

Lab 4: Creating a Power Automate flows

In this lab we will create a very simple Power Automate cloud flow using Copilot.

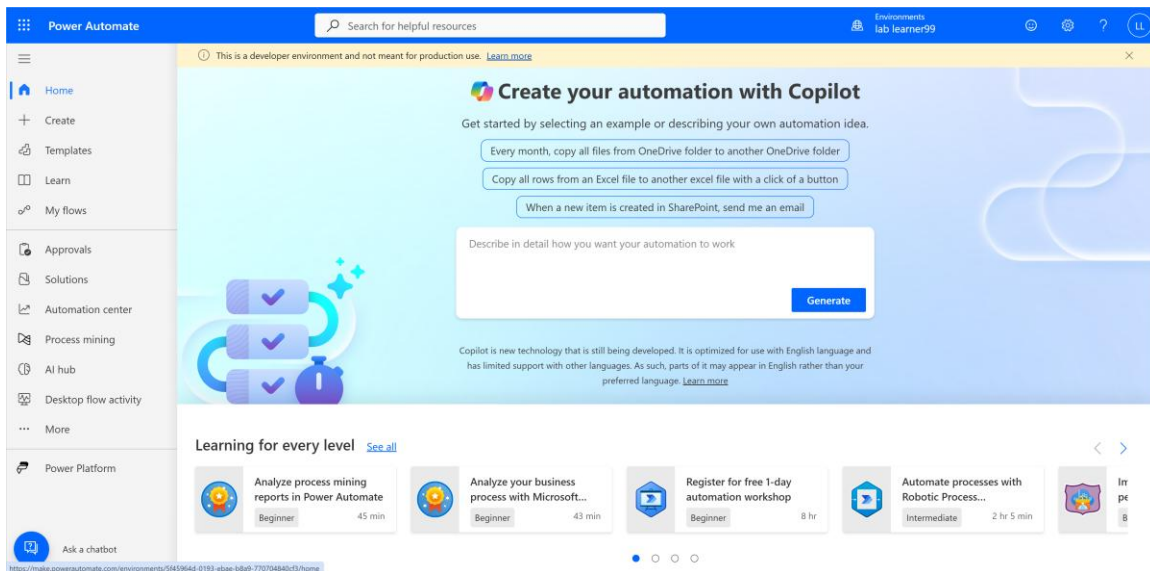
Step 1:

Navigate to <https://make.powerautomate.com>

Ensure that you have selected your developer environment from the upper right-hand corner. We will create a very simple flow using Copilot.

Enter the following prompt:

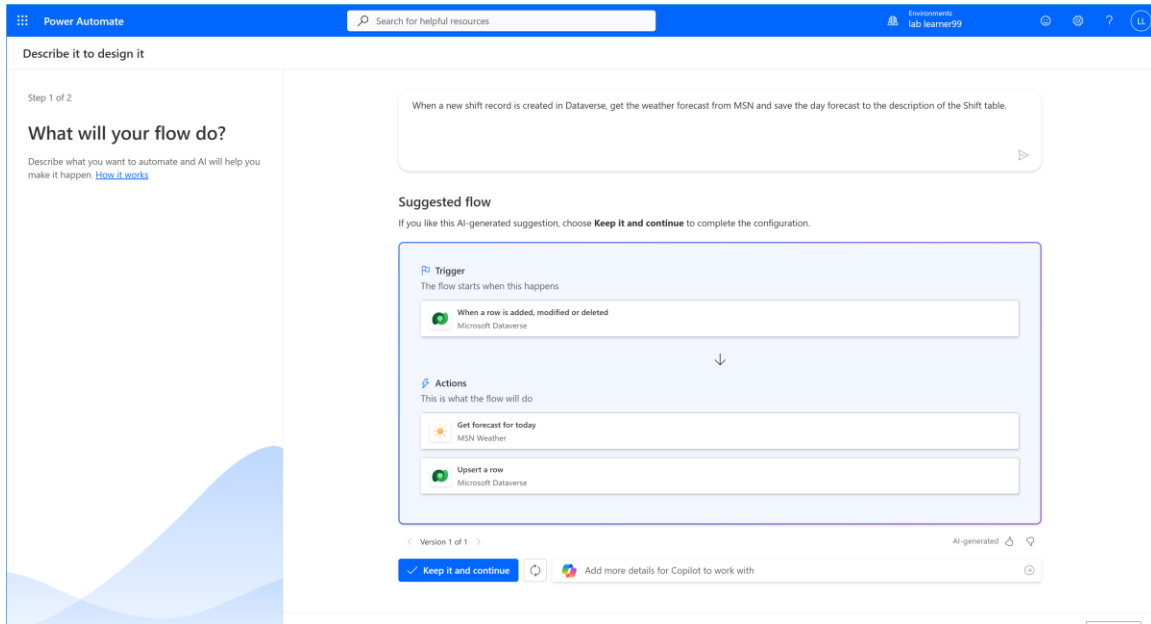
When a new shift record is created in Dataverse, get the weather forecast from MSN and save the day forecast to the description of the Shift table.



