



PL-500T00: Microsoft Power Automate RPA Developer

Course ID #: 7000-791-ZZ-Z

Hours: 35

Course Content

Course Description:

In this course, you will cover how to automate time-consuming and repetitive tasks by using Microsoft Power Automate. In this course, students will review solution requirements, create process documentation, and design, develop, troubleshoot, and evaluate solutions. Candidates work with business stakeholders to improve and automate business workflows. They collaborate with administrators to deploy solutions to production environments, and they support solutions.

If you're a developer with a keen interest in providing automated solutions for your organization, this certification could be a great fit for you. You automate time-consuming and repetitive tasks by using Microsoft Power Automate. You review solution requirements, create process documentation, and design, develop, deploy, integrate, troubleshoot, and evaluate solutions. Working with business stakeholders, you help to improve and automate business workflows.

Course Objectives:

Upon successful completion of this course, students will:

- Build your first Power Automate for desktop flow
- Integrate desktop flows with Outlook connector in Power Automate for desktop
- Automate repetitive tasks using loops in Power Automate for desktop
- Configure custom connectors with authenticated APIs in Power Automate
- And much more!

Prerequisites:

Students should have experience with JSON, cloud flows and Azure services, integrating solutions with REST and SOAP services, analyzing data by using Microsoft Excel, VBScript, Visual Basic for Applications (VBA), HTML, JavaScript, one or more programming languages, and the Microsoft Power Platform suite of tools (AI Builder, Power Apps, Dataverse, and Power Virtual Agents).

Target Audience:

Developers



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Topics:

Lesson 1: Take your first steps with Power Automate for desktop

- Introduction to Power Automate for desktop
- Console overview
- Flow designer overview
- Create a simple flow
- Exercise - Create and run a simple flow
- Check your knowledge
- Summary

Lesson 2: Power Automate for desktop development essentials

- Introduction to Power Automate for desktop development
- Create a flow in the flow designer
- Create conditionals and loops
- Using subflows
- Test and debug flows
- Manage UI elements and images
- Deploy exception handling
- Check your knowledge
- Summary

Lesson 3: Build your first Power Automate for desktop flow

- Introduction
- Set up the environment
- Explore Power Automate for desktop
- Create your first Power Automate for desktop flow
- Record Power Automate for desktop actions
- Edit and test recorded actions
- Check your knowledge
- Summary

Lesson 4: Define input and output parameters in Power Automate

- Introduction
- Set up in Power Automate
- Define an input variable
- Set input variables
- Define output variables
- Add UI elements and test
- Check your knowledge
- Summary

Lesson 5: Integrate desktop flows with Outlook connector in Power Automate for desktop

- Introduction
- Setup process in Power Automate
- Build a cloud flow that's triggered in Outlook
- Test your new flow
- Check your knowledge
- Summary

Lesson 6: Connect a cloud flow to desktop flows in Power Automate for desktop

- Introduction
- Setup process in Power Automate for desktop
- Create a new cloud flow
- Connect your cloud and desktop flows
- Test your new connection
- Check your knowledge
- Summary



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Lesson 7: Use AI Builder to process invoice forms in Power Automate

- Introduction
- Solution setup in Power Automate
- Create a form processing flow
- Add fields and collections of documents
- Analyze and train a model
- Integrate the model into a cloud flow
- Check your knowledge
- Summary

Lesson 8: Use the Teams connector in Power Automate

- Introduction
- Work from an existing solution in Power Automate
- Create an approval solution
- Integrate with an existing desktop flow
- Build communication with Outlook
- Test and run a flow
- Check your knowledge
- Summary

Lesson 9: Run a Power Automate for desktop flow in unattended mode

- Introduction
- Set up an unattended desktop flow
- Create a new cloud flow that calls an existing flow in unattended mode
- Perform a test run
- Best practices
- Check your knowledge
- Summary

Lesson 10: Optimize your business process with process advisor

- Introduction
- Get familiar with process advisor
- Create your first recording
- Edit recordings and group actions
- Analyze recordings and interpret results
- Automation recommendations
- Check your knowledge
- Summary

Lesson 11: Handle variables in Power Automate for desktop

- Introducing variables
- Create, edit, and use variables
- Variable data types
- Advanced data types
- Input and output variables
- Variable manipulation
- Sensitive variables
- Exercise - Create, access and manipulate variables
- Check your knowledge
- Summary

Lesson 12: Automate repetitive tasks using loops in Power Automate for desktop

- Introduction to loops
- Loop actions
- Simple loop actions
- For each loop actions
- Loop condition actions
- Exercise - Loops
- Check your knowledge
- Summary



