



Become a Business Application Superstar in 5 Steps

Microsoft 365 Saturday
Bangalore

Dec 12, 2020





Social Media

- Twitter: @nicolenders
- Blog: <https://nicolenders.com>



Nicole Enders

Teamlead Cloud Workplace Solutions

Office Apps & Services MVP

Focus topics

- Social Intranet, Modern Workplace & Collaboration
- Microsoft 365, SharePoint & Power Platform



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JPOWER4





«We need a business application!»



What about our current business process?



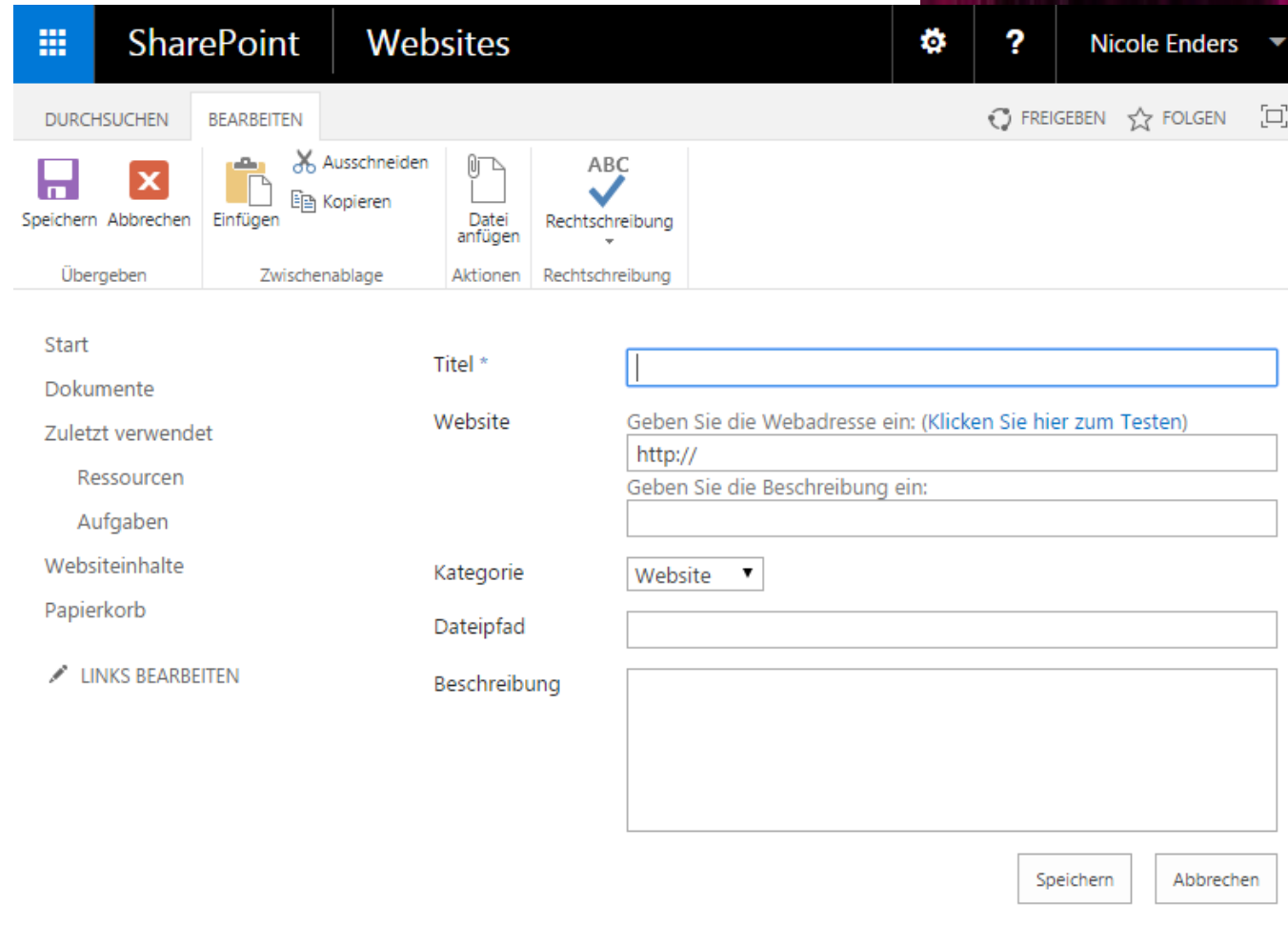
Should we optimize/change our business process?



