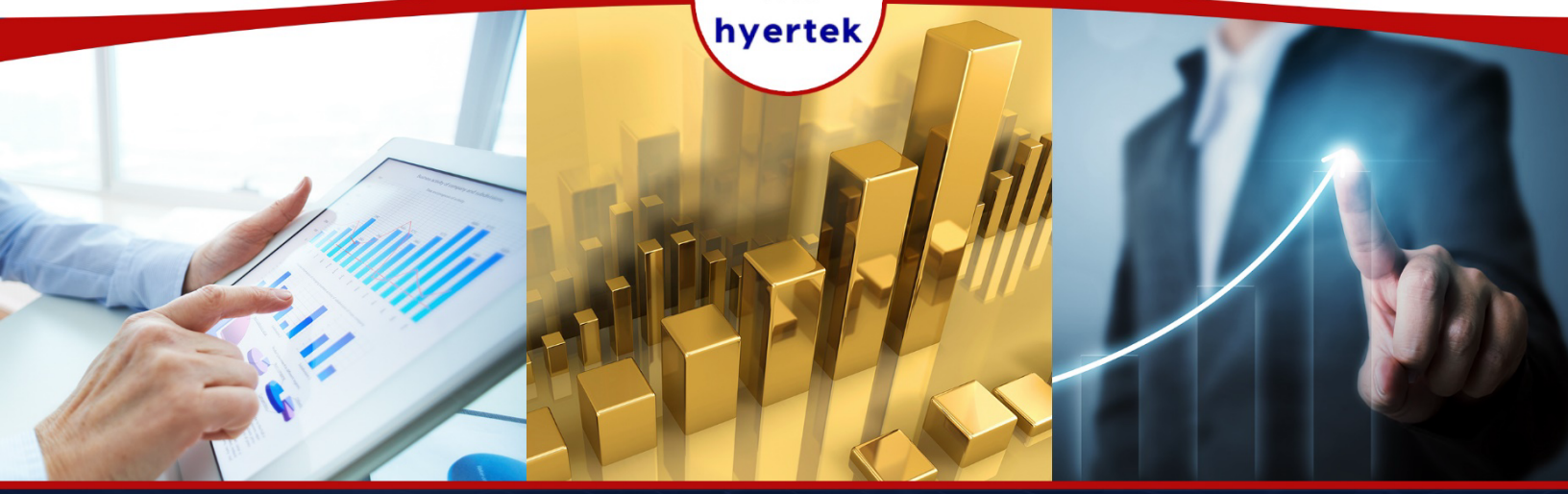

Power Platform Course Catalogue

For Calendar Year 2025

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POWER PLATFORM BOOTCAMP

Days	5
Instructional Level	Advanced
Price Per Learner	Virtual / DC Area: $2400 (Commercial), $1800 (Government)
Learners	Minimum: 8 / Maximum: 16

Equip participants with advanced knowledge and practical skills to design, develop, and deploy scalable, secure, and efficient solutions across the Microsoft Power Platform ecosystem.

Prerequisites: Familiarity with Microsoft 365, basic Power Platform concepts, and general software development practices.

Learning Objectives:

By the end of this course, participants will:

- Master the architecture and capabilities of the Power Platform ecosystem.
- Develop and deploy scalable, secure, and integrated applications using Power Apps and Dataverse.
- Automate complex workflows with Power Automate, including desktop flows and RPA.
- Build advanced analytics and reporting solutions using Power BI and embed them into apps.
- Apply best practices in governance, security, and solution lifecycle management.
- Deliver enterprise-grade solutions that solve real-world business challenges.

Course Outline:

Day 1: Platform Fundamentals

- Overview of Power Platform components (Power Apps, Power BI, Power Automate, Power Virtual Agents, and Dataverse) and their use cases.
- Understanding connectors, APIs, and environment management.
- Governance and security basics, including role-based access control (RBAC) and solution lifecycle management.

Day 1/2: Advanced Power Apps Development

- Designing responsive Canvas Apps and data-centric Model-Driven Apps.
- Customizing forms, views, and dashboards.
- Implementing business rules, advanced formulas, and workflows.
- Managing and deploying apps using ALM tools like GitHub and Azure DevOps.

Day 3: Workflow Automation with Power Automate

- Building cloud flows, desktop flows (RPA), and business process flows for complex automation scenarios.
- Error handling, troubleshooting, and integrating flows with Microsoft 365, SharePoint, and Dynamics 365.
- Using triggers, actions, and conditions for multi-step workflows.

Day 4: Data Insights and Reporting with Power BI

- Creating advanced data models, relationships, and hierarchies.
- Writing DAX expressions for custom calculations and analytics.
- Embedding Power BI dashboards in Power Apps and Model-Driven Apps.
- Implementing Row-Level Security (RLS) and optimizing performance for large datasets.

Day 5: Capstone Project

- Designing and implementing a fully integrated Power Platform solution that addresses a real-world business scenario, incorporating Canvas Apps, Model-Driven Apps, Power BI, Power Automate, and Dataverse.

CANVAS APP DEVELOPMENT IN POWER APPS

Days	2
Instructional Level	Intermediate to Advanced
Price Per Learner	Virtual / DC Area: $960 (Commercial), $720 (Government)
Learners	Minimum: 8 / Maximum: 16

This course focuses on creating responsive, low-code Canvas Apps tailored to meet specific business needs. Participants will learn how to design user-friendly interfaces, connect to a variety of data sources, and implement advanced logic using Power Fx formulas. Through guided exercises and a hands-on project, participants will build a fully functional Canvas App by the end of the course.

Prerequisites: Basic understanding of Microsoft 365, data concepts, and business processes, with familiarity in Excel formulas and Power Platform tools being helpful but not mandatory.

Learning Objectives:

By the end of this 2-day course, participants will be able to:

- Understand the fundamentals of Canvas Apps and their role in the Power Platform ecosystem.
- Design and build user-friendly, responsive interfaces using Power Apps.
- Connect Canvas Apps to multiple data sources, including SharePoint, SQL Server, and Excel.
- Use Power Fx formulas to implement advanced business logic and interactivity.
- Apply best practices for app usability, accessibility, and performance optimization.
- Develop and deploy a fully functional Canvas App that meets specific business requirements.

Course Outline:

Day 1: Foundations of Canvas App Development

- *Module 1: Introduction to Canvas Apps*
  - Overview of Power Apps and the Canvas App framework
  - Understanding when to use Canvas Apps vs. Model-Driven Apps
  - Tour of the Power Apps Studio
- *Module 2: Designing User-Friendly Interfaces*
  - Building responsive layouts for different devices
  - Adding controls (text input, dropdowns, galleries, buttons, etc.)
  - Customizing themes, colors, and branding
  - Accessibility features and 508 compliances
- *Module 3: Connecting to Data Sources*

  - Overview of data connections and connectors
  - Integrating with SharePoint, Excel, and Dataverse
  - Using collections and variables to manage app data
  - Best practices for managing data connections and performance
- *Hands-On Exercise*
  - Design a responsive app interface and connect it to a SharePoint list.

Day 2: Advanced Canvas App Development

- *Module 4: Advanced Formulas and Expressions*
  - Introduction to Power Fx and its syntax
  - Implementing conditional logic and dynamic behavior
  - Using delegation to handle large datasets
  - Debugging and troubleshooting formulas
- *Module 5: Enhancing App Usability and Performance*
  - Best practices for optimizing app performance
  - Implementing error handling and user feedback
  - Offline capabilities in Canvas Apps
- *Module 6: Deployment and Sharing*
  - Testing and publishing Canvas Apps
  - Sharing apps with other users and managing permissions
  - Introduction to version control and ALM for Canvas Apps
- *Capstone Project Outcome:*
  - Build a fully functional Canvas App that includes:
    - Responsive user interface
    - Connection to multiple data sources
    - Business logic using advanced formulas
    - Performance optimizations and usability enhancements

MODEL-DRIVEN APP DEVELOPMENT FOR THE ENTERPRISE

Days	3
Instructional Level	Intermediate to Advanced
Price Per Learner	Virtual / DC Area: $1440 (Commercial), $1080 (Government)
Learners	Minimum: 8 / Maximum: 16

The course equips participants with the skills to design, develop, and deploy enterprise-grade Model-Driven Apps using Microsoft Power Apps and Dataverse. The course delves into creating robust applications by configuring data models, forms, views, dashboards, and workflows, while emphasizing security and scalability. Participants will also gain hands-on experience in building a fully functional Model-Driven App tailored to real-world business scenarios.

