

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/.