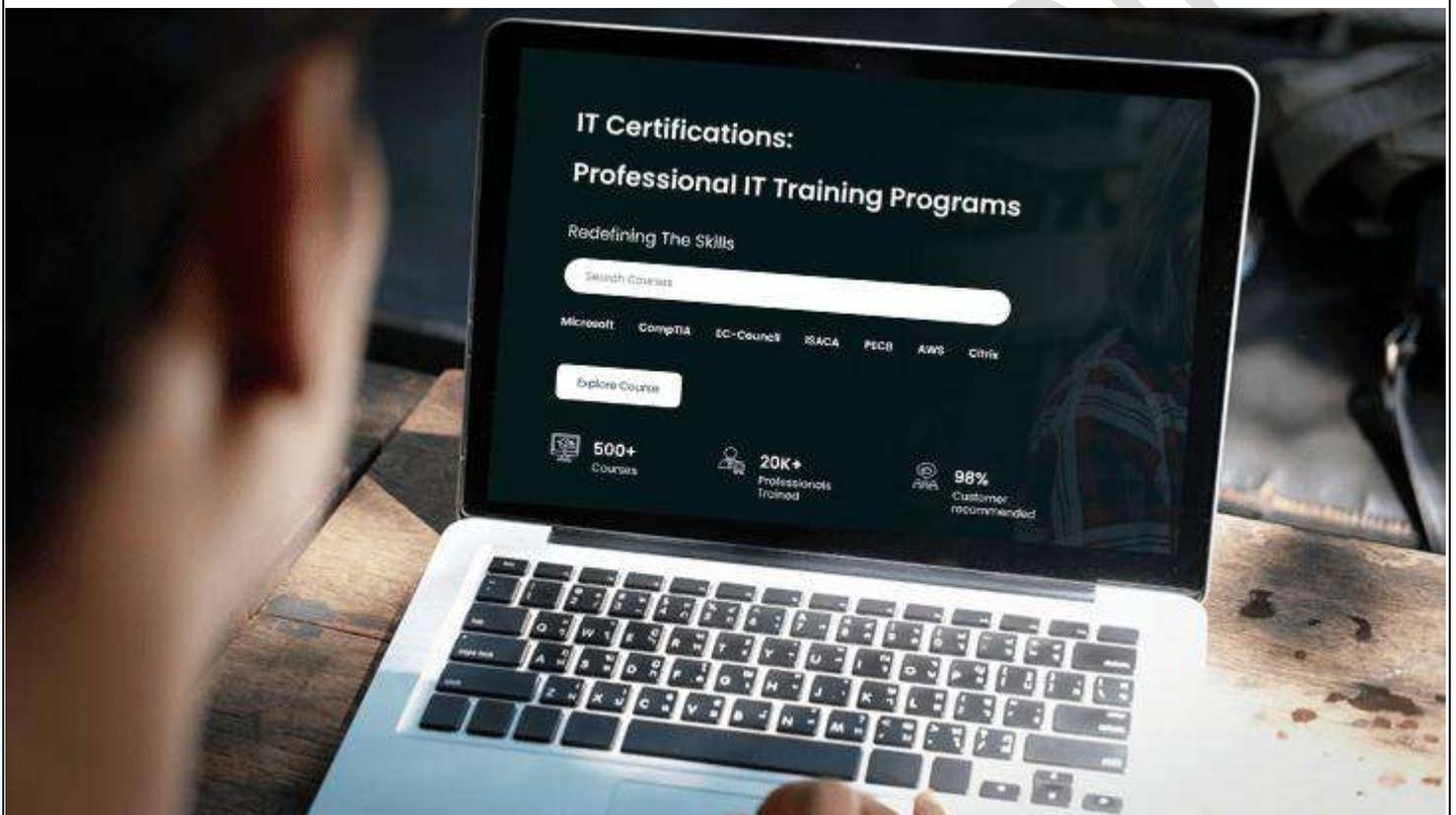# PL-200T00: MICROSOFT POWER PLATFORM FUNCTIONAL CONSULTANT TRAINING

Duration: 4 Days

Course Description

PL-200T00: Microsoft Power Platform Functional Consultant Training is primarily focused on simplifying solutions and automating business processes in order with Microsoft Power Platform.

