

PL-200T00: Microsoft Power Platform Functional Consultant



Days: 5

Description: Microsoft Power Platform empowers organizations to automate business processes, develop their own rich app experiences, and connect with customers better and faster. In this course, students will learn to perform discovery, capture requirements, engage subject matter experts and stakeholders, translate requirements, and configure Microsoft Power Platform solutions and apps. They will supplement their learnings with hands-on labs to create application enhancements, custom user experiences, system integrations, data conversions, custom process automation, and custom visualizations. Microsoft Power Platform is comprised of four key products: Power Apps, Power Automate, Power BI, and Power Virtual Agents. In this course, we will cover these four applications in depth, with additional focus on Microsoft Dataverse, AI Builder, connectors, and portals.

Audience: A Microsoft Power Platform Functional Consultant is responsible for creating and configuring apps, automations, and solutions. They act as the liaison between users and the implementation team. The functional consultant promotes utilization of solutions within an organization. The functional consultant may perform discovery, engage subject matter experts and stakeholders, capture requirements, and map requirements to features. They implement components of a solution including application enhancements, custom user experiences, system integrations, data conversions, custom process automation, and simple visualizations.

Prerequisites:

- Experience as an IT professional or student
- Working knowledge of Microsoft Power Platform and its key components
- Knowledge of Microsoft Dataverse (or general data modeling) and security concepts

Skills gained:

- Work with an organization to gather requirements and implement Microsoft Power Platform solutions
- Build model-driven, canvas, and portal apps
- Create Power Automate flows
- Design a simple chatbot using Power Virtual Agents
- Analyze data using Power BI visualizations and dashboards

OUTLINE:

MODULE 1: INTRODUCTION TO MICROSOFT POWER PLATFORM

This module will provide the learner with background about Microsoft Power Platform and its 4 key components: Power Apps, Power Automate, Power BI, and Power Virtual Agents.

LESSONS

- Microsoft Power Platform overview

LABS

- Lab: Validate lab environment

After completing this module, students will be able to:

- Identify the key components of Microsoft Power Platform
- Describe the role of a functional consultant

MODULE 2: THE FUNCTIONAL CONSULTANT ROLE

In this module, students will learn more about the functional consultant role and the skills required to successfully implement a Microsoft Power Platform solution for an organization.

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LESSONS

- Consultant skills overview
- Create and validate documentation
- Engage stakeholders
- Perform quality assurance
- Configure integrations

After completing this module, students will be able to:

- Engage stakeholders with demos
- Create table (entity) relationship diagrams
- Design integrations
- Interact with consultant and customer organization teams

MODULE 3: WORK WITH DATAVERSE

In this module, students will learn about creating a data model in Microsoft Dataverse, including importing data, using tabular reporting options, and configuring security. They will also learn about creating easy AI with AI Builder.

LESSONS

- Work with the data model
- Create and manage processes
- Work with AI Builder
- Configure Dataverse settings
- Import and export data
- Use tabular reporting options
- Configure security settings

LABS

- Lab: Create an app
- Lab: Create tables and columns
- Lab: Create relationships
- Lab: Additional table options

After completing this module, students will be able to:

- Understand tables, columns, rows, and relationships
- Configure a data model in Dataverse
- Work in an environment within the Microsoft Power Platform admin center

MODULE 4: MAKE POWER APPS

In this module, students will learn the business value of the three types of Power Apps. They will then learn to how to configure and design them, including user experience considerations for each type of application.

LESSONS

- Make model-driven apps
- Make canvas apps
- Make portal apps

LABS

- Lab: Build dashboards
- Lab: Modify views
- Lab: Modify forms
- Lab: App designer
- Lab: Canvas app fundamentals
- Lab: Work with data and services
- Lab: User experience

After completing this module, students will be able to:

- Connect to data in Power Apps
- Build a Power App
- Design an application user experience

MODULE 5: BUILD POWER AUTOMATE FLOWS

In this module, students will learn how to automate business processes using Power Automate flows, business process flows, and UI flows.

LESSONS

- Build flows
- Build business process flows
- Build UI flows

LABS

- Lab: Build a business process flow
- Lab: Add branching to business
- Lab: Build approval flow
- Lab: Create a flow
- Lab: Create users
- Lab: Create security role
- Lab: configure a new business rule
- Lab: Advanced business rules

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After completing this module, students will be able to:

- Create flows
- Create business process flows
- Understand UI flows

MODULE 6: WORK WITH POWER VIRTUAL AGENTS

In this module, students will learn how to automate customer interactions with a chatbot using Power Virtual Agents.

LESSONS

- Create a chatbot
- Configure topics
- Automate and integrate
- Configure entities
- Test and publish chatbots

LABS

- Lab: Create a chatbot

After completing this module, students will be able to:

- Create a chatbot
- Include a flow in a chatbot
- Create topics and entities

MODULE 7: ANALYZE DATA WITH POWER BI

In this module, students will learn how to work with Power BI Desktop and Power BI Service to analyze data and create visualizations.

LESSONS

- Get started with Power BI
- Model data in Power BI
- Create visualizations
- Create dashboards
- Publish and share in Power BI

LABS

- Lab: Build a Word template
- Lab: Build an Excel template
- Lab: Import data
- Lab: Duplicate detection
- Lab: Export data

- Lab: Bulk delete

After completing this module, students will be able to:

- Create visualizations
- Consume data in Power BI
- Export data visualizations for stakeholders