

Power Apps Course Outline

 **etopia** training SCOTLAND'S TRUSTED TRAINING PROVIDER





About Us

Empowering Scotland since 2002.

At Etopia Training, our mission is to help individuals and organisations across Scotland build the skills and knowledge they need to excel in their careers.

Since 2002, we've offered premium trainer-led courses that foster personal and professional growth. Through our commitment to excellence, trust, and community, we aim to build a brighter future for our clients and contribute to the prosperity of Scotland's organisations.

www.etopiatraining.co.uk

Why choose Etopia?



Expert-Led Classes

Our courses are taught by our Power Apps professional with years of industry experience. They bring real-world knowledge that goes beyond the basics, ensuring you gain a deep understanding of Power App's uses.

Satisfaction Guarantee

We take pride in our courses and aim to provide the best IT & business training available in Scotland. If you are not 100% happy with the outcome of your course, you are entitled to a full refund.

Hands-On Learning

Our interactive session is filled with practical exercises and real-life scenarios. You'll create your own apps, forms, and automations, ensuring you leave with tangible Power Apps skills.

Post-Training Support

Your learning doesn't stop after the course. Each trainee will receive their own digital learning handbook, and we offer 60 days of post-training support to help you with any questions or challenges you encounter.



What is Power Apps?

Build Apps, boost efficiency, and empower innovation.

Microsoft Power Apps is a platform that enables users to create custom business applications quickly and easily. It is part of the Microsoft Power Platform and allows both technical and non-technical users to design apps without requiring extensive programming skills. Using a drag-and-drop interface and prebuilt templates, Power Apps helps streamline the development of mobile and web applications that can address specific business needs.

Power Apps is often used to automate workflows, digitise manual processes, and integrate data from various sources like SharePoint, Excel, Dynamics 365, and third-party services. Through its seamless integration and boundless customisability, Power Apps allows businesses to improve their efficiency and drive innovation.



Power Apps can be used to build:

- Data Collection & Reporting Apps
- Workflow Automation Apps
- CRM Apps
- Expense Tracking Apps
- Inventory & Asset Management Apps
- Employee & HR Management Apps
- Event Management Apps
- Maintenance Management Apps

Benefits of Power Apps

Increased Efficiency:

Power Apps allows businesses to automate manual processes, streamline workflows, and reduce reliance on paper-based systems, helping employees complete tasks faster and with fewer errors.

Cost Savings:

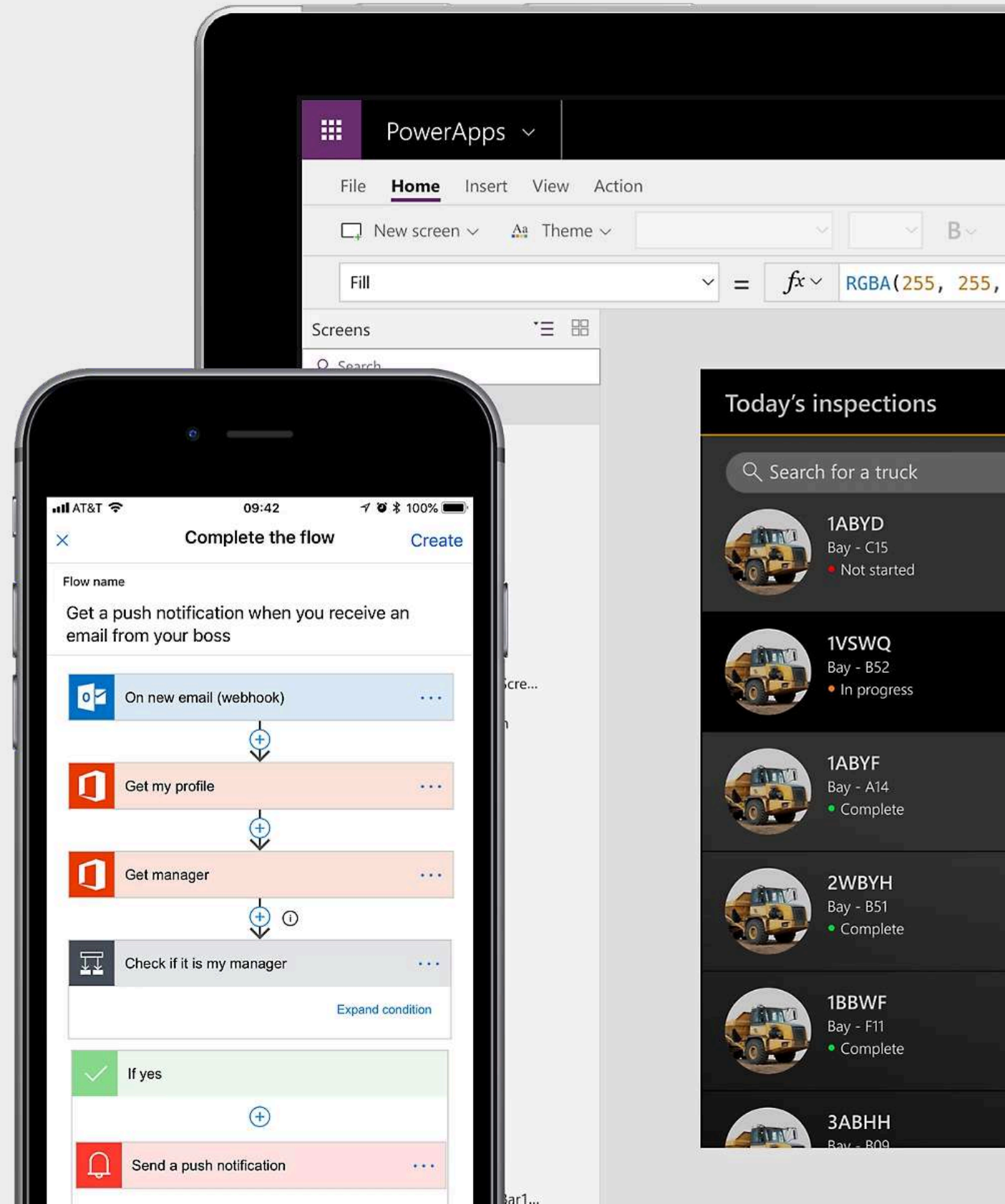
By empowering employees to create their own apps without the need for a third-party developer, businesses can deliver improvements to their IT systems while saving on development and IT costs.

