

Software solution: **pobvol Checklists**

Power App: **pssChecks**

Introduction to using the app

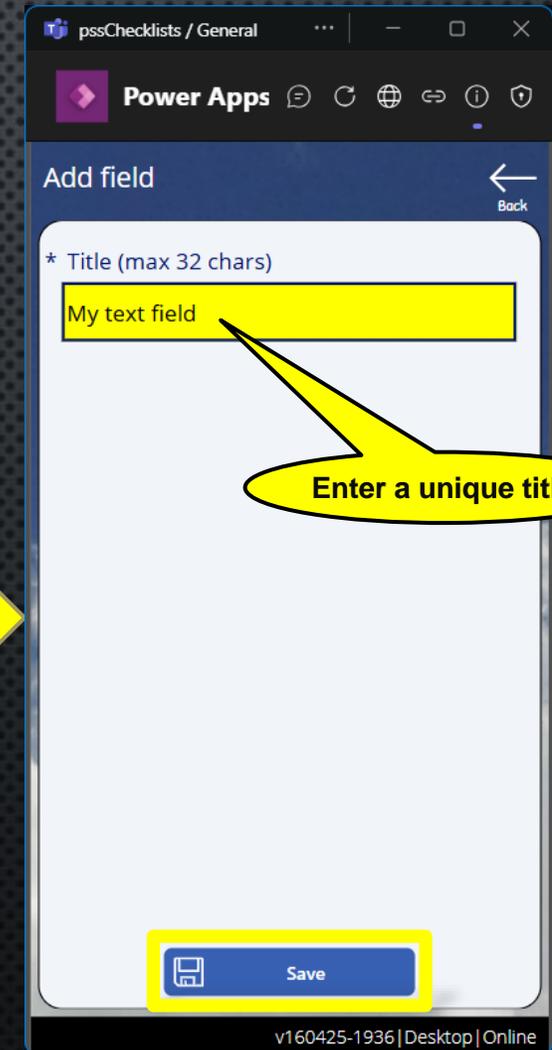
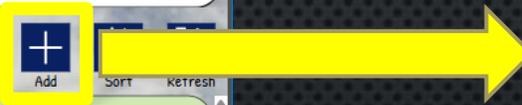
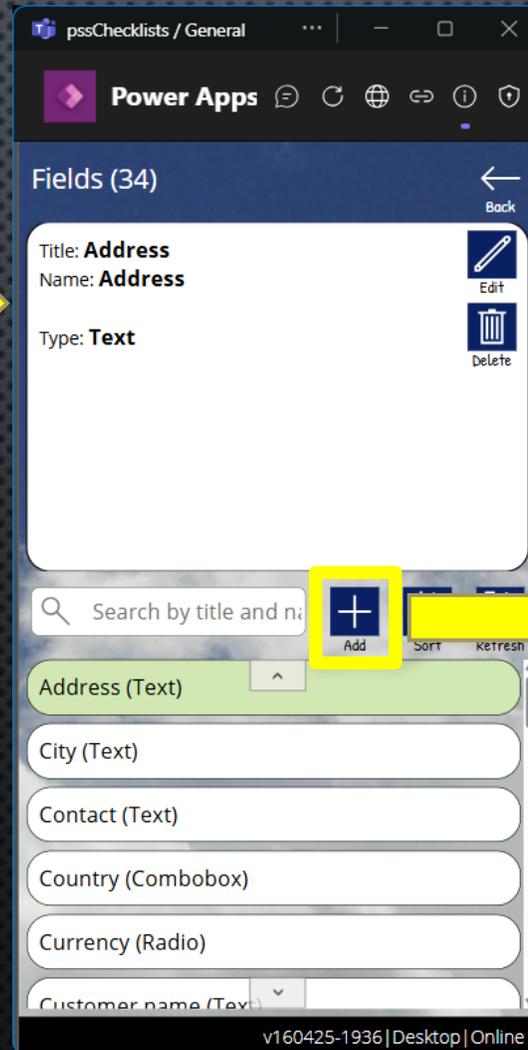
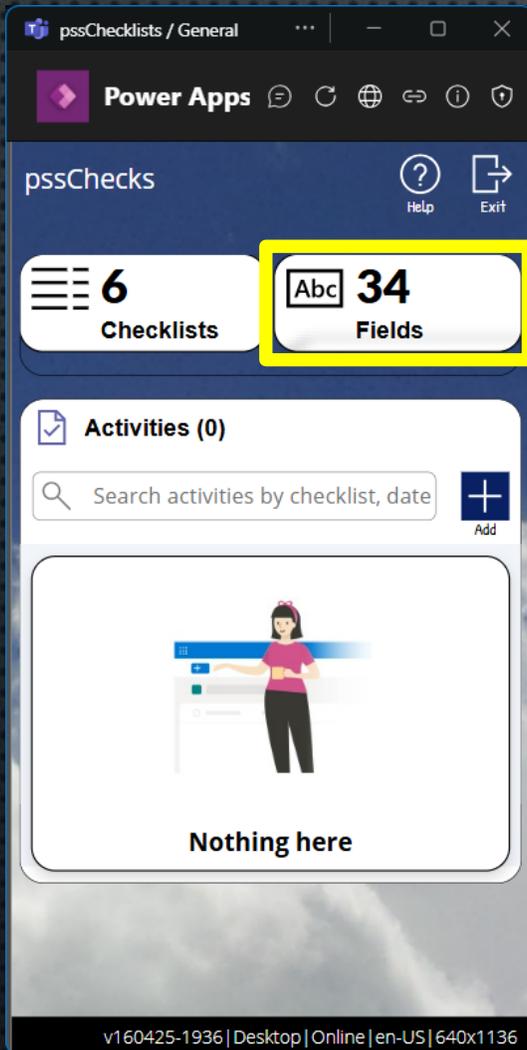


