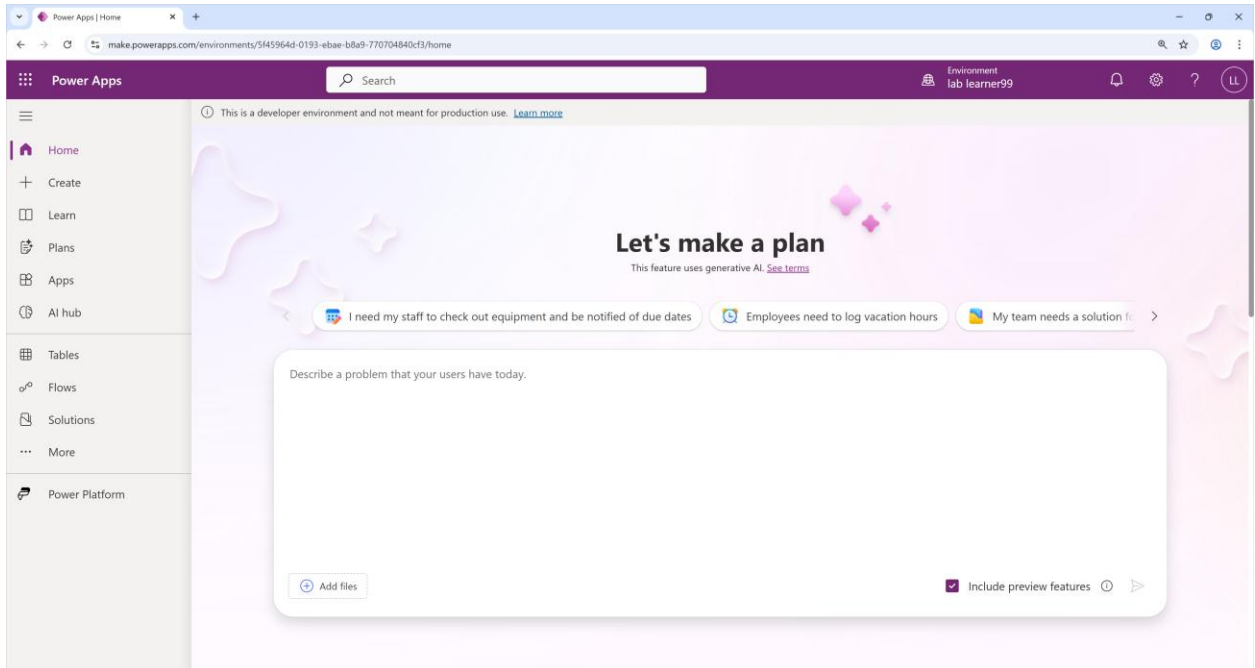


PL-900 Workshop: Lab 1 Manual - Dataverse

This exercise will take you through the process of creating tables in Dataverse using Copilot.

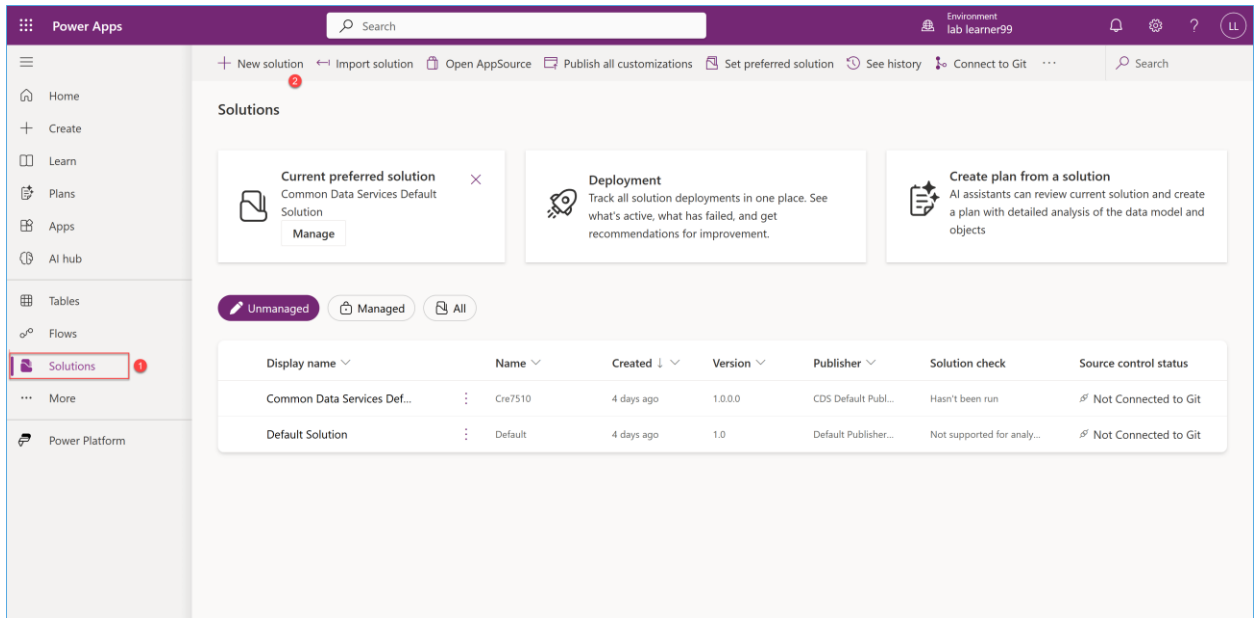
Step 1

Navigate to <https://make.powerapps.com> and make sure you have selected your developer environment.



