

COURSE OVERVIEW

Course Name:
Microsoft Power
Apps for End Users

COURSE DURATION: 2 Days

Gauteng:

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Gauteng:

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Cape Town:

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COURSE OVERVIEW

This course delivers a breakdown of Microsoft PowerApps. You will be taught how to design, test, and publish new apps that work with a variety of data sources. We will take you through a selection of well-crafted lessons to help you build new applications for your business.

COURSE OBJECTIVES

At the end of this course, you will understand when to use PowerApps and be able to create PowerApps from existing data sources.

You will

- Understand how PowerApps benefits a business.
- Build a new app from a data source.
- Implement your business branding.
- Look at each form control.
- Connect to a wide selection of data sources.
- Create model-driven apps.
- Integrate PowerApps with key Office 365 systems.

COURSE OUTLINE

Module 1: An Introduction to PowerApps

This module will look at the features of PowerApps, its benefits to a business and the variety of ways you can build and access your apps on different devices.

Lessons

- What is PowerApps?
- The benefits of apps
- How to get PowerApps
- Canvas Apps and Model-Driven Apps
- License Options and Costs
- Discover PowerApps with Templates

Module 2: Getting Started with PowerApps

Microsoft's templates are a good starting point to discover what the product is capable of and how it can be achieved. We will also have a tour of the editor so that you are familiar with the interface that you will be using over the course. You will then build your first app from a static data source, discuss how to configure your apps settings and how to access the app once it has been saved and shared.

Lessons

- Building a new app from a data source
- Add, edit and remove controls
- Introduction to formulas
- Testing an app
- App settings
- Publish and share apps
- Version history and restore
- PowerApps mobile app

Module 3: Branding and Media

You will look at the options available to implement your business branding and see time-saving tips to help keep your branding consistent. You will also be discussing how to embed media into your app which can be useful if you are planning on an app that might promote video content.

Lessons

- Less is more
- Duplicate screens
- Fonts
- Screen colours and matching colours
- Screen backgrounds
- Buttons and icons
- Hide on timer
- Size and alignment by reference
- Show and hide on timer

Module 4: PowerApps Controls

This module will provide more depth on the categories of controls which can be used on a form. You will look at each control and discuss its purpose and configuration. Tackling the wide selection of controls will help you recognise when to use the right control.

Lessons

- Text controls for data entry and display
- Controls - Drop downs, combo box, date picker, radio button and more
- Forms - Add and edit data in underlying data sources quickly
- Charts - present information in pie, line, and bar charts

Module 5: Data Sources and Logic

PowerApps offers connections to a wide selection of data sources. You will see how to bring in data from a variety of sources as well as how you can utilise the common data source, a storage location unique to PowerApps.

Lessons

- Data storage and services
- How do I decide which database to use?
- Connect to on-premises data - Gateway
- What is delegation?
- Specific data examples
- Displaying data

Module 6: Model-Driven Apps

Model-Driven apps can be quicker to build than canvas apps, but they are less customisable and typically have a higher cost. Knowing which type of app to use is not always a simple decision, we will show you the pros and cons of each.

Lessons

- What is a model-driven app?
- Where will my data be stored?
- How do create a model-driven app
- Canvas vs model-driven summary

Module 7: PowerApp Integration

In this module you will see some simple ways to integrate PowerApps with key Office 365 systems including Teams, SharePoint Online and Flow. The result is the ability to use a combination of systems to create solutions for a variety of business requirements.

Lessons

- Embed PowerApps in Teams
- Embed PowerApps in SharePoint Online
- Start a Flow from a PowerApp

Module 8: Administration and Maintenance of PowerApps

You will discover how to export and import apps, so they can be reused in other locations. Finally, you will learn how Office 365 administrators can shape the PowerApps experience with high-level settings that help ensure data segregation and security.

Lessons

- Identify which users have been using PowerApps
- Reuse an app in another location (move from testing or development to production)
- Review app usage
- Prevent a user from using PowerApps
- Manage environments