 Microsoft Power Apps and SAP with Azure

# Set Up and Prerequisites

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## Lab Overview and Pre-requisites

The estimated time to complete this setup is 30 minutes.

Creating your tenant ahead of time will maximize the time available for learning on the day, and allow you to get started with Power Platform quickly and easily.

## Set Up and Prerequisites

|  |  |
| --- | --- |
| This document takes you through setting up a tenant to use for training.  You will:   * Create a trial account and set up a tenant * Create a new environment | The time to complete this setup is [30] minutes. |

# Task 1: Set up a tenant

You will sign up for an Office 365 E3 tenant with trial licenses for Power Virtual Agents and Power Apps to perform the labs.

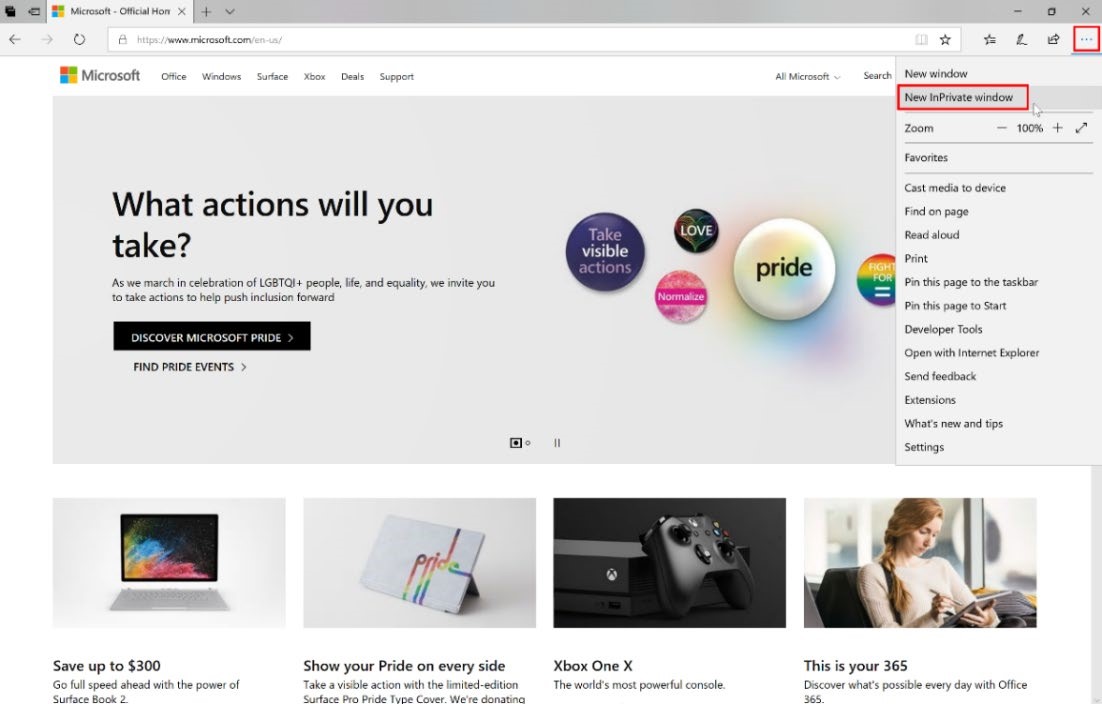
Follow the instructions below to sign up for a free trial.

Open a private browser

 If you’re in Edge, open a New InPrivate Window.

I. To open a New InPrivate Window in Edge: click  II. Then, select New InPrivate Window.

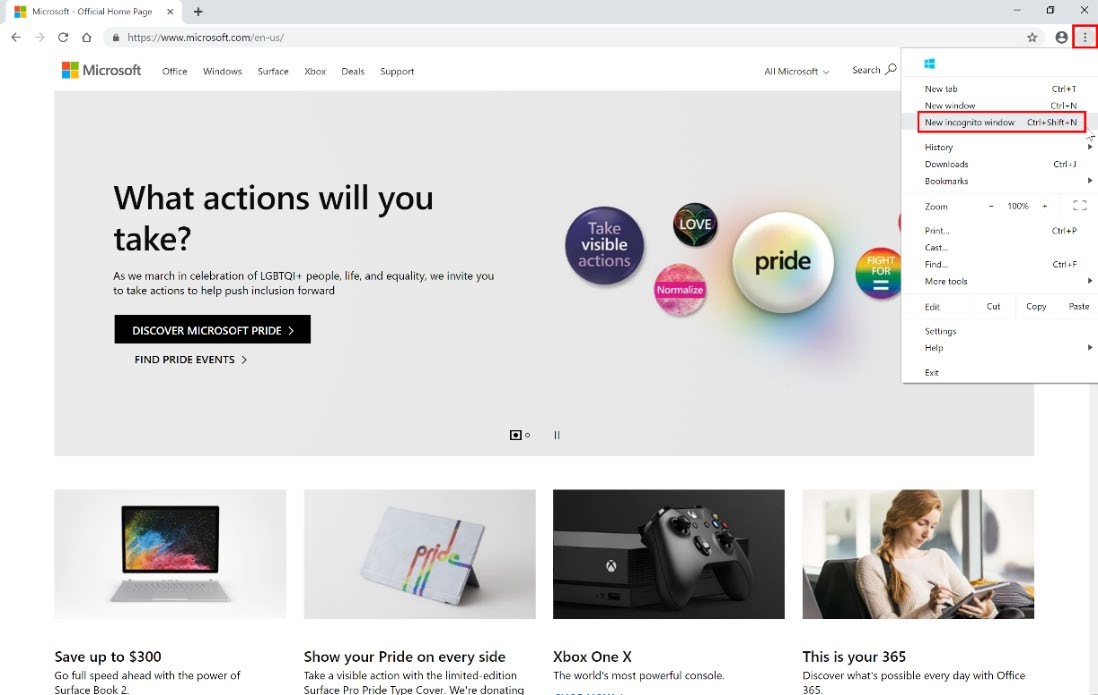
If you’re in Chrome, open a New Incognito Window.



I. To open New Incognito Window in Chrome: click 

II.

Then, select New Incognito Window.