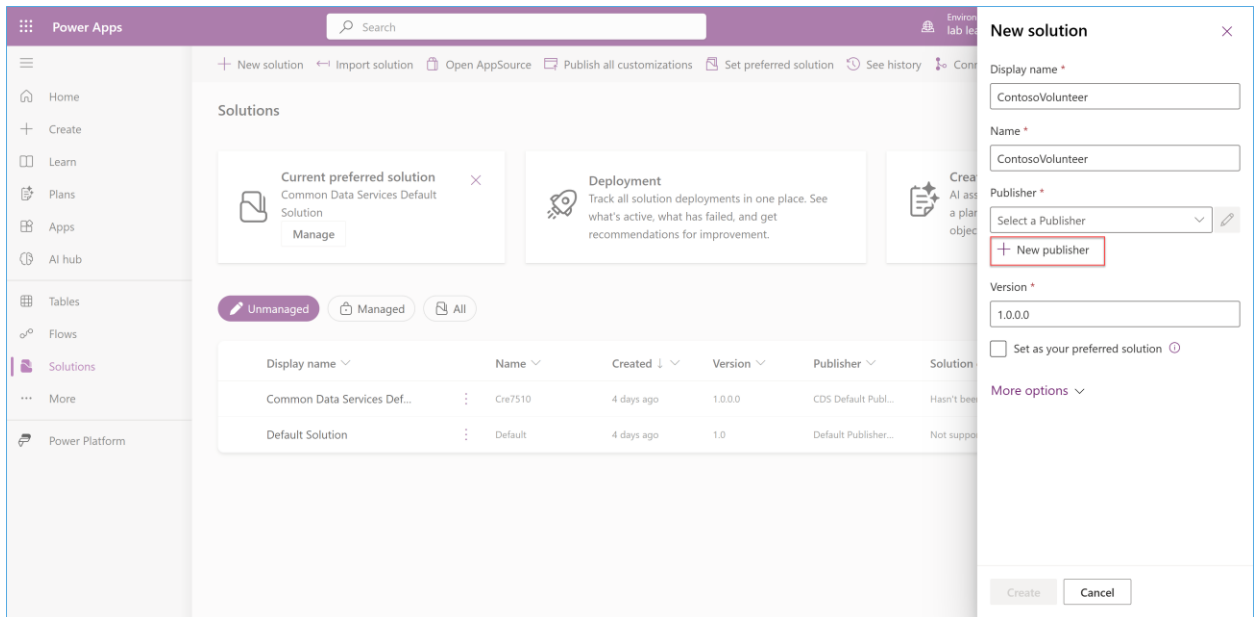
Step 2

Select **Solutions** from the side menu.:



Step 3

Select + New solution and give your solution a name. Select + New publisher



Step 4

Provide a publisher name and a prefix. This will be used for all assets you create going forward.

The screenshot shows the 'New publisher' dialog box in the Power Apps interface. The dialog has a title bar with a close button. Below the title bar, there is a subtitle 'Publishers indicate who developed associated solutions. [Learn more](#)'. The dialog is divided into two tabs: 'Properties' (selected) and 'Contact'. The 'Properties' tab contains several input fields: 'Display name *' (with value 'PL900'), 'Name *' (with value 'PL900'), 'Description' (empty), 'Prefix *' (with value 'pl900'), and 'Choice value prefix *' (with value '72109'). Below these fields is a 'Preview of new object name' showing 'pl900_Object'. At the bottom right, there are 'Save' and 'Cancel' buttons. The 'Save' button is highlighted with a red box.

New publisher

Publishers indicate who developed associated solutions. [Learn more](#)

Properties Contact

Display name *
PL900

Name *
PL900

Description

Prefix *
pl900

Choice value prefix *
72109

Preview of new object name
pl900_Object

Save Cancel

Step 5

Select the publisher you just created.

The screenshot shows the 'New solution' dialog box in the Power Apps interface. The dialog has a title bar with a close button. Below the title bar, there is a subtitle 'Create a new solution'. The dialog is divided into two tabs: 'Properties' (selected) and 'Contact'. The 'Properties' tab contains several input fields: 'Display name *' (with value 'PL900Labs'), 'Name *' (with value 'PL900Labs'), 'Publisher *' (a dropdown menu showing 'PL900 (PL900)' and a '+ New publisher' link), 'Version *' (with value '1.0.0.0'), and a checkbox 'Set as your preferred solution' which is checked. Below these fields is a 'More options' link. At the bottom right, there are 'Create' and 'Cancel' buttons. The 'Create' button is highlighted with a red box.

