dunnam	Canvas
PowerPizza	2 months ago	April Dunnam	Canvas
Blog Scheduler	3 months ago	April Dunnam	Canvas
Help Desk Request	3 months ago	April Dunnam	Canvas

Ask a virtual agent See more apps →

# Demo

Use a prompt in a  
Copilot Studio  
Topic



Overview - Proposal Copilot | +

https://copilotstudio.microsoft.com/environments/825dbd88-6aa7-e719-a4ce-842df7deb603/bots/5db1bcdcf2f-ef11-840b-00224832d20c/overview

Environment Community Demos

Copilot Studio

Home Create Copilots Library ...

Copilots

Custom copilots

- Proposal Copilot
- Employee Onboarding Assist...
- Website Q&A Copilot
- Customer Service Assistant
- Power Copilot
- Power Platform Copilot Helper
- NACS Copilot
- Test-Multiple-Topics-Matched
- BKR203
- Aprils Copilot
- Joke bot
- Support Copilot
- Copilot 2
- Real Estate
- Weather Bot
- Support
- Contacts Copilot

Proposal Copilot Overview Knowledge Topics Actions Analytics Channels

Your copilot is ready! Here's what's next:

- Add actions so your copilot can do things for you
- Build topics to focus and guide how your copilot answers
- Publish your copilot so others can use it

Details

Name: Proposal Copilot

Description: None provided

Instructions: This copilot helps to answer questions about proposals

Knowledge

Add data, files, and other resources to inform and improve AI-generated responses.

Allow the AI to use its own general knowledge (preview). [Learn more](#)

Enabled

Topics

Add conversation topics to focus and guide the way your copilot answers.

- Goodbye
- Greeting
- Lesson 1 - A simple topic

See all

Actions

+ Add action

Test your copilot

Hello, I'm Proposal Copilot, a virtual assistant. Just so you are aware, I sometimes use AI to answer your questions. If you provided a website during creation, try asking me about it! Next try giving me some more knowledge by setting up generative AI.

56 minutes ago

Ask a question or describe what you need

0/2000

Make sure AI-generated content is accurate and appropriate before using. [See terms](#)

# Check your Data

- Copilot doesn't share your data with anyone else or use it to train the LLMs.
- Copilot only uses and shows data where you have access.
  - Be careful of security by obscurity!



# Prompts Library

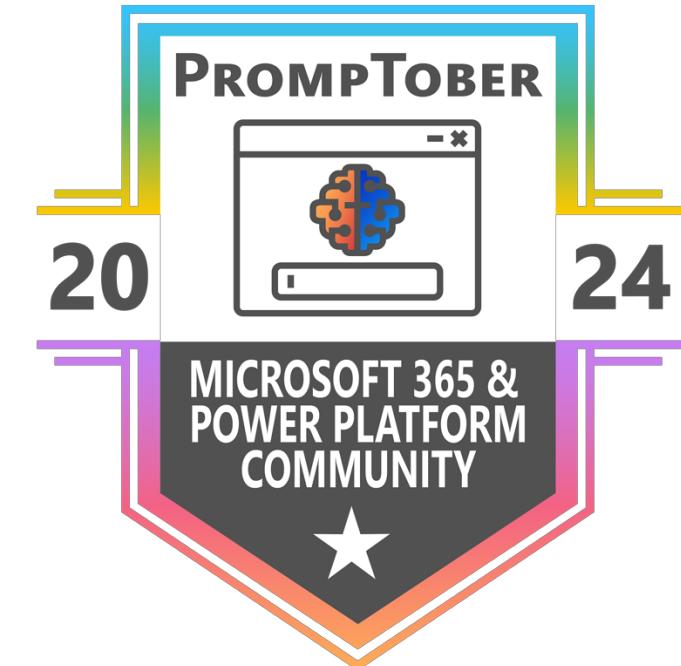
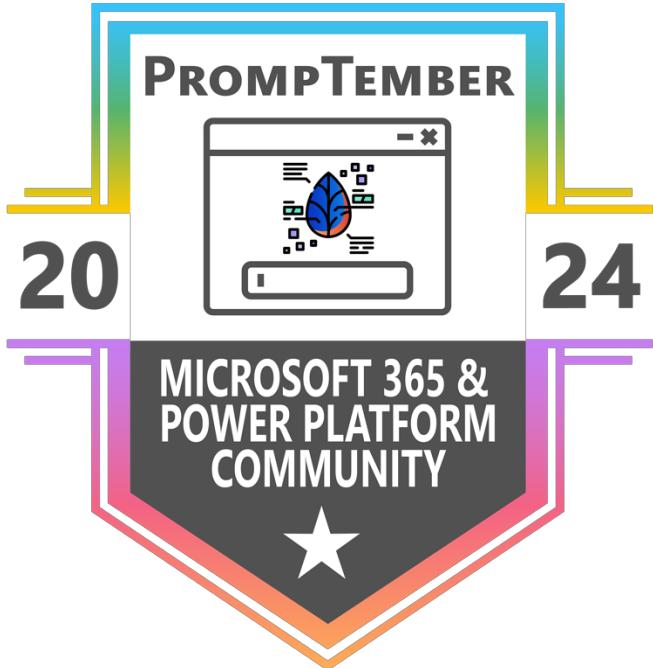
- Prompts for:
  - AI Builder
  - Power Apps
  - Power Automate
  - Power Pages
  - Copilot Studio