Do we want to support the whole business process with an IT solution?

SharePoint Standard

- Create lists with the necessary fields
- Change the order of these fields
- Add simple validations (e.g. mandatory fields)

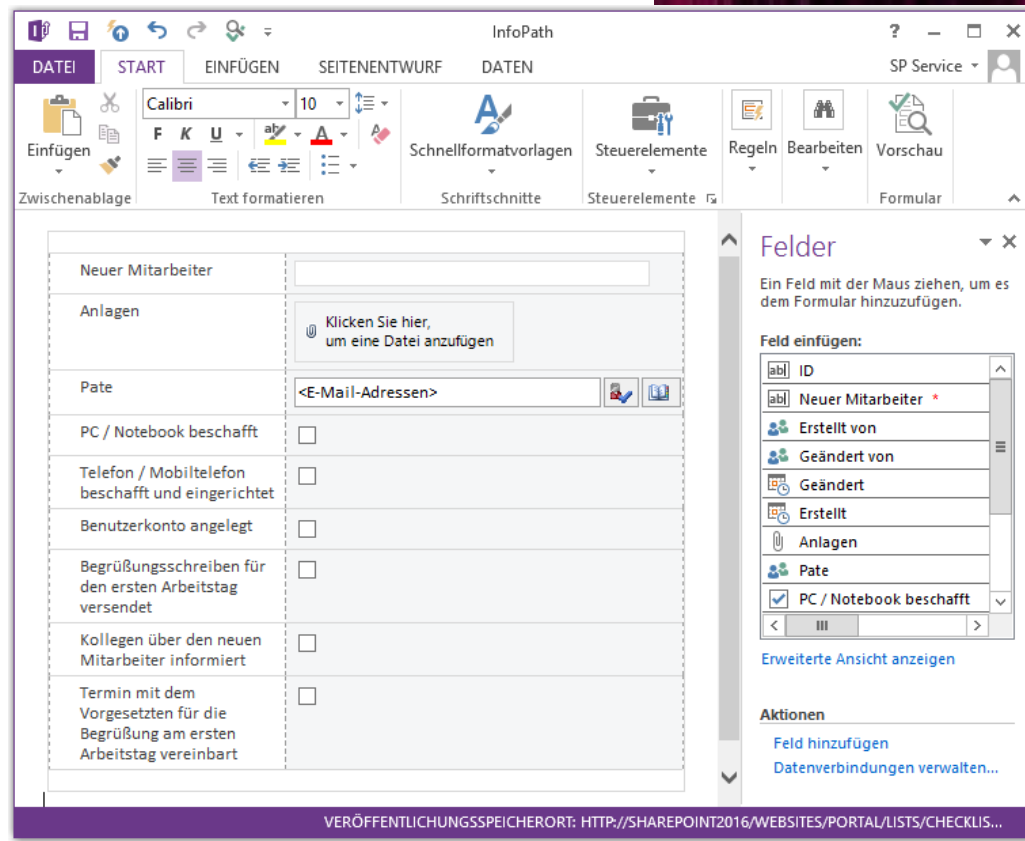


The screenshot shows the 'Websites' creation interface in SharePoint Standard. The top navigation bar includes the SharePoint logo, 'SharePoint', 'Websites', and a user profile 'Nicole Enders'. Below this is a ribbon with tabs 'DURCHSUCHEN' and 'BEARBEITEN'. The 'BEARBEITEN' tab contains several groups of icons: 'Übergeben' (Speichern, Abbrechen), 'Zwischenablage' (Einfügen, Ausschneiden, Kopieren), 'Aktionen' (Datei anfügen), and 'Rechtschreibung' (ABC, Rechtschreibung). On the left side, there is a list of site templates: 'Start', 'Dokumente', 'Zuletzt verwendet', 'Ressourcen', 'Aufgaben', 'Websiteinhalte', and 'Papierkorb', with a 'LINKS BEARBEITEN' link at the bottom. The main form area on the right contains the following fields: 'Titel *' (a text box), 'Website' (a text box with a hint 'Geben Sie die Webadresse ein: (Klicken Sie hier zum Testen)' and a pre-filled 'http://'), 'Geben Sie die Beschreibung ein:' (a text box), 'Kategorie' (a dropdown menu with 'Website' selected), 'Dateipfad' (a text box), and 'Beschreibung' (a large text area). At the bottom right, there are 'Speichern' and 'Abbrechen' buttons.



