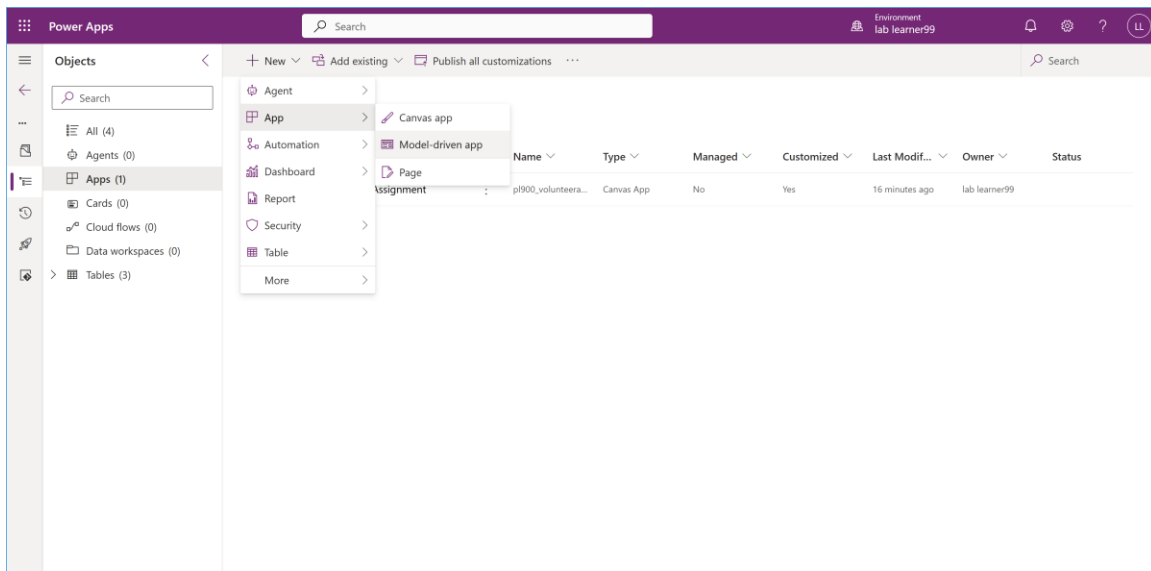


Lab 3: Power Apps - Build and Customize a Model-driven App

In this lab, you will create and customize a model-driven Power App using the Dataverse tables created in previous labs. Follow each step and reference the screenshots for guidance.

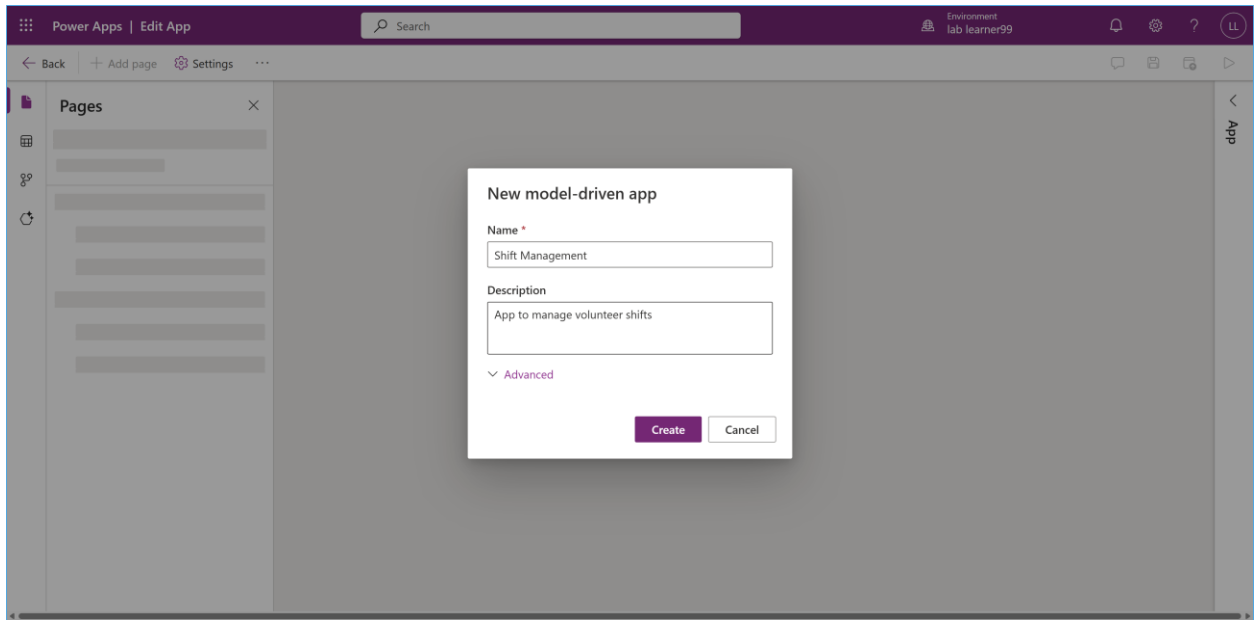
Step 1

Open up your solution and navigate to **Apps**, then choose **+ New, App**, and **Model-driven app**.