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Lesson 13: Adjust process behavior using conditional actions with Power Automate for desktop

- Introduction to conditional actions
- Conditional actions
- The If group of actions
- Exercise - If group of actions
- The Switch group of actions
- Check your knowledge
- Summary - Conditionals

Lesson 14: Configure flow control in Power Automate for desktop

- Introduction
- Flow control actions
- Check your knowledge
- Summary

Lesson 15: Generate Power Automate for desktop flows by recording

- Introduction to the Power Automate for desktop recorder
- Create desktop flows using the recorder
- Exercise - Use the recorder to automate web applications
- Exercise - Use the recorder to automate desktop applications
- Check your knowledge
- Summary

Lesson 16: Configure exception and error handling in Power Automate for desktop

- Introduction
- About exceptions
- Exception handling
- Exercise – Exception handling
- Check your knowledge
- Summary

Lesson 17: Control file and folder handling in Power Automate for desktop

- Introduction
- Folder actions
- File actions
- Exercise - Create a backup copy of the desktop folder
- Check your knowledge
- Summary

Lesson 18: Web automation in Power Automate for desktop

- Introducing web automation
- Launch, close, and handle browsers
- Handle web pages and forms
- Extract data from web pages
- Direct web access and scripting
- Exercise – Extract stocks from MSN
- Check your knowledge
- Summary

Lesson 19: Use Power Automate for desktop to interact with windows and applications

- Introduction
- UI elements
- Window handling and element interaction
- Check your knowledge
- Summary

Lesson 20: Excel automation in Power Automate for desktop

- Introduction
- Launch, save, and close an Excel file
- Read from an Excel document
- Write to an Excel worksheet
- Additional actions and features
- Manage worksheets
- Exercise – Organize data in a spreadsheet
- Check your knowledge
- Summary



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Lesson 21: Automating email handling in Power Automate for desktop

- Introducing email automation
- Automate webmail services
- Automate Outlook
- Automate Exchange servers
- Exercise – Confirm the submission of support tickets
- Check your knowledge
- Summary

Lesson 22: Automate system, workstation, and services actions in Power Automate for desktop

- Introduction
- System and workstation actions
- Service actions
- Check your knowledge
- Summary

Lesson 23: Communicate using message boxes in Power Automate for desktop flows

- Introduction to message boxes
- Message box actions
- Exercise – Use message boxes to communicate
- Check your knowledge
- Summary

Lesson 24: Text manipulation in Power Automate for desktop

- Introduction
- Text handling actions
- Date time actions
- Exercise – Text actions
- Check your knowledge
- Summary

Lesson 25: Simulate mouse and keyboard actions by using Power Automate for desktop

- Introduction
- Mouse and keyboard actions
- Exercise – Simulate mouse and keyboard actions
- Check your knowledge
- Summary

Lesson 26: Combine Power Automate desktop and cloud flows

- Introduction to running Power Automate desktop flows from cloud flows
- Run a Power Automate desktop flow from a cloud flow
- Exercise – Create a cloud flow that calls a Power Automate desktop flow
- Check your knowledge
- Summary

Lesson 27: Database handling in Power Automate for desktop

- Introduction
- Database actions
- Check your knowledge
- Summary

Lesson 28: Active Directory handling in Power Automate for desktop

- Introduction
- Active Directory actions
- Exercise – Create a new Active Directory user
- Check your knowledge
- Summary



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Lesson 29: Scripting in Power Automate for desktop

- Introduction
- Scripting actions
- Exercise – Calculate modulo with VBScript
- Exercise – Use JavaScript to find the last day of the current month
- Check your knowledge
- Summary

Lesson 30: OCR technologies in Power Automate for desktop

- Introducing OCR technologies
- OCR actions
- Exercise – Extract data from images
- Check your knowledge
- Summary

Lesson 31: Get started with custom connectors in Power Automate

- Introduction
- Demo of the maker portal experience
- Explore custom connector configuration options
- Exercise – Create a new connector in a solution
- Use a custom connector
- Exercise – Use a connector from Power Automate
- Check your knowledge
- Summary

Lesson 32: Configure custom connectors with authenticated APIs in Power Automate

- Introduction
- Authentication options
- Use APIs with Azure AD
- Configure Azure Active Directory authentication
- Exercise – Use graph API from a custom connector
- Share and move between environments
- Check your knowledge
- Summary

Lesson 33: Introduction to Microsoft Power Platform security and governance

- Introduction
- Identify Microsoft Power Platform environments
- Data Loss Prevention policies
- Microsoft Power Platform Center of Excellence Starter Kit
- Exercise – Create a Power Platform environment
- Check your knowledge
- Summary

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