**Developed with
Microsoft 365-
services**

Fields

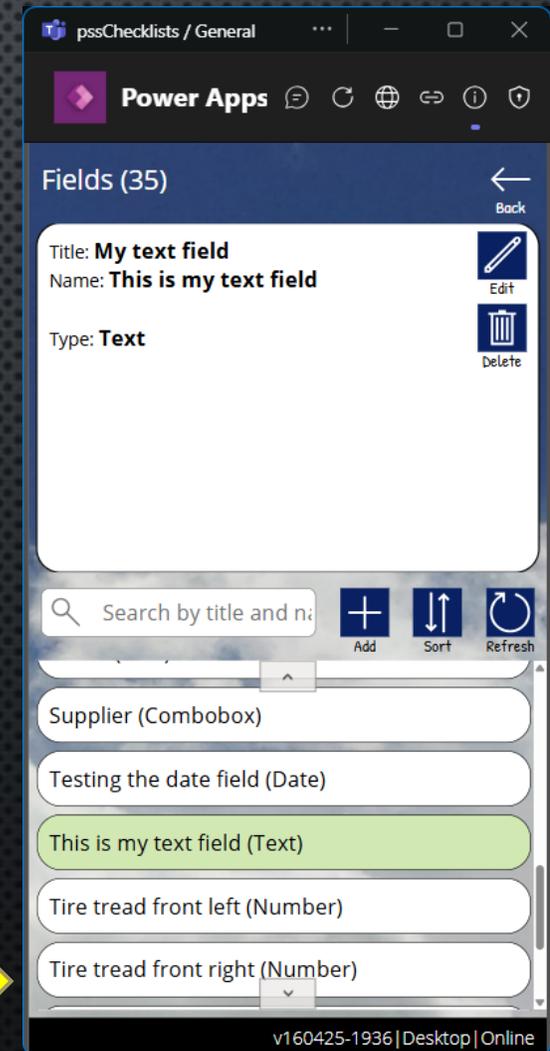
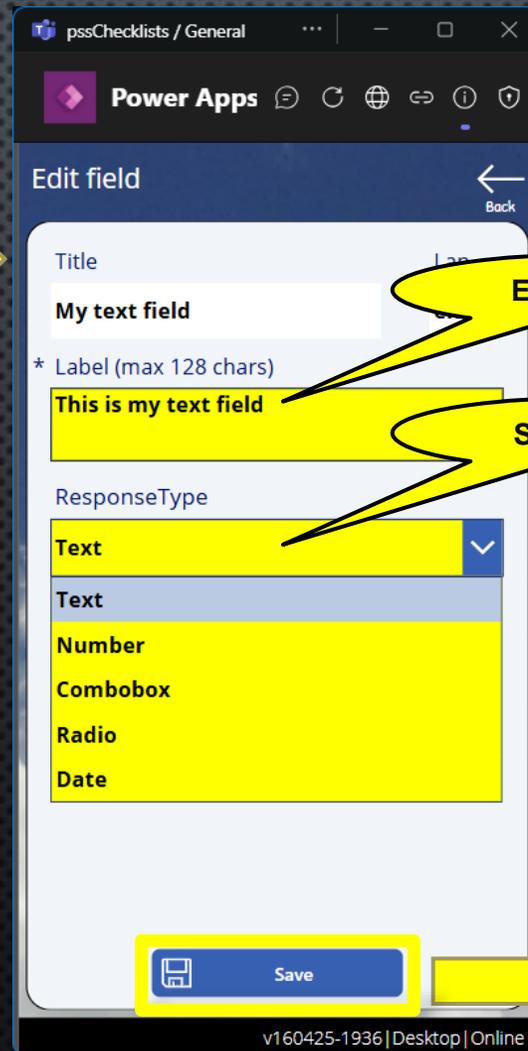
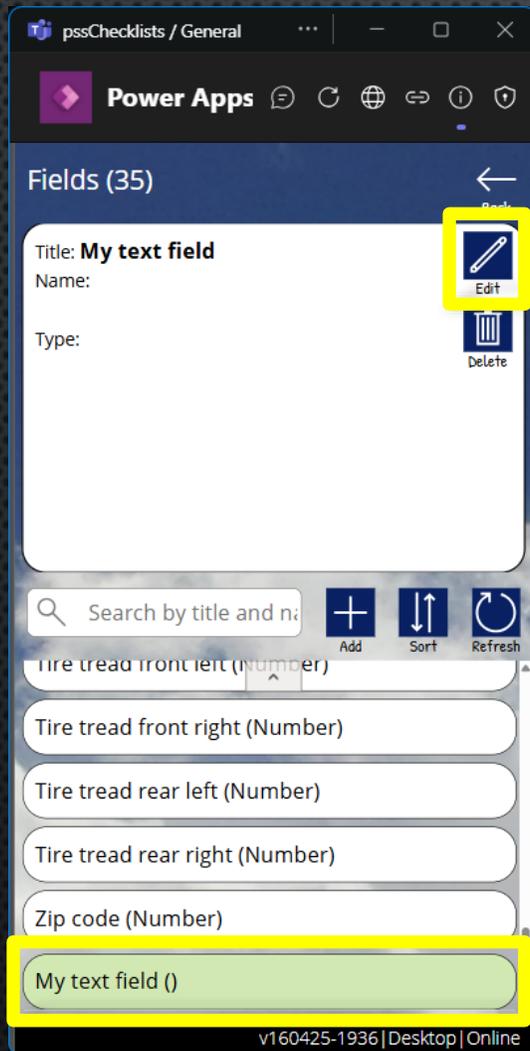
Add Field