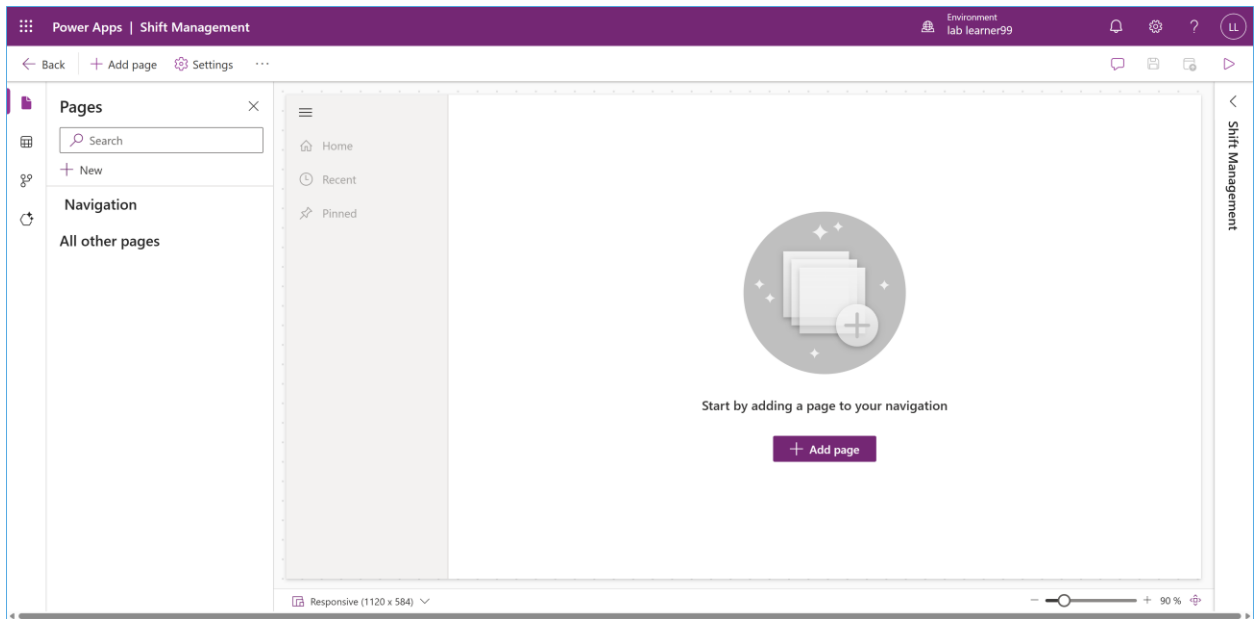
Step 2

Give the app a name and description, select **Create**.



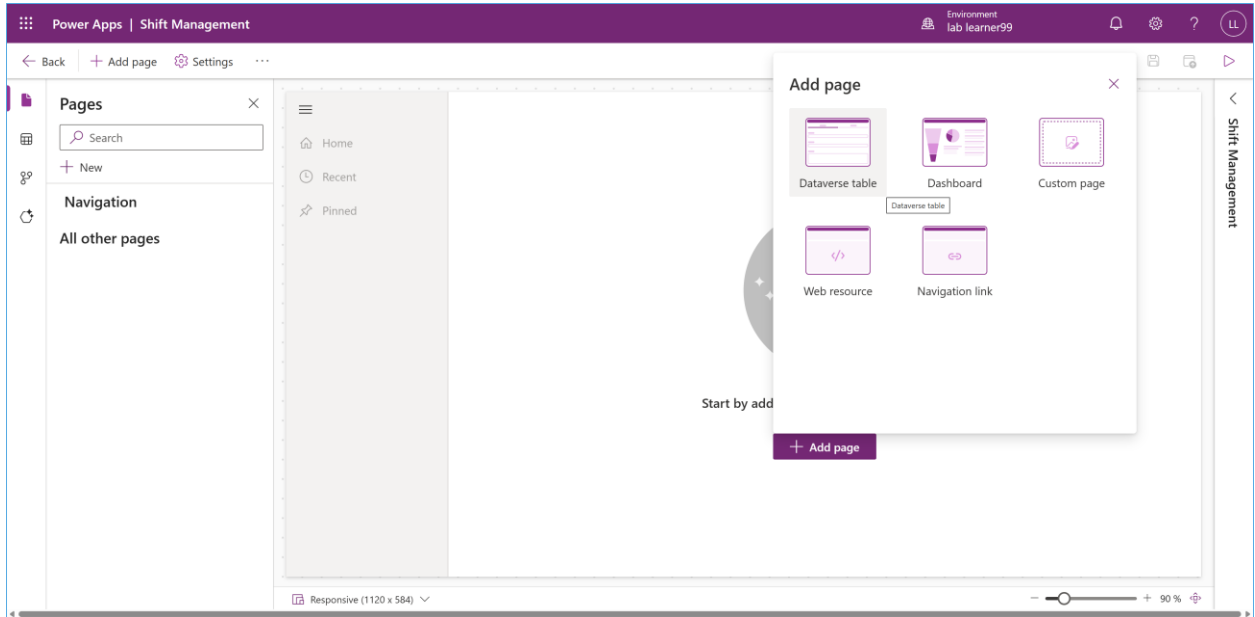
Step 3

You should see a screen like below. Select **Add page**.



