

Robotic Process Automation Awareness

Use cases, tool comparisons and a small workflow demonstration

FA-0682 · Half day

Automation, RPA & Power Platform

Introduction

A half-day introduction to robotic process automation for participants familiar with business workflows but new to RPA. Examine suitable repetitive tasks, implementation limits and a small prepared workflow, then compare task, UiPath and PowerAutomate.

The task example is a legacy/open-source teaching comparison, with compatibility checked in the prepared environment. The course does not establish production readiness, guaranteed savings or a complete tool-selection/business case.

Learning outcomes

- Explain basic RPA concepts and recognise candidate rule-based tasks.
- Identify input, exception, access and maintenance requirements for a small workflow.
- Inspect a prepared task-style automation and its variable/error-handling concepts.
- Compare selected tools by capabilities, compatibility, licensing and support.
- Identify further validation required before automating a real business process.

Prerequisites

- Basic understanding of business processes and workflows.
- Familiarity with software applications and general IT concepts.
- No prior experience with RPA tools is required, though beneficial.

Hands-on demonstration uses the arranged compatible learning environment; no software purchase is required by the syllabus.

Training outline

1. 1. RPA Foundations and Suitability

- Definition and Key Concepts of RPA
- The Evolution and Growth of RPA in Business
- Benefits and Challenges of Implementing RPA

Distinguish possible benefits from measured outcomes; unstable interfaces, exceptions and poor input data can limit suitability.

2. 2. A Prepared task Workflow

- Overview of TASKt: Features and Capabilities
- Prepared taskt environment: installation/compatibility overview
- Understanding the TASKt Interface and Workflow

Inspect or adapt a small prepared automation

- Recording and Editing Tasks
 - Managing Variables and Data
 - Error Handling and Debugging
- Practical Use Cases and Examples of TASKt

Treat installation and recording as a prepared demonstration. Inspect one small workflow, its variables and a failure case rather than claim a comprehensive deep dive; legacy dependencies/support require evaluation before real adoption.

3. 3. Tool Comparison

Overview of UiPath

- Key Features and Capabilities
- Typical Use Cases and Industry Applications

MicrosoftPowerAutomate desktop flows and their cloud-orchestration context

- Key Features and Capabilities
- Integration with Microsoft Ecosystem
- Typical Use Cases and Industry Applications

Compare taskt, UiPath and PowerAutomate for the selected scenario

- Ease of Use and Learning Curve
- Cost and Licensing Models
- Integration and Compatibility with Other Systems
- Community Support and Resources
- Scalability and Performance

Compare the available UiPath and PowerAutomate desktop/cloud capabilities without assuming equal features, free use, unattended rights or current prices across products.

4. 4. Use-case Discussion and Next Steps

- Common Business Processes Suitable for RPA
- Publicly documented or fictional RPA examples and limitations
- Possible RPA developments and uncertainties

Use an illustrative process to identify success criteria, exception handling, permissions, maintenance ownership and review needs.