Prerequisites: Basic understanding of data modeling, business processes, and Power Platform fundamentals. Familiarity with Microsoft 365 and Power Automate is helpful but not mandatory.

Learning Objectives:

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

- Understand the principles and architecture of Model-Driven Apps and Dataverse.
- Design and implement comprehensive data models with advanced relationships in Dataverse.
- Build and configure Model-Driven Apps, including forms, views, dashboards, and charts.
- Apply business logic through rules, workflows, automation, and custom logic using Power Fx.
- Implement robust security measures using role-based access control (RBAC) and Dataverse features.
- Deploy, monitor, and manage Model-Driven Apps within a production environment.

Course Outline:

Day 1: Fundamentals of Model-Driven Apps and Dataverse Deep-Dive

- *Module 1: Introduction to Model-Driven Apps*
  - What are Model-Driven Apps and how they differ from Canvas Apps.
  - Key use cases and benefits of Model-Driven Apps.
  - Navigating Power Apps Maker Portal and exploring sample Model-Driven Apps.
  - Introduction to the Microsoft Dataverse environment.
- *Module 2: Dataverse Fundamentals*
  - Understanding Dataverse architecture: Tables, columns, and data types.
  - Creating custom tables and configuring primary keys.
  - Building relationships: One-to-one, one-to-many, and many-to-many.
  - Importing and managing data using dataflows.

  - Setting up hierarchical data structures for complex business scenarios.
- *Module 3: Designing Data Models*
  - Using calculated and roll-up columns for advanced logic.
  - Configuring table views and creating filtered data views.
  - Best practices for scalable data models.
- *Hands-On Exercise:*
  - Build a Dataverse data model with custom tables, relationships, and calculated columns for a business scenario.

Day 2: Building and Customizing Model-Driven Apps

- *Module 4: Creating Model-Driven Apps*
  - Configuring app navigation: Sitemap and app modules.
  - Building forms for data entry and visualization.
  - Customizing views to display data effectively for different user roles.
  - Adding dashboards and charts for visual insights.
- *Module 5: Implementing Business Logic*
  - Setting up business rules for data validation and automation.
  - Using workflows with Power Automate to trigger actions.
  - Applying Power Fx for custom logic and interactivity.
  - Automating complex workflows with Dataverse triggers and actions.
- *Module 6: Enhancing User Experience*
  - Customizing the user interface for usability and branding.
  - Implementing conditional visibility and dynamic form elements.
  - Introduction to PCF (PowerApps Component Framework) for custom components.
- *Hands-On Exercises:*
  - Create and configure a Model-Driven App, including forms, views, charts, and dashboards.

Day 3: Advanced Features, Security, and Deployment

- *Module 7: Advanced Features in Model-Driven Apps*
  - Leveraging virtual tables to connect external data sources.
  - Using audit history and versioning for compliance tracking.
  - Advanced troubleshooting and debugging techniques.
- *Module 8: Security and Access Control*
  - Role-based access control (RBAC) in Dataverse.

  - Configuring business units and security roles.
  - Setting up field-level security and data sharing policies.
  - Managing app-level permissions for users and teams.
- *Module 9: Deployment and Application Lifecycle Management (ALM)*
  - Managing environments and solutions for app deployment.
  - Using version control tools like GitHub and Azure DevOps for ALM.
  - Best practices for app publishing, updates, and monitoring.
  - Monitoring performance and gathering analytics using Dataverse insights.
- *Capstone Project Outcome:*
  - Develop and deploy a comprehensive Model-Driven App, including:
    - A Dataverse data model with advanced tables and relationships.
    - Configured forms, views, dashboards, and charts.
    - Business rules, workflows, and automation.
    - Security configuration for multiple user roles.

DATAVERSE MASTERY: DATA MANAGEMENT FOR THE POWER PLATFORM

Days	3
Instructional Level	Intermediate to Advanced
Price Per Learner	Virtual / DC Area: $1440 (Commercial), $1080 (Government)
Learners	Minimum: 8 / Maximum: 16

The course equips participants with the expertise to design, implement, and manage scalable data solutions using Microsoft Dataverse, the core data management platform for the Power Platform. Participants will delve into creating robust data models, configuring role-based security, designing business process flows, and integrating Dataverse with external systems. This course emphasizes best practices for data governance, auditing, and performance optimization, culminating in hands-on exercises and a capstone project that prepares learners to deliver impactful, data-driven solutions tailored to real-world business scenarios.

