

**Microsoft Power Apps for Technical Users**

**Course Number:** PPL-102
**Duration:** 2 days

**Overview**

This Power Apps training course teaches technical users how to build, use, and manage custom business Power Apps across various platforms and devices. Attendees learn how to rapidly build and share low-code custom business applications that connect Office 365, SharePoint, Teams, and other Microsoft and non-Microsoft applications.

**Prerequisites**

Attendees must have some experience in scripting or programming.

**Materials**

All Power Apps training students will receive comprehensive courseware.

**Software Needed on Each Student PC**

In class, we can either use your tenant with Microsoft 365, SharePoint Online, Power Automate, and Power Apps, or provide use of Accelebrate’s tenant.

**Objectives**

* Describe the capabilities of Power Apps
* Create Power Apps from existing data sources
* Work with basic and advanced forms
* Customize Power Apps
* Integrate Power Apps with other Office 365 components, including Teams and SharePoint Online
* Administer and maintain Power Apps

**Outline**

* Introduction to Microsoft Power Apps
	+ What is Microsoft Power Apps?
	+ SharePoint and Power Apps
	+ Using Power Apps outside of the Office 365 environment
	+ Software Licensing Requirements
	+ Power Apps for Mobile Devices
	+ Power Apps Desktop Editor
* Designing Custom Forms
	+ Opening the Custom Form Designer
	+ Using the Custom Form Tools
	+ Form Size and Layout Options
	+ Screens
	+ Understanding and working with Form Types
	+ Data Cards
	+ Using Snap to Columns
	+ DataCardValue Properties
	+ Adding Images and Icons
	+ Save and Publishing your Forms
* Advanced Custom Form Features
	+ Prepopulating Columns with User Data
	+ Setting Form Visibility
	+ Ap Logic and Rules
	+ SharePoint Custom Form Options
	+ The Options Button and Global Settings
* Power Apps Using SharePoint Data
	+ Connections
	+ Creating a Custom Power App from SharePoint
	+ Creating a Custom Power App from a Blank Template
	+ Working with Screen Sizes and Resolutions
	+ Customized Theme and Branding Options
	+ Screens and Transitions
	+ Using and Configuring Search within a Power App
	+ Using Power App Controls
	+ Using Pen Inputs
	+ Save and Publish your Power App
* Using Custom Power Apps
	+ Using Power Apps on Mobile Devices
	+ Using Power Apps on Desktop Devices
	+ Creating SharePoint Navigation to Power Apps
* Creating Power Apps outside of SharePoint
	+ Create and run an app from a template
	+ Generate an app from MS Excel data
* Other Power App Formulas
	+ Display Values
	+ Changing a value based on input
	+ Changing a color based on user input
* Power Apps Management
	+ Sharing your Apps
	+ Assigning App Owners
	+ App Details
	+ App Settings
* Conclusion