These platforms include Power BI, Power Automate, Power Apps, and Virtual Agents. With the help of this course, learners will be able to capture requirements, discover and engage stakeholders and experts, and configure Power Platform Applications and Solutions. This specialization covers these four concepts in depth with supplementary attention on AI builder, Microsoft Dataverse, Portals, and Connectors.

A Power Platform Functional Consultant is mainly responsible for implementing elements of a solution that comprise app enhancements, system integrations, data conversions, custom user experiences, custom process automation, and custom visualizations.

This training is designed based on the objectives of the course variant PL-200T00-A.

Who should attend this course?

- A professional working as a Power Platform Functional Consultant is responsible for performing discovery, capturing requirements, and engaging subject matter experts.
- The Functional Consultant also implements components of a solution that include application enhancements, customized user experience, system integration, data conversions, and custom visualization.
- Given below are professionals who can use Microsoft Power Platform Functional Consultant Training to upskill their current positions:
  - Application Developers
  - System Administrators
  - Power Platform Developers
  - Business Analysts
  - Functional Consultants
  - System Administrators
  - Technical Support Personnel

What you will learn

- Work with an organization to gather requirements and implement 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

Prerequisites

- Experience as an IT professional or student
- Working knowledge of the Power Platform and its key components
- A knowledge of the common data service and security concepts

Recommended

- PL-900T00: Microsoft Power Platform Fundamentals Training

Curriculum

Module 1: Introduction to Microsoft Power Platform

- Learn the components and features of Microsoft Power Platform
- Identify when to use each Microsoft Power Platform component application to create business solutions
- Understand connectors
- Learn the value of using Microsoft Power Platform to create business solutions

Module 2: Create tables in Dataverse

- Create tables with Dataverse
- Import data into a Dataverse database
- Lab: Create a Microsoft Dataverse table
- Lab: Create a custom table and import data

Module 3: Manage tables in Dataverse

- Tables in Dataverse
- Types of tables that are available in Dataverse
- Creating a custom table
- Enabling attachments within a table
- Which licensing requirements to apply to use each type of table
- Lab: Create a new custom table and enable attachments

Module 4: Create and manage columns within a table in Dataverse

- Learn what a column is in Dataverse
- Learn about the types of columns that are available in Dataverse
- Add a column to a table
- Learn what a primary name column is in Dataverse
- Identify restrictions that are associated with columns
- Create an auto-numbering column
- Create an alternate key

Module 5: Create a relationship between tables in Dataverse

- Why you should segment data that is used by your solutions into many tables
- Why do you need to relate one table to another
- How to build relationships between tables
- How to select the proper relationship type when you're building solutions with Dataverse
- Lab: Create two tables and relate them by using a one-to-many relationship

Module 6: Working with choices in Dataverse

- Learn about choices
- Explore the standard choices
- Create a new choice or modify an existing one
- Lab: Create a new choice or modify an existing choice

Module 7: Get started with security roles in Dataverse

- Learn about security roles and apply them to users in an environment
- Learn how to add users to an environment
- Understand security concepts in Dataverse
- Identify default security roles
- Create a custom role
- Create a custom security role and assign it to entities and users

- Learn how to configure Dataverse teams for security
- Learn how to configure Dataverse group teams for security
- Lab: Create a custom role

Module 8: Use administration options for Dataverse

- Administer Dataverse
- Identify the different portals that are available for Dataverse

Module 9: Manage Dynamics 365 model-driven app settings and security

- Manage role-based security
- Explore customization functionality and customize themes
- Lab: Create a new security role

Module 10: Introduction to Microsoft Power Platform security and governance

- Access Microsoft Power Platform admin experiences
- Create a simple environment and tenant-wide DLP policies
- Discover and identify the differences between the Business data group and the No-business data group
- Learn about the differences between out-of-the-box Power Automate Admin experiences and the Microsoft Power Platform Center of Excellence toolkit
- Lab: Create a Power Platform environment