InfoPath forms (self service)

- InfoPath Designer as part of the MS Office suite
- Tool for power users to create electronic forms
- Integrated into SharePoint to modify SharePoint forms and to build simple workflows (on-premises)



The screenshot displays the Microsoft InfoPath Designer application window. The title bar reads 'InfoPath'. The ribbon includes tabs for 'DATEI', 'START', 'EINFÜGEN', 'SEITENENTWURF', and 'DATEN'. The 'EINFÜGEN' tab is active, showing options for 'Zwischenablage', 'Text formatieren', 'Schriftschnitte', 'Steuerelemente', 'Regeln', 'Bearbeiten', and 'Vorschau'. The main workspace shows a form titled 'Neuer Mitarbeiter' with fields for 'Anlagen', 'Pate', and several checkboxes for equipment and account setup. The right-hand pane, titled 'Felder', provides instructions on how to add fields and lists available fields like 'ID', 'Neuer Mitarbeiter', 'Erstellt von', etc. At the bottom, it shows the 'Aktionen' (Actions) pane with options to 'Feld hinzufügen' and 'Datenverbindungen verwalten...'. The status bar at the bottom indicates the publication location: 'VERÖFFENTLICHUNGSSPEICHERORT: HTTP://SHAREPOINT2016/WEBSITES/PORTAL/LISTS/CHECKLIS...'.



InfoPath forms (self service)

- Change the layout of a form
- Rules (validations, visibility of areas, fields or buttons)
- Create multiple views to separate fields (e.g. for different workflow steps or user groups)
- Send the entered data via e-mail

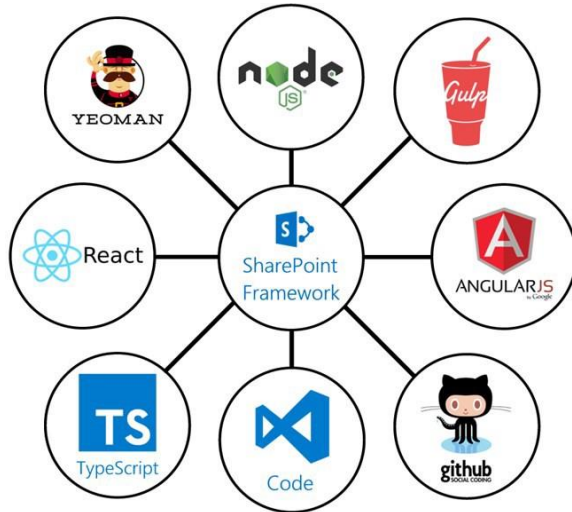
Genehmigende Personen	Zuweisen zu	Sortierung
	Nicole Enders; Alexander Welsch;	Einzel in (serie II) ▼
	Lars Heiermann;	Einzel in (serie II) ▼
	<input checked="" type="checkbox"/> Eine neue Phase hinzufügen Geben Sie die Namen der Personen ein, denen der Workflow Aufgaben zuweist, und wählen Sie die Reihenfolge aus, in der diese Aufgaben zugewiesen werden. Trennen Sie die einzelnen Aufgaben durch Semikolons. Sie können außerdem Phasen hinzufügen, um einer größeren Anzahl von Personen in einer anderen Reihenfolge Aufgaben zuzuweisen.	
Gruppen erweitern	<input checked="" type="checkbox"/> Weisen Sie für jede eingegebene Gruppe jedem einzelnen Mitglied dieser Gruppe und jeder darin enthaltenen Gruppe eine Aufgabe zu.	
Anforderung	<div></div> <p>Diese Nachricht wird an die Personen gesendet, denen Aufgaben zugewiesen sind.</p>	
Fälligkeitsdatum für alle Aufgaben	<div></div> <p>Das Datum, an dem alle Aufgaben fällig sind.</p>	
Dauer pro Aufgabe	<div></div> <p>Der Zeitraum, nach dem eine Aufgabe fällig ist. Wählen Sie die Zeiteinheiten mithilfe der Dauereinheiten aus.</p>	
Dauereinheiten	Tag(e) ▼ Definiert die Zeiteinheiten, die von 'Dauer pro Aufgabe' verwendet werden.	
CC	<div></div> <p>Diese Personen benachrichtigen, wenn dieser Workflow gestartet oder beendet wird, ohne ihnen Aufgaben zuzuweisen.</p>	
Bei erster Ablehnung beenden	<input type="checkbox"/> Das Dokument automatisch ablehnen, wenn es von einem Teilnehmer abgelehnt wird.	
Bei Dokumentänderung beenden	<input type="checkbox"/> Das Dokument automatisch ablehnen, wenn es geändert wird, bevor der Workflow abgeschlossen ist.	
Inhaltsgenehmigung aktivieren	<input type="checkbox"/> Aktualisiert den Genehmigungsstatus, nachdem der Workflow abgeschlossen ist (verwenden Sie diesen Workflow zum Steuern der Inhaltsgenehmigung).	
Speichern		Abbrechen



