

Title Page

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Course: Computing (Data and Information Systems)

Module Name: Changemakers: Creativity and Value Creation

Module Code: ACCA5033

Task 1 - Question 1 - Innovation

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Innovation - "A new idea or method, or the use of new ideas and method" [1].

Innovation changes everything, enabling humans to produce more food and energy, developing various cultures and societies. Innovation opened the possibility for the creation of agricultural development, the formation of languages and the modern number system, as well as more modern creations such as satellite communications and the smartphone.

Klaus Schwab claims that there have been four periods of industrial revolution throughout history [2]:

- The first meant machines could replace people in the fields and heat homes with coal rather than wood - 1784 (Steam, water, mechanical production equipment).
- The second introduced electrically powered heating and advancements in electronics and communication - 1870 (Division of labour, electricity, mass production).
- The third was when digital systems became usable, with computers dominating lives and professions - 1969 (Electronics, information technology, automated production).
- The fourth to see society change to accommodate sophisticated computerised and human relations - (Cyber-physical systems).

Technological change is happening very quick and blurring the boundaries between, people, the internet and the physical world It happens continuously and affects a wide range of technologies, both new and existing [3]. Six technologies have been identified that will cause change in the world:

- **Computing capabilities** - Phones becoming more advanced
- **Big data** - People leave a data trail that can be analysed and monetised
- **Digital health** - Analysis of medical data can identify treatments for illnesses and diseases
- **The digitisation of matter** - 3D printing will become more sophisticated, organs could be bio-printed
- **The Internet of Thing (IoT)** - Expected that more than a trillion sensors will be connected to the internet
- **Blockchain** - Digital currencies are expected to grow

Creativity is within everything and is inherent within every person. It is not limited to just music or art, but can be associated with the process of getting an outcome that is desired. It is innovation at its core, and without creativity there is no innovation.

Descartes stated that people can experience six different passions [4]:

- Wonder
- Desire
- Love
- Hatred
- Joy
- Sadness

These passions can be used as tools to inspire the creative mind, and from creativity can breed innovation.

Task 1 - Question 2 - Ideation

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Project Ideas

1. Power Automate flow to pinpoint assurance breaches from PBI workspaces
 - Pros:
 - Automates monitoring, reducing manual effort
 - Will help to identify breaches quickly and consistently
 - Cons:
 - Requires reliable access to workspace data
 - Potential for false positives to occur if rules are not well defined
2. PBI Dashboard to record those who are compliant with PBI skilled groups documentation
 - Pros:
 - Provides a full view of employee compliance status
 - Will be straight forward to monitor any outstanding compliance
 - Cons:
 - Data quality can have effect the results
 - May require additional data sources in order to have complete data
3. Power Apps project to be able to filter and pull specific data regarding GP practices
 - Pros:
 - Will provide a user-friendly interface for quickly finding relevant GP practice data
 - Reduces time needed to search through multiple datasets
 - Cons:
 - Security and permissions must be carefully handled when dealing with sensitive information
 - May require ongoing maintenance as data changes

Chosen Project

Title: Power Automate flow to pinpoint assurance breaches from PBI workspaces

Aim: To pinpoint assurance breaches of PBI dashboards from different teams and provide team leads with details of breaches to promote better quality assurance

Objectives:

- Developing the Power Automate flow:
 - Implement the flow to automatically retrieve assurance breach data
 - Process dashboards and workspaces without manual input
 - Combine Microsoft Automate, Excel and Outlook knowledge to achieve this
 - Support automating assurance breach reporting process
 - Complete initial development within 4 weeks
- Automate filtering of breaches and email generation:
 - Configure flow to filter out only the assurance breaches from the previous month per specific team, then generate email containing these breaches
 - Ensure 100% accuracy when filtering
 - Integration of Power Automate, Excel and Outlook
 - Improve communication and accountability for dashboard quality assurance
 - Email team leads with the breach information monthly
- Support improvement in quality assurance:
 - Provide monthly breach reports to team leads to encourage proactive assurance quality

- Contribute to a reduction in recurring assurance breaches
- Provide consistent visibility of breaches
- Promote more thorough quality assurance to reduce and prevent breaches
- Reducing breaches will free up more time per team as there will be less rectification of quality assurance

Description:

The intended purpose of this project is to create a Power Automate flow that pulls the contents of an excel spreadsheet that stores all assurance breaches of Power BI dashboards. The flow will separate each workspace into the correct teams, then filter out the dashboards in the spreadsheet to only show those that had breached in the previous month, then produce and send an email to each team lead with the name of the breached dashboards. The overall aim is to promote more thorough quality assurance to prevent further breaches in the future.

Task 1 - Question 3 - Research

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For this project it was necessary to undertake training courses in Power Automate in order to complete the project to the best extent possible. Below are some images of these courses being undertaken:

Microsoft Learn [5]