Start Power App **pssChecks**, select **Fields**, select **Add**, enter a **unique Title** for the new field and select **Save**



Customize Field

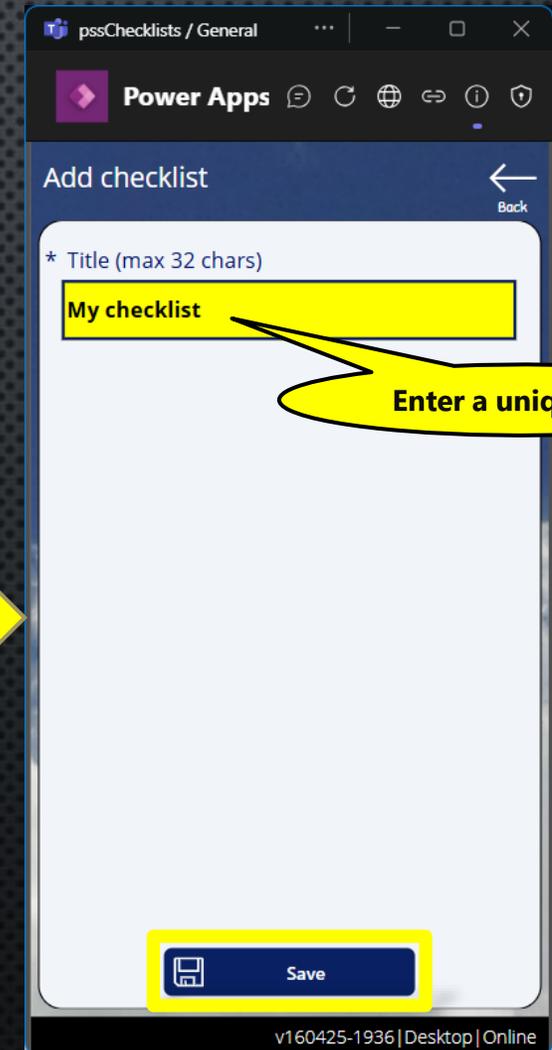
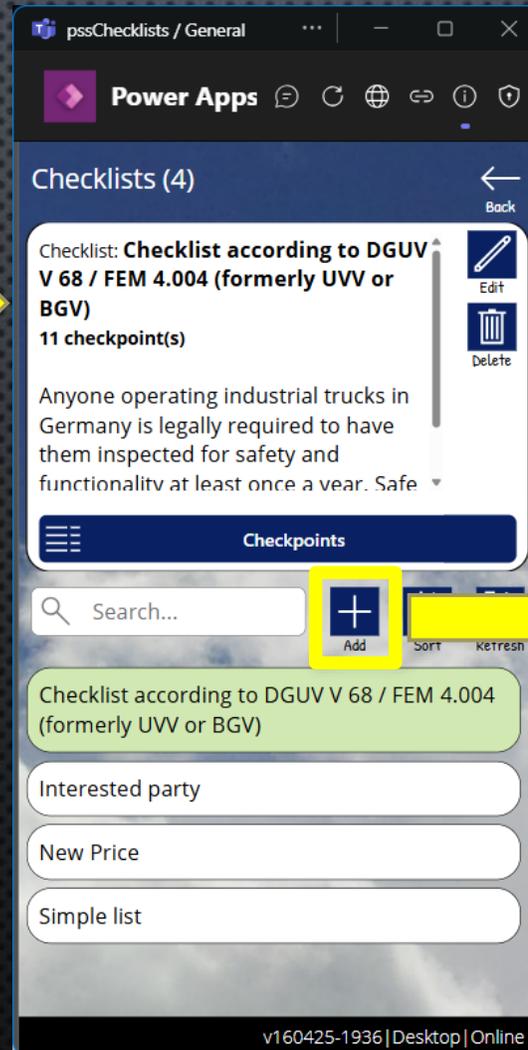
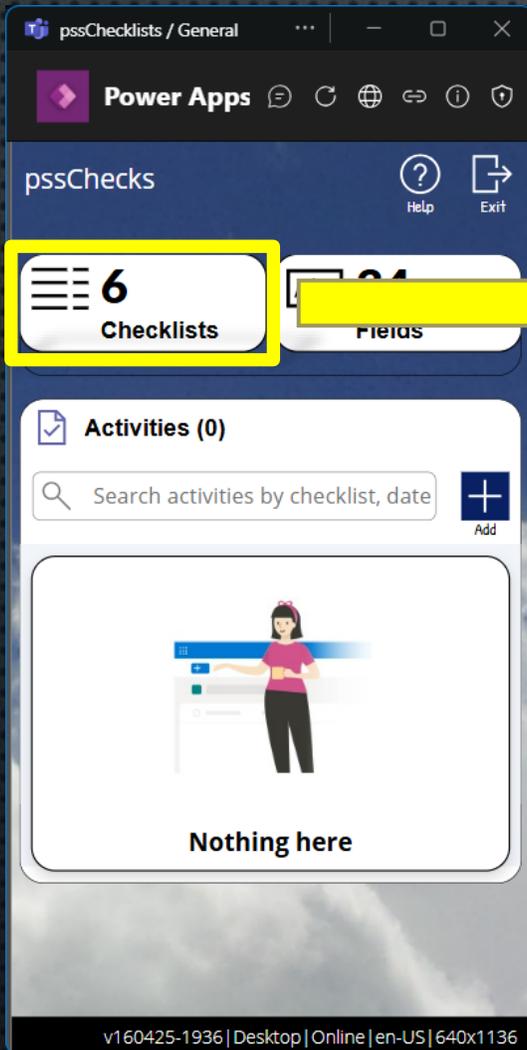
Select **Field**, select **Edit**, enter **Name**, select **Type** and select **save**



