

# CoE Starter Kit

Aside of the kit, also think about ...



**Collaboration between Admins**  
How do you want to collaborate within the admin team?  
Create a team (security enabled) Use it to manage access to CoE environment, share admin apps and flows, store confidential & in progress documents. You can start with one admin : YOU



**Collaboration between Makers**  
How do you want to enable collaboration with & between makers?  
Create a Yammer group (security enabled). Use it to share apps with makers, publish resources, and animate community. The kit automatically detects new makers and add them to the group



**Users Support**  
How do you want to support makers and end users?  
This depends on IT support tools you already deployed. The kit ask for dedicated email address for each support type, customize to fit on YOUR OWN requirements

## CORE – Admin Apps

<b>Usage Report</b>	<b>2 x Set Permissions (Apps &amp; Flows)</b>	<b>App Catalog</b>	<b>DLP Editor V2</b>	<b>Power Platform Admin View</b>
Slice and dice data to discover lowcode trends in your organization	<ul style="list-style-type: none"> <li>Add new viewers and editors.</li> <li>Remove permissions.</li> <li>Find and clean orphans</li> <li>Set a new owner (app only)</li> <li>Change permissions from editors to viewers or editors. (app only)</li> </ul>	Give visibility to your best apps to reduce duplicates, praise makers, and inspire others	View how apps and flows in your tenant are impacted by DLP Policies.	<ul style="list-style-type: none"> <li>Get a quick overview of resources in your tenant.</li> <li>Learn about your makers, connectors, apps, and flows.</li> <li>Find out who apps are shared with.</li> <li>Add additional information, such as notes and risk assessments, to your resources.</li> <li>Complete app audits.</li> </ul>

## GOVERNANCE - Archiving Process

<b>App Archive and clean up</b>	<b>App Flow Archive view</b>	<b>2 x Archive Start (App &amp; Flows)</b>	<b>Check Approvals</b>	<b>Archive &amp; CleanUp</b>	<b>Teams Clean envs</b>
Monday 10h00	Tuesday 10h00	Daily	Tuesday 05h00		
Provides visibility over Archive Approval Entity	Manage apps and flows highlighted for archiving, and their approval status	<ul style="list-style-type: none"> <li>Check for apps and Flows not used nor modified in the last 6 month</li> <li>Asks owner to approve archival (owner receives an email)</li> </ul>	<ul style="list-style-type: none"> <li>Check for approval response</li> <li>Warn admins when archiving was rejected by the owner</li> </ul>	<ul style="list-style-type: none"> <li>Deletes timed out requests</li> <li>Deletes items approved for deletion</li> </ul>	Deletes env without justification after 7 days, or without usage after 90 days

Instead of using this app, add its capabilities to the main Admin app

## NURTURE – Manage Trainings

<b>Training Mngt</b>	<b>Training Registration</b>	<b>Registration Confirmation</b>	<b>Training Reminder</b>	<b>Feedback Reminder</b>	<b>Training feedback</b>
on registration	09h00	19h00			
You can use these apps to manage internal trainings such as "App in a day" events		Email confirmation once registered	Email reminder 3 days before event	Request feedback on training day	Sample training feedback survey

## INDEPENDENT MODULES

These modules have their own tables in dataverse without dependencies with other modules. Therefore, they can be installed on dedicated environments

### INNOVATION BACKLOG

<b>Innovation Backlog</b>	<b>Innovation Backlog Admin</b>	<b>Update Software Tools</b>	<b>Add pain points</b>
For anyone to share and vote on ideas, describe pain points and apps that need building, and measure ROI. Developers can then pick ideas and develop them	Update icons for non-software tools; configure further pain points and delete obsolete or old ideas from the Innovation Backlog app	Add connectors and some other « tools » to dedicated innovation table	Initialize Pain points table to standardize most common pain points

## Microsoft Dataverse Tables

- Power Platform User Role
- PVA
- PVA Component
- PVA Component Flow
- GOVERNANCE - Archive Approval
- NURTURING - InADayAttendees
- THEMING - InADayEvent
- Theme
- Style
- Asset