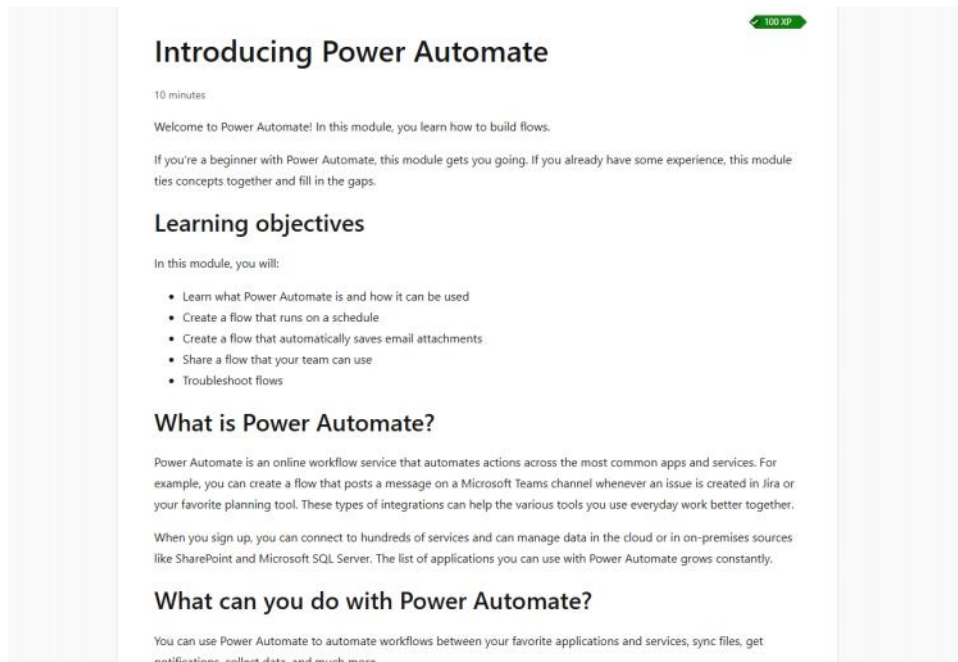


Figure 1 - Microsoft Learn 1

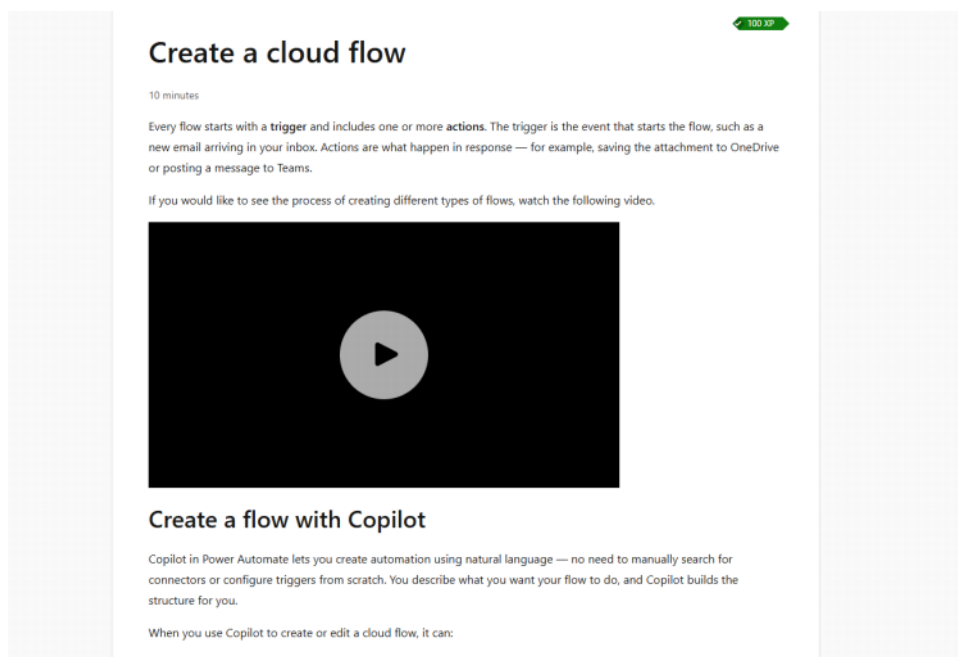


Figure 2 - Microsoft Learn 2

100 XP

Exercise - Create recurring flows

5 minutes

In this unit, you learn how to build prescheduled flows by using a trigger called *recurrence*. Contoso has an annual event and they receive phone calls inquiring about the details. The Contoso team answering the phone calls places the contact information in a Microsoft Excel workbook on Microsoft OneDrive. You build a flow for the Contoso event team that automatically pulls customer email addresses from a Microsoft Excel workbook on Microsoft OneDrive. You'll then set up the flow so that any email addresses that anyone adds to the workbook will receive an event information email once a day.

Prerequisites

For this scenario, you create an Excel file with a table that contains the following columns: ContactEmail, FirstName, and LastName. Save the Excel file in OneDrive. You connect to this file in step 9. Use your organization email address as the ContactEmail, using your email makes testing the flow easier.

Format an Excel Table

1. Highlight all the cells that contain data.
2. Select the Insert tab.
3. Select the Table option.
4. Make sure "My table has headers" is checked.
5. Select Ok.
6. Save the file in OneDrive.



Figure 3 - Microsoft Learn 3

200 XP

Module assessment

10 Minutes

This assessment evaluates your understanding of the module. Unlike before, you won't get feedback on individual answers—just whether they're right or wrong. This is meant to measure what you've learned. Take time to review the module materials before starting.

AI-generated content The questions and answer choices in this module assessment were generated using AI and reviewed by a human author.

Provide feedback

- 1.A flow in Power Automate fails with error code 401, stating "Unauthorized". Which action should you take to resolve this error? *
- 2.What happens to a Power Automate flow after it is shared with additional owners? *
- 3.Your organization wants to ensure that shared Power Automate flows continue to function when the creator leaves. What is the best practice to achieve this? *

Figure 4 - Microsoft Learn 4

Linkedin Learning [6]