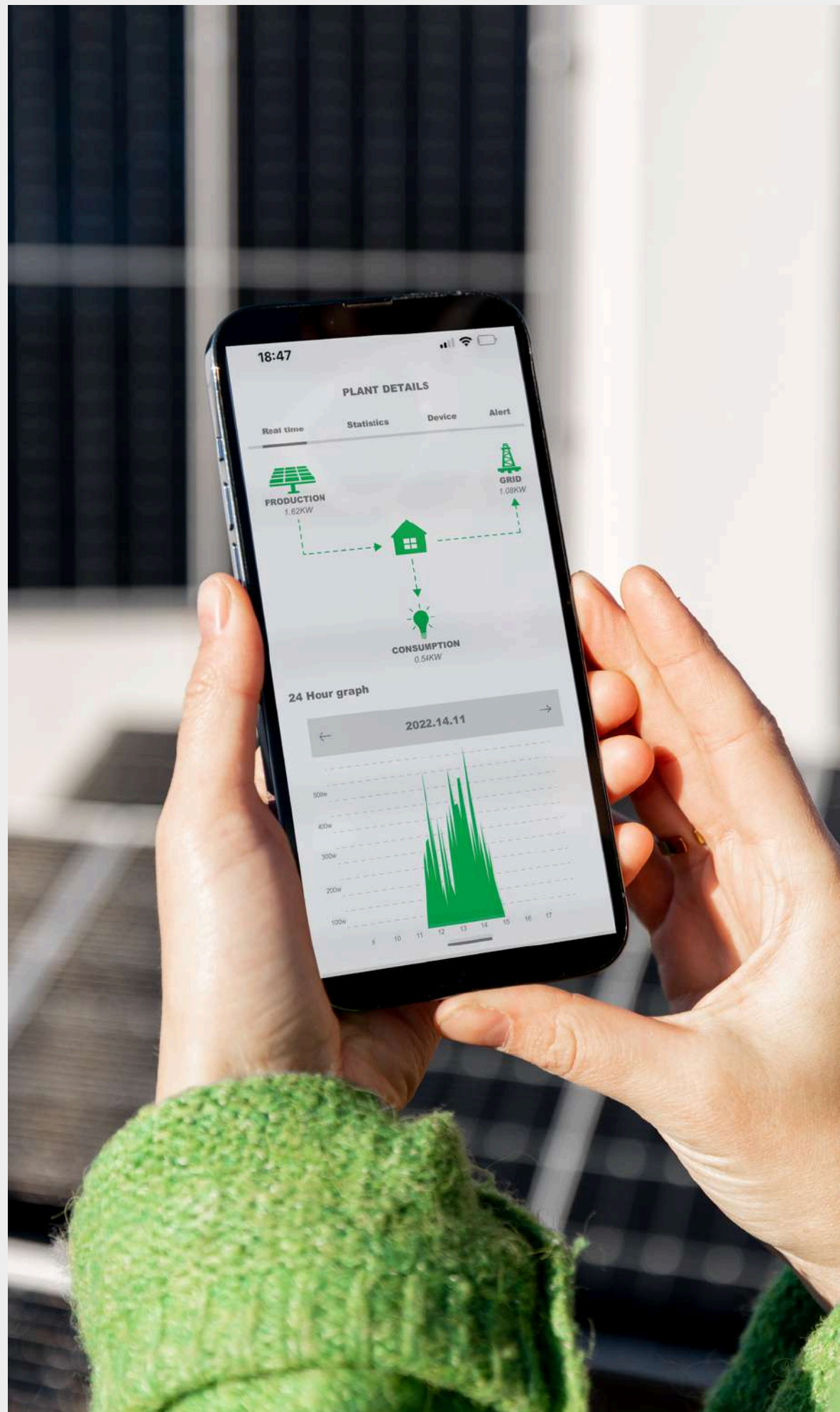
Improved Collaboration

Power Apps integrates smoothly with other Microsoft tools like SharePoint, Teams, and Dynamics 365, fostering better communication and collaboration across departments. By connecting data from multiple sources into a single app, teams can access real-time insights, share updates, and track progress without jumping between different systems.

Enhanced Agility:

Power Apps enables businesses to rapidly develop and deploy custom applications, so companies don't have to wait months for development cycles. Apps can be quickly modified or scaled as requirements change, giving businesses the flexibility to respond to shifting priorities without the burden of long development timelines.





Microsoft Power Apps Introduction Course

1 Day Course | Our Training Centre, Online or On-site

Are you ready to transform the way you work? Our Microsoft Power Apps Training Course empowers users to create practical business applications without the need for advanced coding skills.

Throughout this course, you'll learn to design and deploy apps, integrate them with Microsoft 365 tools like SharePoint and Teams, and harness the full potential of the Power Apps platform. Perfect for beginners and professionals alike, this hands-on course ensures you gain the practical skills to make an immediate impact in your organisation.

[View Course](#)

Microsoft
Partner



Course Layout

1 Creating Apps

Learn about the numerous apps that Power Apps can create, and how to make your own apps both from scratch and templates.