1. After opening an **in-private browser,** navigate to<https://aka.ms/appinadayo365signup>

1. Enter a personal e-mail address and click **Next**.

Graphical user interface, text, application

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1. Click **Set up account**.

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1. Fill in your information and click **Next.**

Graphical user interface, application

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1. You’ll be asked to verify you identify using either phone call or text message. Follow directions and confirm your identity by specifying phone number.

Graphical user interface, text, application

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1. Create a username, Domain name, and password **Note:** *if your domain name is not unique modify before continuing.*
2. Click **Next** if the custom domain name is available.

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1. Wait while tenant is created. It usually takes less than 1 min.

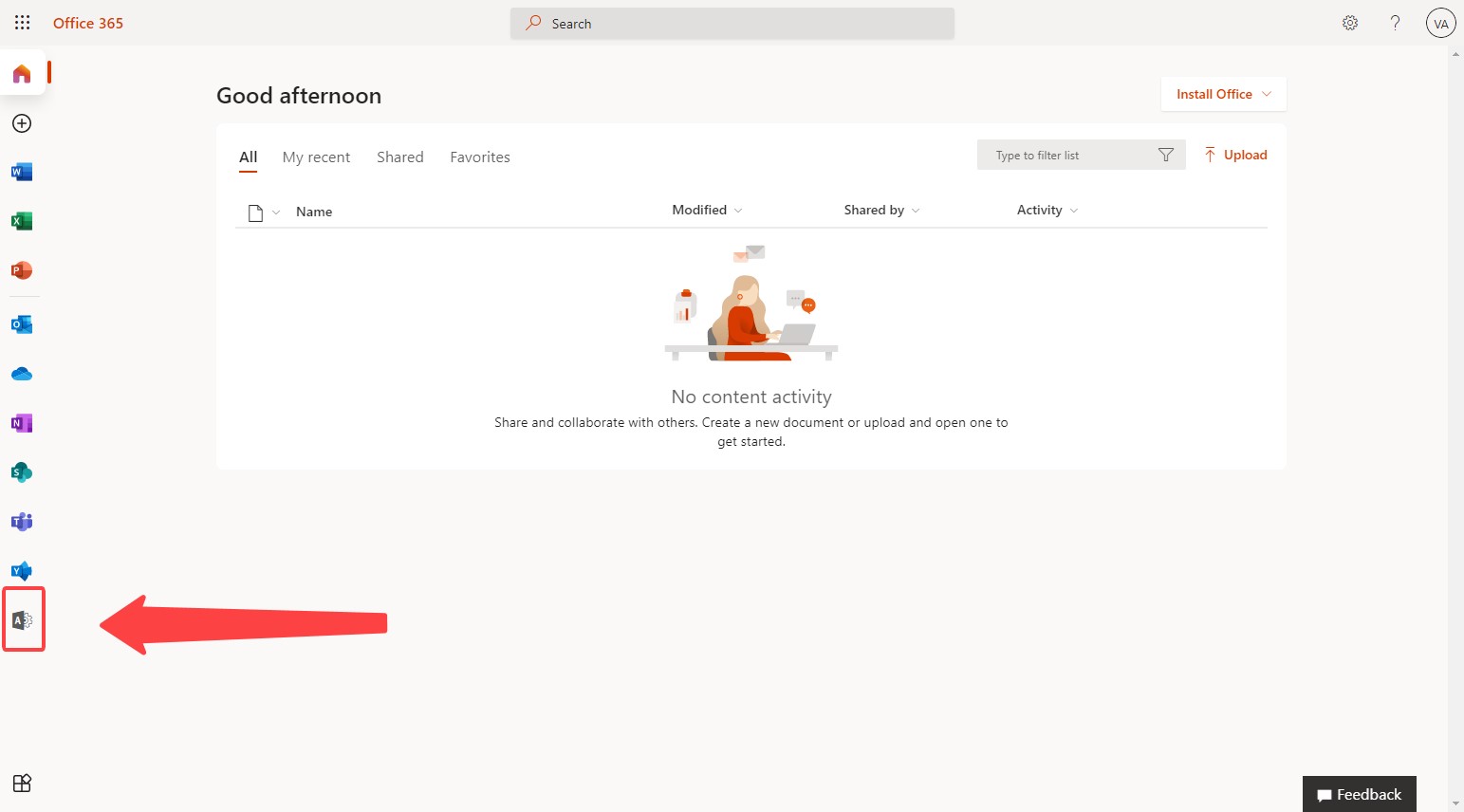
1. Click **Get started**. This will navigate you to **Office admin portal**. When you land on the admin center page, you need to **EXIT SETUP**.

Graphical user interface, text, application

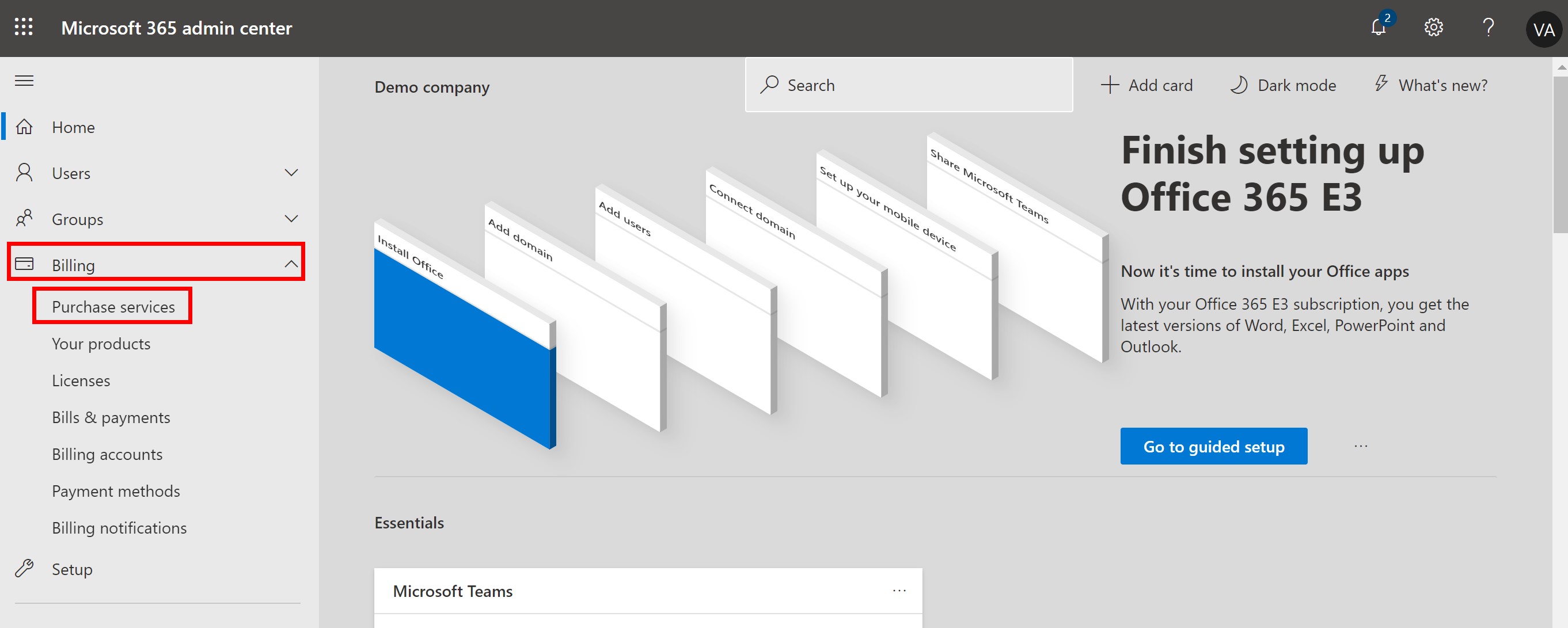
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# Task 2: Obtain a Power Apps Trial

