

**Course Details****Course Code:** PL-100T00**Duration:** 4 days**Notes:**

- This course syllabus should be used to determine whether the course is appropriate for the students, based on their current skills and technical training needs.
- Course content, prices, and availability are subject to change without notice.
- Terms and Conditions apply

*Elements of this syllabus are subject to change.*

**About this course**

This course will teach you how to build apps with low-code techniques to simplify, automate, and transform business tasks and processes using Microsoft Power Platform. This course may contain a 1-day Applied Workshop. This workshop will allow you to practice your App Maker skills by creating an end-to-end solution to solve a problem for a fictitious company. The solution will include a Microsoft Dataverse database, Power Apps canvas app, and Power Automate flows.

**Audience Profile**

The App Maker builds solutions to simplify, automate, and transform tasks and processes for themselves and their team where they have deep expertise in the solution business domain. They have basic data modelling, user experience design, requirements analysis, and process analysis skills. The App Maker creates and enforces business processes, structures digital collection of information, improves efficiency of repeatable tasks, and automates business processes. The App Maker uses the Maker tools of Power Platform to solve business problems. They may use advanced features of Microsoft apps and third-party productivity tools. The App Maker is aware of the capabilities and limitations of available tools and understands how to apply them. The App Maker is self-directed, and solution focused. They may not have formal IT training but are comfortable using technology to solve business problems with a personal growth mindset. They understand the operational need and have a vision of the desired outcome. They approach problems with phased and iterative strategies.

**Prerequisites**

- Basic data modelling, user experience design, requirements analysis, and process analysis skills.
- A personal growth mindset and are comfortable using technology to solve business problems.
- An understanding of the operational need and have a vision of the desired outcome. They approach problems with phased and iterative strategies.

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### **Describe the business value of the Microsoft Power Platform**

Learn about the components of Microsoft Power Platform, the business value for customers, and how the technology works with other Microsoft products.

This module helps prepare you for Exam PL-100: Microsoft Power Platform App Maker.

#### **Learning objectives**

In this module, you will:

- Examine Microsoft Power Platform.
- Describe the business value of the Power Platform.
- Explore connectors in Power Platform.
- Review using Microsoft Dataverse to organize business data.
- Examine how Power Platform works together with Microsoft 365 apps and services.
- Explore solutions using Power Platform Microsoft Teams.
- Describe how Power Platform works with Dynamics 365.
- Describe how Power Platform solutions can consume Azure Services.
- Explore how Power Platform apps work together to create solutions.

### **How to build your first model-driven app with Dataverse**

Do you want to quickly build apps with little to no code? This module focuses on the building blocks of Dataverse and model-driven apps. These key components will help you build quick business apps in your organization.

#### **Learning objectives**

In this module, you will:

- Discover the value and key features of Dataverse.
- Learn about the value and key features of model-driven apps.
- Explore sample model-driven template apps.

### **Create tables in Dataverse**

Dataverse lets you securely store and manage data that's used by business applications. Standard and custom tables within Dataverse

provide a secure and cloud-based storage option for your data.

This module helps prepare you for Exam PL-100: Microsoft Power Platform App Maker.

#### **Learning objectives**

This module explains how to:

- Create tables with Dataverse
- Import data into a Dataverse database

### **Get started with model-driven apps in Power Apps**

Model-driven app design is an approach that focuses on quickly adding components to your apps. These components include dashboards, forms, views, and charts. With little or no code, you can make apps that are simple or complex.

This module helps prepare you for Exam PL-100: Microsoft Power Platform App Maker.

#### **Learning objectives**

In this module, you will:

- Learn about model-driven app design
- Create a model-driven app

### **Create and manage columns within a table in Dataverse**

Do you want to create new data columns or use existing standardized columns for your business solutions? This module will show you how to manage or create new columns within a table in Dataverse.

This module helps prepare you for Exam PL-100: Microsoft Power Platform App Maker.

#### **Learning objectives**

In this module, you will:

- Learn what a column is in Dataverse.
- Learn about the types of columns that are available in Dataverse.
- Add a column to a table.
- Learn what a primary name column is in Dataverse.
- Identify restrictions that are associated with columns.
- Create an auto-numbering column.
- Create an alternate key.