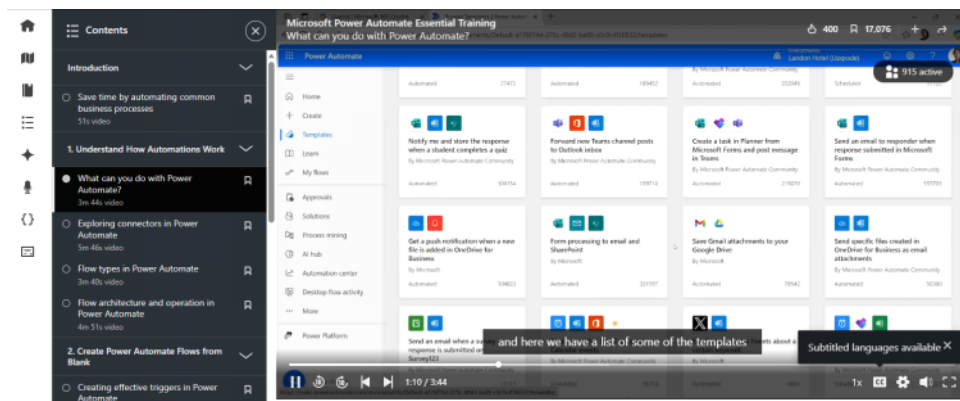


Figure 5 - LinkedIn Learning 1

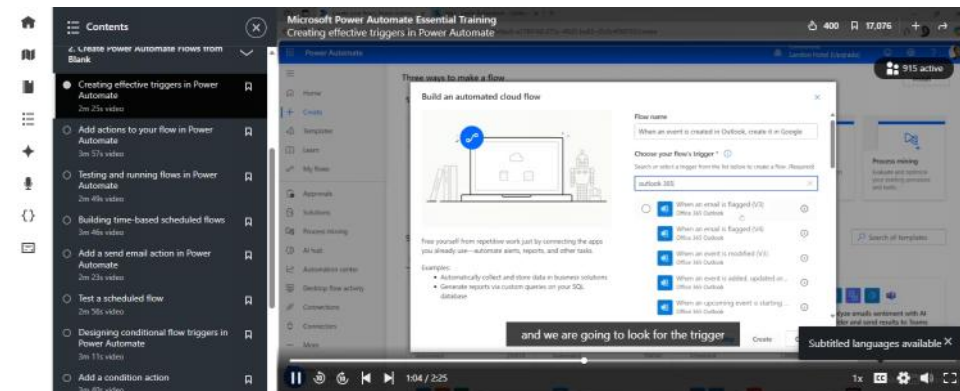


Figure 6 - LinkedIn Learning 2

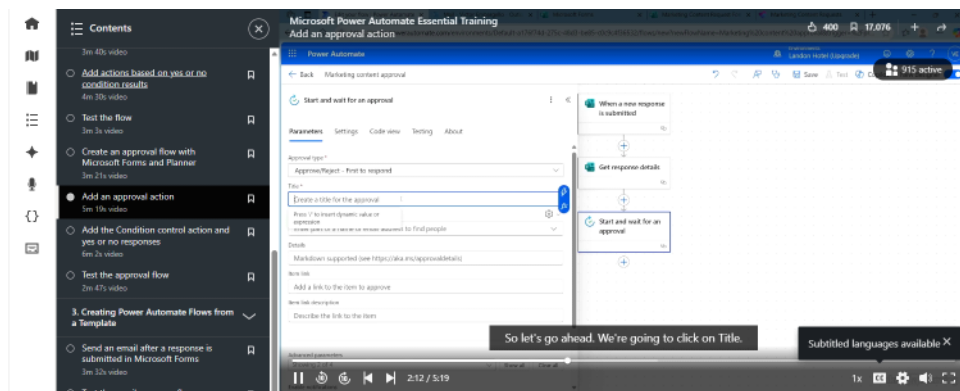


Figure 7 - LinkedIn Learning 3

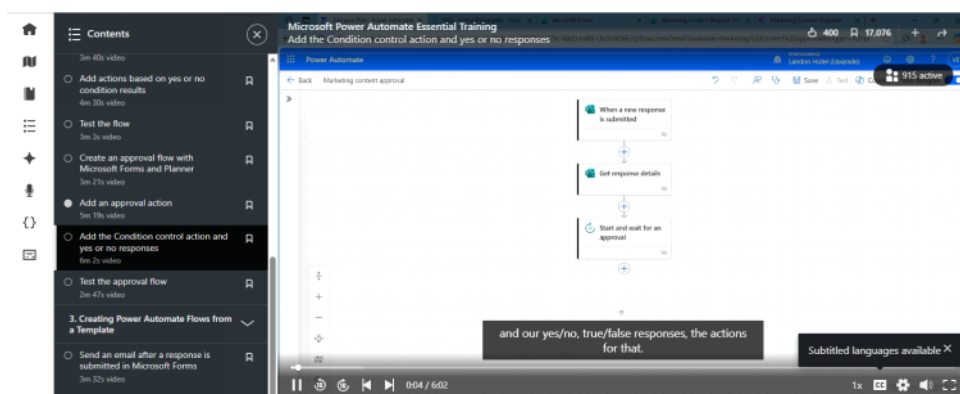


Figure 8 - LinkedIn Learning 4

Udemy [7]

