Power Platform In-a-Day Workshop

Empowering Digital Transformation

Microsoft Power Platform is a comprehensive suite of tools designed to empower digital transformation through data analysis, custom app development, process automation, and intelligent virtual agents.

- **Power BI**: Power BI is a business analytics service that allows users to create interactive visualizations and reports, enabling organizations to transform raw data into meaningful insights and make informed decisions.

- **Power Apps**: Power Apps provides a rapid application development environment where users can build custom apps with a drag-and-drop interface, integrating seamlessly with other Microsoft services and on-premises data sources.

- **Power Automate**: Power Automate helps automate workflows between apps and services, streamlining repetitive tasks and improving productivity and efficiency by allowing employees to focus on more strategic work.

- **Power Virtual Agents**: Power Virtual Agents enables users to create chatbots using a no-code graphical interface, which can be integrated into various platforms to enhance customer service and operational efficiency.

Workshop Overview

In a Microsoft Power Platform in a Day workshop, participants gain insights into how to digitize business processes, work more efficiently, and reduce paper usage.

What are the advantages and key takeaways of the workshop?

You will learn how to easily build and deploy custom business apps with **PowerApps**, using both canvas and model-driven styles. These apps allow you to connect various applications and share data seamlessly. Your line-of-business specialists, participating in the workshop, will be able to bring data together and create powerful apps using a compliant and scalable data service integrated into **Power Apps**. With **Power Automate** you will explore opportunities for value. You will understand how to automate and optimize business processes and build automated workflows intuitively. You will be provided with the access to resources, best practices, and community support to help you succeed with **Copilot for Microsoft 365.**

At the end of the training, attendees will be able to create custom business applications without writing code, build sophisticated processes, and connect apps to various data sources securely.

What is the workshop agenda?

- Microsoft Power Platform in a Day Workshop Kick-Off meeting
- Introduction:
  - ➢ Overview of the Power Platform.
  - ➢ Understanding business challenges.
- Session 1:
  - ➢ PowerApps Canvas App: Building an app without writing code.
  - ➢ Working with Microsoft Dataverse.
- Session 2:
  - ➢ Model-driven App: Creating apps with a data-driven approach.
  - ➢ Power Automate: Automating business processes.

What will you learn during the workshop?

- How to maintain a consistent User Interface (UI) - such as buttons, fonts, and layouts— to ensure a smooth user experience
- How to optimize for performance: Design efficient workflows, minimize unnecessary data retrieval, and use delegation where possible to enhance app responsiveness.
- Understand the modularity of your app:
  - o Break down your app into reusable components (screens, controls, functions) for easier maintenance and scalability.
- How to document your app: adding comments, labels, and descriptions to explain app functionality and guide future developers.
- How to secure data: proper authentication, authorization, and data access controls to protect sensitive information.
- Best practise for backup and version control:
  - o Regular back up and version control to track changes and collaborate effectively.

Optional Agenda Modules (but highly recommended):

- Power BI overviewPower BI Design
- Power Pages introduction
- Power Pages Design
- Workshop Deliverables: