

KEEPING IT SIMPLE

with Scott

THIS WEEK:

Microsoft Power Platform:

**What is Power
Automate?**



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Doing the Same Tasks Every Day?

Many businesses still rely on people to:

- ✉ Send emails
- ✓ Chase approvals
- 📁 Move files
- 📝 Update records
- 🔄 Copy information between systems

It's repetitive, time-consuming and prone to human error.

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What is Power Automate?



Power Automate is Microsoft's workflow and automation platform.

It automatically performs tasks and processes based on predefined rules and triggers.

Think:

- ⚡ Digital workflows
- 🔄 Automated processes
- 🤝 Connected systems
- ✅ Less manual effort

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What Can It Automate?

The Everyday Tasks Nobody Enjoys:

-  Approval requests
-  Notifications and reminders
-  Form and document processing
-  File management
-  System integrations
-  Teams and Outlook actions

If you're doing it manually every day, there's a good chance it can be automated.

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Why Businesses Use It

Instead of relying on people to remember every step:

- ✓ Processes run automatically
- ✓ Requests are routed instantly
- ✓ Information stays up to date
- ✓ Teams spend less time on admin

The result is more consistency and fewer bottlenecks.

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What Surprises Most Organisations?

1

Power Automate isn't just for simple tasks.
It can support complex business processes, approvals and system integrations.

2

It connects 100s of applications and services.
Helping information flow automatically across Microsoft 365 & other business systems.

***Less manual work. Faster processes.
Better connected systems.***

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Less time on repetitive tasks. More time on valuable work.

If you're still managing approvals, notifications or business processes manually, it might be time for a better approach.

Let's talk about what's possible with Power Automate.



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