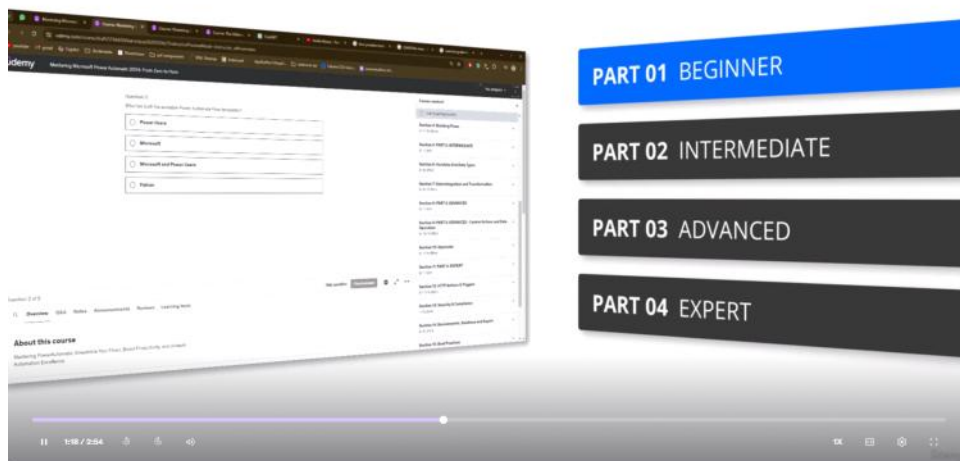


Figure 9 - Udemy 1

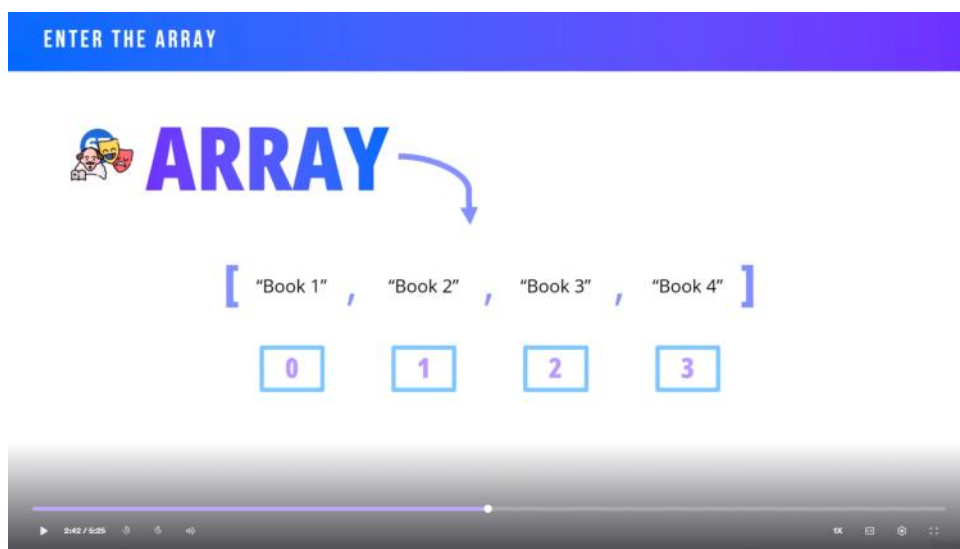


Figure 10 - Udemy 2

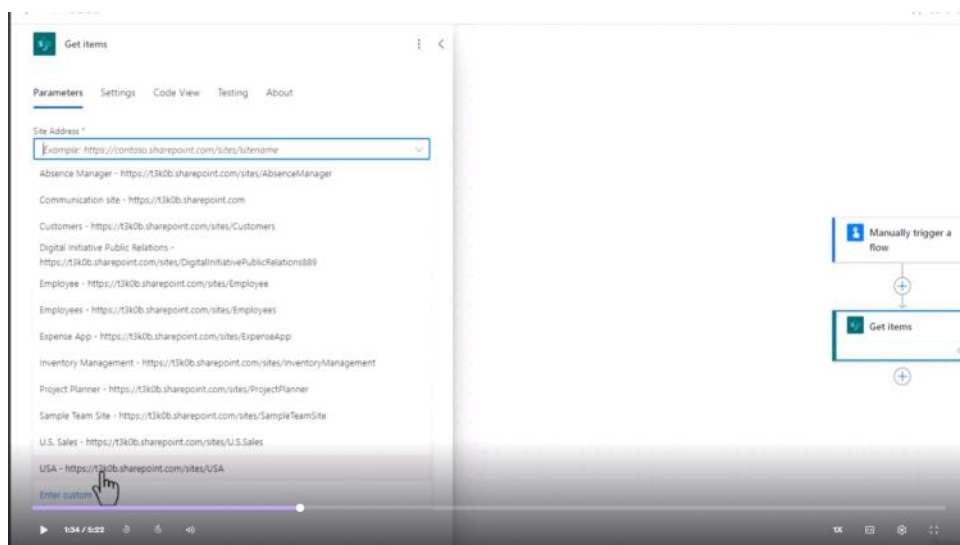


Figure 11 - Udemy 3

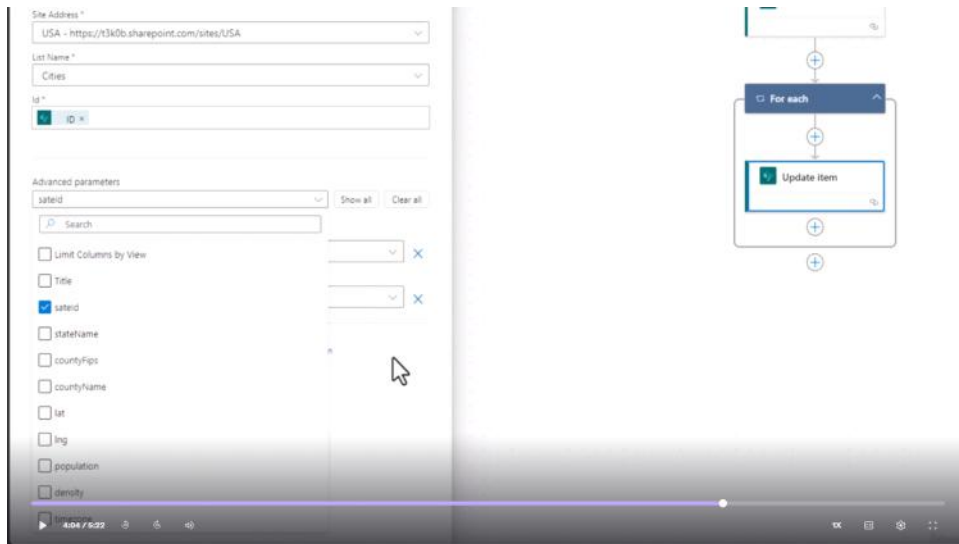


Figure 12 - Udemy 4

Using these courses has helped developed the skills necessary to create the desired Power Automate flow for the project that has been chosen.

Task 2 - Question 1 - Project Scope

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The purpose of this project is to develop a Microsoft Power Automate flow that automates the monthly reporting of Power BI dashboard assurance breaches. The solution will retrieve assurance breach data from an existing Excel spreadsheet, categorise dashboards according to their associated workspaces and teams, identify dashboards that breached assurance standards during the previous calendar month, then generate an email reports for each team lead. This will enable team leads to promptly investigate the causes of breaches, take appropriate corrective action, and improve quality assurance processes to reduce the likelihood of recurring issues. By automating the reporting process, the project aims to improve efficiency, reduce manual effort, increase accountability, and promote more thorough quality assurance of Power BI dashboards before they are published.

