Wise Owl Training

Power Automate Desktop

2 day training course







Course contents

This course will cover the following topics. Those marked with (*) 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
- Conditonal 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

Pre-requisites for Power Automate Desktop course

To attend this course you need to be a regular user of Windows. You will get more out of the course if you're familiar with the basics of the main Microsoft Office applications.

Prices

Venue	Address	Price per place
London	Landmark, 99 Bishopsgate, London EC2M 3XD	£1,425 per person + VAT
Manchester	Holiday Inn, 25 Aytoun Street, Manchester M1 3AE	£1,050 per person + VAT
Online	Your home or office!	£875 per person + VAT

Scheduled Dates

Dates	Venue	Times	Price per place	Booking
Wed/Thu 16-17 December 2026	Online	09:30-16:30	£875 + VAT	Book this
Thu/Fri 07-08 January 2027	Online	09:30-16:30	£875 + VAT	Book this
Tue/Wed 23-24 February 2027	Online	09:30-16:30	£875 + VAT	Book this
Mon/Tue 05-06 April 2027	Online	09:30-16:30	£875 + VAT	Book this
Thu/Fri 20-21 May 2027	Online	09:30-16:30	£875 + VAT	Book this

If you can't see the dates that you want, ask us about organizing a customized course at your office (we'll provide and set up the computers), or else an online course tailored to your needs.