and finally...

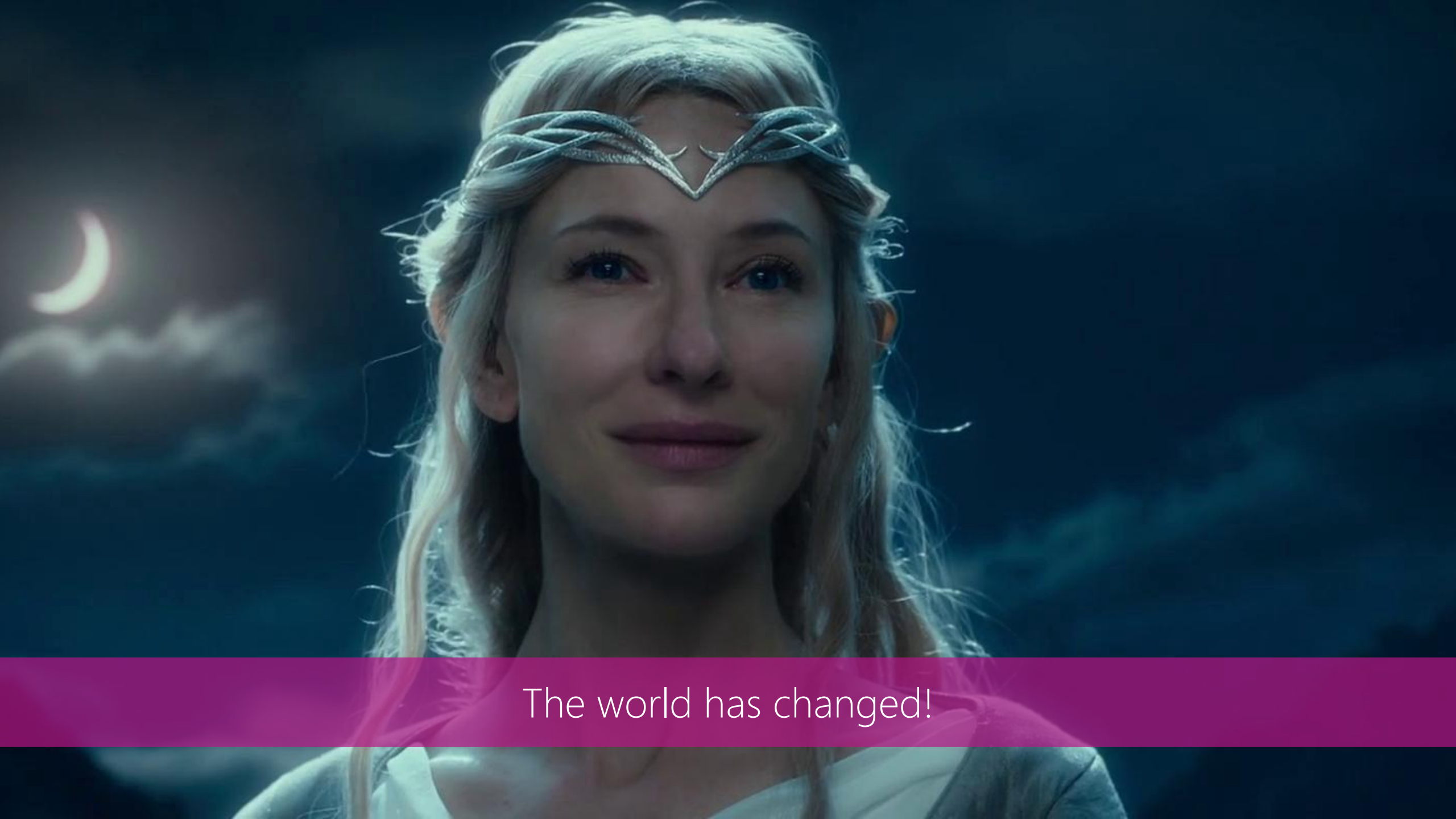
What is he doing?