This project will include:

- Developing a Power Automate flow to read assurance breach data from an Excel spreadsheet
- Extracting and processing workspace and dashboard information
- Mapping workspaces to the appropriate team
- Filtering dashboard records to include only assurance breaches that occurred during the previous calendar month
- Generating email reports listing the breached dashboards
- Automatically sending reports to the relevant team leads
- Testing the automation to ensure data accuracy, correct filtering, and successful email delivery

Required resources:

- Microsoft Power Automate
- Microsoft Excel
- Microsoft Outlook

Project Timeline - 19/05/2026 - 31/07/2026

Project Schedule

Project Stage & Key Tasks	Start Date & End Date
Ideation	19/05/2026 - 02/06/2026
Aim and Objectives	02/06/2026 - 09/06/2026
Project Outline: Description & Key Sources	02/06/2026 - 09/06/2026
Project Scope: Timeline & Resources	09/06/2026 - 16/06/2026
Project Planning: Task Schedule & Gantt Chart	09/06/2026 - 16/06/2026
Risk Analysis	09/06/2026 - 16/06/2026
Development Methodology Selection	16/06/2026 - 23/06/2026
Design Base	16/06/2026 - 23/06/2026
Prototype Development	23/06/2026 - 30/06/2026
Implementation	07/07/2026 - 14/07/2026
User Testing & Feedback	14/07/2026 - 21/07/2026
Finish Development Work	14/07/2026 - 21/07/2026
Deployment Planning	14/07/2026 - 21/07/2026
Reflection and Report Writing	21/07/2026 - 28/07/2026

Task 2 - Question 2 - Gantt Chart

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Below is a Gantt Chart created for this project, which is a chart used for practical and simple visualisation of a projects task progress [8]. The tasks have been taken from the project schedule and placed in this chart to outline the desired time it should take per task. This will help with keeping on schedule and ensuring the project does not overrun and exceed its designated finish date.

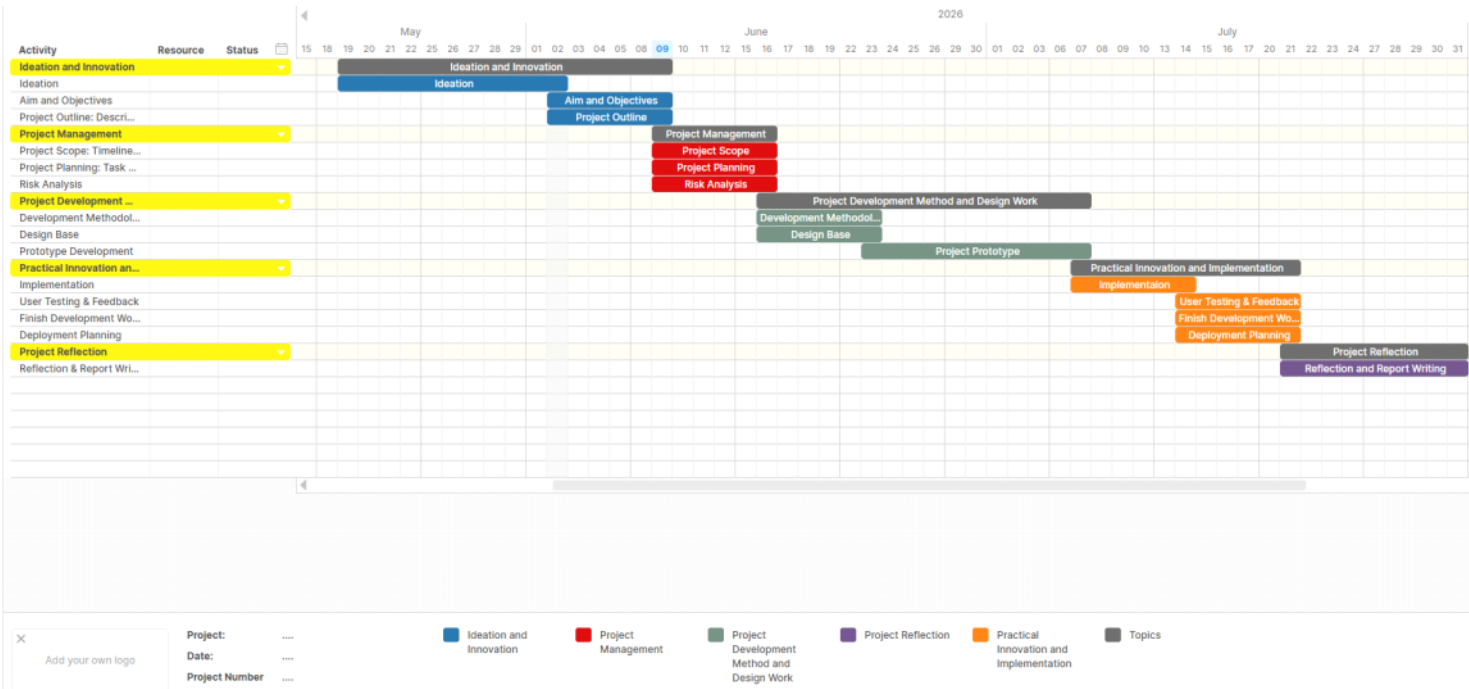


Figure 13 - Gantt Chart

Task 2 - Question 3 - Risks/Challenges

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For a computing-based project, risks can come from technical, organisational, personal, and external factors. Here are common risks that could prevent successful completion:

Risk	Description	Potential Impact	Solution
Poor time management	Underestimating the effort required or leaving work until late in the project	Missed deadlines, incomplete project	Set milestones, use a schedule
Scope creep	Adding extra features beyond the original requirements	Increased workload, project delays	Clearly define requirements
Lack of technical skills	Insufficient knowledge of programming languages, frameworks or tools needed	Difficulty implementing key features	Implement learning resources
Hardware failure	Computer, storage device or other equipment malfunction	Loss of work, project interruption	Have backup/cloud data available
Data loss	Accidental deletion, corrupted files or inadequate backups	Significant rework or inability to complete project	Create regular backups
Software issues	Bugs, compatibility problems or unstable development tools	Delays and reduced functionality	Ensure current version in use
Limited access to resources	Inability to obtain software licenses, datasets, APIs or equipment	Prevents implementation or testing	Plan accordingly, have alternatives
Poor project planning	Lack of milestones, schedules or risk management	Difficulty tracking progress	Create project plan
Testing delays	Insufficient time allocated for testing and debugging	Unreliable final product	Continuously test throughout
Ethical or legal issues	Problems with data privacy, copyright or consent requirements	Project may need modification or approval delays	Ensure project is compliant, review organisation policies

Task 3 - Question 1 - Development Method

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The development method that has been chosen for this project will be the Software Development Life Cycle (SDLC), largely due to the process in which it follows fitting the scope for my project to a large extent.