Step 2:

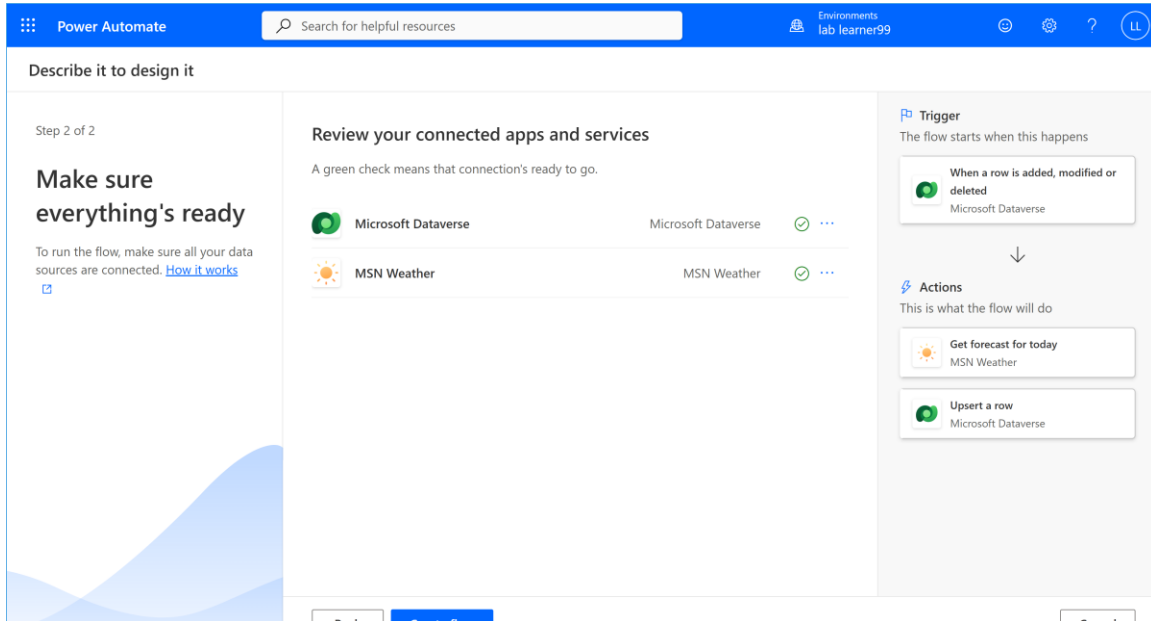
Copilot will create a suggested flow. We should see a trigger and two actions. More advanced flows could have multiple actions and branching.

Select **Keep it and continue**.