Module 11: Get started with model-driven apps in Power Apps

- Learn about model-driven app design
- Create a model-driven app
- Lab: Control security when sharing model-driven apps
- Lab: Create a model-driven app

Module 12: Configure forms, charts, and dashboards in model-driven apps

- Learn about form elements and controls
- Configure forms
- Use specialized form components
- Use editable grids
- Identify views and use public views
- Learn how to configure charts
- Learn how to configure dashboards

Module 13: Get started with Power Apps canvas apps

- Explore how Power Apps can make your business more efficient
- Learn how to use different technologies to perform different tasks in Power Apps
- Learn about the different ways to build an app in Power Apps
- Create your first app from data in an Excel workbook
- Lab: Create your first app in Power Apps

Module 14: Connect to other data in a Power Apps canvas app

- Understand and use action-based connectors
- Integrate user information and user-profile information into a canvas app
- Use Power Automate with Power Apps

Module 15: How to build the UI in a canvas app in Power Apps

- Understand the basics of building the UI through themes, icons, control customization, and images.

- Use personalization in a canvas app
- Understand the differences between the Tablet and Mobile form factors
- Lab: Create UI for a new canvas app

Module 16: Manage apps in Power Apps

- Learn how to view and restore app versions
- Explore how to share an app, including permissions and notifications
- Learn about what environments are, how to create them, and how to manage security
- Find more information about Power Apps
- Lab: Manage app versions in Power Apps
- Lab: Share apps in Power Apps
- Lab: Understand environments in Power Apps

Module 17: Build your first app with Power Apps and Dataverse for Teams

- Create an app by using the hero template
- Customize and publish your app
- Install templates

Module 18: Core components of Power Pages

- Identify the capabilities of Power Pages
- Review the Power Pages site provisioning process
- Learn about Power Pages core components and tools
- Discover how to control user access to site content and Dataverse data

Module 19: Explore Power Pages templates

- Identify the scenario-based templates to accelerate creating your site
- Discover the features of the Dynamics 365 templates
- Review the generic site design templates designed to solve unique business needs
- Learn about blank template as a simple starting point to build a site to your exact specifications

Module 20: Access Dataverse in Power Apps portals

- Discover the portal components that are available to display and interact with Dataverse data on the portal.
- Identify the various features of the portal components
- Display a list of data and an associated drill-down for details
- Configure a table form to access individual records
- Trigger classic Dataverse workflows from the portal
- Lab: Use a table list and table form

Module 21: Authentication and user management in Power Apps portals

- Explore common authentication tasks in a Power Apps portal deployment.
- Learn about portal contact extensions
- Configure and register contacts as portal users
- Align portal authentication settings with the business requirements
- Identify authentication provider capabilities and steps that are involved in the registration
- Select and configure identity providers
- Lab: Use an invitation to register users

Module 22: Power Apps portals maintenance and troubleshooting

- Apply strategies and techniques to troubleshoot portal issues
- Learn about how the Portal Checker works and how to resolve potential portal issues

- Perform the portal update process
- Lab: Run the Portal Checker

Module 23: Define and create business rules in Dataverse

- Define business rules in Dataverse
- Create and manage business rules in Dataverse
- Lab: Create a business rule

Module 24: Get started with Power Automate

- Create a flow that automatically saves email attachments
- Learn how to create a button flow to send yourself a reminder
- Lab: Create your first flow
- Lab: Create recurring flows
- Lab: Monitor incoming emails
- Lab: Share flows

Module 25: Use the Admin center to manage environments and data policies in Power Automate.

