



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

<b>Getting started</b> <ul style="list-style-type: none"><li>• What Power Automate is and does</li><li>• PA vs Power Automate Desktop</li><li>• Software licensing overview</li></ul>	<b>Getting data</b> <ul style="list-style-type: none"><li>• The importance of OData filters</li><li>• Getting data from different sources</li><li>• Collapsing arrays using Select</li><li>• Creating HTML tables</li></ul>	<b>Teams</b> <ul style="list-style-type: none"><li>• Triggers from Teams</li><li>• Posting content</li><li>• Other Teams actions</li></ul>
<b>Triggers and templates</b> <ul style="list-style-type: none"><li>• Understanding triggers</li><li>• Using templates</li><li>• Ways to run flows</li></ul>	<b>Apply to each loops</b> <ul style="list-style-type: none"><li>• Creating automatically and manually</li><li>• Referring to the current item</li><li>• Nesting loops</li></ul>	<b>Handling errors</b> <ul style="list-style-type: none"><li>• Run after actions</li><li>• Try / Catch / Finally blocks</li><li>• Picking out error messages</li></ul>
<b>Writing basic flows</b> <ul style="list-style-type: none"><li>• Adding actions</li><li>• Notes and comments</li><li>• Scoping actions</li></ul>	<b>Excel flows</b> <ul style="list-style-type: none"><li>• The importance of tables</li><li>• Getting rows</li><li>• Adding rows</li></ul>	<b>Forms</b> <ul style="list-style-type: none"><li>• Creating MS Forms surveys</li><li>• Reacting to form completion</li></ul>
<b>Debugging techniques</b> <ul style="list-style-type: none"><li>• Viewing JSON outputs</li><li>• Using Compose actions</li><li>• Creating CSV files</li></ul>	<b>Outlook</b> <ul style="list-style-type: none"><li>• Sending emails</li><li>• Creating flow rules</li><li>• Downloading attachments</li></ul>	<b>Approvals</b> <ul style="list-style-type: none"><li>• Creating an approval process</li><li>• Processing approvals / rejections</li><li>• Custom responses</li></ul>
<b>Conditions and loops</b> <ul style="list-style-type: none"><li>• Creating if conditions</li><li>• Switch statements</li><li>• Do Until loops</li></ul>	<b>Files and folders</b> <ul style="list-style-type: none"><li>• OneDrive triggers and actions</li><li>• Getting file properties</li><li>• Listing files and folders</li></ul>	<b>Power BI integration</b> <ul style="list-style-type: none"><li>• Creating a button</li><li>• Assigning fields</li><li>• Using data in your flow</li></ul>
<b>Basic expressions</b> <ul style="list-style-type: none"><li>• Adding expressions</li><li>• Inserting dynamic content</li><li>• Using experimental features</li></ul>	<b>SharePoint</b> <ul style="list-style-type: none"><li>• SharePoint triggers</li><li>• SharePoint actions</li><li>• Working with SharePoint lists</li></ul>	

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/>.