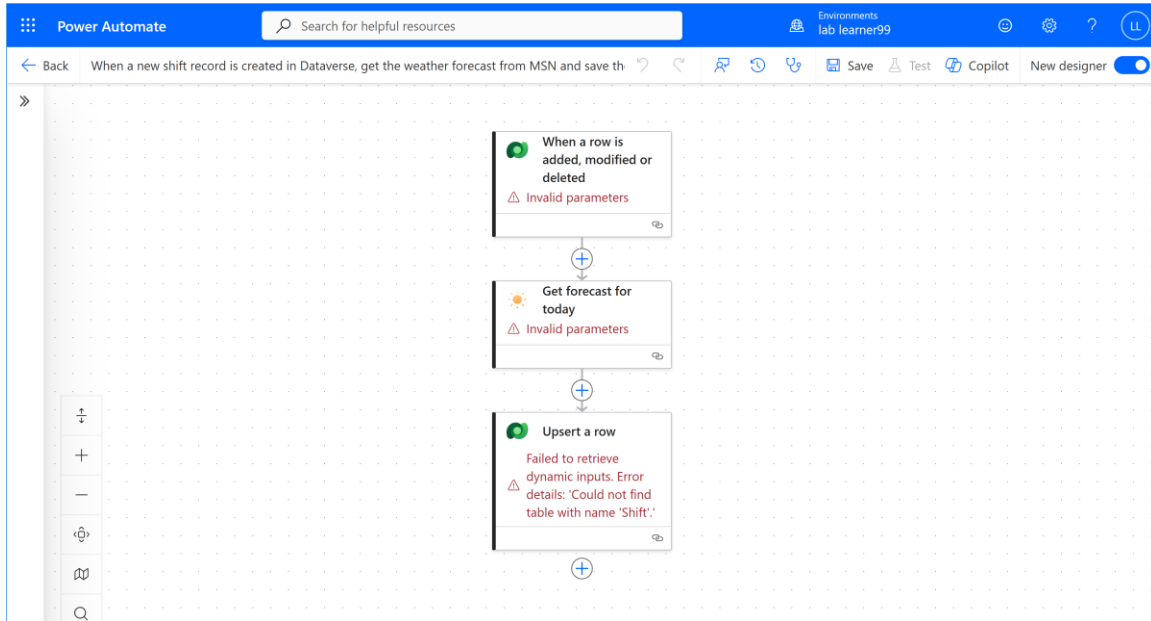
Step 3:

The next screen will show the connections used for triggers and actions. In a real project, we would ideally use something called service principles or service accounts. For now, we can keep the defaults and select **Create Flow**.



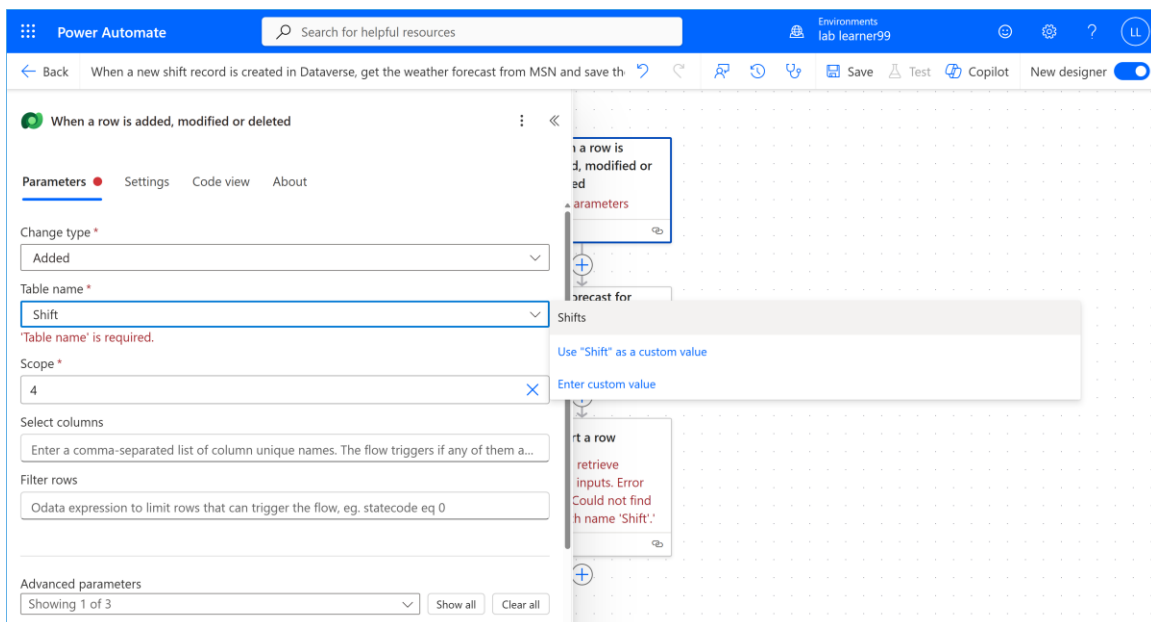
Step 4:

The flow will be created but there will appear to be a lot of errors. We will need to fix trigger and actions of our flow.