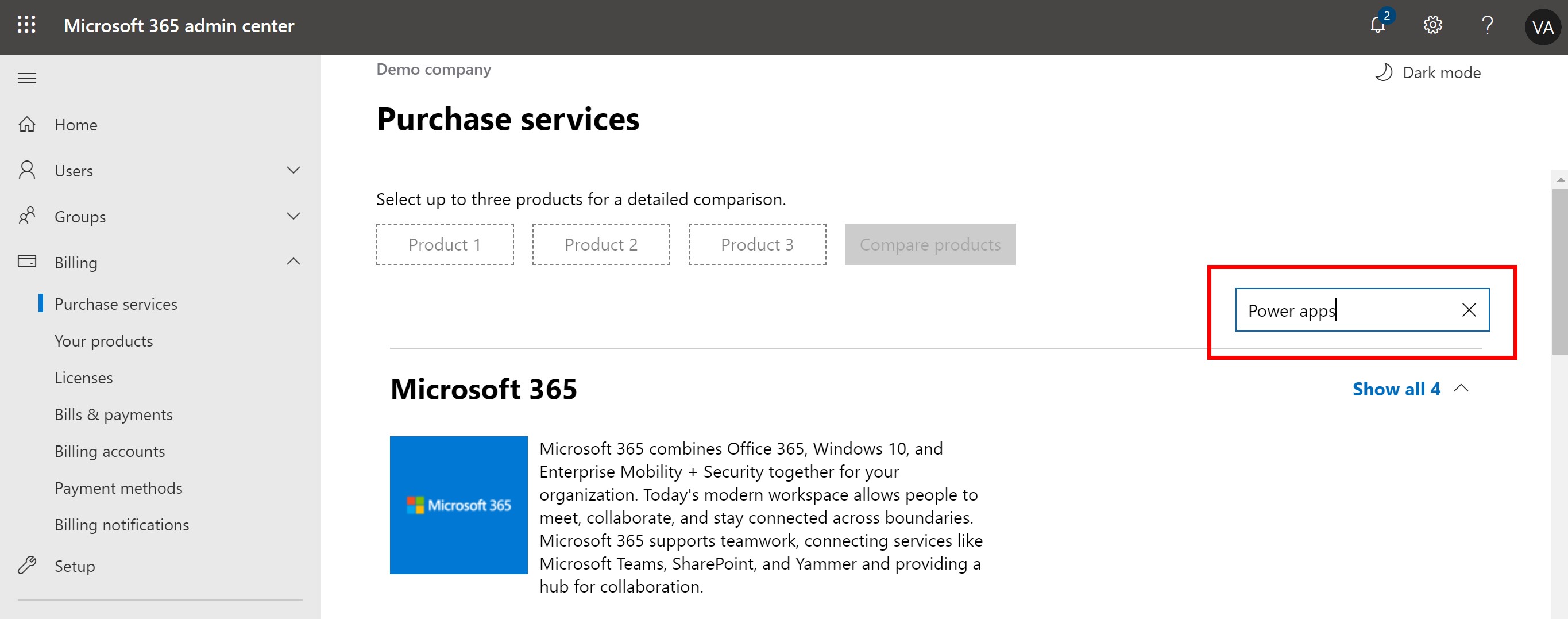
1. Navigate to [https://www.portal.office.com](https://www.portal.office.com/) and click on **Admin** to open the Admin Center.