Step 4

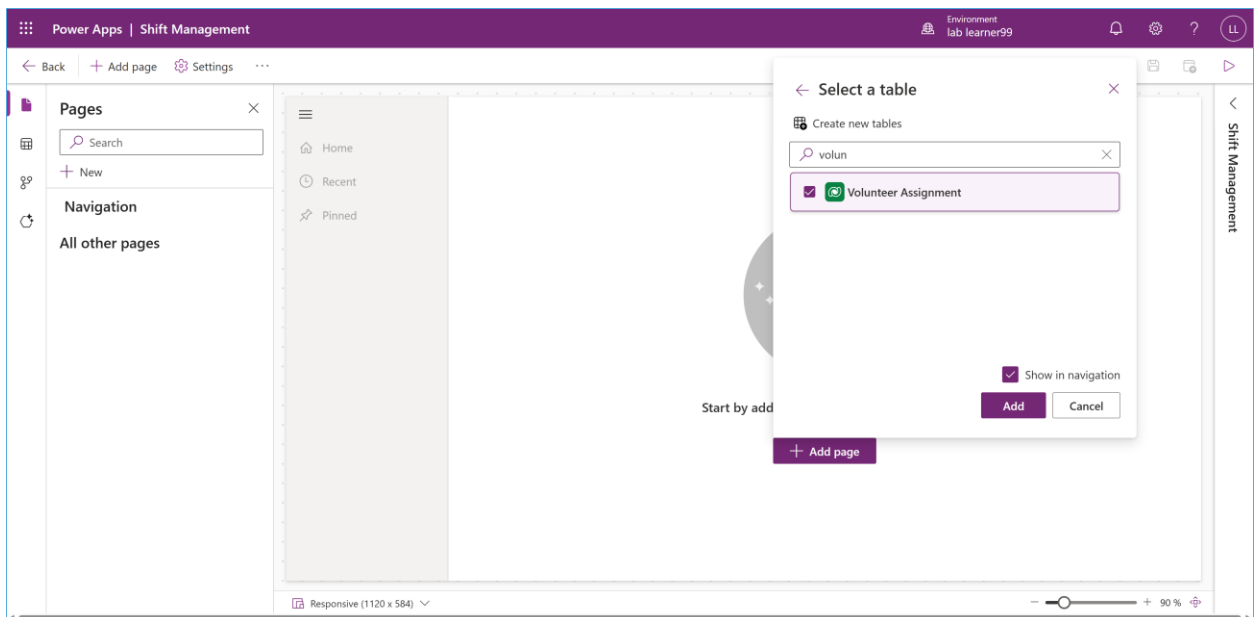
Select Dataverse table, as we will be adding forms and views to allow us to view, create, and edit data in these tables in our app. Note the other options and explore them on your own later.



Step 4

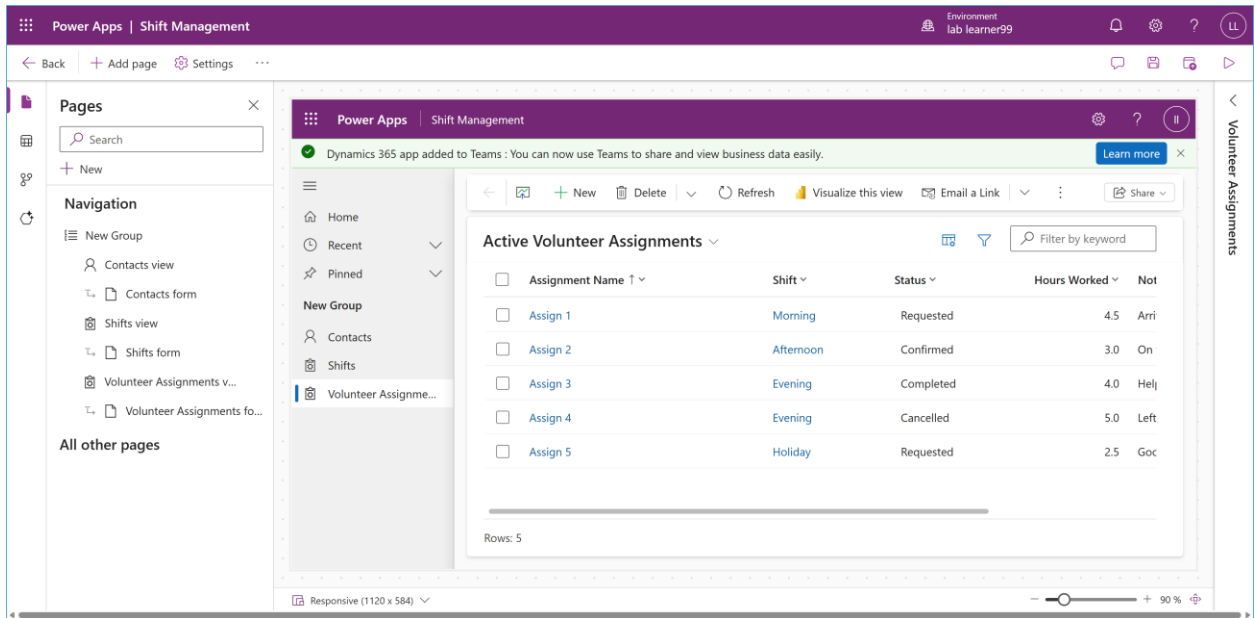
You can select multiple tables, choose the follow tables and select **Add**:

- Shift
- Volunteer Assignment
- Contacts



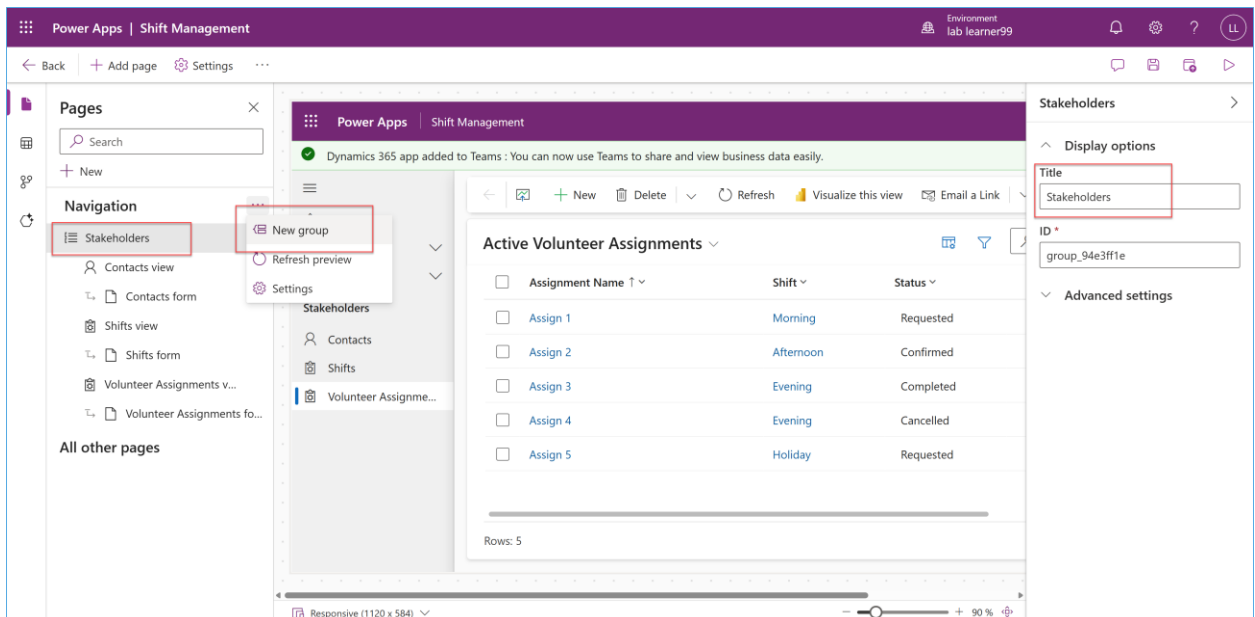
Step 5

You should see the tables in the side navigation in the **New Group** section. If any tables are missing, select **+Add page** and add the tables.



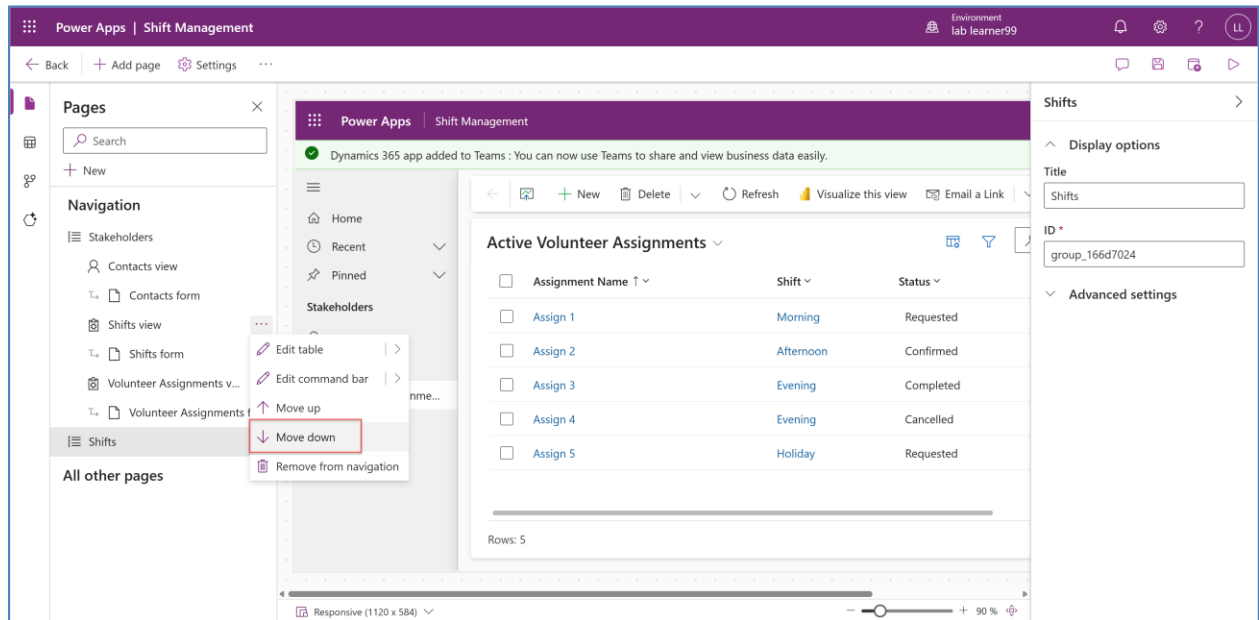
Step 6

Select the **New Group** section and rename it **Stakeholders**. Select the ellipses (...) to the right of the **Navigation** heading and add a new group called **Shifts**.



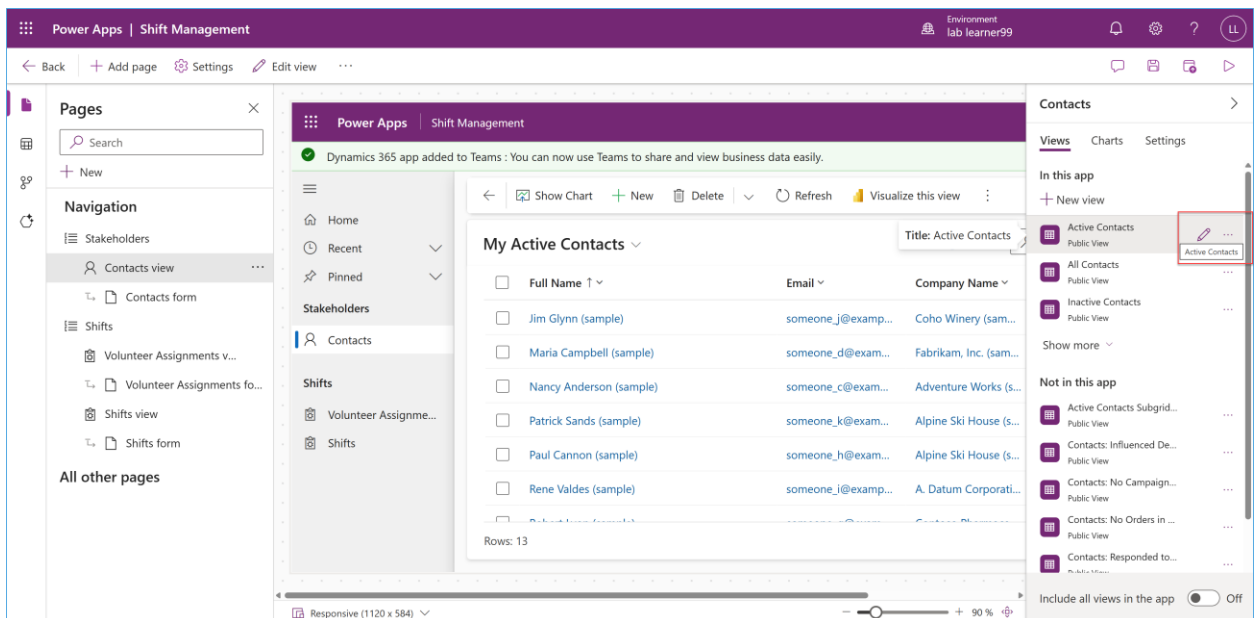
Step 7

Select the **Shifts** table from the navigation menu and use the up/down arrow keys to move to the newly created **Shifts** section.