New solution

Create a new solution

Display name *
PL900Labs

Name *
PL900Labs

Publisher *
PL900 (PL900) + New publisher

Version *
1.0.0.0

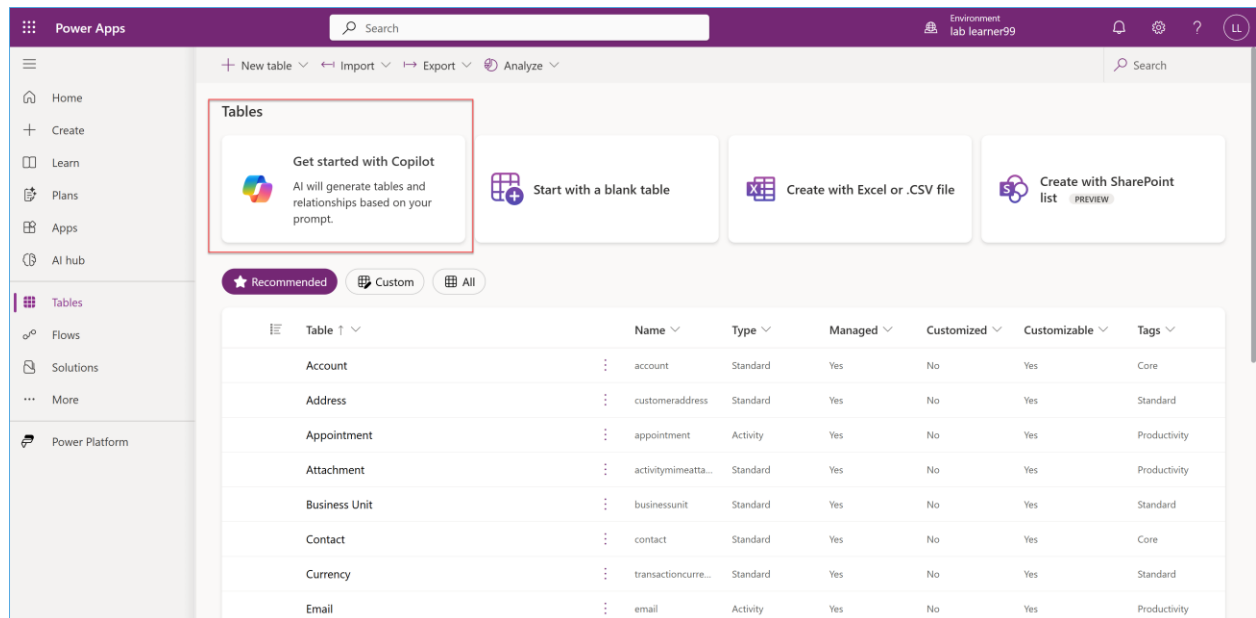
☒ Set as your preferred solution ⓘ

More options

Create Cancel

Step 6

Choose Tables from the side menu and then select **Get Started with Copilot**. We will use generative AI to create our Dataverse tables.



Step 7

Enter the following prompt:

Create two custom Dataverse tables named **Shift** and **Volunteer Assignment**.

Shift table should include:

- **Shift Name** (Primary text column)
- **Start Time** (Date and Time)
- **End Time** (Date and Time)
- **Location** (Single line of text)
- **Max Volunteers** (Whole number)
- **Description** (Multiline text)

Volunteer Assignment table should include:

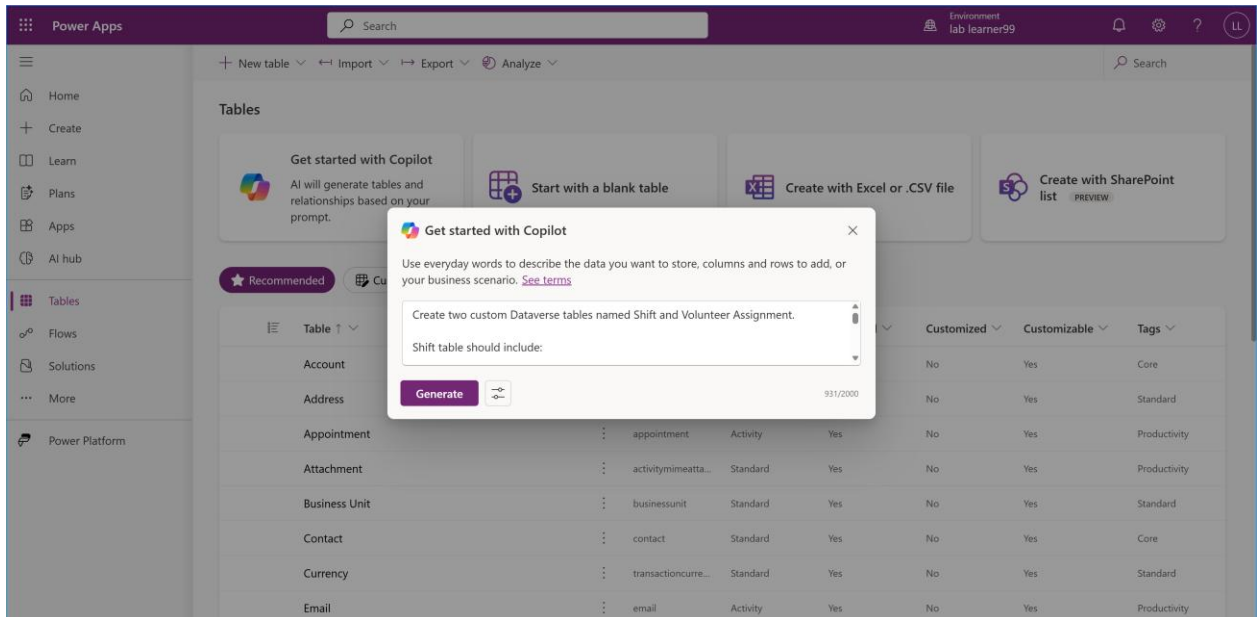
- **Assignment Name** (Primary text column, can be auto-generated or composite)
- **Volunteer** (Lookup to the **standard Contact** table — use the existing Contact table in Dataverse)
- **Shift** (Lookup to the **Shift** table)
- **Status** (Choice column with options: *Requested, Confirmed, Completed, Cancelled*)
- **Hours Worked** (Decimal number, optional)
- **Notes** (Multiline text)

Define the relationships as follows:

- One **Shift** can have many **Volunteer Assignments**.
- Each **Volunteer Assignment** is linked to exactly one **Shift** and one **Contact (Volunteer)**.