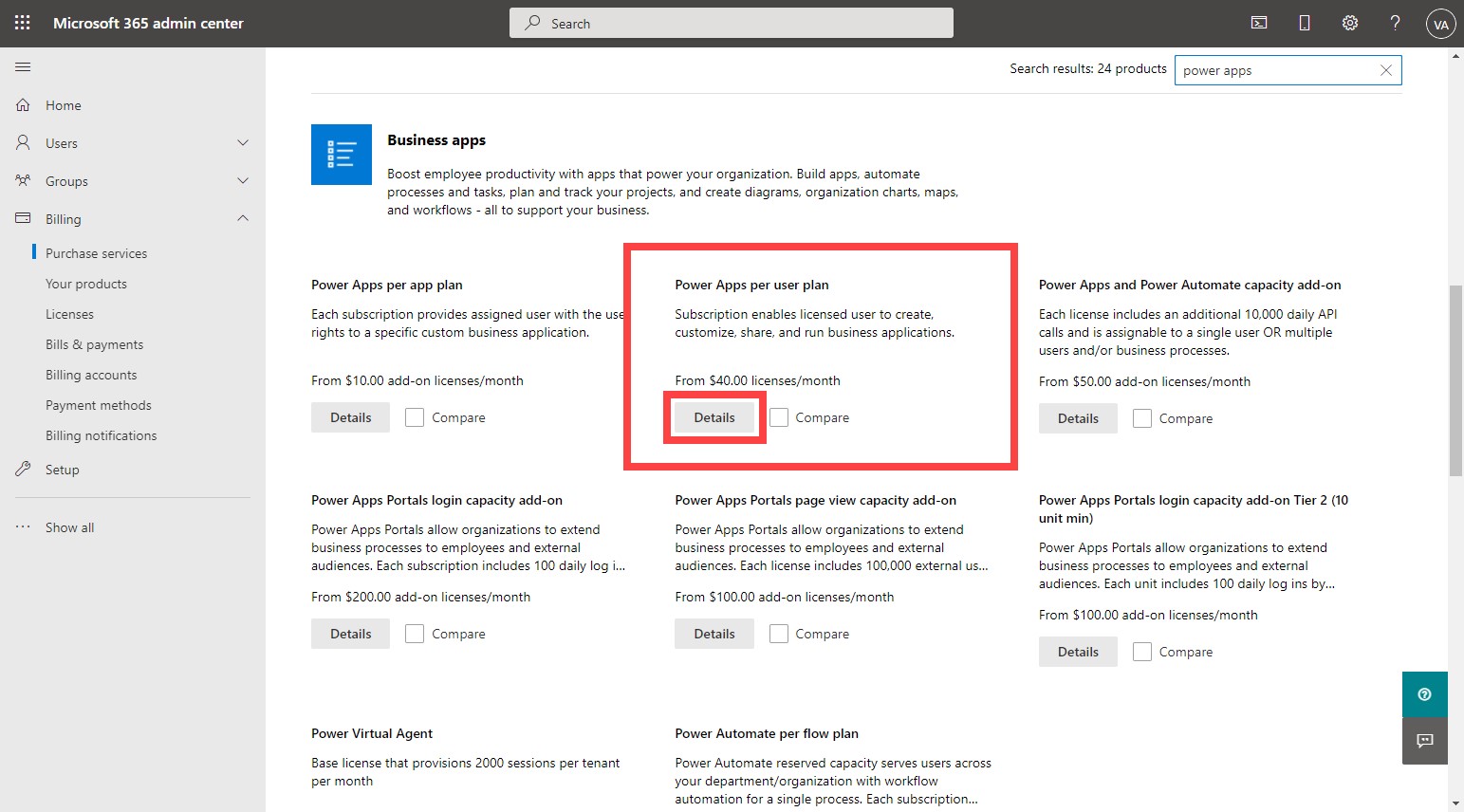
1. On the left side of the Admin Center, expand **Billing** and click on **Purchase Services**.



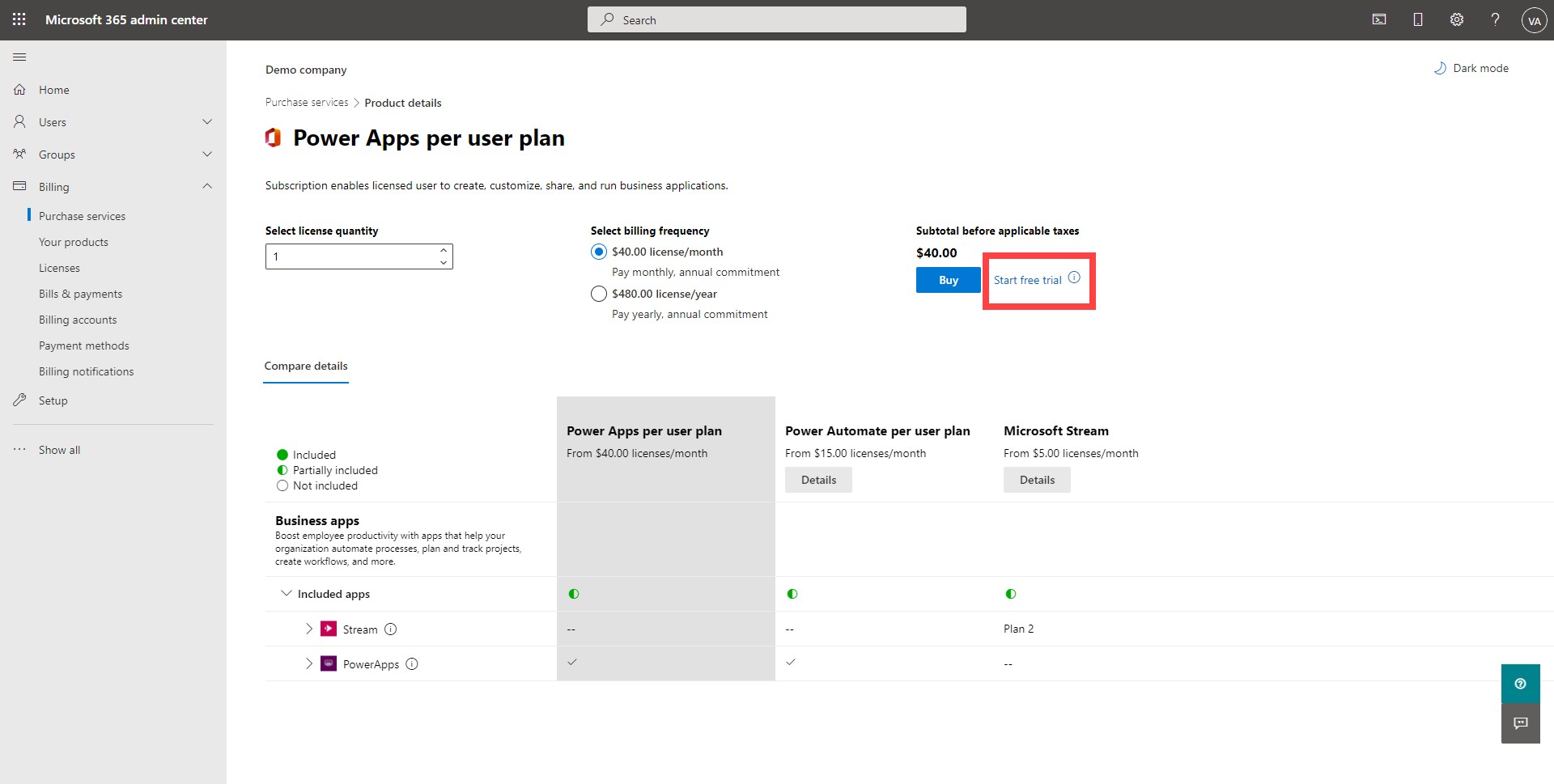
1. Search for **Power Apps**.