2 Formulas

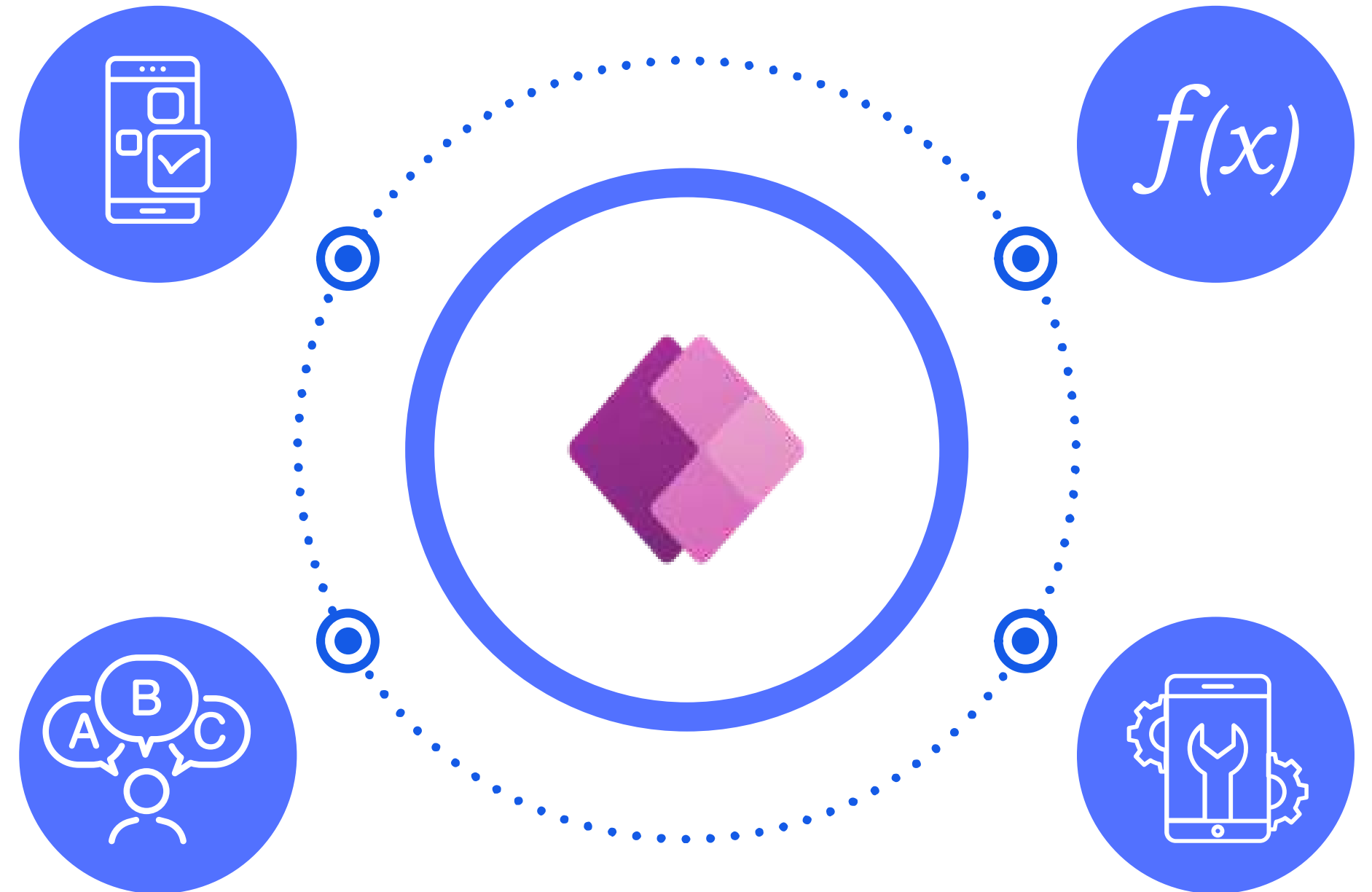
Understand Power App formulas to define and control your app's behaviour, appearance and data processing.

3 Variables & Collections

Learn how to use variables and collections effectively. Learn the difference between global variables and context variables, and how to manipulate and store data through collections.