Its stages of Analysis, Design, Implementation, Testing, Deployment and Maintenance [9] are all aspects which will need to be utilised during the development of my project, but another benefit of this method is its flexibility, as unexpected hurdles may appear that need to be manoeuvred around without derailing the rest of the project plan [10].

The testing phase was a key factor in this decision, as during development there will need to be a lot of testing to ensure the flow is producing the correct output, which will inevitably require many changes to the steps involved in the flow, such as how the data is cleaned and filtered.

The maintenance phase was another factor in this choice, as the flow can be developed further to extract more detail, but also possibly lead to populating a dashboard to store and compare the collected data in a better visual format.

This development method will also help with organisation, allowing for proper planning and time allocation to areas which will require this more.

Task 3 - Question 2 - Design Work

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Below is a table of requirements that the project needs to meet. Each requirement has been designated a priority level to pre sent the order of importance that the requirements are in, and comments have been assigned to some requirements to expand on exactly what is needed within that requirement.

ID	Title	Requirement	Priority	Comments
FR-1	Separate Workspaces	All workspaces must be separated into their specific teams	High	
FR-2	Assurance Breaches	Only select dashboards within workspaces that have breached assurance	High	
FR-3	Monthly Report	Dashboards from the previous month that have breached assurance must only be selected	High	E.g. if the flow runs on 1st July then all dashboards that have breached assurance in June must be selected
FR-4	Automated Trigger	Needs to run on the first of every month	Medium	Excel spreadsheet that flow pulls from is populated at the end of every month
FR-5	Results of Flow	The results must be sent to each team lead via email	High	So they are aware of what has breached and when
FR-6	Result Output Design	The results should be presented and clearly labelled in a table	Low	
FR-6	No Breaches	A condition should be in place so that if there are no breaches from the previous month that the team leads are made aware of this	Med	This will inform recipients that there were no breaches in previous month
FR-7	One flow	This project should be contained into one Power Automate flow rather than multiple flows	Med	

Here is a flow chart of how the flow will operate. It will run monthly, pulling data from the spreadsheet, then filtering upon certain factors, measuring against a condition to determine if there are any assurance breaches from the previous month and sending an email response depending on if any breaches were detected.



Figure 14 - Flow Chart

Below is an example of how the progress of the flow looks. Each task has been separated into three different list (To Do, In Progress and Done) depending on the current completion of the task.

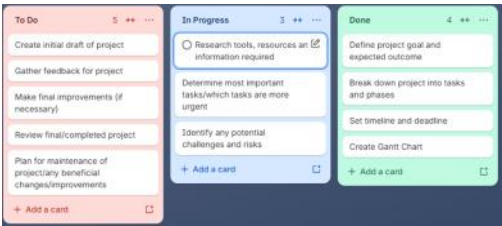


Figure 15 - Progress List

Task 3 - Question 3 - Initial Practical Implementation

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Below are some images of the initial development of the Unassured Power Automate flow, with details of how each step works.

This first image shows the trigger of the flow, which has been scheduled to run on the first of every month, the second step then collects the data from the excel spreadsheet, then the following step selects specific columns that have been chosen.

