

# **Power Automate Desktop**

Classroom or online training course 2 day course outline

This course covers the following topics (any items marked with a \* will be covered if time allows):

## **Getting started**

- Creating flows
- Comments
- Input and message boxes

#### **Variables**

- · Referring to variables
- · Managing variables
- · Viewing variable values

#### **Subflows**

- · Creating subflows
- · Running subflows

## **Debugging**

- · Stepping through flows
- · Setting breakpoints

## **Working with Excel**

- · Opening and closing
- · Getting and writing data
- · Other Excel actions

# **Error handling**

- Testing buttons, files, etc.
- · Error-handling for actions
- · Error blocks for flows

### Input and output variables

- Calling flows
- Filling output varaibles
- Referencing input variables

## Lists

- · Populating lists
- · Looping over lists
- Adding to and clearing lists

### Loops

- Looping N times
- Conditional loops
- · Looping over collections

#### **Conditions**

- Testing conditions (IF)
- Multiple conditions (SWITCH)

#### **SQL Server**

- · Opening connections
- · Reading data
- · Running stored procedures

## Data tables and rows

- · Populating data tables
- · Looping over data rows
- · Collapsing data columns

## Files and folders

- Manipulating files
- · Working with folders
- · Reading / writing text files
- · Using CSV files

## Different data types

- · Getting the date
- · Converting dates to text
- Testing for numeric input

## Mouse and keyboard

- · Sending keys
- · Mouse clicks

# **Browsing websites**

- · Using different browsers
- UI elements
- Problems you may encounter
- Extracting data

## User intefaces (UIs)

- UI elements revisited
- · Capturing data
- · Filling in forms

#### **Emails and Outlook**

- Using Outlook
- · Sending emails
- · Extracting attachments

## **Images**

- · Adding images
- · Using in website automation
- · Deleting unused images

#### **PDFs**

- · Reading tables and text
- · Reading images

## Recording flows

- Recording your steps
- · Limitations of recording

## Case studies (\*)

- · Backing up files
- · Emailing files to different users
- · Compiling SEO results

Maximum 6 people per course. Scheduled classroom courses include lunch at a local restaurant; you can see how our online training works here. For more information, see https://www.wiseowl.co.uk/.