

# SharePoint Online, creating applications with PowerApps and Flow

## Remote AVIT® certification optional

**Hands-on course of 3 days - 21h**

**Ref.: OFA - Price 2025: 2 120 (excl. taxes)**

*The price for the 2026 session dates may be revised*

### EDUCATIONAL OBJECTIVES

At the end of the training, the trainee will be able to:

Create a PowerApps application for SharePoint.

Manage a PowerApps application.

Discover and create flows.

Know how to administer PowerApps and Flow.

### TEACHING METHODS

30% course and 70% hands-on with exercises. Customized monitoring and correction.

### HANDS-ON WORK

The course alternates presentations of architectures and concepts with practical work.

### CERTIFICATION

If registering for the AVIT® Microsoft 365 certification option, you must do so at the same time as course registration. The exam is a 60-minute adaptive test that is 70% operations. The result indicates your skill level. Merely taking the course is not sufficient to achieve a maximum score. The exam must be both scheduled and then taken online within 4 weeks following the start of your session.

### TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

### ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more.

Participants also complete a placement test before and after the course to measure the skills they've developed.

### TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

### TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

### ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at psh-accueil@ORSYS.fr to review your request and its feasibility.

## THE PROGRAMME

last updated: 04/2024

### 1) What is PowerApps?

- Use cases, licenses.
- Tools: Microsoft PowerApps website, PowerApps Studio, PowerApps Mobile.
- Interactions between interface elements: Data link, Galleries, Forms, Maps.
- Canvas apps: Blank, Tablet, Phone, Ready to use, Data connections, Based on a template.
- Manage apps, connectors and gateways.

**Hands-on work** : Learn about and register for the AVIT® certification option. Working with screens, navigation, controls, functions, variables and formulas. Building a PowerApps application from a blank canvas.

### 2) Creating and managing an application for SharePoint

- PowerApps in SharePoint.
- Navigation screen, details screen, change screen.
- File, Home, Insert, View, Action menus.
- Debugging an application.

- Creating and manipulating environments. Managing access.

*Hands-on work* : Automatically create, share, publish and version a PowerApps application.  
Add a SharePoint site to an application. Add a SharePoint Online connection in PowerApps.

### 3) What is Microsoft Flow?

- Design of a flow, possible experiments. Tools.
- Different types of flows
- Flow testing, error handling, integration of Flow with PowerApps.
- Trigger, Action, Control, Condition, Loop, Switch.
- Integration with SharePoint, OneDrive. SharePoint context.

*Hands-on work* : Building applications integrating different types of flows: automated flows, scheduled flows, approval flows, button flows, notifications, etc. Starting a flow in a PowerApps application.

### 4) Administering PowerApps and Flow

- Managing environments, roles and permissions in the environment, environment types, licenses.
- Common Data Service database, Managing CDS entity permissions.
- Data Loss Prevention (DLP) and DLP policies.
- Online option: Schedule and take the AVIT® exam within 4 weeks.

*Hands-on work* : Create a development environment. Create a new database, a new gateway, a connection to a gateway. Create a data loss prevention policy.

## DATES

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### REMOTE CLASS

2025 : 19 nov.

2026 : 09 févr., 20 mai, 03 août,  
07 oct.