Prerequisites: Basic understanding of Power Platform concepts and data management. Familiarity with Microsoft 365 tools and Power Automate is helpful but not mandatory.

Learning Objectives:

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

- Understand Dataverse architecture and its role in the Power Platform ecosystem.
- Design and configure data models with tables, columns, and relationships.
- Manage data views, role-based access, and data security.
- Implement business process flows, data auditing, and workflows.
- Integrate Dataverse with external systems and APIs for enhanced functionality.

Course Outline:

Day 1: Dataverse Basics

- *Module 1: Understanding Dataverse Architecture*
  - Overview of Dataverse and its role in the Power Platform.
  - Key components: Tables, columns, and relationships.
  - Differences between Dataverse and other data storage options (SharePoint, SQL).
- *Module 2: Creating Tables, Columns, and Relationships*
  - Setting up custom tables with appropriate data types.
  - Building relationships: One-to-one, one-to-many, and many-to-many.
  - Using calculated and roll-up columns for business logic.
- *Module 3: Managing Data Views and Filters*
  - Configuring views to display data effectively for different user roles.
  - Applying advanced filters for dynamic data queries.

- Managing data import/export and bulk updates.

- *Hands-On Exercise*
  - Create a Dataverse data model with tables, relationships, and filtered views for a specific business use case.

Day 2: Role-Based Security and Business Logic

- *Module 4: Role-Based Access Control (RBAC)*
  - Configuring security roles and assigning permissions.
  - Managing data access for users, teams, and business units.
  - Implementing field-level security for sensitive data.
- *Module 5: Business Process Flows*
  - Creating multi-step workflows with business process flows.
  - Integrating business process flows with Power Automate for advanced automation.
  - Best practices for designing process flows for scalability.
- *Module 6: Data Auditing and Compliance*
  - Configuring auditing to track data changes.
  - Managing version history for critical records.
  - Leveraging audit logs for compliance and reporting.
- *Hands-On Exercise*
  - Develop a business process flow that includes security configurations and auditing for compliance tracking.

Day 3: Advanced Features and Integration

- *Module 7: Integration with External Systems*
  - Using virtual tables to connect external data sources.
  - Automating data synchronization with Power Automate.
  - Working with APIs for advanced integrations.
- *Module 8: Optimizing Data Management*
  - Performance tuning for Dataverse solutions.
  - Managing large datasets and retention policies.
  - Advanced search and querying techniques.
- *Capstone Project*
  - Build and deploy a comprehensive Dataverse solution that includes:
    - A data model with advanced relationships.
    - Business process flows and security configurations.
    - Integration with an external API or system.

POWER BI ESSENTIALS: DATA VISUALIZATION AND REPORTING

Days	2
Instructional Level	Beginner
Price Per Learner	Virtual / DC Area: $960 (Commercial), $720 (Government)
Learners	Minimum: 8 / Maximum: 16

This course introduces participants to Power BI, equipping them with the skills to create compelling data visualizations and interactive dashboards. Participants will learn how to connect to data sources, transform data using Power Query, and design visually appealing reports to uncover actionable insights. This foundational course is ideal for professionals seeking to understand how Power BI can transform raw data into meaningful, decision-ready information.

Prerequisites: Learners should have a basic understanding of Microsoft Excel or similar spreadsheet tools. They should also have familiarity with general data concepts such as tables, relationships, and filtering.

Learning Objectives:

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

- Understand the core components of Power BI: Desktop, Service, and Mobile.
- Connect to and transform data using Power Query.
- Create data models and establish relationships between tables.
- Design interactive and visually appealing reports and dashboards.
- Publish and share reports through Power BI Service.

Course Outline:

Day 1: Introduction to Power BI

- *Module 1: Overview of Power BI*
  - Core components: Power BI Desktop, Power BI Service, Power BI Mobile.
  - Understanding the Power BI workflow.
  - Exploring sample dashboards and reports.
- *Module 2: Connecting to Data Sources*
  - Connecting to Excel, SQL Server, and cloud-based sources.
  - Using Power Query for data transformation.
  - Handling errors and cleaning data effectively.
- *Module 3: Data Modeling Basics*
  - Creating relationships between tables.
  - Understanding star schema and normalization.
  - Implementing calculated columns and measures.