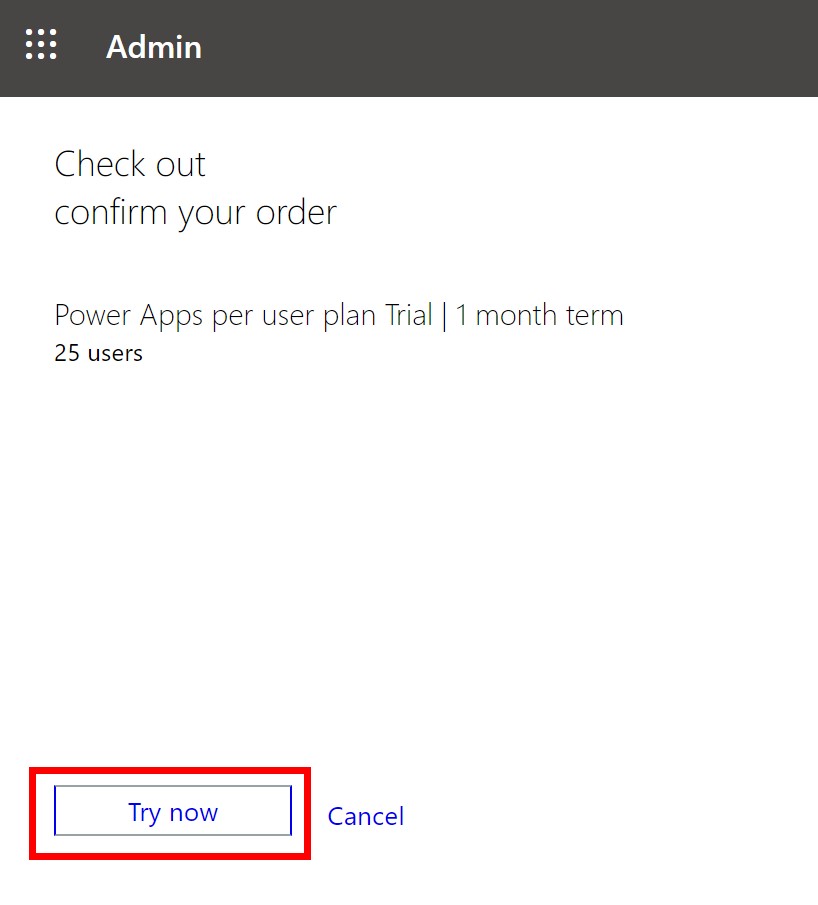
1. Find **Power Apps per user plan** and click on **Details**. Ensure this is **per user plan**, do not select per app plan.



1. Click on **Start free trial** for Power Apps per user plan.



1. Click **Try now** to confirm your order.

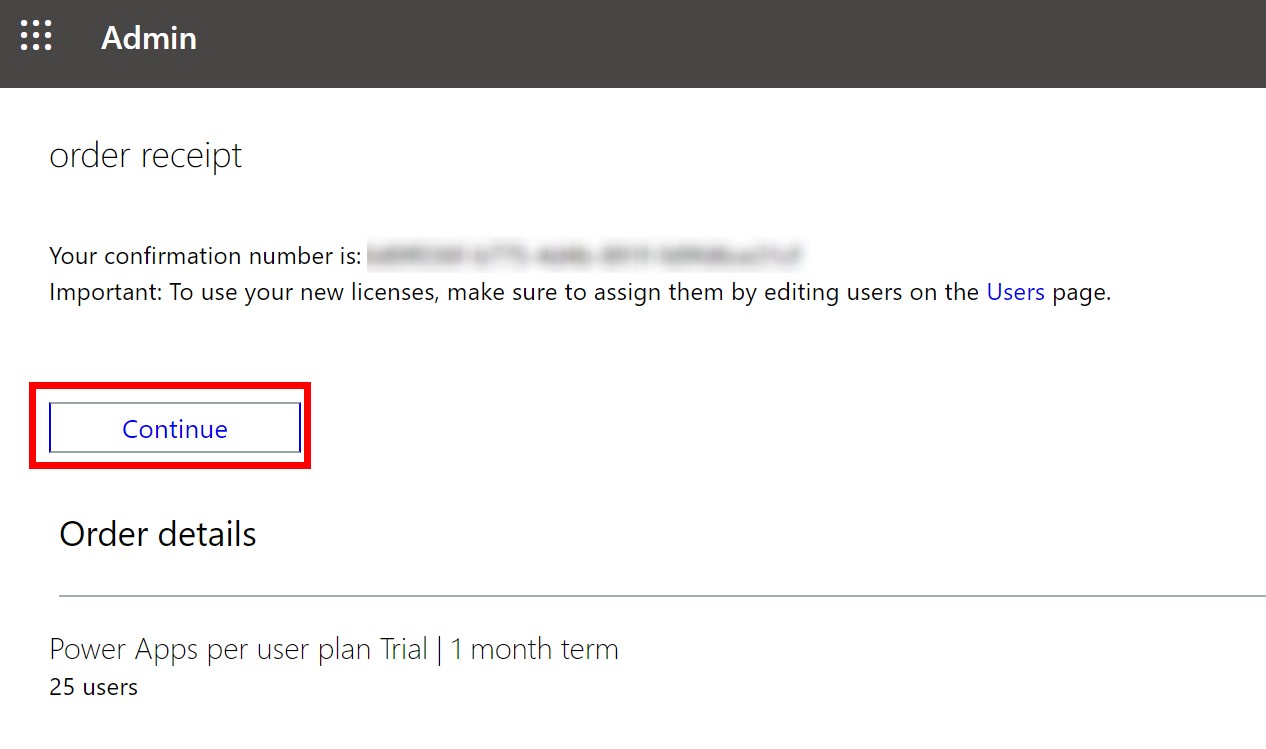


7.

Click

**Continue**

on your order receipt screen.