Checklists

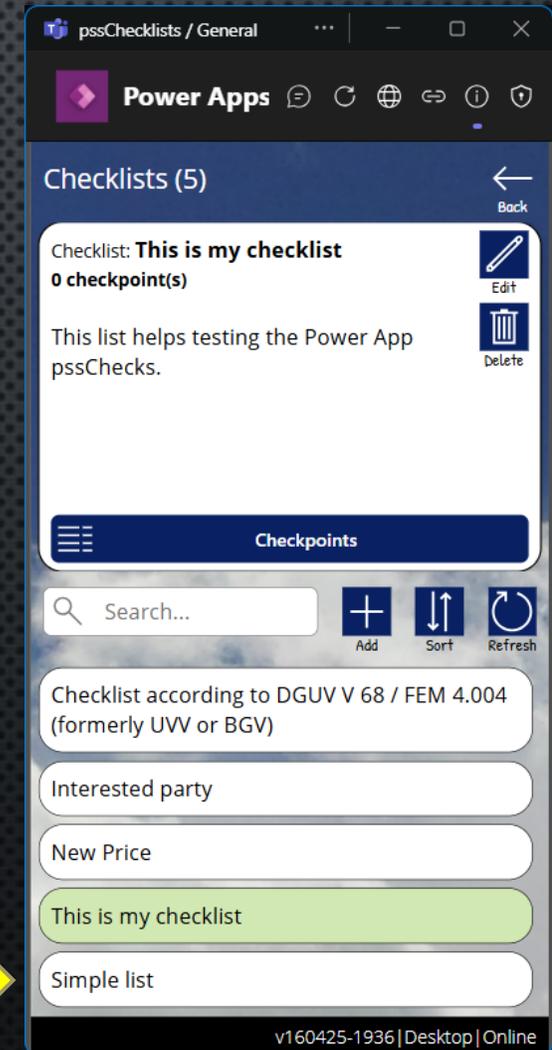
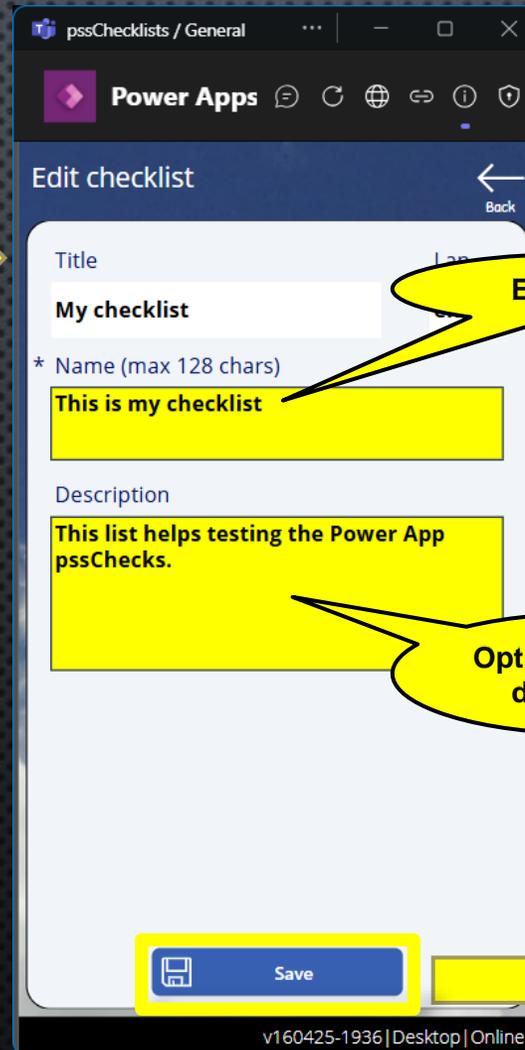
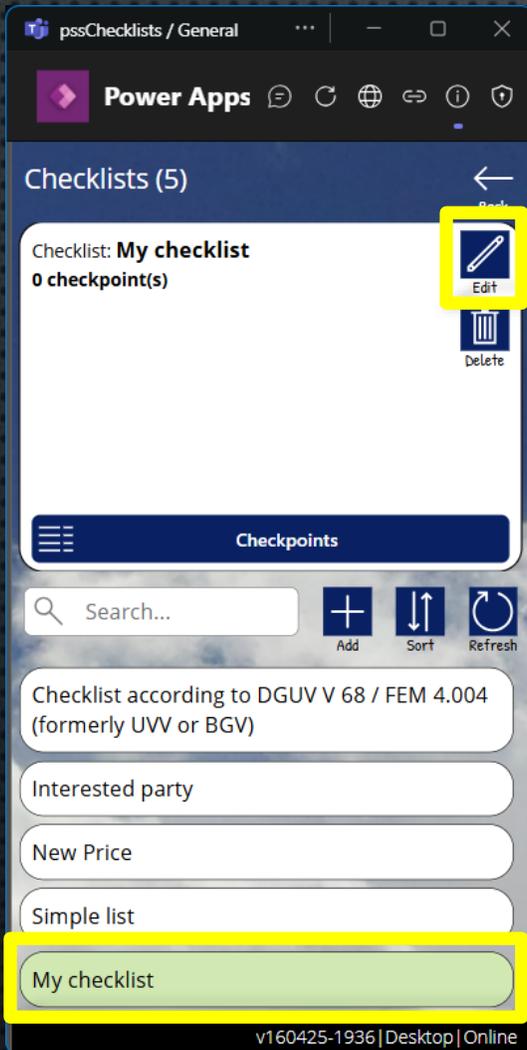
Add Checklist

