



Microsoft Power Platform Functional Consultant

Certification Training
Program





About the Role

What is Power Platform?

Microsoft Power Platform is a group of solutions which empower organizations to automate business processes, develop their own rich app experiences, and connect with customers better and faster.

Power Platform is comprised of four key products: Power Apps, Power Automate, Power BI, and Power Virtual Agents.

What does a Functional Consultant do?

As a Functional Consultant, you will analyse your clients' business processes against their goals and challenges. You will then plan a solution that leverages Microsoft Power Platform to optimize and maximise their processes.

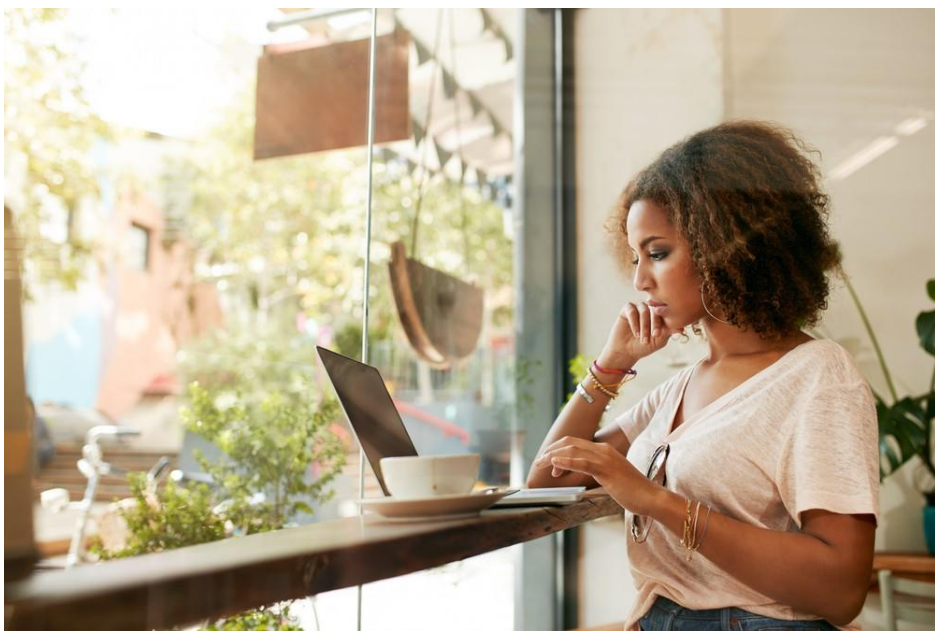
How much does a Functional Consultant earn?

The average yearly salary of a Functional Consultant in the UK is around £65k, within a range starting around £50k and extending to about £85k.

Career growth prospects

From this role, you can extend horizontally by learning to work with more Microsoft Solutions (thus increasing your value); or vertically by training to become a Solution Architect.

You may also consider becoming a Microsoft Certified Trainer and supporting others to gain Power Platform skills.



Program Approach & Benefits

Self-Paced



From experience, we know it can be a challenge to invest a lot of time in training when you are also working.

With this program, train when it works for you – with only 1 to 2 weekly hours of live sessions and the rest being self-paced.

Active Support



Self-paced doesn't mean alone! The Microsoft space can seem complex and intimidating at first.

We offer Q&As, coaching and mentoring throughout the program to ensure you meet your career transition goals.

Certification Guarantee



We understand that changing directions mid-career can be scary. To give you peace of mind, we offer a certification guarantee.

Provided you follow the program, attend all sessions and take all training, we work with you until you get certified.

Job Search Optimisation



We are hiring professionals as well as a learning partner. This means we know a lot about what it takes to find a job with a Microsoft tech employer!

This program gathers all our knowledge and teaches you how to optimise your job search for Microsoft roles.

Program Outline

What you Will Learn



Week 1

Your Power Platform Career Path

Dive deep into the role you are training for, and gain a deeper understanding of the technology.

Set clear training and career goals to make this program successful.

Weeks 3 to 4

Power Platform Associate

Train for your Power Platform Functional Consultant certification and the final step to your Associate qualification.

Weeks 6 to 10

Finding a Job

Get ready to apply to your dream jobs in the Microsoft space.

Week 2

Power Platform Fundamentals

Train for your Power Platform Fundamentals certification – the first step towards your Associate qualification.