# Optional- Turn off Multi-factor authentication

Upon login, users may be asked to set up multi-factor authentication (MFA) on their trial account. To avoid this, you can turn MFA off for the tenant via the Azure portal.

1. Navigate to <https://portal.azure.com/>and sign in with your admin account for the tenant.

2.

Click on the

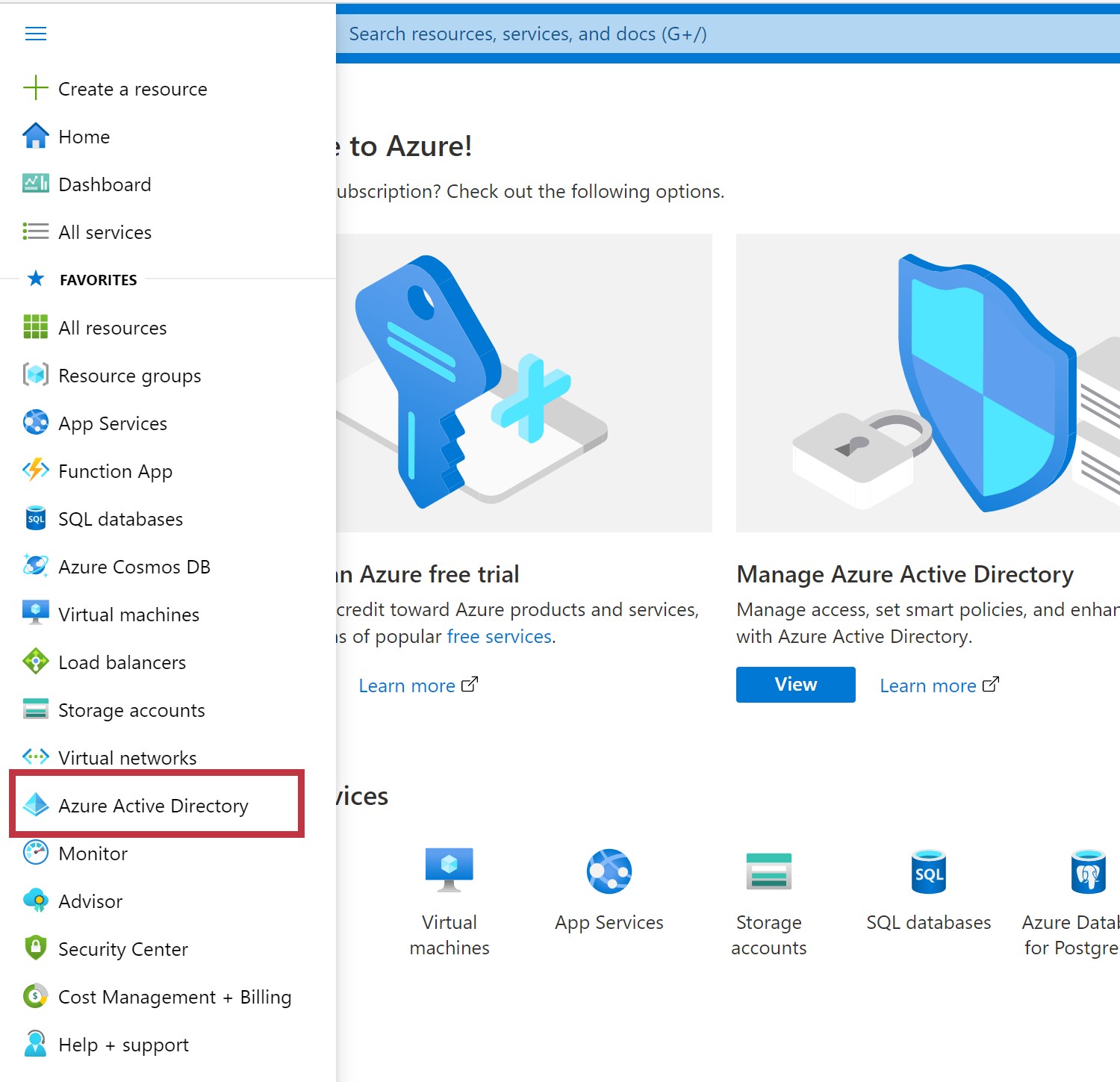
icon on the top left of the screen to expand the navigation menu.

3.

