

MOC 55265 A Microsoft PowerApps

Course Summary

Description

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

Objectives

After taking this course, students will be able to:

- Understand when to use PowerApps
- Describe the components of PowerApps and their correct use
- Create PowerApps from existing data sources
- Brand PowerApps
- Customize PowerApps beyond just using the automated wizards
- Connect to a range of data sources from Excel to Azure SQL
- Understand the difference between canvas apps and model-driven apps
- Integrate PowerApps with other Office 365 systems – including Teams and SharePoint Online
- Administer and Maintain PowerApps

Topics

- An Introduction to PowerApps
- Getting Started with PowerApps
- Branding and Media
- PowerApps Controls
- Data Sources and Logic
- Model-Driven Apps
- PowerApp Integration
- Administration and Maintenance of PowerApps

Audience

This class has something for everything, from beginners who wish to customize their data entry forms in SharePoint right up to advanced users who need to use advanced formulas to deliver more bespoke actions to their apps.

Prerequisites

No previous experience of PowerApps is required for this course.

Duration

Two Days

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Course Outline

I. *An Introduction to PowerApps*

- A. Let's get started with an introduction to Microsoft PowerApps. Traditionally building customized solutions for a business involved using a coding language to build an application from scratch. Typically, these solutions could often only be used within the business, making external use of the application a large hurdle to overcome. With PowerApps we can now not only easily build solutions, but we can also share them with users in our business. Deployment takes seconds and you could by testing your own app on your phone in no time. This module will overview the features of PowerApps, its benefits to a business and the variety of ways you can build and access your apps on different devices.

Lab: Introduction to PowerApps

- Try the Cost Estimator App
- Download and Review App Design
- Sample App of your choice

II. *Getting Started with PowerApps*

- A. To begin our journey through the PowerApps product, we will begin by looking at some of the templates that are available to view and edit. 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 take the chance to have a tour of the editor so that students are familiar with the interface that they will be using over the two-day course. We will then build our first app from a static data source, showing students how to test their changes in the app instantly without the need to publish. We will also discuss how to configure your apps settings and how to access the app once it has been saved and shared.

Lab: Getting Started

- Create App from an existing Data Source
- Publish and Share
- View an app on your mobile device

III. *Branding and Media*

- A. In our next module, we will look at the options available to designers that allow them to implement their business branding. Not only will this deal with the aesthetics of your app, it will also introduce time-saving tips to help keep your branding consistent. We 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.

Lab: Branding and Media

- Backgrounds and icons
- Import Class Data from Excel
- Duplicate Screen

IV. *PowerApps Controls*

- A. So far in the course, we would have covered the basics of adding, editing and removing controls from our applications. The drive behind this module is to provide more depth on the categories of controls which can be used on a form. Your instructor will take you through each control and discuss its purpose and configuration. Tackling the wide selection of controls will help students recognize when to use the right control.

Lab: Build Apps from Blank

- Create an App from the blank template
- Add Controls to collect and display data
- Add Formulas to allow the controls to interact

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Course Outline (cont.)

V. *Data Sources and Logic*

- A. To help maintain and view essential business information, organizations often have a diverse selection of locations to keep different types of data. This could range from databases to file storage locations. PowerApps offers connections to a wide selection of data sources. We will show students to build their PowerApps to bring in data from a variety of sources as well as how they can utilize the common data source, a storage location unique to PowerApps.

Lab: Data Source and Logic

- SharePoint List connect to App
- Flow to collect tweets to SharePoint
- Display Tweets in PowerApps using the Twitter service
- Create a reply screen in PowerApps

VI. *Model-Driven Apps*

- A. Module one to five discussed how to work with the original type of PowerApp known as a Canvas App, Microsoft have now introduced a second type of app known as a model-driven app. Model driven apps involve a different development process to canvas apps. We will review this development process during this module. Model-Driven apps can be quicker to build than canvas apps, but they are less customizable 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.

Lab: Model-Driven App

- Switch to Model-Driven mode in PowerApps

- Navigate the Model-Drive app interface
- Test a Sample App
- Edit the Sample App

VII. *PowerApp Integration*

- A. PowerApps is designed to easily connect to other business systems to read and update information. In this module we will discuss 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.

Lab: PowerApp Integration

- Embed your app in MicrosoftTeams
- Embed your app in SharePoint Online

VIII. *Administration and Maintenance of PowerApps*

- A. In our last module for Microsoft PowerApps, we will be looking at how a business can manage their existing apps. This could be using analytics to discover usage trends. We will discover how to export and import apps, so they can be reused in other locations. Finally, we will discuss how Office 365 administrators can shape the PowerApps experience with high-level settings that help ensure data segregation and security.

Lab: Administration and Maintenance

- Export an app for use in another location
- Review current PowerApp users in your test environment