4 Managing Apps

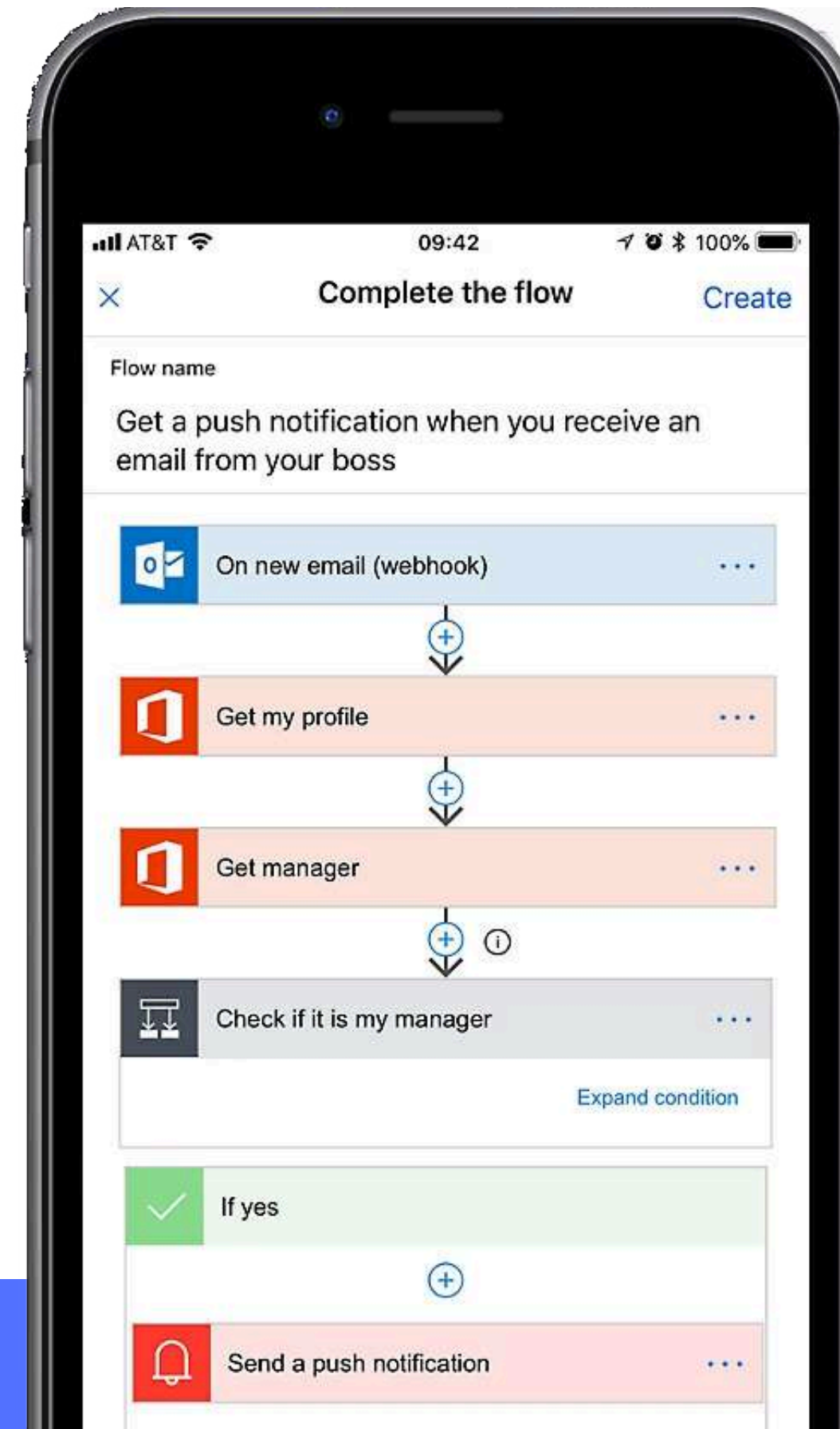
Learn how to effectively save, publish and share Power Apps. Discover how to track changes and roll back to previous versions if needed.



1. Creating Apps

This first section will teach participants how to build apps from scratch and using Power Apps templates. For templates, it will cover creating apps directly from a SharePoint list, choosing layouts for phone or tablet screens, and starting with sample data. Participants will explore the default Browse, Details, and Edit screens, learning how to customise them.

For blank apps, the section will demonstrate how to connect to data sources, add and configure screens, and adjust screen settings. Participants will learn to design app interfaces by working with galleries, forms, cards, controls, and icons, creating functional and visually appealing applications tailored to specific needs.

