



Openminds Technologies

Power Automate Course

- Introduction to Power Automate & Automation Fundamentals
- Triggers, Actions & Flow Design
- Variables & Control Logic
- Connectors & Data Operations
- Cloud Flow Development
- Business Process Automation
- Power Apps Integration
- SharePoint & Microsoft 365 Automation
- Approval Workflows
- Flow Administration & Deployment



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1 Introduction to Power Automate

- What is Power Automate
- Importance of Automation in Business
- Types of Flows
 - o Cloud Flows
 - o Desktop Flows
 - o Business Process Flows
- Power Automate Architecture
- Licensing Overview

2 Triggers, Actions & Flow Design

- Understanding Triggers
- Common Actions
- Flow Designer Interface
- Creating First Flow
- Testing & Debugging Flows

3 Variables & Control Logic

- Types of Variables
- Initialize & Set Variable
- Conditions (If/Else)
- Switch Control
- Loops (Apply to Each, Do Until)

4 Connectors & Data Operations

- Standard & Premium Connectors
- Office 365 Connectors
- SharePoint Connector
- SQL Connector
- Data Operations (Compose, Parse JSON, Select, Filter Array)

5 Cloud Flow Development

- Scheduled Flows
- Automated Flows
- Instant Flows
- Error Handling
- Retry Policies



6

Business Process Automation

- Approval Workflows
- Notifications & Alerts
- Document Automation
- Integration with Teams & Outlook

7

Power Apps Integration

- Approval Workflows
- Notifications & Alerts
- Document Automation

8

SharePoint & Microsoft 365 Automation

- Automating SharePoint Lists & Libraries
- Document Management Flows
- Automating Microsoft Teams Notifications
- Outlook & Calendar Integration
- OneDrive Automation
- Common Business Scenarios with Microsoft 365

9

Approval Workflows

- Introduction to Approval Processes
- Single & Multi-Step Approvals
- Sequential vs Parallel Approvals
- Customizing Approval Emails & Notifications
- Tracking Approval Status
- Real-Time Business Use Cases

10

Flow Administration & Deployment

- Environment Management
- Solution Packaging
- Export & Import Flows
- Monitoring & Analytics
- Governance & Security



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