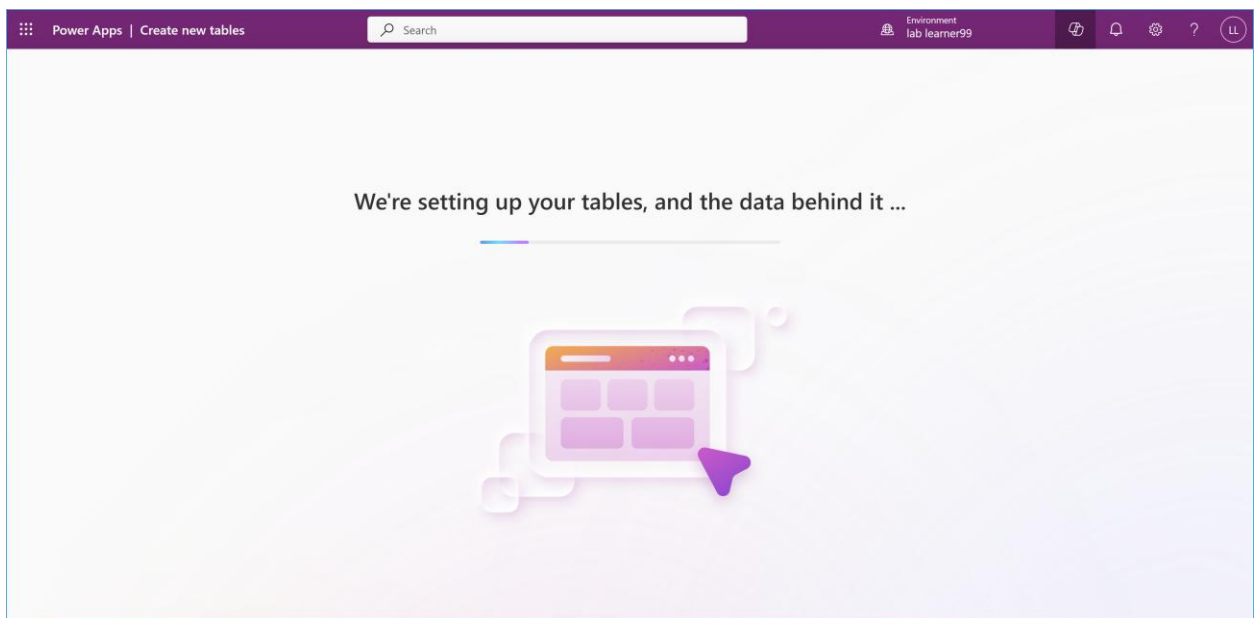
Use the out-of-the-box **Contact** table; do not create a duplicate contact table.

Select Generate



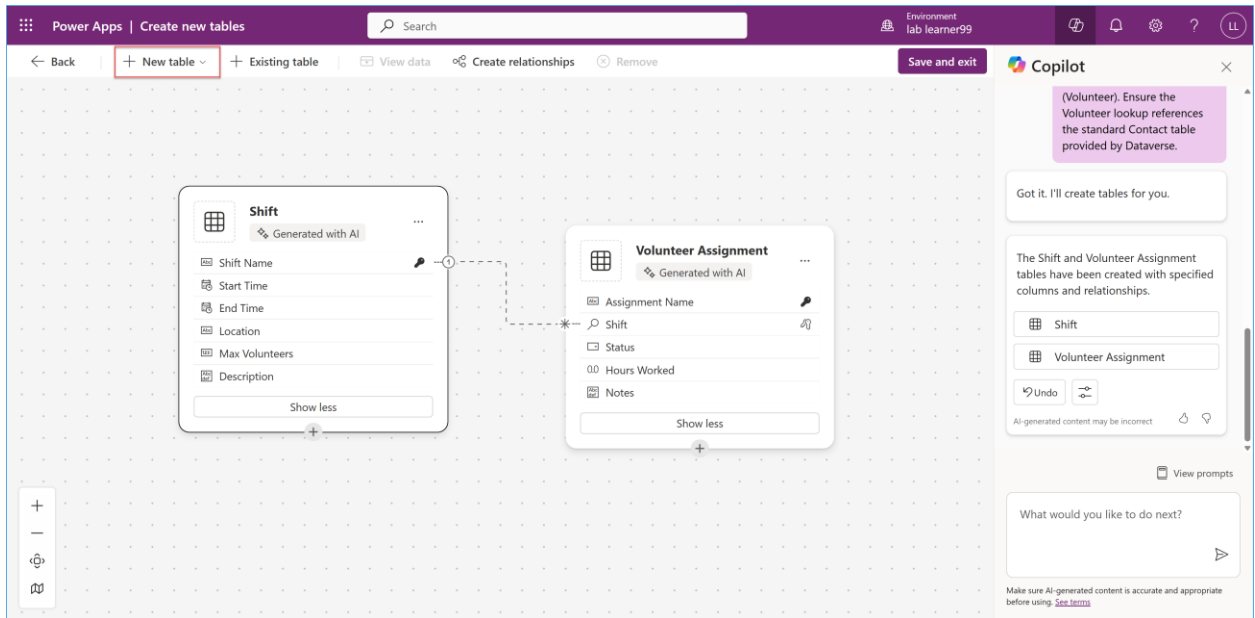
Step 8

The process will generate the Dataverse tables.