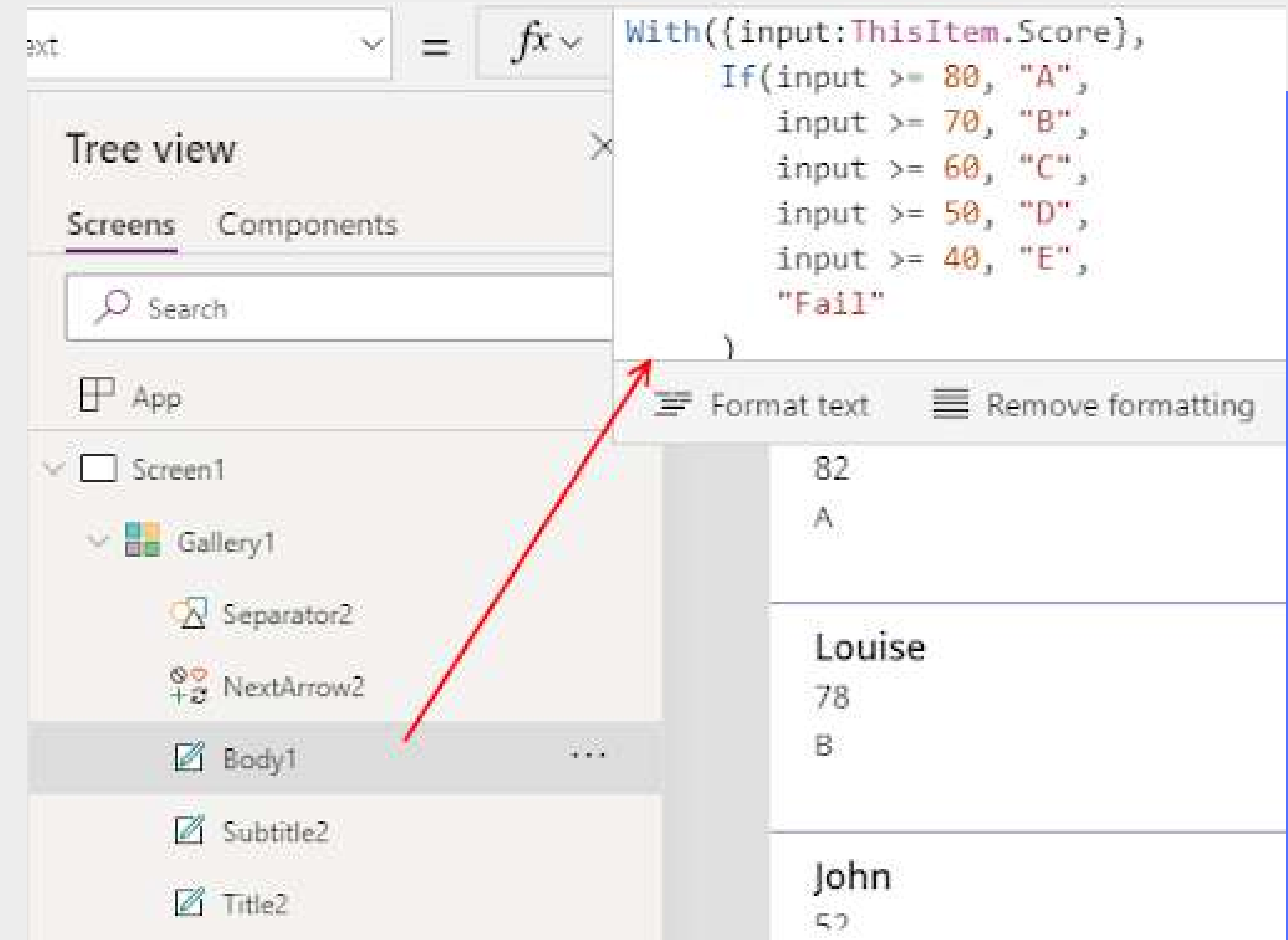


2. Formulas

Participants will learn to display static and calculated values based on user inputs, and set up default values in fields to streamline workflows.

Attendees will learn how to format dates and times, and master basic formulas such as "If", "Switch", and "UpdateIf". We then cover how to sort data and use conditional formatting to enhance responsiveness of the user interface.

Finally, participants will create a Cascading Dropdown, demonstrating how to dynamically filter dropdown options based on user selections, a common feature in apps requiring hierarchical data.