Start Power App **pssChecks**, select **Checklists**, select **Add**, enter a unique **Title** for the new list and select **Save**



Customize Checklist

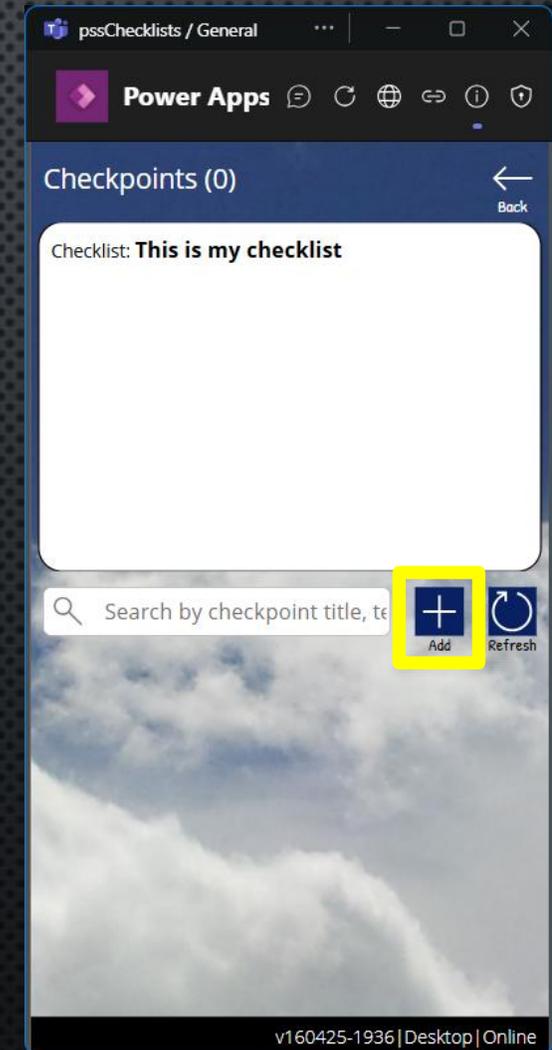
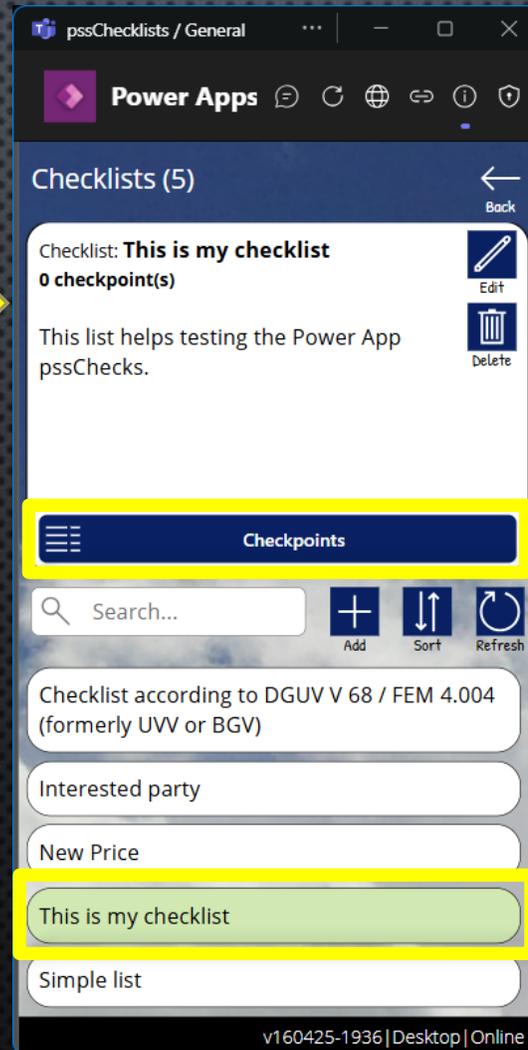
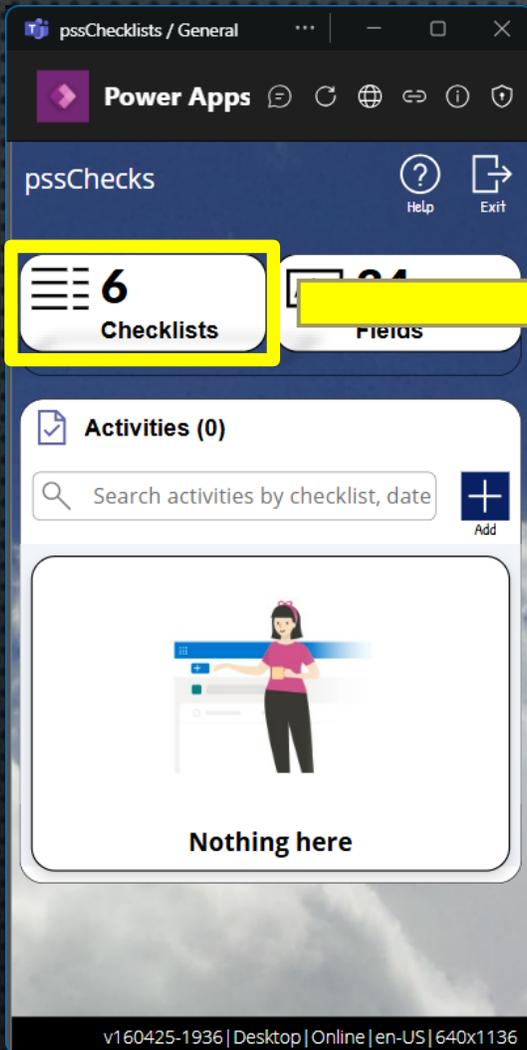
Start **Checklists**, select a **list**, select **Edit**, enter **Name**, optionally enter **Description** and finally select **Save**