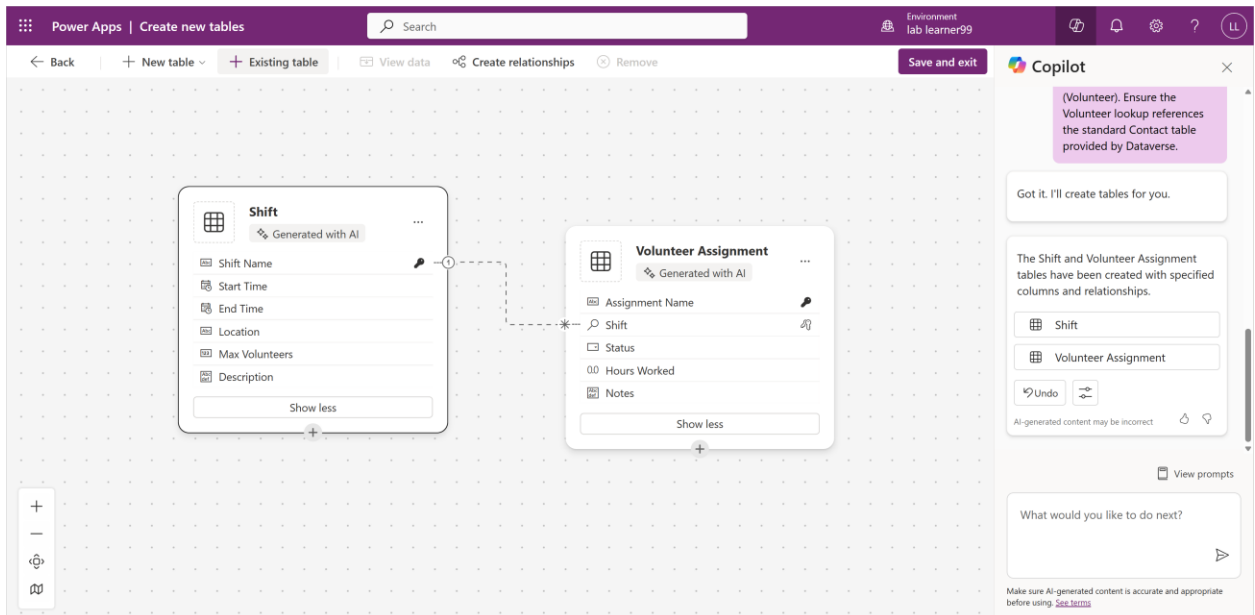
Step 9

You should see something similar to below, note that the contact table has not been added or linked.