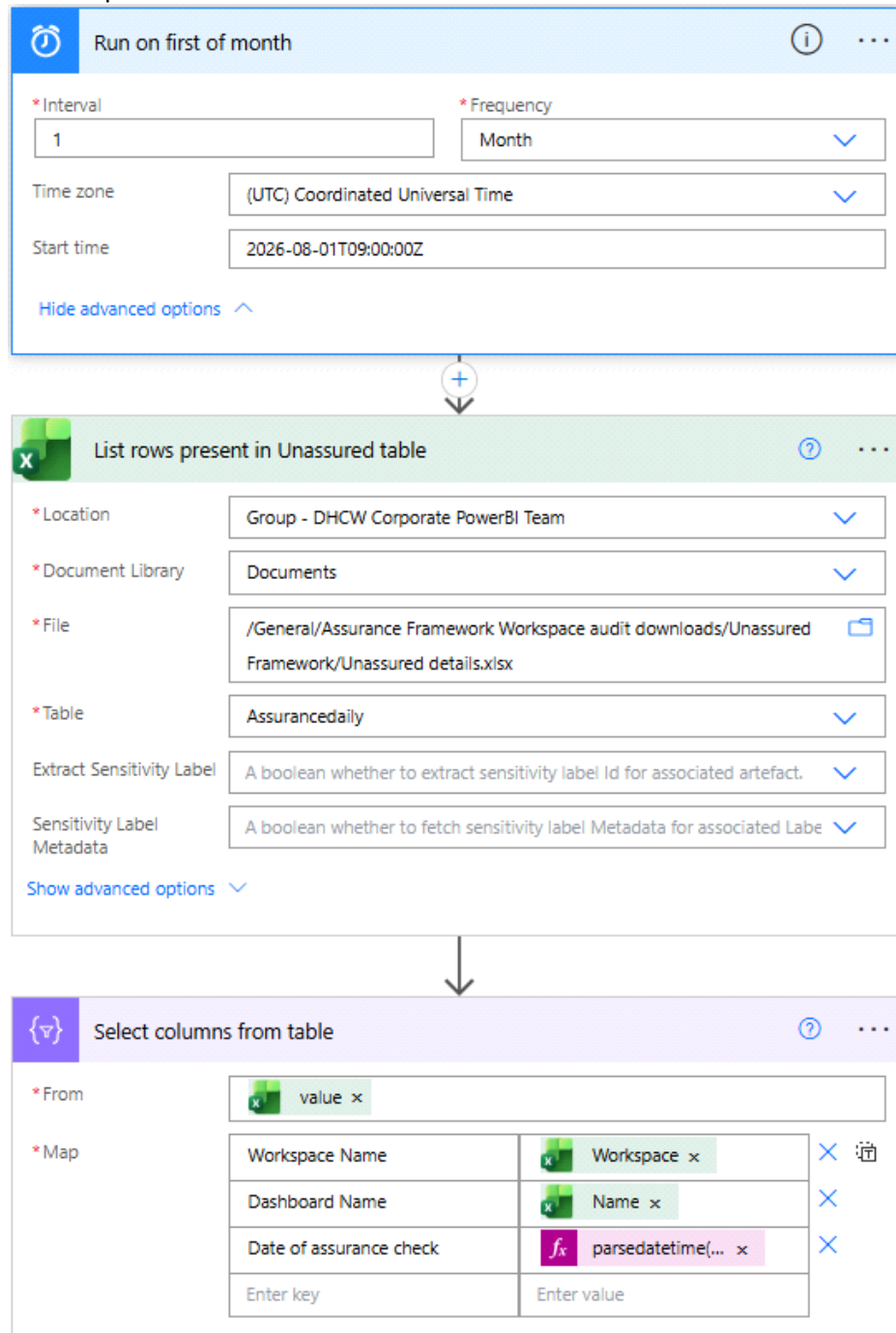


Figure 16 - Implementation 1

These next three steps filter out specific values from the data. The first selects the specific workspaces per team, the second filters out all dashboards and the third filters out to show only dashboards that breached assurance in the previous month are selected.

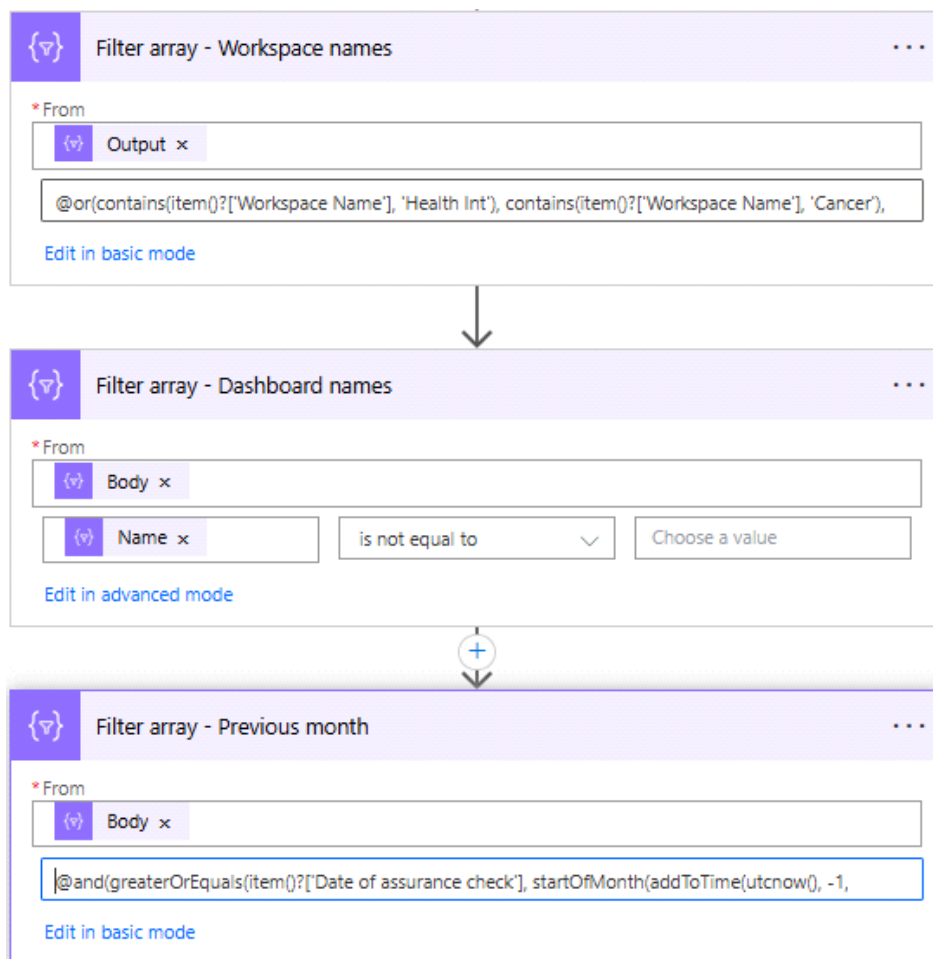


Figure 17 - Implementation 2

'Select filtered columns' now selects the same rows as previously, but after they have been filtered, 'Condition' creates a condition that checks if there are assurance breaches after all the filters have been applied from 'Filter array – Previous month'.