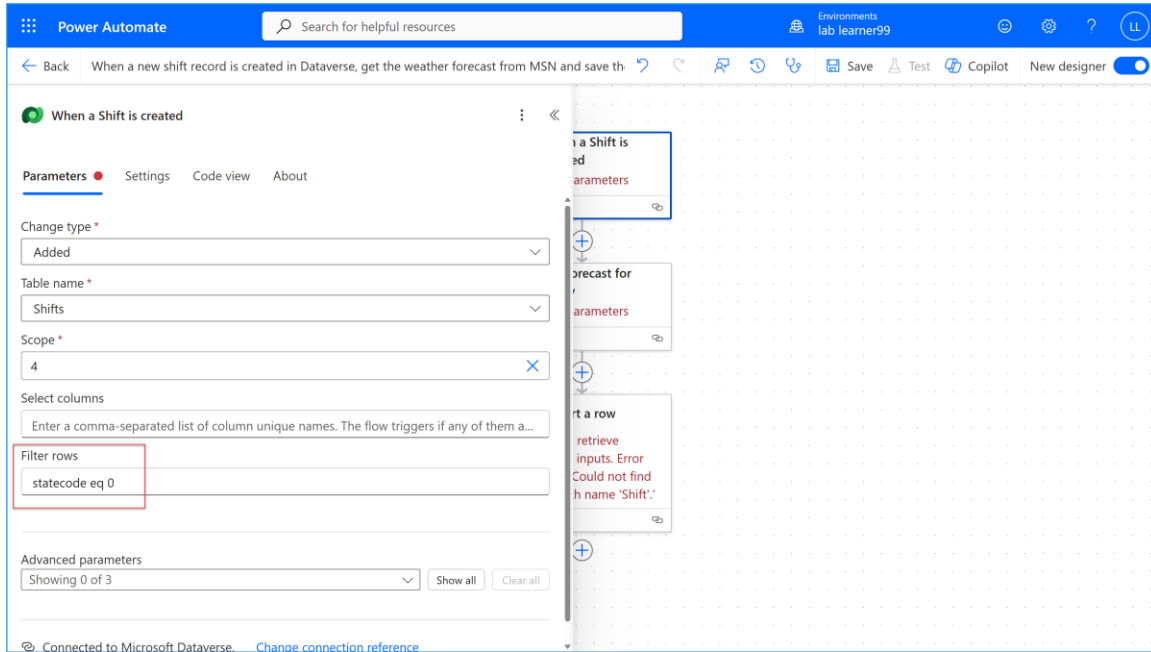
Step 5:

Select the trigger, and clear out the table name, the box should become a drop-down. Choose **Shifts** from the table list.



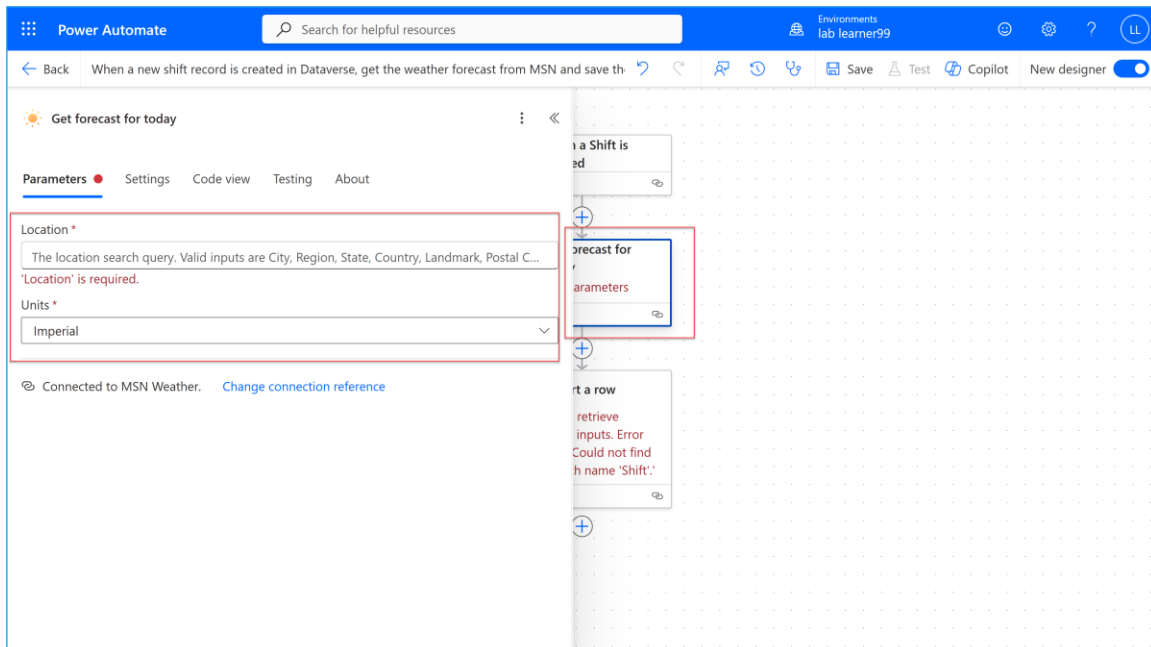
Step 6:

In the Filter rows, enter in **statecode eq 0** this will utilize OData syntax to filter which records will trigger the flow. Statecode determines if the record is active (0) or not. Also rename the title of the trigger to reflect what it does.



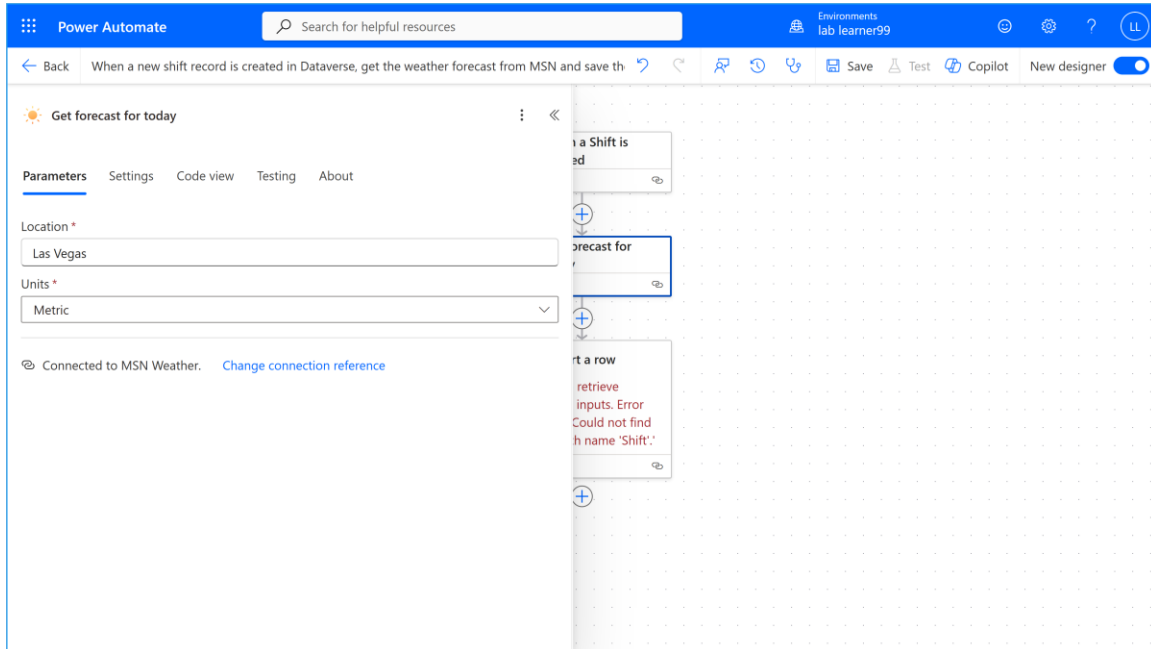
Step 7:

Select the next action (Weather forecast) and enter your home city and choose the units that you use.