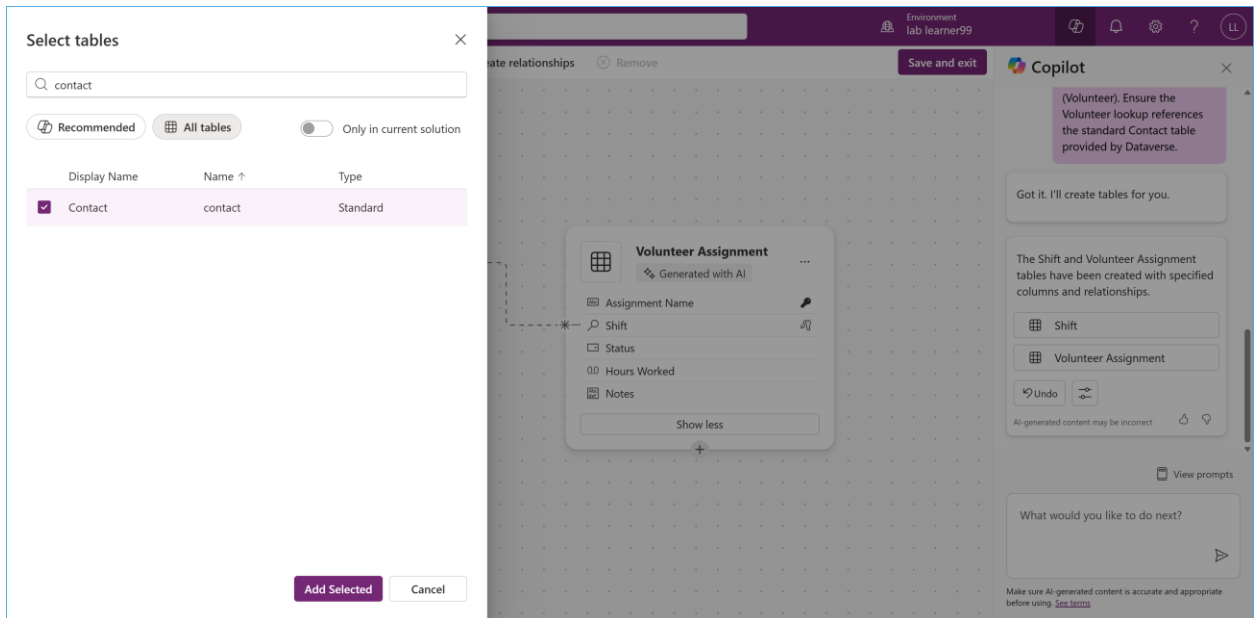
Step 10

Select **+ Existing table**



Step 11

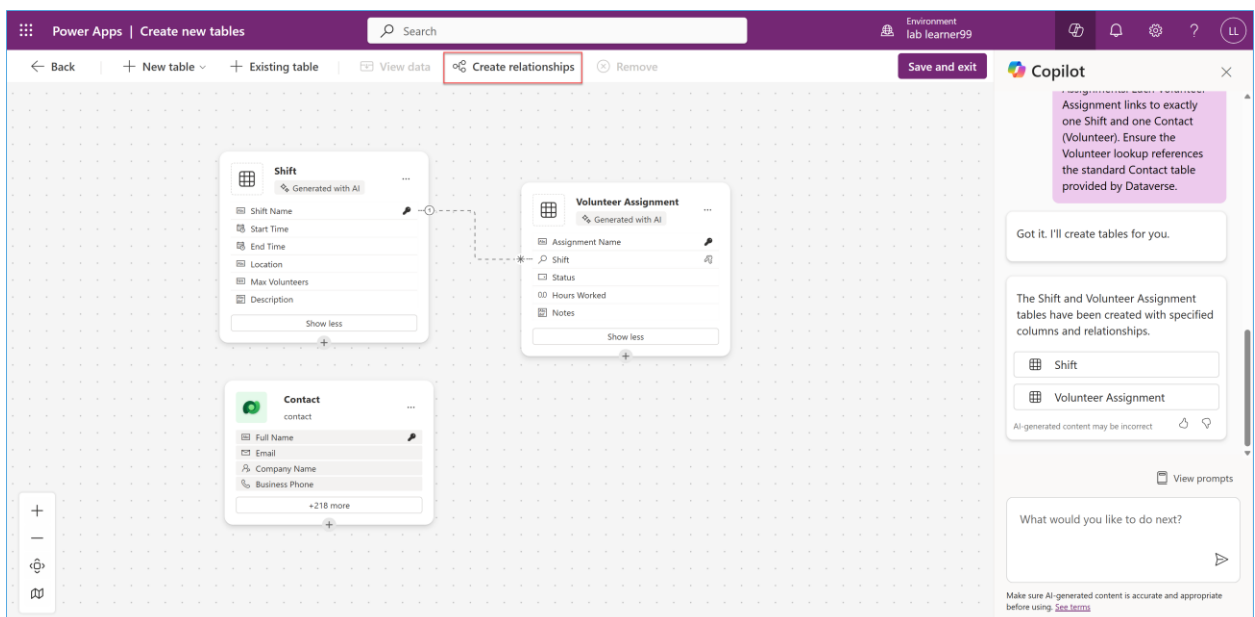
Search and locate the **contact** table.



Choose **Add Selected**

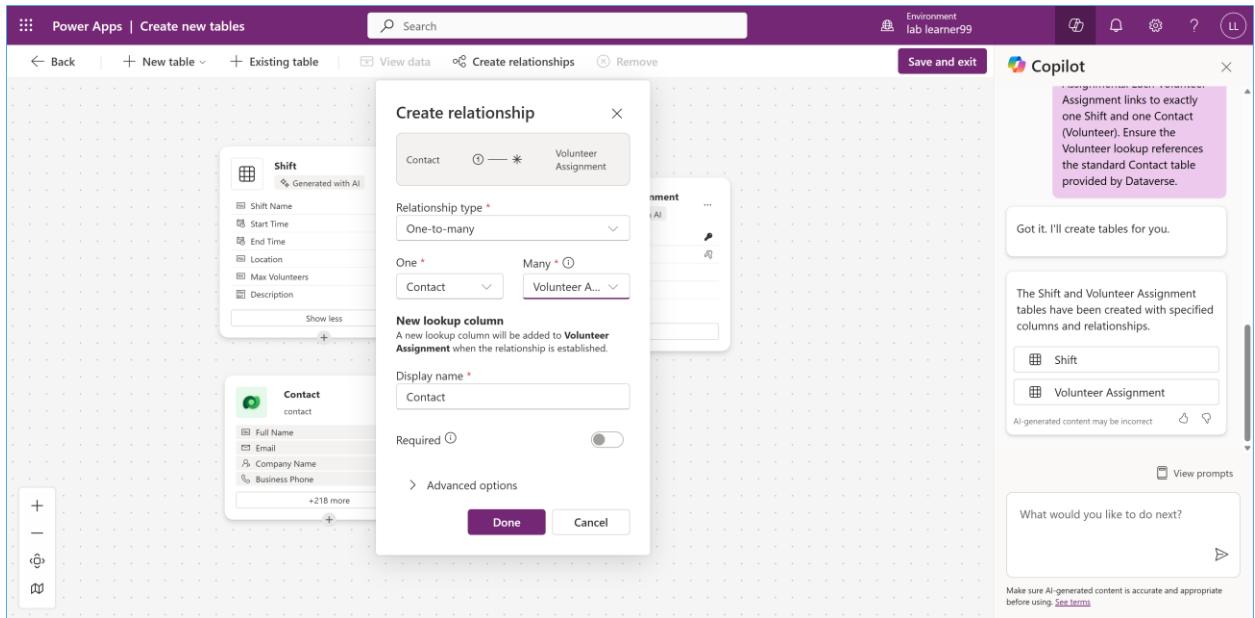
Step 12

The contact table should now appear on the canvas. Select **Create relationships**