### Get started with security roles in Dataverse

Do you want to use security roles to limit user permissions? This module will show you how you can set permissions to limit access to an environment. Or limit which users can view, edit, or delete data in an environment within Dataverse.

This module helps prepare you for Exam PL-100: Microsoft Power Platform App Maker.

#### Learning objectives

In this module, you will:

- Learn about security roles and apply them to users in an environment.
- Learn how to add users to an environment.
- Understand security concepts in Dataverse
- Identify default security roles.
- Create a custom role.
- Create a custom security role and assign it to entities and users.
- Learn how to configure Dataverse teams for security
- Learn how to configure Dataverse group teams for security

### Document and test your Power Apps application

In this module, you'll learn best practices around testing and documenting your Power Apps application.

This module helps prepare you for Exam PL-100: Microsoft Power Platform App Maker.

#### Learning objectives

In this module, you will:

- Learn about the different types of test plans and components of a good test plan
- Identify and discuss optimization tools and performance tuning
- Learn about the benefits of documenting your application

### Get started with Microsoft Dataverse for Teams

Microsoft Dataverse for Teams is a built-in, low-code data platform for Microsoft Teams that lets users build custom apps, workflows, chatbots, and dashboards in Teams by using Microsoft Power Apps, Power Virtual Agents, and Power Automate. Dataverse for Teams provides

relational data storage, rich data types, enterprise-grade governance, and one-click solution deployment to the Teams app.

This module helps prepare you for Exam PL-100: Microsoft Power Platform App Maker.

#### Learning objectives

In this module, you will:

- Learn how to build apps, workflows, chatbots, and dashboards.
- Learn how to provision Dataverse for Teams and then create a table for your data.

### Build your first app with Power Apps and Dataverse for Teams

Today's business problems increasingly require modern digital solutions. With a low-code platform, anyone with a great idea can build a digital app. Dataverse for Teams allows you to build modern digital apps and deploy them to help you and your team solve those problems.

This module helps prepare you for Exam PL-100: Microsoft Power Platform App Maker.

#### Learning objectives

In this module, you will:

- Create an app by using the hero template.
- Customize and publish your app.
- Install templates.

### Create a canvas app in Power Apps

Do you want to create apps to help make your business more efficient? Then this path is for you. It introduces you to Power Apps, helps you create and customize an app, and then manage and distribute it.

This learning path can help you prepare for the Microsoft Certified: Microsoft Power Platform App Maker Associate certification.

This learning path helps prepare you for Exam PL-400: Microsoft Power Platform Developer, Exam PL-100: Microsoft Power Platform App Maker, Exam PL-200: Microsoft Power Platform Functional Consultant.

### Navigation in a canvas app in Power Apps

App users can only navigate through the navigation options provided by an app developer, and this module is designed to help you build a good navigation experience for your canvas app.

This module helps prepare you for Exam PL-100: Microsoft Power Platform App Maker.

#### Learning objectives

In this module, you will:

- Understand how navigation works in a canvas app
- Use the Navigate and Back functions
- Understand the different ways these functions can be invoked

### How to build the UI in a canvas app in Power Apps

Do you want to build a better UI for app users? This module helps you do that using themes, icons, images, personalization, different form factors, and controls.

This module helps prepare you for Exam PL-100: Microsoft Power Platform App Maker.

#### Learning objectives

In this module, you will:

- Understand the basics of building the UI through themes, icons, control customization, and images.
- Use personalization in a canvas app
- Understand the differences between the Tablet and Mobile form factors

### Use and understand Controls in a canvas app in Power Apps

Controls help create a better experience for the user and collect the appropriate data. This module will help you understand and use Controls.

This module helps prepare you for Exam PL-100: Microsoft Power Platform App Maker.

#### Learning objectives

In this module, you will:

- Understand how to use controls in a canvas app
- Use the different types of controls

- Understand how Galleries and Forms related to controls

### Get started with Power Automate

Power Automate is an online workflow service that automates actions across the most common apps and services.

This module helps prepare you for Exam PL-100: Microsoft Power Platform App Maker.