Checkpoints

Add Checkpoint (1/2)

Start Power App **pssChecks**, select **Checklists**, select a **checklist**, select button **Checkpoints**, select **Add**



Add Checkpoint (2/2)

Enter a unique **Titel** for the new checkpoint and select **Save**.

Power Apps

Add checkpoint

← Back

Title (max 32 chars)
My checklist

Position
1

* Checkpoint (max 32 chars)
01

Save

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Power Apps

Checkpoints (1)

← Back

Checklist: **This is my checklist**

Checkpoint: **01**
Input required: **Yes**

Possible status:

Flex fields:

Search by checkpoint title, te

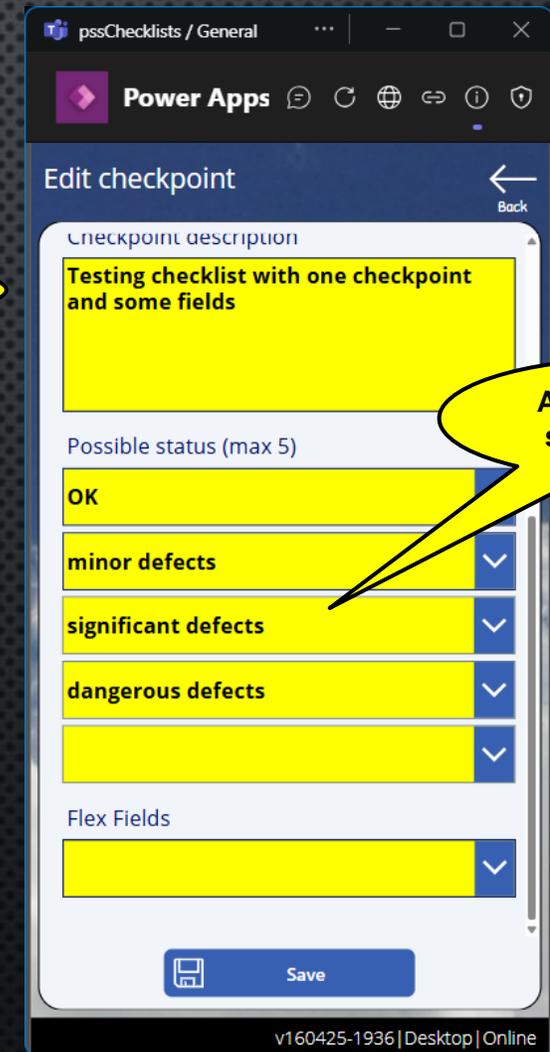
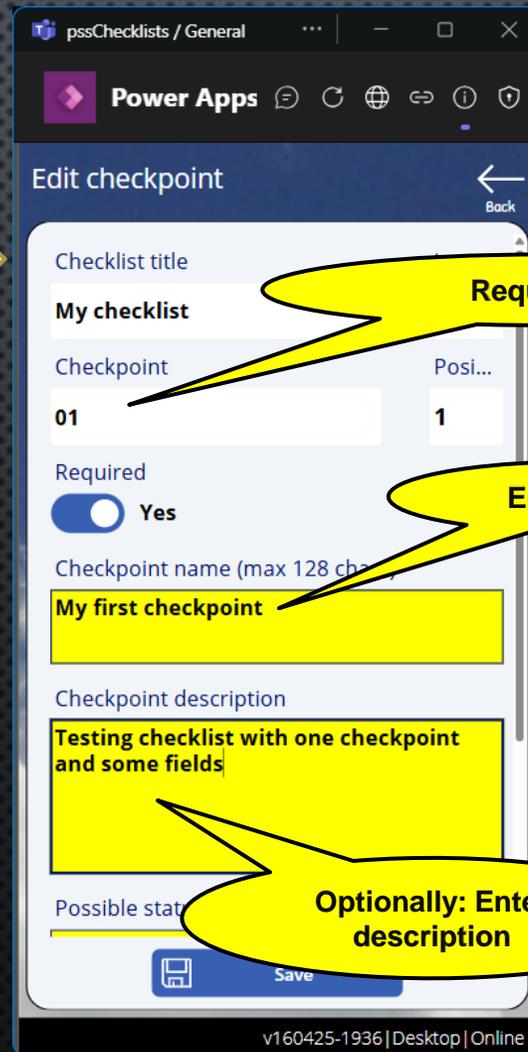
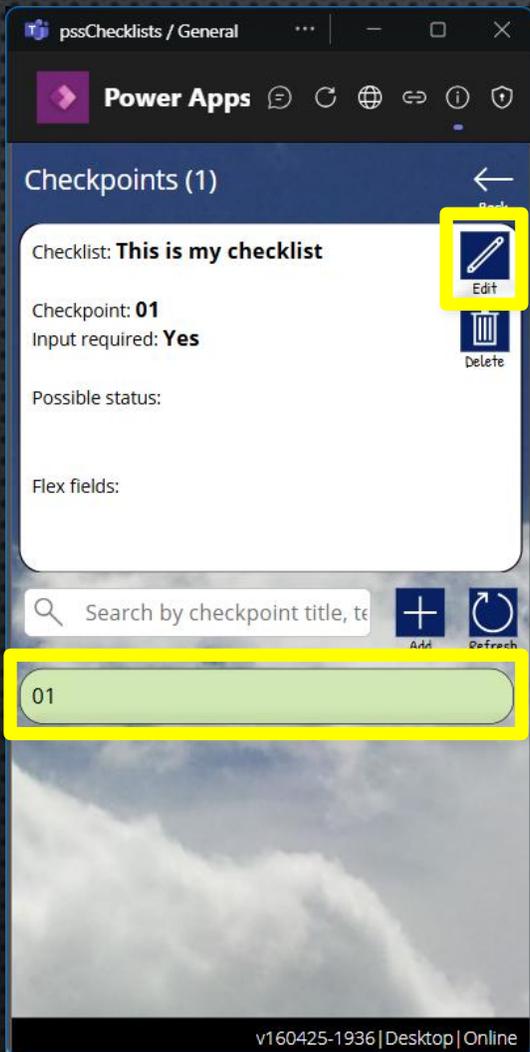
01