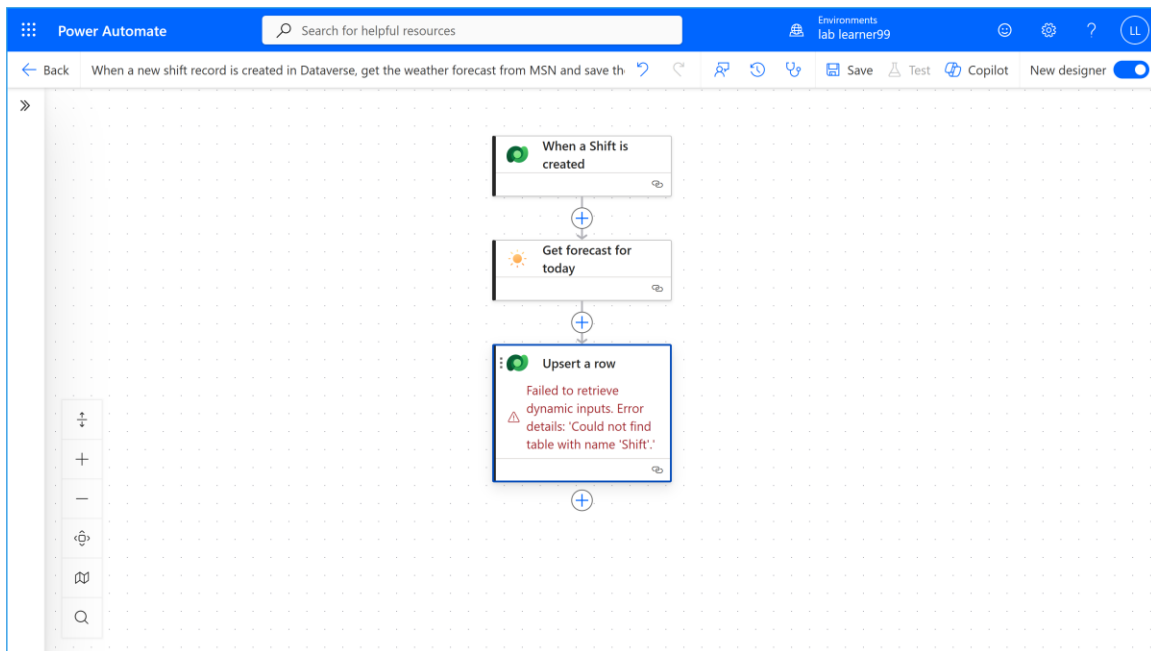
Step 8:

The following is an example of using Las Vegas and metric.



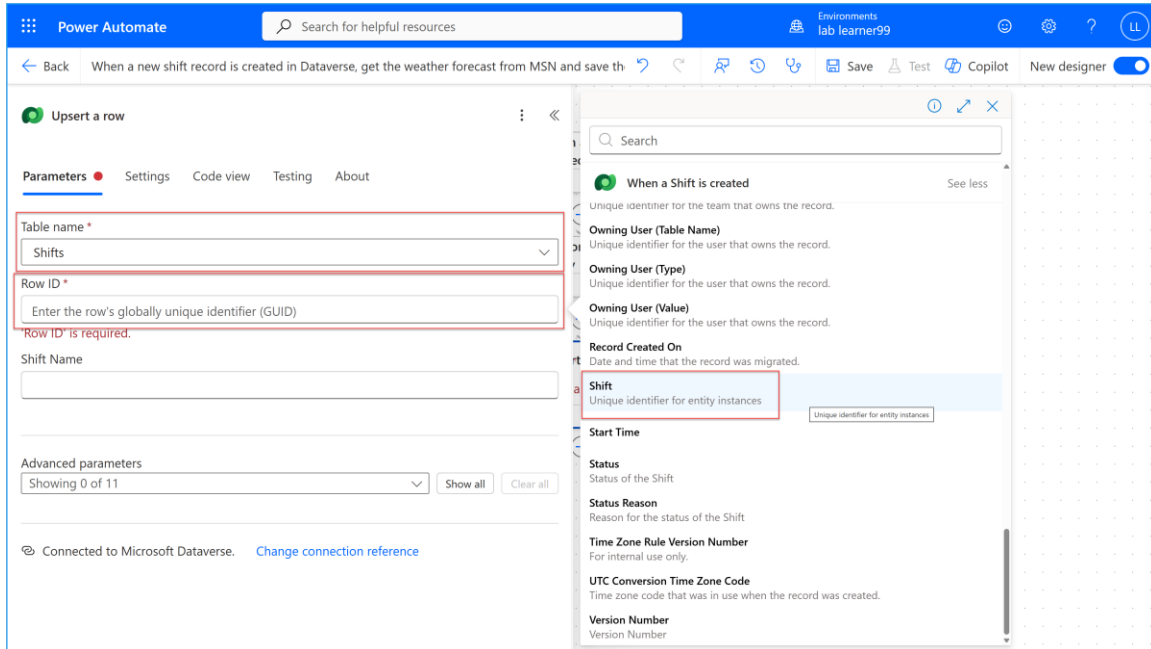
Step 9:

Select the last item (Upsert a row). Here is where we will update Dataverse.



