Power Automate Introduction

ClearCut IT TRAINING

Duration: 1 day

Topics

Module 1: Microsoft Flow/Power Automate

- What is Power Automate
- What is a Flow
- What are the flow types
- Understanding the Flow workspace

Module 2: Flow Creation (from a Template)

- The Flow Template Library
- Creating automation from a template
- Adding details to a templates
- Checking a flow template
- Testing a flow from a template
- Using a Flow

Module 3: Creating a Flow (from scratch)

- Understanding and setting Triggers
- Understanding Actions
- Understanding Conditions
- Setting Variables
- Understanding Looping

Module 4: Flows in M65

- Flow Creation in OneDrive & other applications
- Flow Creation in SharePoint
- Flow Creation in Teams
- Approvals in M365

Module 5: Building different Flows in Teams

- How to Create a Flow in Teams (the Flow Tab)
- Sending Notification to the Team
- Using adaptive cards

Module 6: Maintaining and Managing your Flow

- Monitoring Flow Runs
- Taking Advantage of the Flow UI