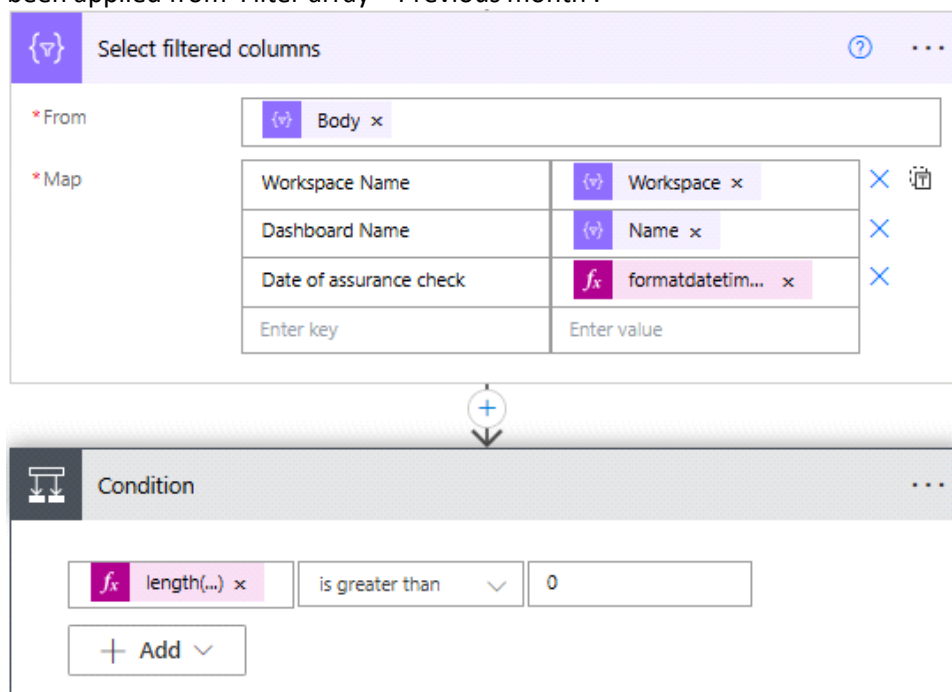


Figure 18 - Implementation 3

If there were assurance breaches in the previous month, a HTML table is created with the details of the breaches included, which then sends an email to the intended recipient with the table of details included.

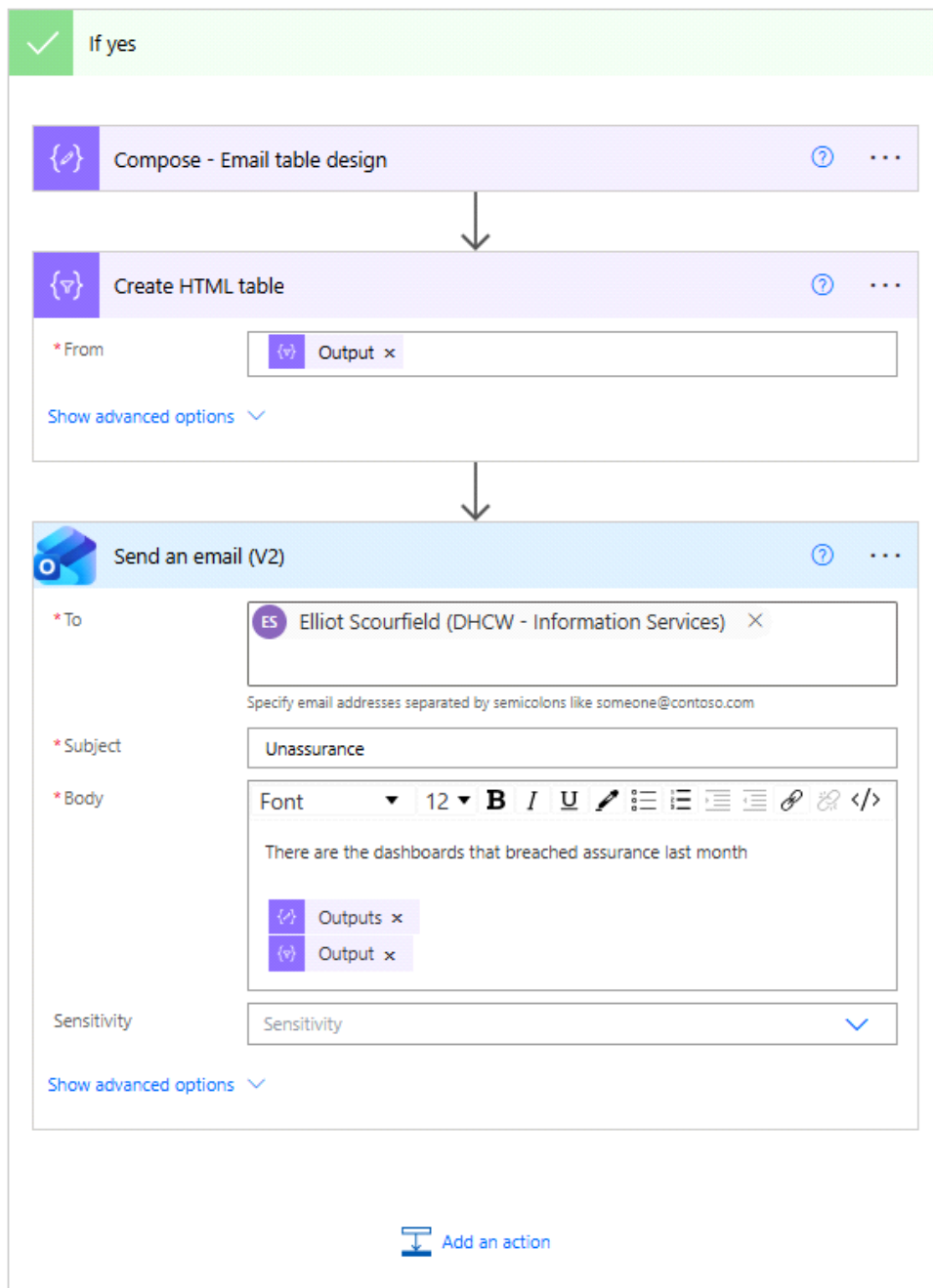


Figure 19 - Implementation 4

If there were no assurance breaches in the previous month, an email will be sent to inform the intended recipient of this.

×

If no

 Send an email (V2) 2

*To

ES Elliot Scourfield (DHCW - Information Services) ×

Specify email addresses separated by semicolons like someone@contoso.com

Add dynamic content +

*Subject

Assurance Check

*Body

Font 12 B I U         

No breaches

Sensitivity

Sensitivity

Show advanced options ▾

 Add an action

Figure 20 - Implementation 5

Reference List

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Additional Resources

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My Trello Board

ES

Share

Ideation and Innovation3

Ideation

Aim and Objectives

Project Outline: Description and Key Sources

+ Add a card

Project Management3

Project Scope: Timeline and Resources

Project Planning: Task Schedule and Gantt Chart

Risk Analysis

+ Add a card

Project Development Method and Design Work3

Development Methodology Selection

Design Base

Prototype Development

+ Add a card

Practical Innovation and Implementation4

Implementation

User Testing and Feedback

Finish Development Work

Deployment Planning

+ Add a card

Project Reflection1

Reflection and Report Writing

+ Add a card

Trello Starter Guide 8

+ Add another list

Inbox

Planner

Board

Switch boards