

## Power Automate Essentials - 1 day



### Course Overview

#### Prerequisites

This 1 day Power Automate course is the fastest way to get started with Power Automate.

It is a beginners' course. It does however assume a level of IT experience. You will need to have:

- A basic understanding of Windows 7 or Windows 10
- Experience using a web browser
- A working knowledge of Office365

Some knowledge of basic programming and HTML is useful but not essential.

#### Exercises

This course is instructor led, involving the utilisation of examples and exercises in a workshop environment. There are plenty of chances to try out what you are being taught and ask questions.

### TOPICS

#### Introduction

- What is Power Automate?
- Accessing Power Automate
- Power Automate architecture

#### Templates in Power Automate

- Finding and using templates
- Modifying a template

#### Creating Flows from Scratch

- Flow components
- Instant triggers

#### Advanced Flow Techniques

- Controls
- Working with actions
- Working with variables

#### Approvals

- Types of approvals
- Creating approvals
- Responding to approvals
- Approvals and dynamic content