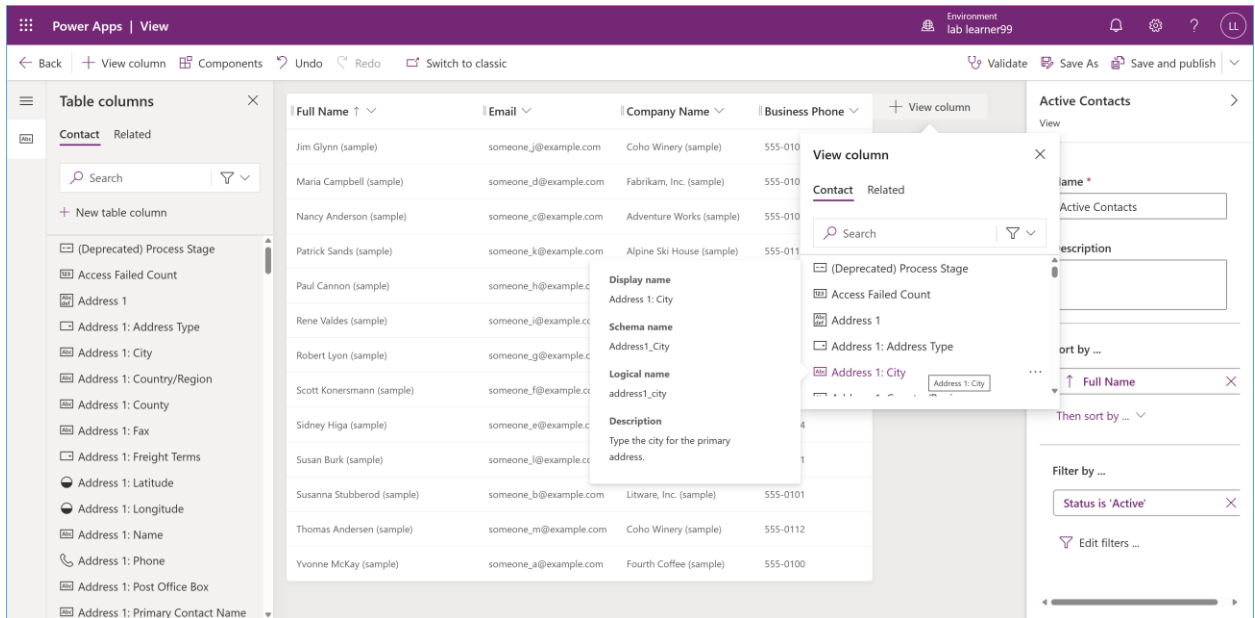
Step 8

Select the **Contacts View** and in the right-hand properties window, remove a lot of the extra views until you have the main ones (Active Contacts, All Contacts, and Inactive Contacts). Select the pencil to edit the view.



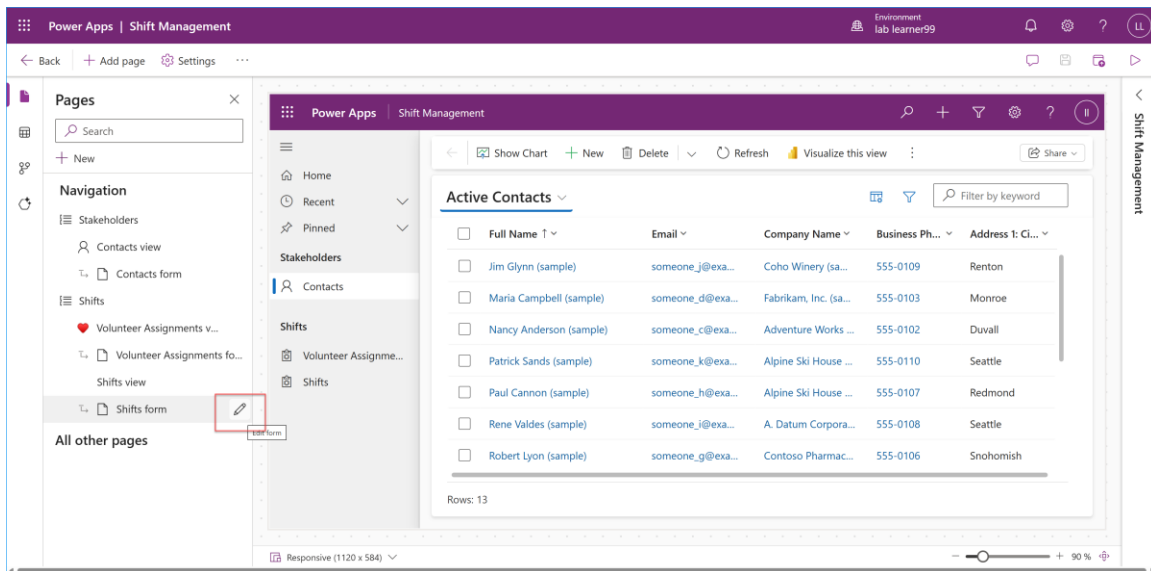
Step 9

The view designer will appear, here you can add additional columns, move columns, add sorting and filtering. Experiment a bit with the views. When done, select **Save and publish**.