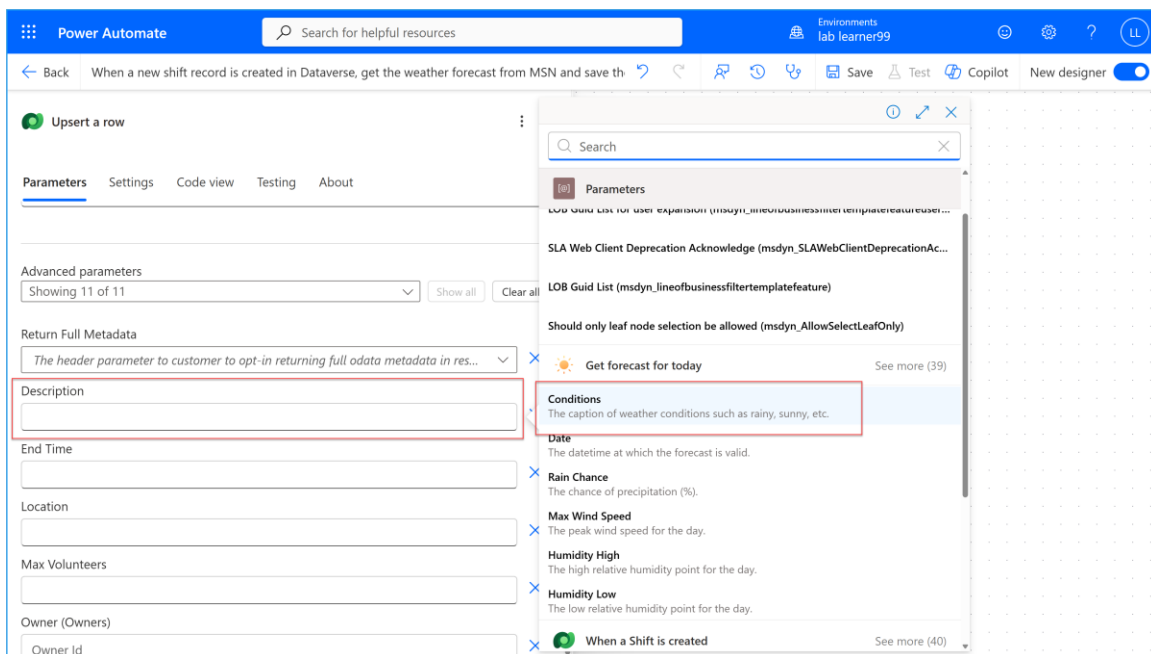
Step 10:

Again, choose Shifts as the table. In the row id, select Dynamic content, choose the Shift unique identifier from the trigger.



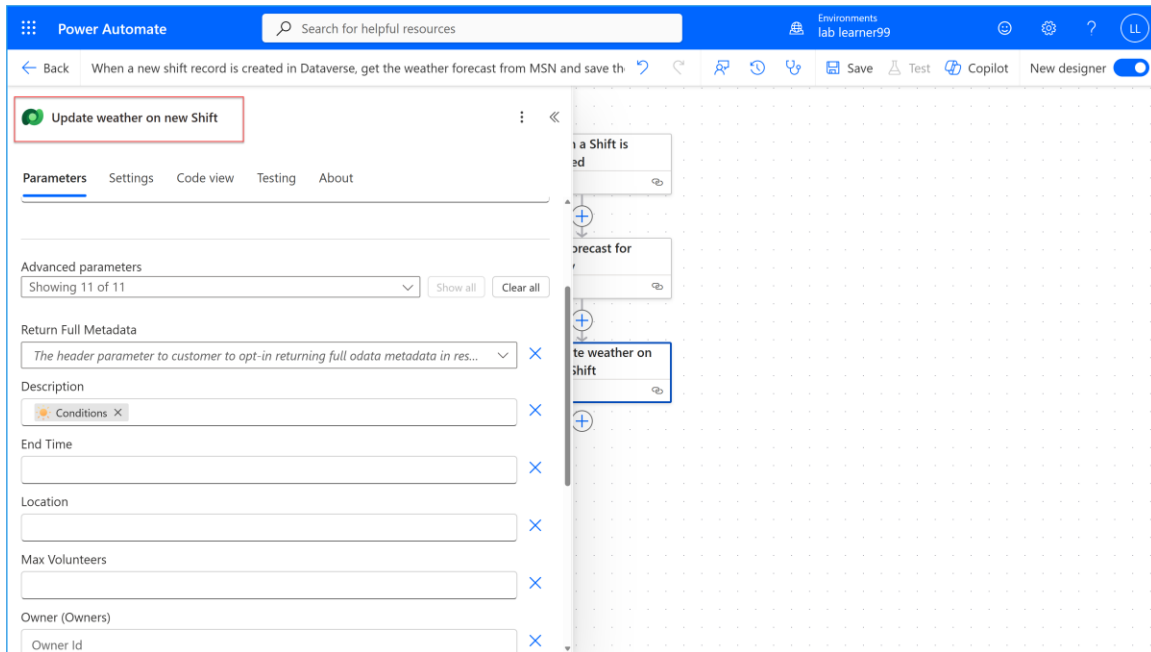
Step 11:

In the description field, again use Dynamic content and select the Conditions from the weather forecast action.



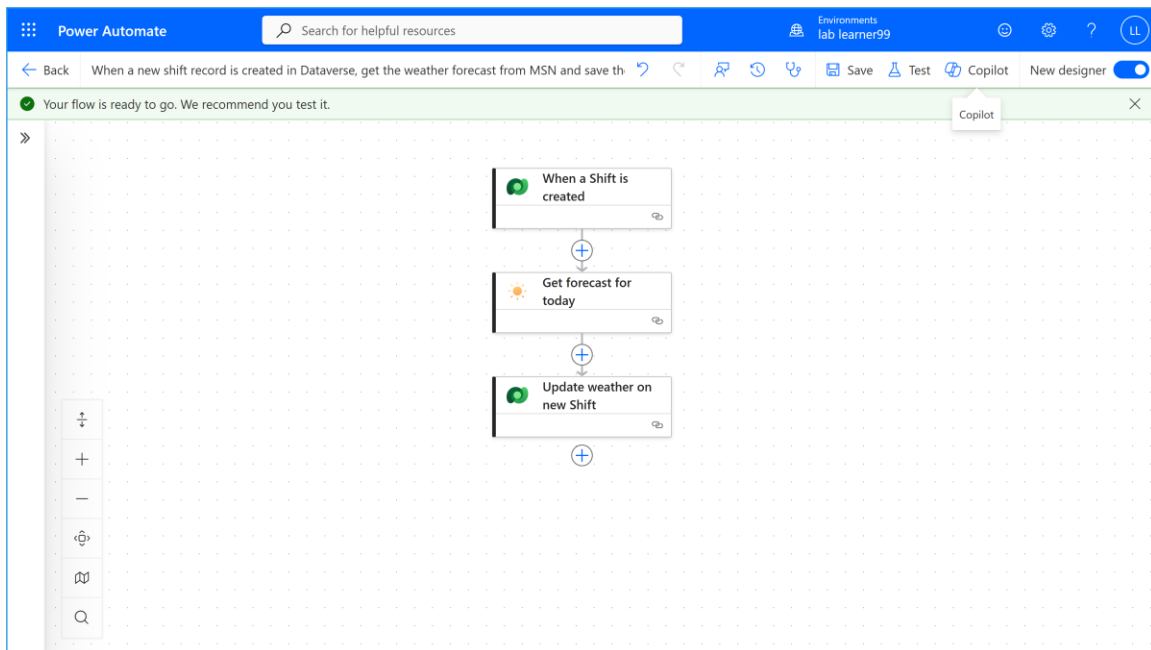
Step 12:

Rename the action to reflect what it does.



Step 14:

When your flow is complete, it should look like the following:



Step 15:

Launch your model-driven app you created in the previous lab and add a new Shift.

The screenshot shows the Power Apps interface for a 'Shift Management' app. The left sidebar contains navigation options: Home, Recent, Pinned, Stakeholders, Contacts, Shifts, and Volunteer Assignments. The main area displays a form for a new shift named 'test2'. The form includes fields for Shift Name, Owner (lab.learner99), Start Time (10/23/2025, 8:00 AM), End Time (10/23/2025, 9:00 AM), Location, Max Volunteers, and Description. A 'Form assist' button is visible in the top right corner.

Step 16:

After a few minutes, the description fields should show a forecast.

The screenshot shows the same Power Apps interface as in Step 15, but the 'Description' field now contains the text 'Sunny'. A red box highlights the 'Description' field and its value.

If the value doesn't update, open your flow to see if it failed and troubleshoot the problem.

Congratulations! You've created your first cloud flow. Create more flows with different triggers and investigate things like branching, child flows and use different connectors.