- *Hands-On Exercise*
  - Connect to a dataset, clean the data using Power Query, and create relationships.

Day 2: Building Reports and Dashboards

- *Module 4: Designing Visualizations*
  - Choosing the right visualizations for the data.
  - Customizing charts, tables, and cards.
  - Using slicers and filters for interactivity.
- *Module 5: Publishing and Sharing Reports*
  - Publishing reports to Power BI Service.
  - Sharing dashboards and reports with others.
  - Introduction to Row-Level Security (RLS).
- *Capstone Project Outcome*
  - Create and publish an interactive dashboard, showcasing insights from a sample dataset.

ADVANCED POWER BI: DATA MODELING AND ANALYTICS

Days	2
Instructional Level	Intermediate to Advanced
Price Per Learner	Virtual / DC Area: $960 (Commercial), $720 (Government)
Learners	Minimum: 8 / Maximum: 16

This course is designed for experienced Power BI users looking to deepen their expertise in advanced data modeling and analytics. Participants will master DAX (Data Analysis Expressions) for complex calculations, optimize large datasets for performance, and implement advanced security features. The course also covers strategies for embedding Power BI into applications and integrating it with other tools for enterprise-wide solutions.

Prerequisites: Learners should ideally complete the Power BI Essentials course or equivalent experience before taking this course. Familiarity with creating basic reports and dashboards in Power BI and an understanding of relational data modeling concepts is necessary.

Learning Objectives:

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

- Create advanced data models with calculated tables, hierarchies, and relationships.
- Write complex DAX expressions for custom calculations and analytics.
- Optimize performance for large datasets.
- Implement advanced security with Row-Level Security (RLS).
- Embed Power BI reports into applications and integrate with other platforms.

Course Outline:

Day 1: Advanced Data Modeling

- *Module 1: Building Advanced Data Models*
  - Creating calculated tables and hierarchies.
  - Optimizing relationships for performance.
  - Using parameters and what-if scenarios.
- *Module 2: Mastering DAX (Data Analysis Expressions)*
  - Writing advanced measures and calculated columns.
  - Using time intelligence functions for trend analysis.
  - Debugging and optimizing DAX expressions.
- *Hands-On Exercise*
  - Build a complex data model and write DAX measures to analyze trends.

Day 2: Advanced Analytics and Integration

- *Module 3: Enhancing Reports with Advanced Features*
  - Implementing bookmarks and drill-through for navigation.
  - Using custom visuals for advanced analytics.
  - Creating KPI dashboards.
- *Module 4: Security and Deployment*
  - Configuring Row-Level Security (RLS) for different user groups.
  - Deploying datasets and reports across environments.
  - Monitoring and optimizing report performance.
- *Module 5: Embedding and Integration*
  - Embedding Power BI dashboards in other applications.
  - Integrating Power BI with Power Apps and Power Automate.
  - Introduction to Power BI API for custom solutions.
- *Capstone Project*
  - Create a secure, performance-optimized Power BI solution with advanced analytics and integration features.

POWER AUTOMATE FUNDAMENTALS: CLOUD-BASED WORKFLOW AUTOMATION

Days	2
Instructional Level	Beginner
Price Per Learner	Virtual / DC Area: $960 (Commercial), $720 (Government)
Learners	Minimum: 8 / Maximum: 16

This course provides a solid foundation in Power Automate, enabling participants to automate repetitive tasks and streamline business processes. Through practical exercises, participants will learn to create cloud flows, integrate Power Automate with other Microsoft 365 tools, and enhance productivity with automation. Ideal for professionals new to Power Automate or looking to improve workflow efficiency.

Prerequisites: Learners should have a basic understanding of Microsoft 365 applications (e.g., Outlook, SharePoint, Teams). The learner should also have familiarity with business processes and workflow management.

Learning Objectives:

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

- Understand the core features of Power Automate and its role in the Power Platform.
- Create and configure cloud flows using triggers, actions, and conditions.
- Automate approval processes and data synchronization across Microsoft 365 tools.
- Integrate Power Automate with SharePoint, Excel, and other popular services.
- Manage and monitor flows for optimal performance.

