

Microsoft Power Platform Functional Consultant (PL-200T00)

Duration: 5 days

Audience: Professionnel TI

Who is this training for?

A Microsoft Power Platform Functional Analyst is responsible for building and configuring apps, automations, and solutions

Training objectives

- Work with an organization to gather requirements and implement Power Platform solutions
- Create templates, canvases, and app portals
- Create Power Automate flows
- Design a simple chatbot using Power Virtual Agents
- Analyze data using Power BI visualizations and dashboards

Summary

This course teaches you how to use Microsoft Power Platform solutions to simplify, automate, and strengthen business processes for organizations in the role of functional consultants. A Microsoft Power Platform functional consultant is responsible for building and configuring apps, automations, and solutions. It acts as a liaison between users and the implementation team. The functional consultant promotes the use of solutions within an organization. The functional consultant can perform the discovery, involve experts and stakeholders on the relevant topic, collect the specifications, and map those specifications to features. It implements the components of a solution, including application enhancements, personalized user experiences, system integration, data conversion, custom process automation, and simple visualizations.

Course outline

Module 1: Introduction to Power Platform

This module will provide the learner with general information about Power Platform and its 4 key components: Power Apps, Power Automate, Power BI, and Power Virtual Agents.

Lessons

Overview of Power Platform Lab: Validating the Lab Environment Upon completion of this module, students will be able to:

- Identify the key elements of Power Platform
- Describe the role of a functional consultant

Module 2: The Role of the Functional

Consultant In this module, students will learn about the role of a functional consultant and the skills required to successfully implement a Power Platform solution for an organization.

- Overview of consultant skills
- Create and validate documentation
- Engage stakeholders
- Perform quality assurance
- Configure integrations

Upon completion of this module, students will be able to:

- Engage stakeholders with demonstrations
- Create diagrams of relationships between boards (entities)
- Design integrations
- Interact with teams of consultants and client organizations

Module 3: Working with Dataverse

In this module, students will learn how to create a data model in Microsoft Dataverse, including how to import data, use tabular report options, and configure security. They will also learn how to create a simple AI with AI Builder.

Lessons

- Working with the Data Model
- Creating and Managing Processes
- Working with AI Builder
- Configuring Dataverse Settings
- Importing and Exporting Data
- Using Tabular Report Options
- Configuring Security Settings

Lab: Create an App

Lab: Create Tables and Columns

Lab: Create Relationships

Lab: Additional Table Options

Upon completion of this module, Students will be able to:

- Understand tables, columns, rows, and relationships
- Set up a data model in Dataverse
- Work in an environment within the Power Platform admin center

Module 4: Create Power Apps

In this module, students will learn the business value of the three types of Power Apps. They will then learn how to configure and design them, taking into account the user experience for each type of application.

Lessons

- Create Model-Based Applications
- Create Canvas Applications
- Create Portal Applications

Lab: Application Designer

Lab: Edit Forms

Lab: Edit Views

Lab: Build Dashboards

Lab: Basics of Canvas Apps

Lab: Working with Data and Services

Lab: User Experience

Upon completion of this module, Students will be able to:

- Connect to data in Power Apps
- Build a Power App
- Design an app user experience

Module 5: Create flows with Power Automate

In this module, students will learn how to automate business processes using Power Automate flows, business process flows, and UI flows.

Lessons

- Create Flows
- Create Business Process Flows
- Develop UI Flows

Lab: Create Users

Lab: Create a Security Role

Lab: Set Up a New Business Rule

Lab: Advanced Business Rules

Lab: Create a Flow

Lab: Create an Approval Flow

Lab: Build a Business Process Flow

Lab: Adding Branching to the Business Process Flow

Upon completion of this module, students will be able to:

- Create Flows
- Create Business Process Flows
- Understand Flows UI

Module 6: Working with Power Virtual Agents

In this module, students will learn how to automate customer interactions through a chatbot using Power Virtual Agents.

Lessons

- Create a Chatbot
- Configure Themes
- Automate and Integrate
- Configure Entities
- Test and Publish Chatbots

Lab: Create a Chatbot

By the end of this module, students will be able to:

- Create a Chatbot
- Include a Flow in a Chatbot
- Create Themes and Entities

Module 7: Analyze Data with Power BI

In this module, Students will learn how to work with Power BI Desktop and Power BI Service to analyze data and create visualizations.

Lessons

- Get started with Power BI
- Model data in Power BI
- Create visualizations
- Create dashboards
- Publish and share in Power BI

Lab: Build a Word template

Lab: Build an Excel template

Lab: Detect duplicates

Lab: Import data

Lab: Export data

Lab: Bulk delete

After completing this module, Students will be able to:

- Create visualizations
- Consume data in Power BI
- Export data visualizations for stakeholders

Approach and methodology

Practical and structured approach combining focused theory and guided workshops. Participants gradually analyze and design solutions with Microsoft Power Platform in a functional analyst role through concrete exercises inspired by professional scenarios, promoting an immediate application of learnings. They learn how to collect needs, model business processes and translate requirements into adapted solutions with the platform's tools. Led by a Microsoft certified trainer, the training focuses on interactivity and the development of directly transferable skills to align technological solutions with business needs in a professional context.

Prerequisites

Experience as a computer science professional or student. Knowledge of how Microsoft Power Platform works and its key components. Knowledge of Microsoft Dataverse (or general data modeling) and security concepts

Recommendations

- Have completed or mastered the concepts of PL-900 (Power Platform – Fundamentals)
- Experience or understanding of business processes (needs analysis, flow optimization)
- Fluency with Microsoft 365 tools (Teams, Excel, SharePoint)
- Basic notions in data modeling (tables, relationships, Dataverse)
- Familiarity with low-code/no-code concepts and automation
- Ability to translate business needs into technical solutions