I hope that he understood me.



The background of the slide features a complex, three-dimensional wireframe mesh structure. This structure is composed of numerous small, interconnected triangles, creating a mesh-like surface that forms a large, abstract, and somewhat organic shape. The color of the mesh is a light blue, and it is set against a plain white background. The overall effect is one of digital complexity and geometric abstraction.

Why don't we proceed this way?



The world has changed!



It's time for the makers! You can build your own app!

Welcome to the cloud and Microsoft 365



Admin

Your admin web portal for subscription...



Bookings

Simplify how you schedule and mana...



Calendar

Schedule and share meeting and eve...



Compliance

Meet your organization's legal, regul...



Dynamics 365

Break down the silos between your b...



Excel

Discover and connect to data, model ...



Forms

Create surveys, quizzes, and polls and...



Lists

Allows users to create, share, and trac...



MyAnalytics

Create better work habits with insight...



OneDrive

Store, access, and share your files in ...



OneNote

Capture and organize your notes acr...



Outlook

Business-class email through a rich a...



People

Organize your contact info for all you...



Planner

Create plans, organize and assign tas...



Power Apps

Build mobile and web apps with the ...



Power Automate

Create workflows between your apps,...



Power BI

Create actionable, dynamic, and enga...



PowerPoint

Design professional presentations.



Project

Develop project plans, assign tasks, tr...



Security

Go to Security



SharePoint

Share and manage content, knowled...



Stream

Share videos of classes, meetings, pre...



Sway

Create and share interactive reports, ...



Teams

The customizable, chat-based team w...



To Do

Keep track of your tasks in one place ...



Whiteboard

Ideate and collaborate on a freeform ...



Word

Bring out your best writing.



Yammer

Connect with coworkers and classmat...

Tools for a maker

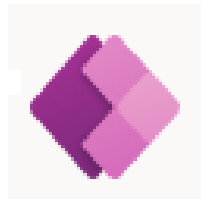


Microsoft Power Platform

The low-code platform that spans Office 365, Azure, Dynamics 365, and standalone applications



Power BI
Business analytics



Power Apps
Application development



Power Automate
Process automation



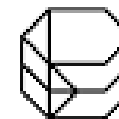
Power Virtual Agents
Intelligent virtual agents



**Data
connectors**



AI Builder



Dataverse







Let's build a business application!



Checklist to become a Business Application Superstar

Business Application Superstar in 5 Steps



- ✓ 1. Take responsibility, be a citizen developer
- ✓ 2. Learn to use the tools of the Power Platform
- ✓ 3. Create a Quick Win solution
- ✓ 4. Inspire your colleagues: **Together wE Achieve More**
- ✓ 5. Share your knowledge and talk about what you are doing

Thank You !



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