Course Outline:

Day 1: Getting Started with Power Automate

- *Module 1: Introduction to Power Automate*
  - Overview of Power Automate and its use cases.
  - Understanding flow types: Cloud flows, desktop flows, and business process flows.
  - Navigating the Power Automate interface.
- *Module 2: Creating Cloud Flows*
  - Using triggers and actions to build simple flows.
  - Configuring conditions for branching workflows.
  - Introduction to connectors and templates.
- *Hands-On Exercise*
  - Build a basic cloud flow to automate email notifications.

Day 2: Advanced Workflow Automation

- *Module 3: Automating Business Processes*
  - Designing approval workflows with Power Automate.
  - Managing data synchronization between SharePoint and Excel.
  - Using Power Automate with Teams for collaboration tasks.
- *Module 4: Monitoring and Managing Flows*
  - Tracking flow performance and troubleshooting errors.
  - Managing flow runs and history logs.
  - Best practices for optimizing workflow efficiency.
- *Capstone Project*
  - Create a complete approval process flow integrating SharePoint and Teams.

ADVANCED POWER AUTOMATE: RPA AND ENTERPRISE INTEGRATION

Days	2
Instructional Level	Advanced
Price Per Learner	Virtual / DC Area: $960 (Commercial), $720 (Government)
Learners	Minimum: 8 / Maximum: 16

This advanced Power Automate course explores the full potential of products, both in the cloud and at the desktop, focusing on Robotic Process Automation (RPA) and enterprise-grade workflow solutions. Participants will learn to create desktop flows, integrate with external systems, and implement complex business process flows, ensuring efficiency at scale.

Prerequisites: Learners should have completed the Power Automate Fundamentals course or equivalent experience. Familiarity with business processes and Microsoft 365 tools as well as a basic understanding of Power Platform concepts is mandatory.

Learning Objectives:

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

- Create desktop flows to automate tasks on legacy systems.
- Build multi-step business process flows for complex scenarios.
- Integrate Power Automate with external systems and APIs.
- Implement error handling and optimize flow performance.
- Apply best practices for enterprise-grade workflow management.

Course Outline:

Day 1: Advanced Workflows and RPA

- *Module 1: Introduction to Desktop Flows*
  - Understanding RPA and its applications.
  - Setting up and configuring Power Automate Desktop.
  - Recording and editing desktop flows.
- *Module 2: Complex Cloud Flows*
  - Creating multi-step workflows with conditional logic.
  - Combining cloud flows with desktop flows for hybrid automation.
  - Using expressions and variables for dynamic workflows.
- *Hands-On Exercise*
  - Automate a repetitive data entry task using desktop flows.

Day 2: Enterprise Integration and Optimization

- *Module 3: Integrating with External Systems*
  - Connecting Power Automate to external APIs.
  - Using custom connectors for unique integrations.
  - Automating file and data exchange between systems.
- *Module 4: Optimizing and Managing Flows*
  - Implementing error handling and retry policies.
  - Optimizing flow performance for large-scale scenarios.
  - Managing flow governance and compliance in enterprise environments.
- *Hands-On Exercise*
  - Build a hybrid flow integrating RPA, APIs, and a multi-step approval process.

COURSE DELIVERY AND CANCELLATION POLICIES

Our training programs are designed to deliver high-quality, tailored learning experiences that meet the unique needs of each client. To ensure clarity and transparency, the following policies govern course delivery, pricing, cancellations, equipment requirements, and intellectual property rights.

Course Delivery Policies:

1. **Course Delivery Format**:
   - Courses can be conducted fully virtually or in-person at a facility within the DC-Metro area or at our designated training facility.
   - Courses delivered outside the DC-Metro area will incur additional travel fees for the instructor, which include transportation, lodging, and per diem expenses.
2. **Course Participation Requirements**:
   - Each course requires a minimum of 8 learners to run.
   - The maximum number of learners per public session is 16.
   - Private sessions for agencies or organizations may be able to accommodate larger groups, subject to prior agreement and additional instructor support.
3. **Course Customization**:
   - Basic course exercises can be tailored to align with specific organizational needs at no additional cost.
   - Customization requiring significant modifications to the curriculum, such as adding agency-specific workflows or developing custom case studies, will incur an additional fee of $1,025.00 per day. This fee will be invoiced separately and must be approved in writing before curriculum development begins.