## GOVERNANCE - Auditing Process (sample)

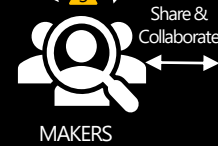
<b>Compliance Detail Request</b>	<b>Teams - Ask business justification</b>	<b>Team Env Approval</b>	<b>App Approval</b>	<b>Flow Approval</b>	<b>Chatbot Approval</b>	<b>Custom Connector Approval</b>	<b>Developer Compliance Center</b>
Monday Every week	On env creation						
Sends email to makers that have non-compliant items	Sends email and Teams adaptative card to team owners to ask to provide business justification	BPF - Manage Team Env Approval process	BPF - Manage App Approval process	BPF - Manage Flow Approval process	BPF - Manage Chatbot Approval process	BPF - Custom Connectors Approval process	<ul style="list-style-type: none"> <li>Check compliance</li> <li>Submit business justification</li> </ul>

## NURTURE – Share Best Practices

<b>Power Users Site</b>	<b>Template Catalog</b>	<b>Maker Assessment</b>	<b>Assesment Admin App</b>
A doc library to store templates. A flow is provided to create this library	A catalog of templates for makers (apps & components)	Assess apps complexity through a set of questions	Manage assessment questions, answers and categories used in maker assessment app
<b>Welcome Email</b>	<b>Newsletter</b>	<b>Maker Assessment</b>	
Sends email to new makers with guidance on how to start	Sends email to Admins with a synthesis	Import referential data for the app	

## GITHUB ALM

<b>PowerOps</b>	<b>PowerOps Admin</b>	<b>WkfComplete Notification</b>
Enables makers to apply source control strategies by using GitHub, and use automated builds and deployment of solutions to their environments without the need for manual intervention	Enables admins to setup ALM for projects (owners of deployment stages, languages, connectivity to GitHub)	Receives Github workflow notifications and mark Deployment request status to success/ failure. Also delete the Build Environment associated with the Deployment request.



MAKERS

Attend Trainings  
Approve archiving  
Share & Collaborate  
Participate to compliance  
Build & Use themes

## Collect logs

<b>Audit Log</b>	<b>Child Log</b>	<b>Desktop Flow runs</b>
Scheduled Flows Runs once per day		
Build time windows, and run the child on each window	Collect O365 audit logs for a given time period	Get Desktop Flow runs from each Dataverse

## CORE – CLEANUP

<b>Connection Status</b>	<b>Orphaned Makers</b>	<b>Check Deleted</b>	<b>Apps Shared with</b>
Every week	Monday Every week	Saturday Every 2 week	Sunday Every 2 week
Tag apps and flows that have broken connections	Tag as orphaned items created by makers that left the tenant	Tag (or delete) items deleted by makers since last run	Collect who apps are shared with

## CORE - Catalog Tenant Resources

<b>Environments</b>	<b>Capacity Alerts</b>	<b>Connectors</b>	<b>Flows Action Details</b>	<b>Sync Flow Errors</b>	<b>Canvas Apps</b>	<b>ModelDriven Apps</b>	<b>Custom Connectors</b>
undefined	Monday 09h00	01h00	undefined	undefined	undefined	undefined	undefined
Collect info on environment including actual capacity	Raises alert when actual capacity exceeds 80% of approved capacity	Collect info standard connectors only	Collect detailed flow definitions	Sends email to admins about environments that failed to sync	Flows Desktop flows		PVA

## THEMING

<b>2 App Templates</b>	<b>Component Library</b>	<b>Theme Gallery</b>	<b>Theme Editor</b>
Tablet and phone application templates to start with	Contains a Header, TabControl, and PreLoader components	Browse existing themes and download a corresponding template app either in Phone or Tablet format	Allows designers to create and manage themes

<b>Create Project</b>	<b>DeployTo Stage</b>	<b>DeleteProject CleanUp</b>	<b>BuildRequest Cancellation</b>
On Project Creation	On Build Request Creation	On Project marked for deletion	On Project cancellation
Creates & setup dev env, repo, solution, assign role	Automates deployment to test and prod environments	Delete env & build requests attached to the project	When a project is canceled, cancel build requests and delete associated envs

Child flows used by other flows - makes it easier to maintain	FetchLocalizedText	DeleteEnv
	Get Solution	CreateSolution
	LogTelemetry	CreateRepo
	ReadEnvVariable	CreateEnv
	SendEmailNotification	AssignRole
	GetAppsAndFlows	SetUpDevEnv
	DeployToProd	

- 1 DO NOT ACTIVATE unless very specific analysis needs
- 2 This flow does not handle the pagination of O365 API. Adjust settings of the main flow to ensure you collect the logs you need.
- 3 Use this sample to define YOUR OWN compliance process
- 4 Default threshold at 10 000 items. Update depending on your volumes
- 5 Be careful with default criteria, this can delete all your existing teams environments

MD Model Driven App (others are canvas apps)  
U Functional Change in latest release N=new | U=update

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