- Learn about the Admin center
- Learn how to import, and export flows
- Learn how to share flows

Module 26: Use Dataverse triggers and actions in Power Automate

- Learn about the Dataverse triggers and actions in Power Automate
- Discover the additional inputs that are available

Module 27: Extend Dataverse with Power Automate

- Build flows with Dataverse
- Integrate Dataverse with Microsoft Outlook
- Integrate Dataverse with Microsoft To Do

Module 28: Introduction to expressions in Power Automate

- Use one or more functions to create expressions
- Use functions to retrieve data, change data, evaluate data, and more
- Lab: Creating a manual flow and using expressions

Module 29: Build your first Power Automate for desktop flow

- Learn how to use Power Automate to create a new desktop flow
- Record actions that are performed in a desktop-based application
- Perform a test run of the new desktop flow

Module 30: Run a Power Automate for desktop flow in unattended mode

- Run a basic desktop flow in unattended mode
- Run a desktop flow and cloud flow scenario in unattended mode
- Learn about best practices and set up for unattended desktop flows

Module 31: Optimize your business process with a process advisor

- Create your first recording
- Edit recordings and group actions
- Analyze recordings and interpret results

Module 32: Get started with Power Virtual Agents bots

- Create Power Virtual Agents bots

- Test Power Virtual Agents bots
- Analyze performance
- Lab: Build your first chatbot

Module 33: Enhance Power Virtual Agents bots

- Initiate Power Automate flows directly from topics in your bot
- Configure bots to pass conversations to applications such as Omnichannel for Customer Service
- Extract content from support pages and configure it into bot topics that you can use in conversations

Module 34: Manage topics in Power Virtual Agents

- Examine how to use topics to create and manage conversation paths in a bot
- Work with topic triggers and conversation nodes
- Add branching to a topic
- Use system topics and create topics from content
- Set up fall-back topics to handle unrecognized user input

Module 35: Manage Power Virtual Agents

- Create and configure a new bot
- Set permissions and security
- Use topics and entities
- Import and export bots
- Authenticate users

Module 36: Get started building with Power BI

- Learn how Power BI services and applications work together
- Explore how Power BI can make your business more efficient
- Learn how to create compelling visuals and reports

Module 37: Get data with Power BI Desktop

- Explore the data-centric features and tools of Power BI
- Explore ways to find data

Module 38: Model data in Power BI

- Create relationships between your data sources
- Create a new field with calculated columns
- Optimize data by hiding fields and sorting visualization data
- Create a measure to perform calculations on your data
- Use a calculated table to create a relationship between two tables
- Format time-based data so that you can drill down for more details

Module 39: Use visuals in Power BI

- Explore Power BI visuals
- Create visuals

Module 40: Explore data in Power BI

- Upload reports
- Create dashboards
- Ask questions of your data

Module 41: Publish and share in Power BI

- Publish reports

- Print and export reports
- Build apps
- Integrate with OneDrive
- Publish to the web

Module 42: Manage solutions in Power Apps and Power Automate

- Package existing items into a solution
- Create solutions
- Edit existing solution-aware apps, flows in a solution
- Import and export solutions
- Deploy complex solutions with many components
- Learn about component dependency on other components
- Lab: Import and export solutions

Module 43: Load/export data and create data views in Dataverse

- View data within a table.
- Create or edit views of data in a table
- Load data into a table
- Export data from a table
- Add, update, or delete data in a table by using Excel
- Import data using Power Query in Maker Portal
- Generate a new dataflow from an Excel Template
- Learn about dataflows and Azure integration

Module 44: Get started with AI Builder

- Explore how AI Builder can help improve your business performance
- Learn how to use different AI technologies to enhance your processes
- Create your first model
- Learn how to use your models in Power Apps and Power Automate

Module 45: Manage models in AI Builder

- Learn about the lifecycle of a model
- Learn how to manage model versions
- Explore how to share a model, including permissions
- Get a better understanding of AI Builder

Module 46: Use AI Builder in Power Automate

- Explore how using AI Builder in Power Automate can save you time
- Learn how to use AI Builder actions in Power Automate
- Discover advanced AI Builder usage in Power Automate
- Lab: Use AI Builder actions in Power Automate

Module 47: Functional Consultant skills

- Learn the key responsibilities and skills of the functional consultant role on a project that involves the Microsoft Power Platform.
- Learn about creating entity relationship diagrams, wireframes, and mockups for apps, documenting requirements and solution artifacts, and documenting details of data for migration and integration.
- Understand how functional consultants are expected to engage with stakeholders, perform quality assurance, and configure integrations on projects.