



# Power Automate – Get Started

## Description

Discover how **Microsoft Power Automate** can transform your work methods by automating common tasks without requiring any coding. Through our **Power Automate training**, you will learn to create custom workflows, use pre-built templates, and integrate Microsoft Power Automate with other Microsoft applications like SharePoint and Teams.

Whether you are a beginner or an advanced user, this course will guide you step-by-step to optimize your processes and increase your efficiency. Join us to master Power Automate and revolutionize your productivity.

## Course Content

### Module 1: Introduction to Power Automate

- What is Power Automate?
- Power Automate environment overview
- Creating an automated workflow from a template

### Module 2: Creating Automated Workflows

- Understanding workflow concepts
- Creating and managing workflows
- Adding actions, conditions, and loops
- Testing and troubleshooting workflows

### Module 3: Using Pre-built Templates

- Using pre-built templates to automate common tasks
- Customizing and modifying pre-built templates
- Sharing templates with others

### Module 4: Integrating with Other Applications

- Integrating Power Automate with other Microsoft applications, such as SharePoint, Power BI, and Teams
- Understanding triggers and events

## Documentation

- Digital courseware included

### **Participant profiles**

- Individuals who want to learn how to automate their workflows and processes using Microsoft Power Automate
- Ideal for business analysts, power users, developers, and IT professionals

### **Prerequisites**

- Participants should be familiar with the basics of Microsoft 365
- Or having completed the following training: [Introduction to SharePoint](#)

### **Objectives**

- Understand the basic concepts of Microsoft Power Automate
- Create a simple automated workflow using Power Automate
- Use pre-built templates to automate common tasks
- Integrate Power Automate with other Microsoft applications

### **Description**

Power Automate Training

### **Niveau**

Fondamental

### **Classroom Registration Price (CHF)**

900

### **Virtual Classroom Registration Price (CHF)**

850

### **Duration (in Days)**

1

### **Reference**

MPA