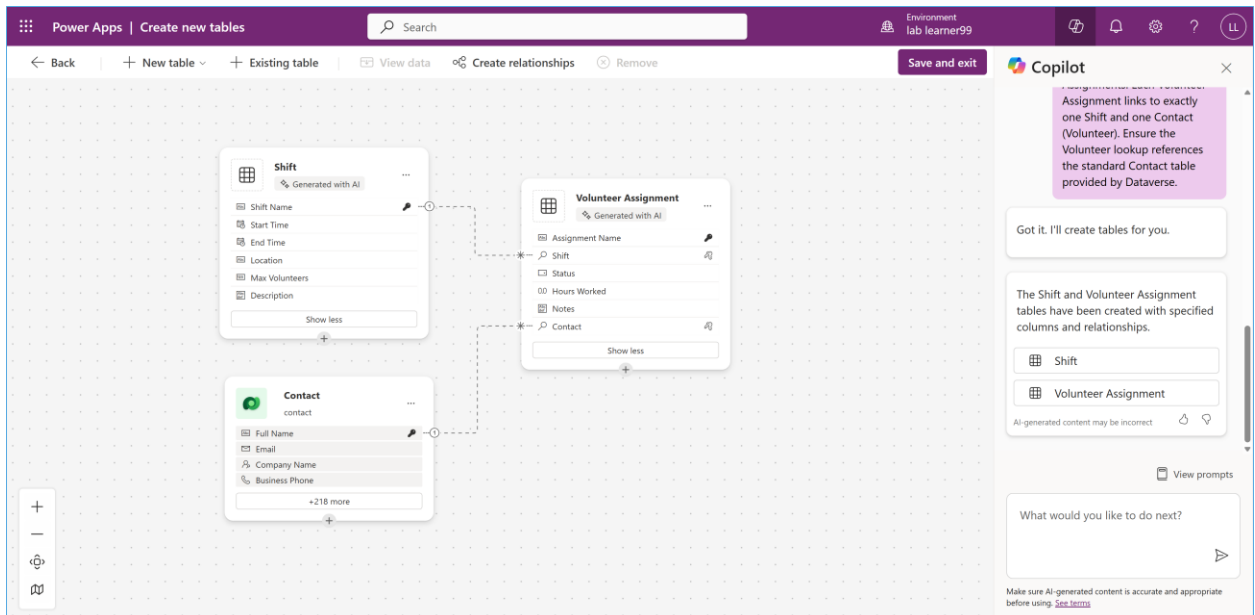
Step 13

Choose One-to-many, where Contact is **One** and Volunteer Assignments is **Many**. Select **Done**.



Step 14

You should see something like the canvas below:



Step 15

On one of the tables, select View data and look at the sample data created.

The screenshot shows the Power Apps 'Create new tables' interface. Three tables are visible: 'Shift', 'Contact', and 'Volunteer Assignment'. The 'Volunteer Assignment' table is selected, and the 'View data' option is highlighted in the context menu. The 'Copilot' side bar is open, displaying a prompt: 'Assignment links to exactly one Shift and one Contact (Volunteer). Ensure the Volunteer lookup references the standard Contact table provided by Dataverse.'

Step 16

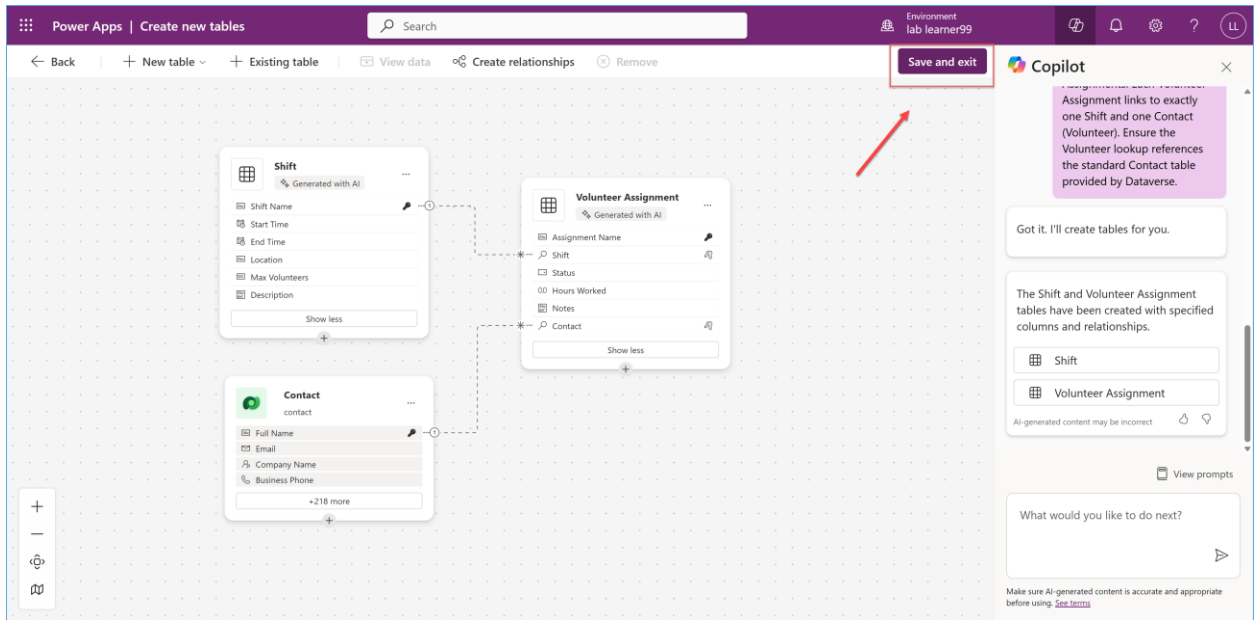
You can further modify the table by creating new columns or using the Copilot side car.

The screenshot shows the Power Apps 'Create new tables' interface with the 'Volunteer Assignment' table selected. The table view is displayed, showing sample data. The 'Copilot' side bar is open, displaying a prompt: 'Assignment links to exactly one Shift and one Contact (Volunteer). Ensure the Volunteer lookup references the standard Contact table provided by Dataverse.'