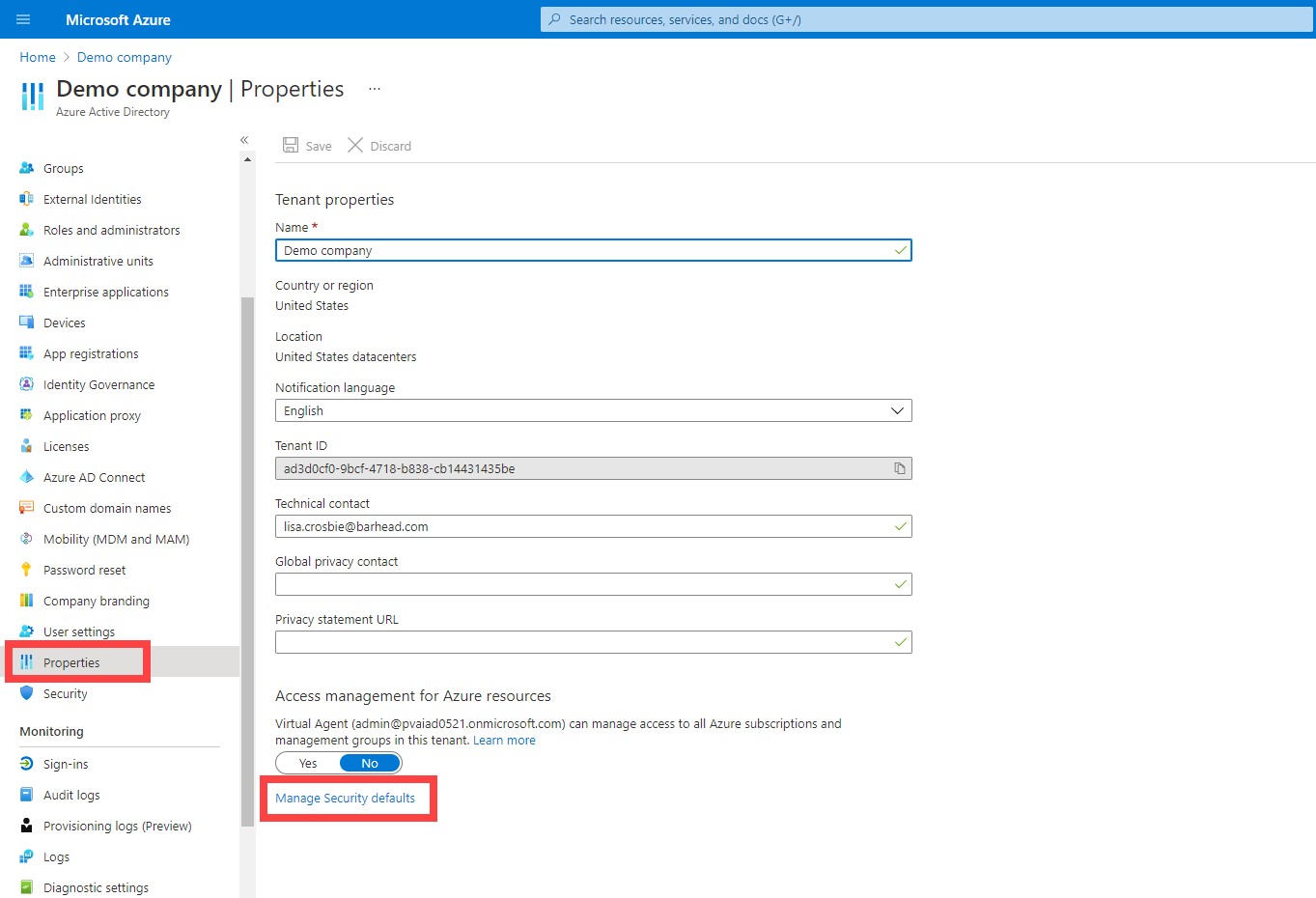
Click on

**Azure Active Directory**

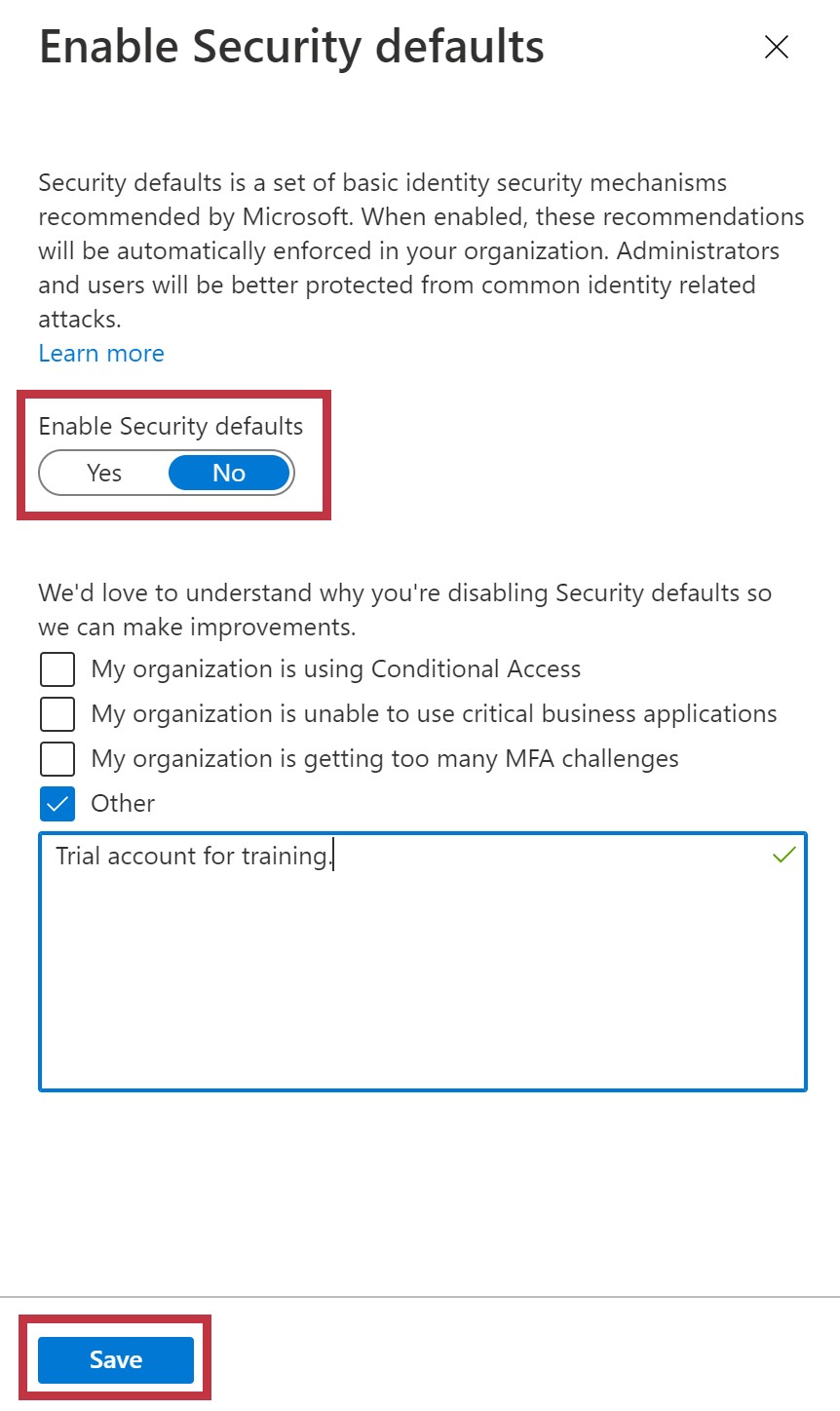
.