Pricing Policies:

- **Standard Pricing**:
  - Course fees are based on delivery within the DC-Metro area or virtually.
  - Additional travel-related expenses will apply for courses delivered outside the DC-Metro area.
- **Instructor Travel Fees** (for locations outside the DC-Metro area):
  - Transportation (airfare, train, or mileage reimbursement) actuals.
  - Lodging expenses are based on government per diem rates.
  - Meal per diem as per GSA standards.

Course Cancellation Policies:

- **Cancellation by the Client:**
  - *14 Days or More Prior to the Start Date:*
    - Full refund or rescheduling at no cost.

- *7 to 13 Days Prior to the Start Date:*
  - 50% of the course fee will be refunded.
  - Rescheduling will incur a 25% administrative fee.
- *6 Days or Less Prior to the Start Date:*
  - No refund will be issued.
  - Rescheduling will incur a 50% administrative fee.

- **Cancellation by the Training Provider:**
  - In the unlikely event that the course is canceled by the training provider due to unforeseen circumstances, clients will be offered:
    - A full refund of the course fees.
    - The option to reschedule the course at no additional cost.
- **Insufficient Enrollment:**
  - If the minimum requirement of 8 learners is not met for a public session, the course will be canceled or rescheduled.
  - Clients will be notified at least 5 business days in advance.
  - A full refund will be issued, or the client may opt to transfer their enrollment to another session.
- **Rescheduling by the Client:**
  - Clients may request to reschedule a course 7 days or more before the start date at no additional cost.
  - Requests made less than 7 days before the course start date will incur a 25% administrative fee.
- **No-Shows:**
  - No refunds or rescheduling options will be provided for learners who fail to attend without prior notification.

Computer Equipment Requirements:

For in-person training sessions, including at our training facility, the learner is responsible for providing computer equipment that meets the following minimum specifications:

- Windows 10 or higher, with the latest updates.
- At least 8GB of RAM and a reliable internet connection.
- Required software pre-installed, including Microsoft Power Apps, Power BI, or other relevant tools depending on the course.

Note: We provide an online training configuration for all learners to use during the training sessions.

For virtual sessions, learners must have:

- Access to a personal or work on a computer with administrative permissions.
- A stable internet connection and a supported web browser (e.g., Edge, Chrome).

If equipment is not provided or does not meet the requirements, the training provider can supply equipment for an additional fee, which must be agreed upon in advance.

Ownership of Course Materials:

- **Training Provider's Intellectual Property:**
  - All course materials, including but not limited to presentations, handouts, exercises, templates, and proprietary tools, are the intellectual property of the training provider.
  - Participants and clients are granted a non-transferable, non-exclusive license to use the materials for internal learning purposes only.
  - Materials may not be reproduced, distributed, or shared outside the enrolled organization without prior written consent from the training provider.
- **Client-Specific Customizations:**
  - Customizations made to course materials for specific client purposes remain the intellectual property of the training provider unless otherwise agreed upon in writing.
  - The client is granted rights to use customized materials solely within their organization for training purposes.

Use of Training Sessions:

- **Recording of Training Sessions:**
  - Recording of virtual or in-person training sessions is strictly prohibited unless expressly authorized in writing by the training provider.
  - If recording is permitted, usage is restricted to internal organizational purposes, and distribution outside the client organization is strictly prohibited.
- **Prohibited Use of Content:**
  - Clients or participants may not reverse engineer, repurpose, or adapt course materials to create competing training programs or products.
  - Any unauthorized use of the training provider’s IP, including unauthorized sharing, reproduction, or monetization, will result in legal action.

Third-Party Tools and Resources:

- Any third-party content, tools, or resources used in the course remain the intellectual property of their respective owners.
- Licensing terms for third-party tools used during the course must be adhered to by participants, and the training provider assumes no responsibility for violations of third-party licensing agreements.

Participant Contributions:

- Any content or suggestions provided by clients or participants during the customization process (e.g., workflows, case studies, or business scenarios) will remain the intellectual property of the client.
- The training provider reserves the right to anonymize and adapt client-generated content for inclusion in future courses unless otherwise agreed in writing.

Breach of Policies:

- Any violation of these intellectual property policies may result in termination of training services, withdrawal of access to materials, and/or legal action to protect the training provider's rights.