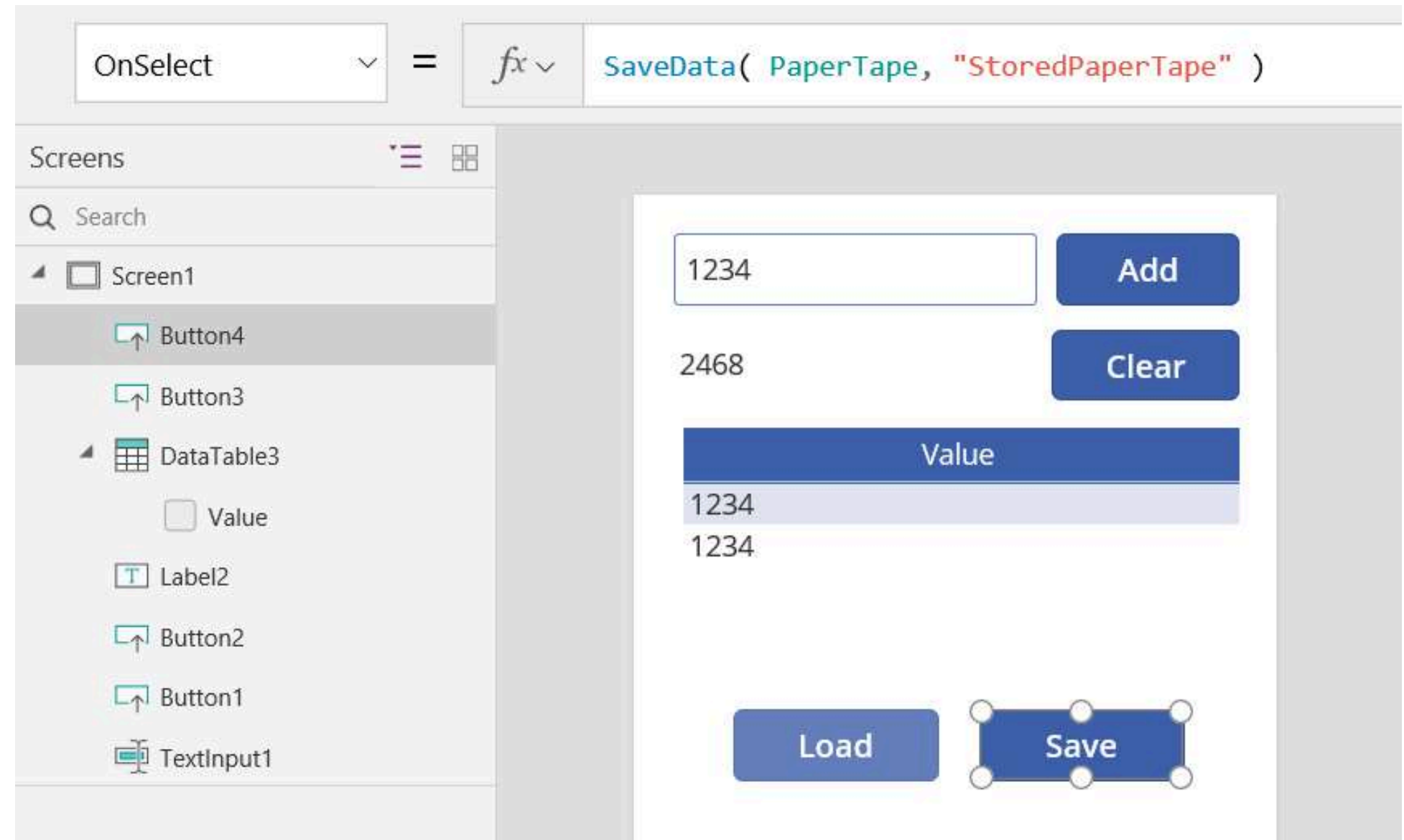
The screenshot displays a software interface with a formula editor and a data table. The formula editor shows a nested If statement: `With({input: ThisItem.Score}, If(input >= 80, "A", input >= 70, "B", input >= 60, "C", input >= 50, "D", input >= 40, "E", "Fail"))`. A red arrow points from the 'Body1' component in the tree view to the formula editor. The data table below shows columns for name, score, and grade.

	82	A
Louise	78	B
John	50	

3. Variables & Collections

This section will cover how to use and manage variables and collections in Power Apps effectively. It will explain the difference between global variables, which work across all screens, and context variables, which are screen-specific, showing how to define, update, and apply them.

Participants will also learn techniques for testing and debugging variables to ensure they behave as expected. Additionally, we will introduce collections, enabling app creators to effectively manage and display complex datasets dynamically within their applications.



The screenshot displays the Power Apps interface. At the top, the formula bar shows the following code: `OnSelect = fx SaveData(PaperTape, "StoredPaperTape")`. Below the formula bar is a 'Screens' pane on the left, which lists the components of the current screen: Screen1, Button4, Button3, DataTable3 (containing a 'Value' column), Label2, Button2, Button1, and TextInput1. The main canvas area on the right shows a user interface with a text input field containing '1234', an 'Add' button, a '2468' label, a 'Clear' button, a data table with a header 'Value' and two rows containing '1234', and 'Load' and 'Save' buttons at the bottom.

4. Managing Apps

This section will teach participants how to effectively save and publish their Power Apps to make them accessible to users. It will cover how to share apps within your organisation, ensuring the right users have access.

The section will also introduce versioning to track changes and roll back to previous versions if needed. Participants will learn how to manage roles and permissions to control user access and functionality, and explore how to use environments for organising and isolating apps, data, and resources in different stages such as development, testing, and production.