Assignment Name	Shift	Status	Hours Worked	Notes	Contact
Assign 1	Morning	Requested	4.5	Arrived early	
Assign 2	Afternoon	Confirmed	3.0	On time	
Assign 3	Evening	Completed	4.0	Helped setup	
Assign 4	Weekend	Cancelled	5.0	Left early	
Assign 5	Holiday	Requested	2.5	Good performance	
Enter text	Select lookup	Select option	Enter decimal	Enter text	Select lookup

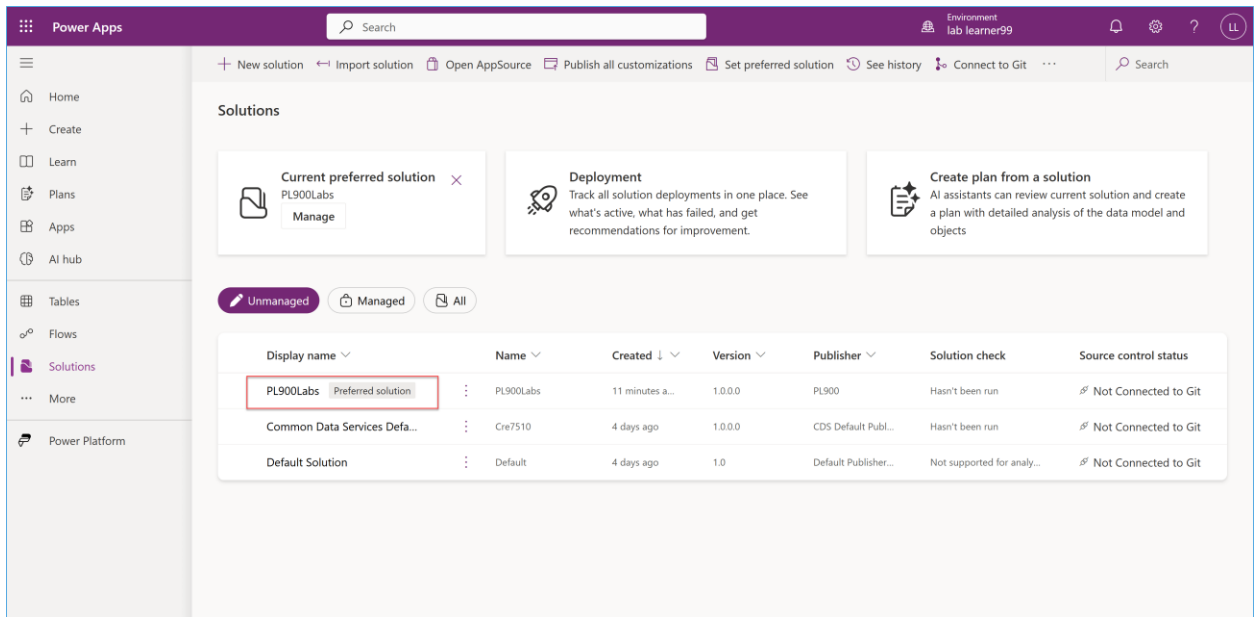
Step 17

Select Save and Exit, the Dataverse tables will be created in your environment.



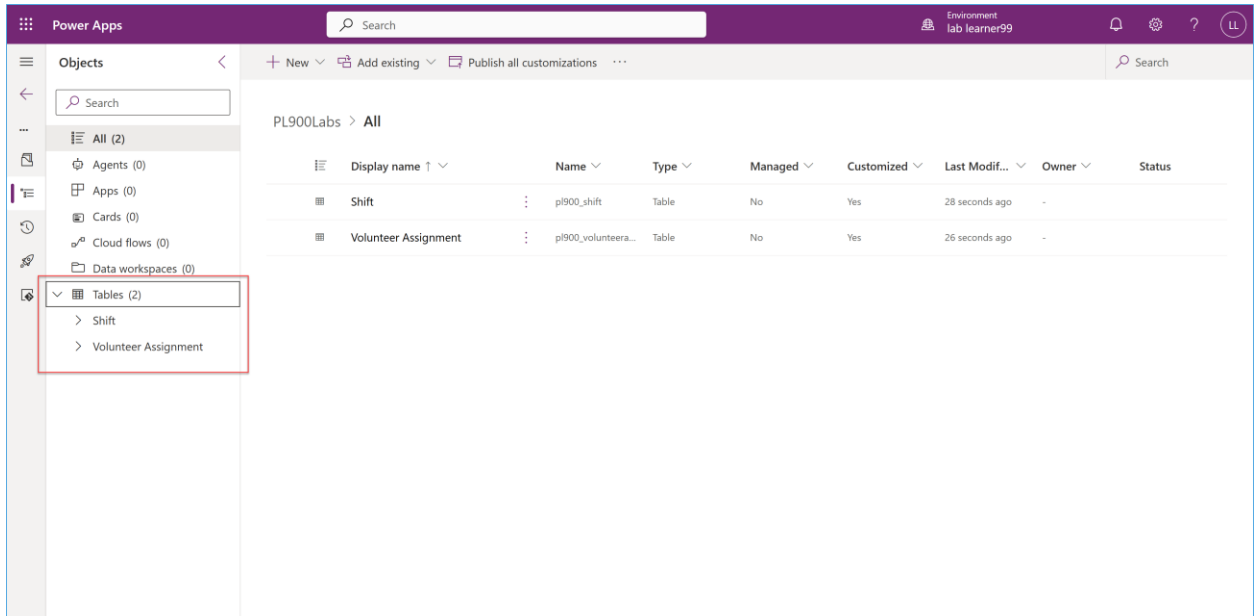
Step 18

Select Solutions, you should see your preferred solution, select that to open.



Step 19

You should the tables you created as part of the solution.



Congratulations! You have now created custom tables in Dataverse and linked a table from the Common Data Model.