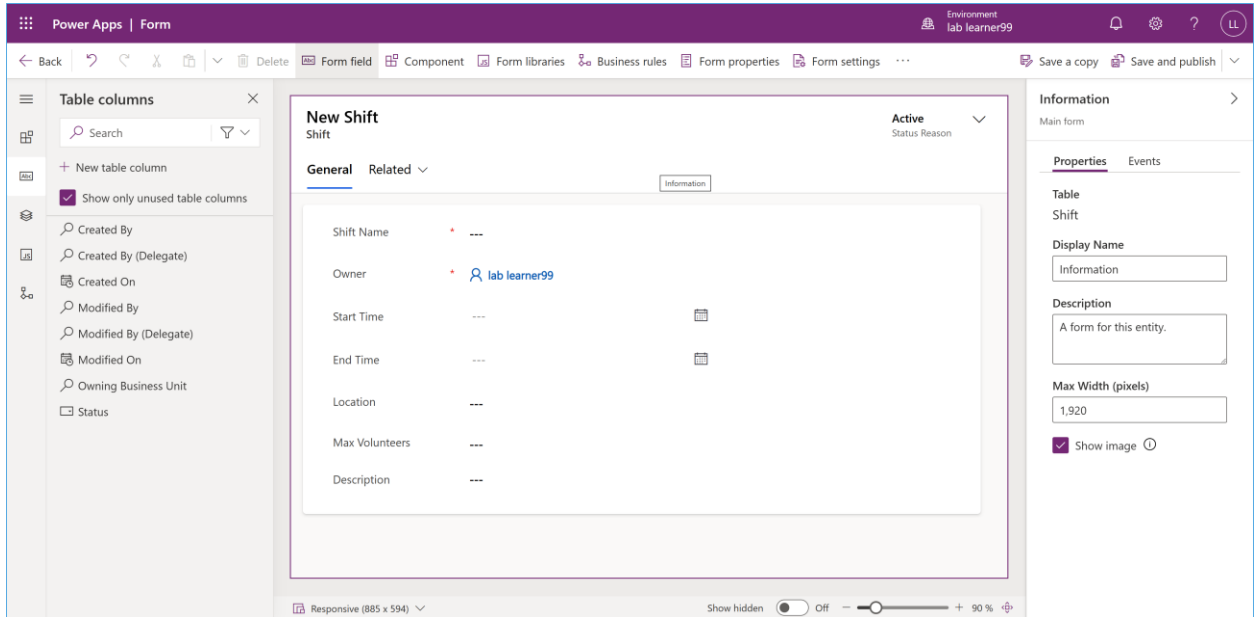
Step 10

From the left-hand navigation, select the pencil icon from the **Shifts form** item. This will open the form designer.



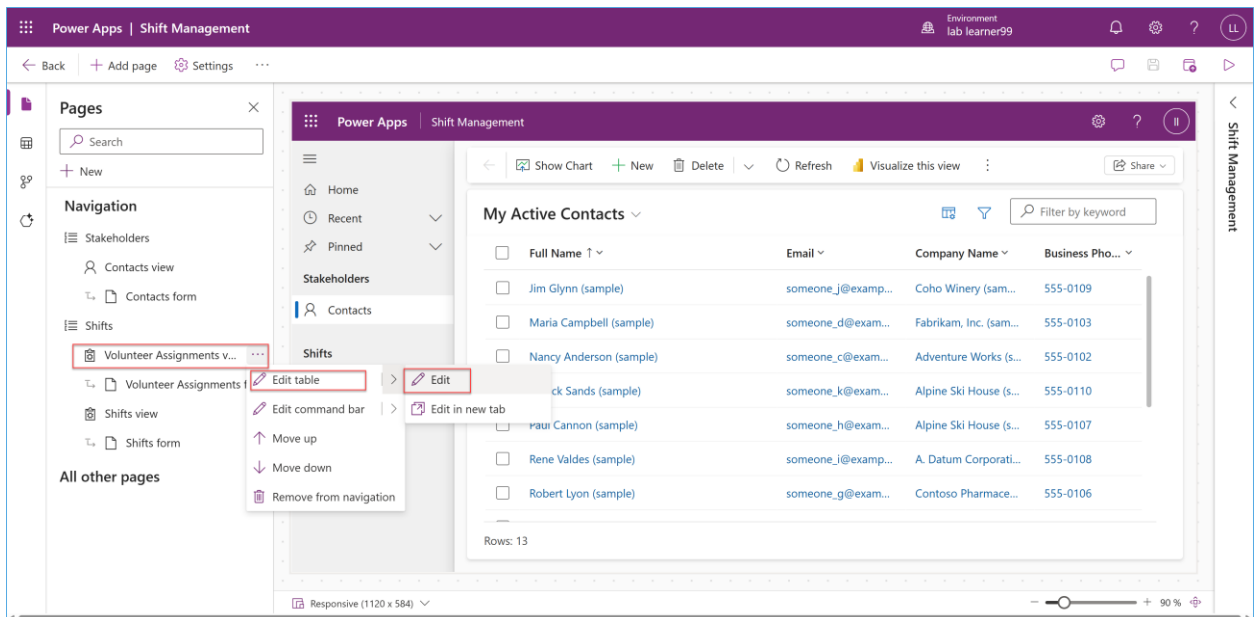
Step 10

In the form designer, you can add and re-arrange fields, change the layout, tabs, sections, and add other components to the form (such as timeline controls, sub grids, quick view forms, etc). You can even add custom controls. When done, select Save and publish