Week 5

The Microsoft Ecosystem

Learn about the tools, websites, communities and resources that will empower you to be successful in the Microsoft world.



Week 1 – Your Career Path

Career Coaching – 1 Hour

Defining your Microsoft Power Platform career project

Setting goals for the program

Fitting your training into a longer-term career plan

Group Training – 1 Hour

Introduction to the Program and the tools you will be using

Freelance vs employee

Getting to know Microsoft Business Applications and Power Platform

The Functional Consultant role and how it works with other roles in the Microsoft space

Career development prospects in Microsoft Business Applications

Guidance to start your self-paced learning journey



Week 2 – Power Platform Fundamentals

Self-Paced Learning – 10 Hours

Introduction to Microsoft Power Platform

Introduction to Dataverse

Introduction to Power Apps

How to build a canvas app

How to build a model-driven app

Introduction to Power Automate

How to build an automated solution

Introduction to Power BI

How to build a dashboard

Introduction to Power Virtual Agents

Practice Exam – 1 Hour

Check your knowledge before booking your certification exam – take a practice test. Make a note of all your challenges and questions so we can help you with these.

Exam Prep Q&A – 1 Hour

Session with a Microsoft Certified Trainer. Receive info about what to expect from the exam and ask all your questions about the training, and about what you missed during the practice exam.

Certification Exam – 1 Hour

Take your Power Platform Fundamentals Certification Exam.

Let us know how you did – we'll work with you until you get it.



Weeks 3 – Power Platform Associate Part 1

Self-Paced Learning – 15 Hours

- Dataverse – create & manage tables
- Dataverse – security & administration
- Power Platform security and governance
- Configure model-driven apps
- Configure canvas apps
- Build your first app with Power Apps

Group Coaching – 1 Hour

Join one hour per week of group coaching to stay on track with your learning, raise your questions and get support with any challenges.



Week 4 – Power Platform Associate Part 2

Self-Paced Learning – 15 Hours

PowerApps Portals

Build your first Power Automate flow

Manage Power Virtual Agents

Manage & build with Power BI

Manage & use AI Builder

Build functional consultant skills

Exam Prep Q&A – 1 Hour

Session with a Microsoft Certified Trainer. Receive info about what to expect from the exam and ask all your questions about the training, and about what you missed during the practice exam.

Certification Exam – 1 Hour

Take your Power Platform Fundamentals Certification Exam.

Let us know how you did – we'll work with you until you get it.

Practice Exam – 1 Hour

Check your knowledge.



Week 5 – The Microsoft Ecosystem

Group Training – 1 Hour

Getting recognition as a Microsoft Consultant

Staying up to date with industry news and product updates

Receiving peer support

Getting involved in the community

Product downloads

Group Coaching – 1 Hour

Ensure you are on track with your certifications, and ready for the next steps.



Weeks 6 to 10 – Searching for a Job

Group Training – 1 Hour

The different types of employers in the Microsoft world

Customising your CV for a Microsoft role

Optimizing your LinkedIn profile to be found and approached

How to find relevant job adverts

The interviewing process in the Microsoft industry

Group Coaching – 1 Hour

Interview prep – practice and improve your interviewing skills with tailored questions you will be asked in the Microsoft hiring process.

Individual Coaching – 1 Hour

Review your job search readiness with an expert career coach. Get your CV checked, get support for roles you wish to apply to and ensure you are ready to be successful.

Group Check-Ins – 4 Hours

Because we care about your success on the job market, the program offers 4 weekly group coaching check-ins after the training is complete, so that you may get support and advice.

Next Steps

How to Get Started



Investment and Return

The program costs **£1,150.00 (+VAT)** per attendee. This includes:

- 40 hours of guided self-paced learning
- 3 hours of group training
- 2 hours of individual career coaching
- 2 hours of Q&A with a Microsoft-Certified Trainer
- 7 hours of group coaching
- 2 Practice exam vouchers (one per certification)
- 2 Microsoft Certification exam vouchers (one per certification)

Don't Miss Out On a Great Career – Apply Now

We start new cohorts regularly. Check the new start dates and secure your seat on [this page](#).

Or email us with any questions at training@365talentportal.com

Not Sure Yet? Watch our Webinar and Discover if the Microsoft Space is for You!

Webinar

Building a Successful Career In the Microsoft Space

With **Sandra Koutzenko**
Director of Training Services
at 365 Talent Portal



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