55265 : Microsoft Power Apps Super User

Course Outline

Module 1: An Introduction to PowerApps
This module provides an introduction to Microsoft PowerApps, highlighting its capabilities for building and sharing applications without extensive coding. You will learn how PowerApps enables quick deployment and user accessibility across 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

Lab 1: Introduction to PowerApps

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

After completing this module, students will be able to:

- Describe when PowerApps should be used
- Access PowerApps effectively
- Make design decisions based on licensing
- Understand the differences between app types
- Utilize sample apps for learning

Module 2: Getting Started with PowerApps
This module explores available templates and the PowerApps editor interface, enabling students to build their first app from a static data source and test changes without needing to publish.
Lessons:

- Building a new app from a data source
- Add, edit, and remove controls
- Intro to Formulas
- Testing an app
- App Settings
- Publish and Share Apps
- Version History and Restore
- PowerApps Mobile App

Lab 1: Getting Started

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

After completing this module, students will be able to:

- Build a useful app using wizards
- Modify existing apps with ease
- Understand formula applications in PowerApps

- Test apps pre-sharing
- Restore app versions if necessary
- Use the mobile app to access applications

Module 3: Branding and Media
In this module, students will learn to implement branding in their apps, ensuring consistency and aesthetics while also embedding media for enhanced content delivery.
Lessons:

- Less is more
- Duplicate Screens
- Fonts
- Screen Colors and Matching Colors
- Screen Backgrounds
- Buttons and Icons
- Hide on Timer
- Size and Alignment by reference
- Show and Hide on Timer

Lab 1: Branding and Media

- Customize Backgrounds and Icons
- Import Class Data from Excel
- Duplicate Screens

After completing this module, students will be able to:

- Customize app backgrounds with images and colors
- Add logos and media to enhance apps
- Use timers to control visibility of elements
- Align and size controls appropriately

Module 4: PowerApps Controls
This module delves into various PowerApps controls, helping students understand their purposes and configurations for improved user interaction.
Lessons:

- Text Controls for Data Entry and Display
- Controls: Drop downs, combo box, date picker, radio button, and more
- Forms: Quickly add and edit data
- Charts: Present information in pie, line, and bar charts

Lab 1: Build Apps from Blank

- Create an App from a blank template
- Add Controls to collect and display data
- Implement formulas for interactivity

After completing this module, students will be able to:

- Utilize a variety of controls for data entry
- Edit control properties effectively
- Use formulas to enhance control interaction
- Present information visually using charts

Module 5: Data Sources and Logic
Students will learn about connecting PowerApps to diverse data sources and using the

Common Data Service for managing business information effectively.

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

Lab 1: Data Source and Logic

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

After completing this module, students will be able to:

- Connect to multiple data sources, both cloud and on-premises
- Understand the cost implications of data sources
- Identify data sources capable of handling large volumes of data
- Display data using appropriate controls

Module 6: Model-Driven Apps

This module introduces Model-Driven Apps, detailing their development process and comparing them with Canvas Apps.

Lessons:

- What is a Model-Driven App?
- Data storage considerations
- How to create a Model-Driven App
- Canvas vs. Model-Driven summary

Lab 1: Model-Driven App

- Switch to Model-Driven mode in PowerApps
- Navigate the Model-Driven app interface
- Test a Sample App
- Edit the Sample App

After completing this module, students will be able to:

- Describe differences between Canvas and Model-Driven Apps
- Access and navigate Model-Driven Apps
- Edit features within Model-Driven Apps

Module 7: PowerApps Integration

This module covers how to integrate PowerApps with Office 365 systems like Teams and SharePoint, enabling seamless workflows.

Lessons:

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

Lab 1: PowerApps Integration

- Embed your app in Microsoft Teams
- Embed your app in SharePoint Online

After completing this module, students will be able to:

- Make PowerApps available in Teams and SharePoint
- Understand the benefits of using PowerApps with Flow

Module 8: Administration and Maintenance of PowerApps

In the final module, students will learn how to manage and maintain existing PowerApps, including usage analytics and app migration.

Lessons:

- Identify users of PowerApps
- Reuse apps in different environments
- Review app usage
- Prevent user access to PowerApps
- Manage environments

Lab 1: Administration and Maintenance

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

After completing this module, students will be able to:

- Identify PowerApps usage within the organization
- Manage user access to PowerApps
- Reuse or move existing apps efficiently