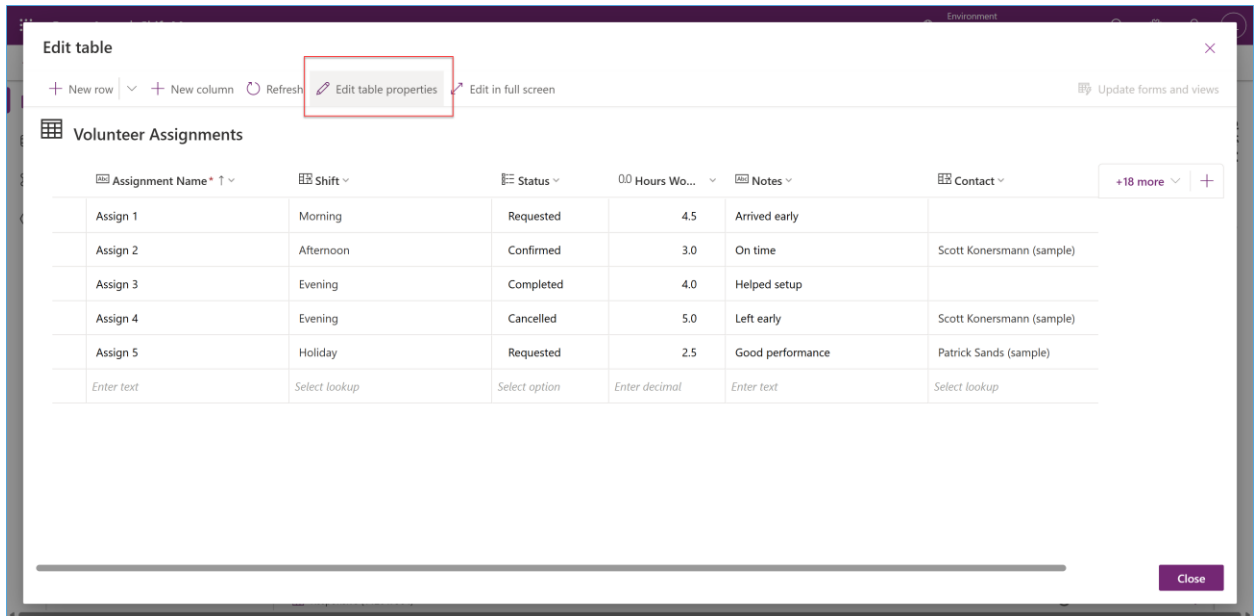
Step 11

From the left-hand navigation, select the ellipses (...) and choose Edit table.



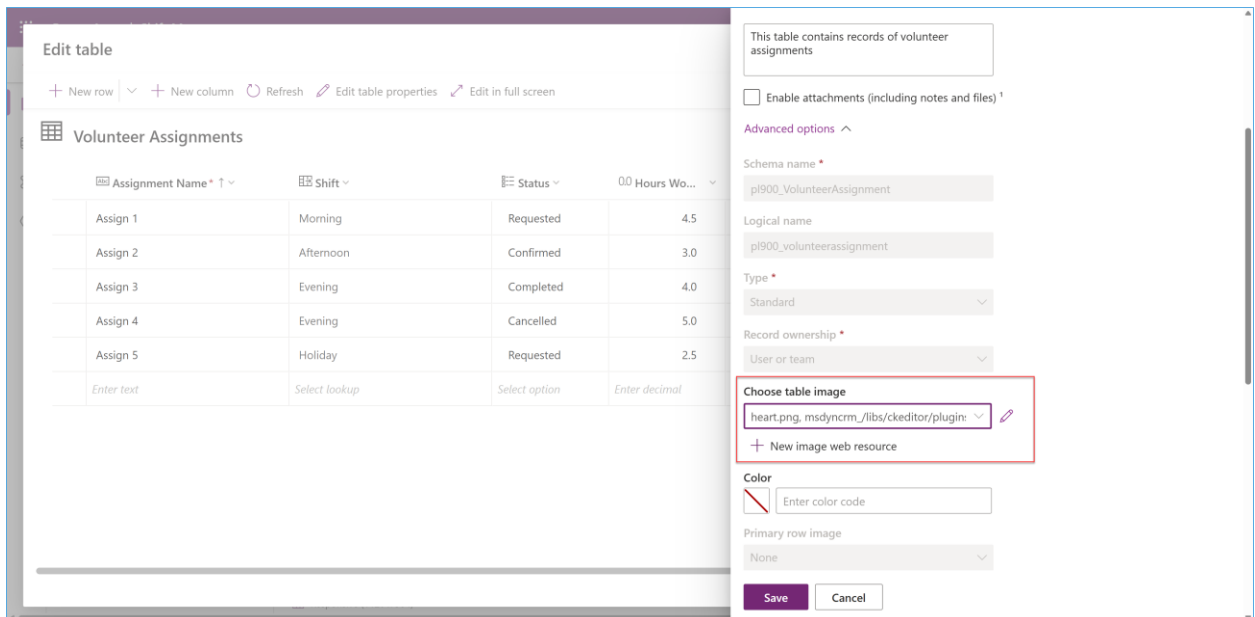
Step 12

You are now in the table editor where you can add columns or make other changes to the table itself. Select **Edit table properties**.