#### Learning objectives

In this module, you will:

- Create a flow that automatically saves email attachments
- Learn how to create a button flow to send yourself a reminder

### Use the Admin center to manage environments and data policies in Power Automate

Tenant and environment admins use the Power Automate Admin center to manage data policies and environments for Power Automate deployments.

This module helps prepare you for Exam PL-100: Microsoft Power Platform App Maker.

#### Learning objectives

In this module, you will:

- Learn about the Admin center
- Learn how to import and export flows
- Learn how to share flows

### Introduction to Microsoft Power Platform security and governance

Do you want to learn about how to help secure and govern Microsoft Power Platform apps like Power Automate and Power Apps? This module focuses on introducing Microsoft Power Platform environments and their role in creating Data Loss Prevention (DLP) policies by using examples and use cases. A brief introduction and overview of tools will also be discussed, including Microsoft Power Platform and Power Automate Admin experiences and Microsoft Power Platform Center of Excellence (COE) toolkit.

This module helps prepare you for Exam PL-500: Microsoft Power Automate RPA Developer, Exam PL-500: Microsoft Power Automate RPA Developer, Exam PL-100: Microsoft Power Platform App Maker.

### Learning objectives

In this module, you will:

- Access Microsoft Power Platform admin experiences.
- Create simple environment and tenant-wide DLP policies.
- Discover and identify the differences between the Business data group and the No-business data group.
- Learn about the differences between out-of-the-box Power Automate Admin experiences and Microsoft Power Platform Center of Excellence toolkit.

### Build your first workflow with Power Automate and Dataverse for Teams

By using automated and scheduled flows, you can build powerful workflows inside of Microsoft Teams and increase productivity in your Microsoft Teams work.

This module helps prepare you for Exam PL-100: Microsoft Power Platform App Maker.

### Learning objectives

In this module, you will:

- Build a flow to respond to changes in Teams.
- Extend an app in Microsoft Power Apps to trigger a flow.
- Schedule a flow to complete routine tasks.

### Get started building with Power BI

Learn what Power BI is, including its building blocks and how they work together.

This module helps prepare you for Exam PL-100: Microsoft Power Platform App Maker.

### Learning objectives

In this module, you will:

- Learn how Power BI services and applications work together.
- Explore how Power BI can make your business more efficient.
- Learn how to create compelling visuals and reports.

### Get data with Power BI Desktop

How can you find, collect, and clean data from different sources? Power BI is a tool for making sense of your data. You will learn tricks to make data-gathering easier.

This module helps prepare you for Exam PL-100: Microsoft Power Platform App Maker.

### Learning objectives

In this module, you will:

- Explore the data-centric features and tools of Power BI.
- Explore ways to find data.

### Create reports with Power BI and Dataverse for Teams

Build your reports with Microsoft Power BI and Dataverse for Teams. This module explains how to import a dataset, create a report, edit reports, and share reports with others.

This module helps prepare you for Exam PL-100: Microsoft Power Platform App Maker.

### Learning objectives

In this module, you will:

- Import a Microsoft Dataverse dataset into Power BI.
- Create a new Power BI report based on the dataset.
- Edit a report.
- Share a report with others in Teams channels, chats, or meetings.

### Get started with AI Builder

This self-paced module helps you build an AI model from the beginning and shows how you can use it in your business without writing a single line of code.

This module helps prepare you for Exam PL-100: Microsoft Power Platform App Maker.

### Learning objectives

In this module, you will:

- Explore how AI Builder can help improve your business performance.
- Learn how to use different AI technologies to enhance your processes.
- Create your first model.

- Learn how to use your models in Power Apps and Power Automate.

### **Create a chatbot with Power Virtual Agents and Dataverse for Teams**

Employees who have quick access to information make better decisions, reduce errors, and save money. Chatbots create a personalized experience that simplifies how employees get information. Power Virtual Agents and Dataverse for Teams create intelligent chatbots to quickly respond to employee needs without building high-code solutions.

This module helps prepare you for Exam PL-100: Microsoft Power Platform App Maker.

### **Learning objectives**

In this module, you will:

- Learn how to create a chatbot.
- Discover how the chatbot can call Microsoft Power Automate actions to retrieve data from Dataverse for Teams.
- Publish the chatbot to your team or the whole company.