1. Click on **Properties** then **Manage Security defaults**.



1. Switch the Enable Security defaults toggle to **No**. Then, **save** your changes.



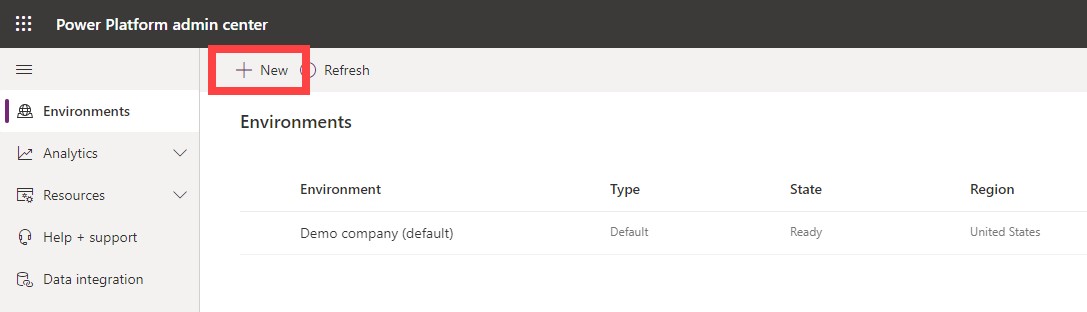
# Task 3: Create a trial environment

You’ll need create a Power Apps trial environment to store the Canvas Power App you will be creating.

1. In your private browser, navigate to the Power Platform Admin Center

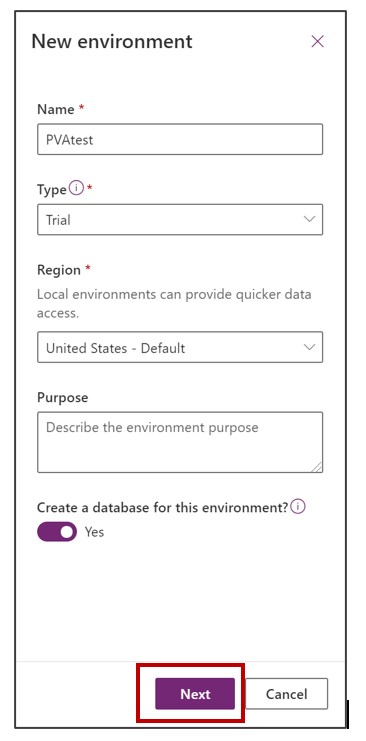
[/https://admin.powerplatform.microsoft.com/environment](https://admin.powerplatform.microsoft.com/environments)[s,](https://admin.powerapps.com/) and sign in with the trial account you just created.

1. Select +New to create a new Environment.



Fill in the fields in the New environment dialog box with these values and select **Next** to continue. *Note: Creating an environment may take up to one minute.*

* + Environment Name: Contoso Test
  + Type: Trial
  + Region: United States (default)
  + Create a database for this environment? Yes

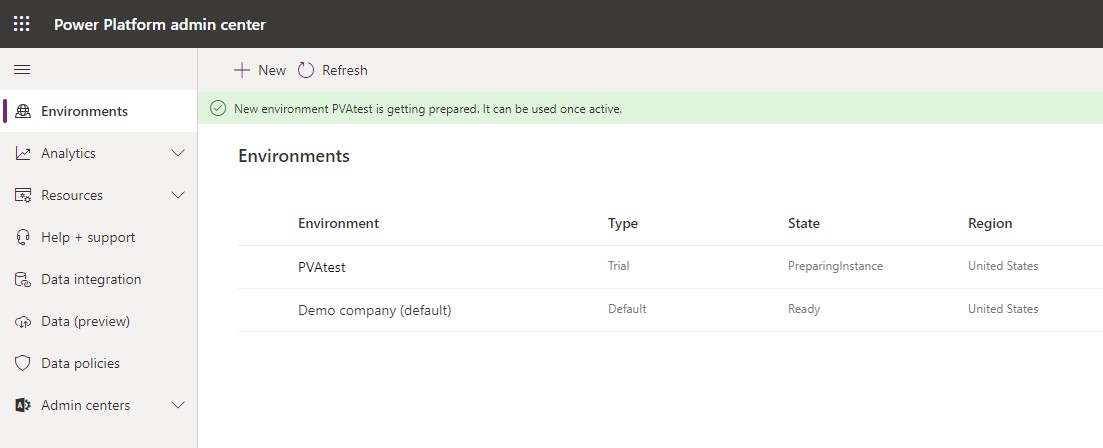


1. Specify values in the **Add database** dialog box, as follows:.
   * Language: English
   * URL:(*leave this blank)*
   * Currency: USD
   * Select the “Deploy Sample Apps and Data” option
   * Click Save

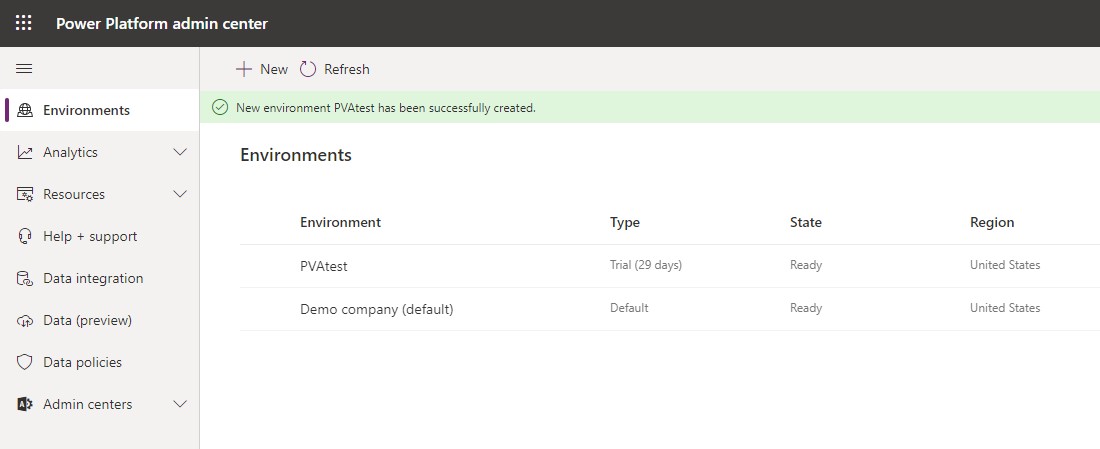
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1. An alert bar will pop up to tell you that your new environment is getting prepared.



1. Wait about a minute and click refresh. When your environment is fully prepared, you will see this message.



1. Congratulations! You are all set for the training!

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