The screenshot shows the Microsoft Adoption website's "Sample Solution Gallery". The top navigation bar includes links for Microsoft, Microsoft Adoption, Roles, Products, Solutions, Resources, Training, Communities, and What's new. Below the header, a large image of three overlapping Microsoft Surface devices displays various Power Platform applications. The main content area is titled "Sample Solution Gallery" and features a sub-headline: "Explore our sample gallery filled with solutions that integrate seamlessly to the Microsoft products you use the most." On the left, there are filters for "Keyword" (with a search bar), "Sort by" (set to "Last modified: Newest to oldest"), and "Products" (listing Copilot for Microsoft 365, Dev Proxy, AI Builder, Microsoft Entra ID, Copilot Studio, Microsoft Graph, and Microsoft Graph connectors). The main grid displays three sample solutions: "Event Registration" (modified April 11, 2024), "Real Estate Showings" (modified April 13, 2024), and "Quiz Generator" (modified April 12, 2024). A total of 63 results are indicated on the right.

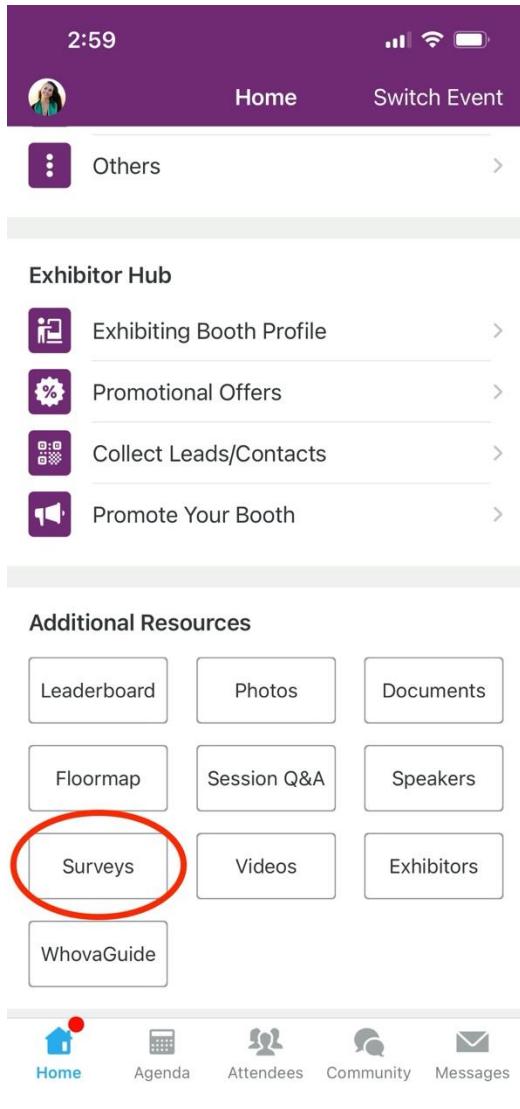
aka.ms/power-prompts

[aka.ms/power-prompts](https://aka.ms/power-prompts)

# Fall into Prompts



# Session Feedback Surveys



*We really want to hear from YOU!*

*In the pursuit of making next year's Power Platform Community Conference even better, we want to hear your feedback about this session.*

**Here's How -**

- Simply go to the Whova App on your smartphone*
- Scroll down on the Power Platform Community Conference Homepage to 'Additional Resources' to click "Surveys".*
- Click Session Feedback.*
- Scroll down to find this session title.*
- Complete the session feedback survey.*
- Finally, click 'Submit'*

*It's just that easy!*

# Resources

Questions??

## AI Builder Prompt Guide

[aka.ms/promptguide](https://aka.ms/promptguide)

Engineering guide on how to build prompts for AI Builder

## Try out Prompts

[aka.ms/tryprompts](https://aka.ms/tryprompts)

Get hands on with prompts

## Intelligent Apps EAP signup form

[aka.ms/letsbuildaplan](https://aka.ms/letsbuildaplan)

Sign up for the Power Apps Enterprise App Planner Copilot shown in the keynote

## Cloud Skills Challenge

<https://aka.ms/powerplatform-ai/csc>

Learn about AI and Copilot in Power Platform in this month long Cloud Skills Challenge

## Power Platform Prompt Library

[aka.ms/power-prompts](https://aka.ms/power-prompts)

Collection of prompts for AI Builder, Power Apps, Power Automate, MCS, etc

## Copilot Learning Hub

[aka.ms/copilotlearninghub](https://aka.ms/copilotlearninghub)

Explore curated training, documentation, videos, etc on how to use Copilot

## April's YouTube

[Youtube.com/@aprildunnam](https://Youtube.com/@aprildunnam)

Tutorial videos on Power Platform and AI

## Prompt Overview

<https://aka.ms/prompt-overview>

Learn documentation on prompting