

# € TRAINING

SharePoint Online and Power Platform  
Essentials



23 - 27 December 2024  
London (UK)  
Landmark Office Space



# SharePoint Online and Power Platform Essentials

REF: B2291 DATE: 23 - 27 December 2024 Venue: London (UK) - Landmark Office Space Fee: 5850 Euro

## Introduction:

This training program provides participants with comprehensive knowledge and practical skills in SharePoint Online and Power Platform. It empowers them to leverage these tools for improved business productivity and collaboration.

## Objectives:

By the end of this program, participants will be able to:

- Understand the core features and functionalities of SharePoint Online.
- Utilize Power Platform tools to automate business processes and develop custom solutions.
- Design and manage SharePoint sites and libraries.
- Create and deploy Power Apps and Power Automate workflows.
- Integrate SharePoint Online with Power Platform for seamless collaboration.

## Target Audience:

- SharePoint Administrators.
- Business Analysts.
- IT Professionals.
- Power Platform Developers.

## Program Outline:

### Unit 1:

#### Introduction to SharePoint Online:

- Overview of SharePoint Online and its role in collaboration.
- Key features and components of SharePoint Online.
- Navigating the SharePoint Online interface.
- Setting up and managing SharePoint sites.

- Understanding SharePoint permissions and security.

## Unit 2:

### SharePoint Online Content Management:

- Creating and managing document libraries and lists.
- Configuring metadata and content types.
- Implementing version control and document workflows.
- Utilizing search and indexing features.
- Best practices for content organization and management.

## Unit 3:

### Introduction to Power Platform:

- Overview of Power Platform Power Apps, Power Automate, Power BI, Power Virtual Agents.
- Key features and use cases of Power Platform tools.
- Connecting Power Platform to various data sources.
- Understanding the Power Platform ecosystem.
- Examples of business applications using Power Platform.

## Unit 4:

### Power Apps Development:

- Introduction to Power Apps and its components.
- Designing and building custom apps with Power Apps.
- Configuring data connections and data sources.
- Implementing app logic and user interfaces.
- Steps for Publishing and sharing Power Apps.

## Unit 5:

### Power Automate Workflows:



- Introduction to Power Automate and its capabilities.
- Creating and configuring automated workflows.
- Integrating Power Automate with SharePoint Online.
- Managing and monitoring workflow runs.
- Best practices for workflow design and automation.