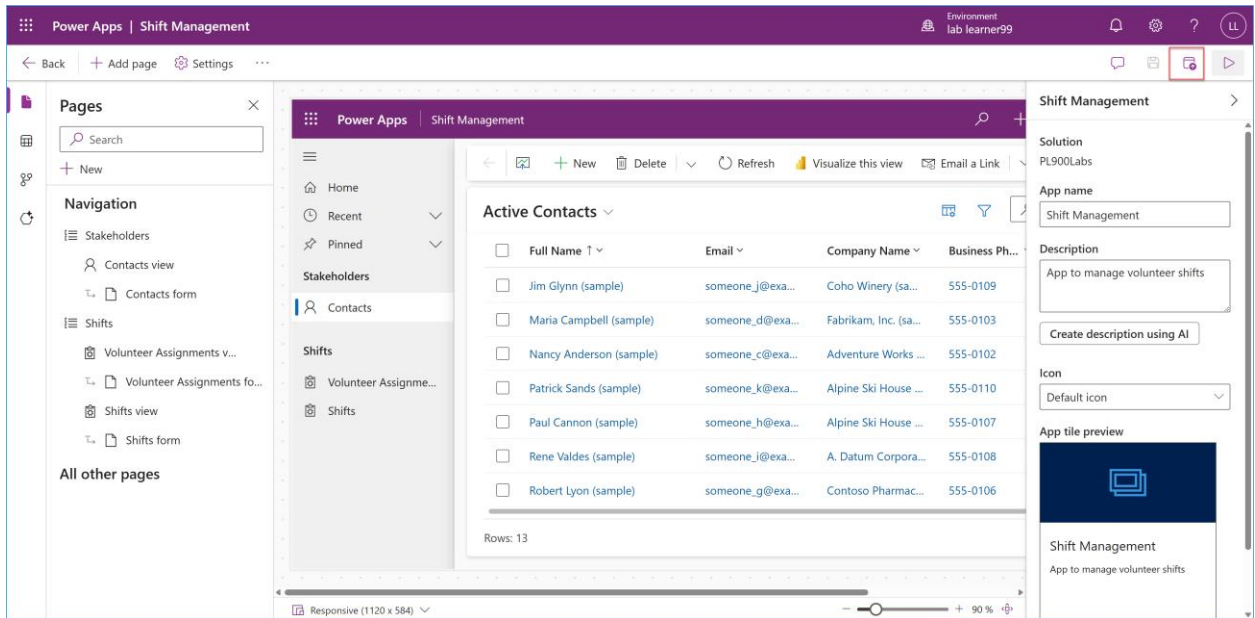
Step 13

Select an existing image for the table image. This gives your app a more professional look and feel. You can select existing images or add an SVG from the web.



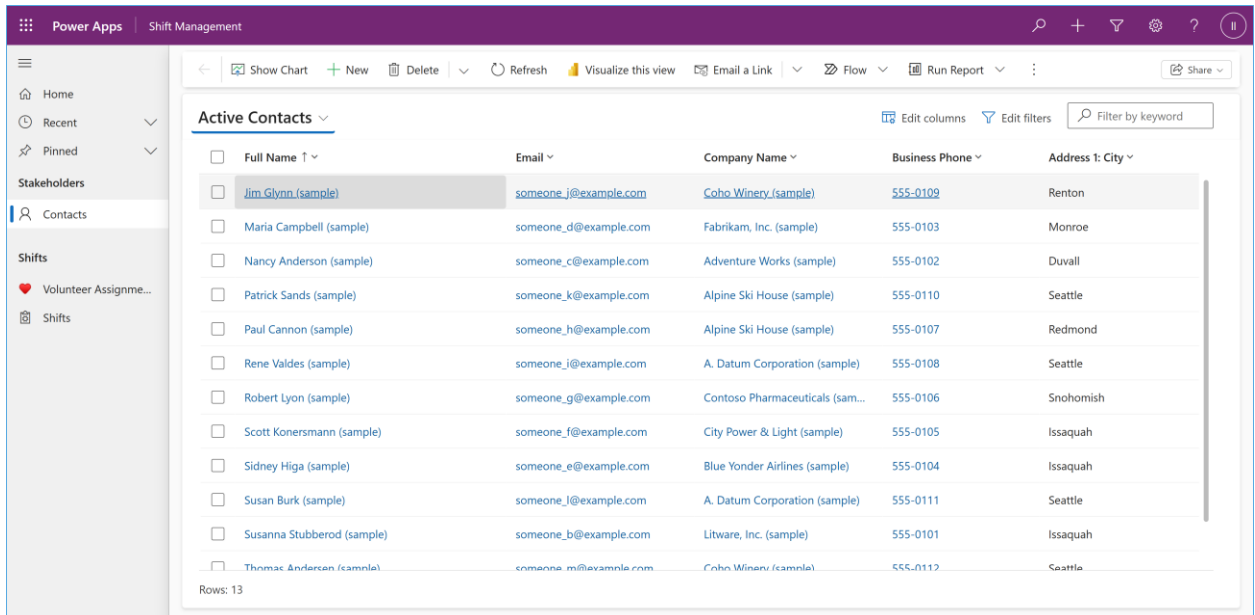
Step 14

From the model app designer, select the publish button, then choose to run the application by selecting the arrow button.



Step 15

You should see a list of Dataverse records in your application. Select any existing record to open the form.



Step 16

The form view shows the record, where you can add or edit the record.

The screenshot displays the 'Shift Management' app in Power Apps. The interface includes a left-hand navigation pane with options like Home, Recent, Pinned, Stakeholders, Contacts, Shifts, Volunteer Assignme..., and Shifts. The main area shows the 'Form view' for a contact record titled 'Jim Glynn (sample) - Saved'. The record is owned by 'lab learner99'. The form is divided into two main sections: 'CONTACT INFORMATION' and 'Timeline'.

CONTACT INFORMATION

| | |
|-----------------------------|---|
| First Name | Jim |
| Last Name | Glynn (sample) |
| Job Title | Owner |
| Account Name | Coho Winery, Inc. (with a search icon) |
| Email | someone.j@examp... (with an email icon) |
| Business Phone | 555-0109 (with a phone icon) |
| Mobile Phone | --- |
| Fax | --- |
| Preferred Method of Contact | Any (with a dropdown arrow) |

Timeline

Search timeline

Enter a note...

Recent

- Modified on: 10/18/2025 9:53 PM
Email from: Active
Feedback request for service appointment (sample)
View more
- Modified on: 10/18/2025 9:53 PM
Phone Call from: Closed
Call back to understand the question (sample)
Checked customer and product information. Created follow-u...
View more

Congratulations! You have built a model-driven app. Try other features like dashboards or custom pages.