Add **Refresh**

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Customize Checkpoint (1/2)

Select **Checkpoint**, select **Edit**, define **Required** (Yes/No), enter **Name**, optionally enter **Description**, assign up to 5 **Status values**



Customize Checkpoint (2/2)

Add **up to 5 fields** and **Save**

Power Apps / General

Power Apps

Edit checkpoint

OK

minor defects

significant defects

dangerous defects

Flex Fields

This is my text field

This is my number field

This is my combobox field

This is my radio field

This is my date field

Save

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Assign up to 5 fields

Power Apps / General

Power Apps

Checkpoints (1)

Checklist: This is my checklist

Checkpoint: My first checkpoint

Input required: Yes

Possible status:

OK

minor defects

significant defects

dangerous defects

Search by checkpoint title, te

Add Refresh

01 My first checkpoint

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Power Apps / General

Power Apps

Checkpoints (1)

dangerous defects

Flex fields:

This is my text field

This is my number field

This is my combobox field

This is my radio field

This is my date field

Testing checklist with one checkpoint and some fields

Search by checkpoint title, te

Add Refresh

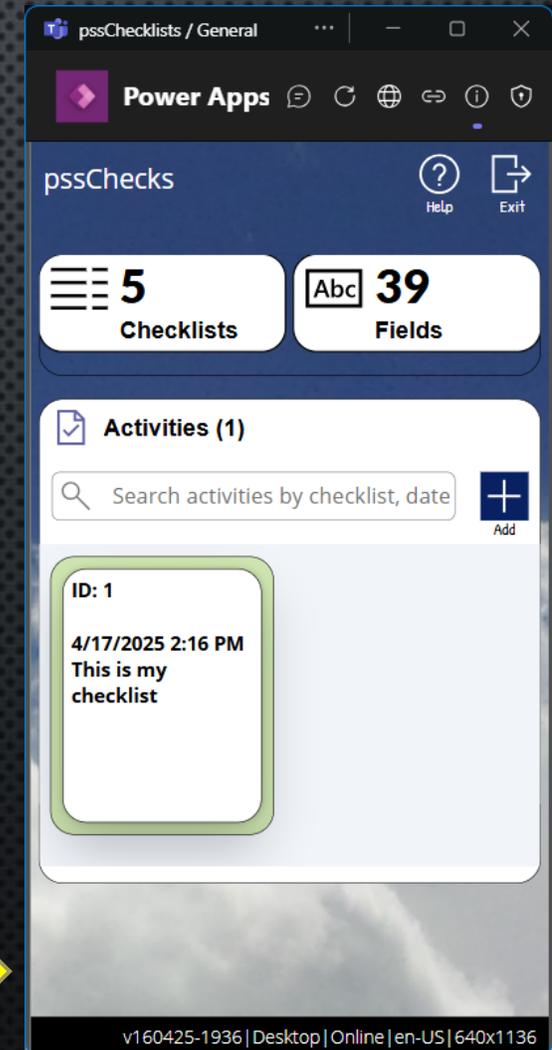
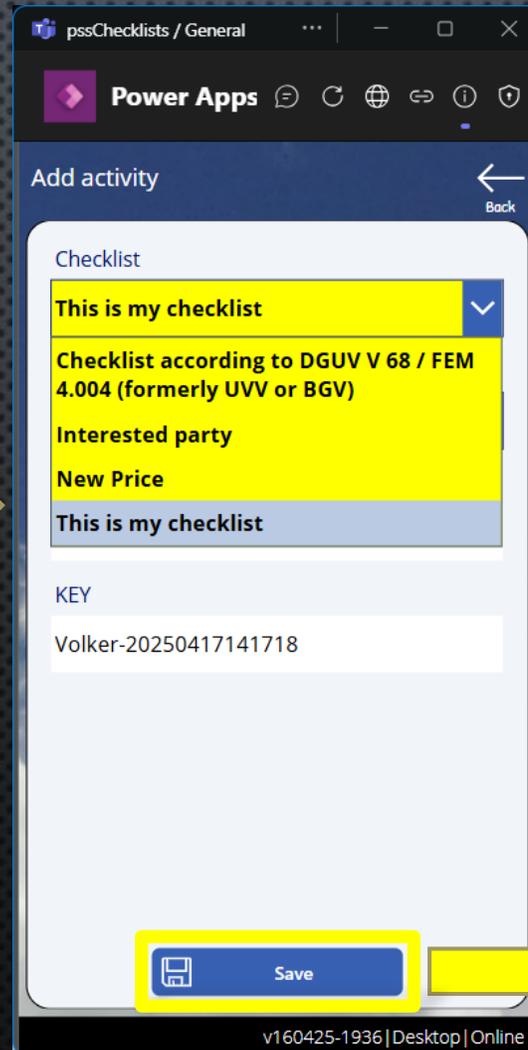
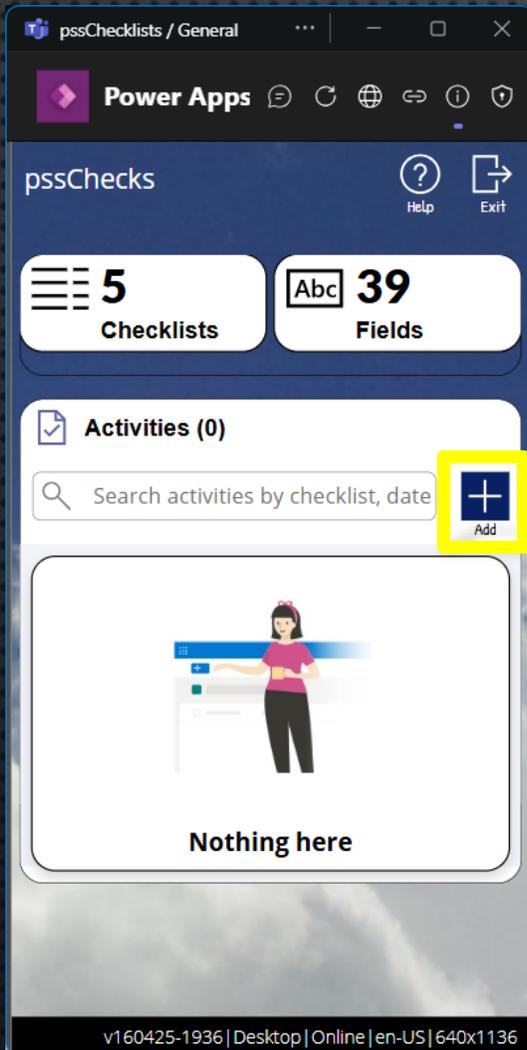
01 My first checkpoint

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Checks / Activities

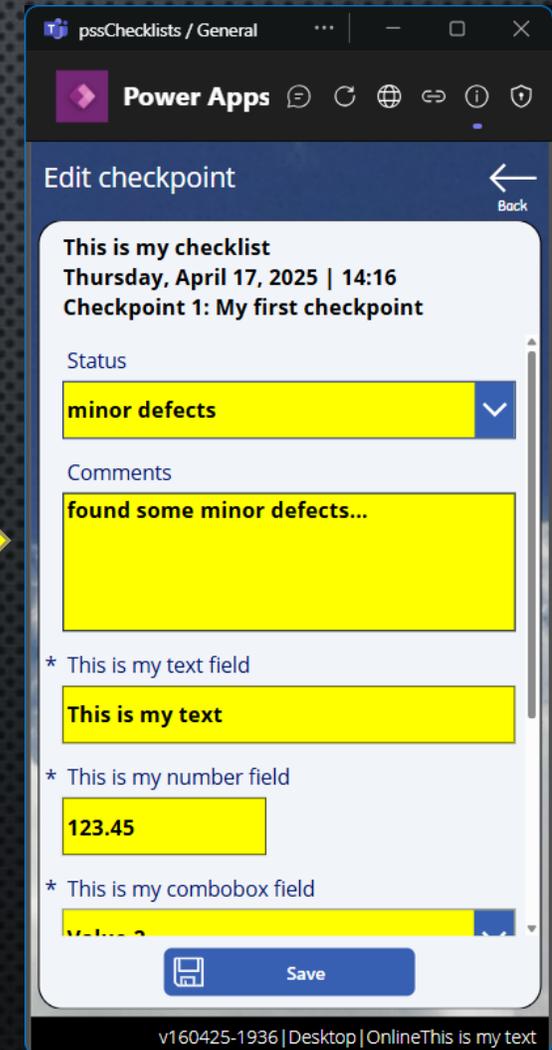
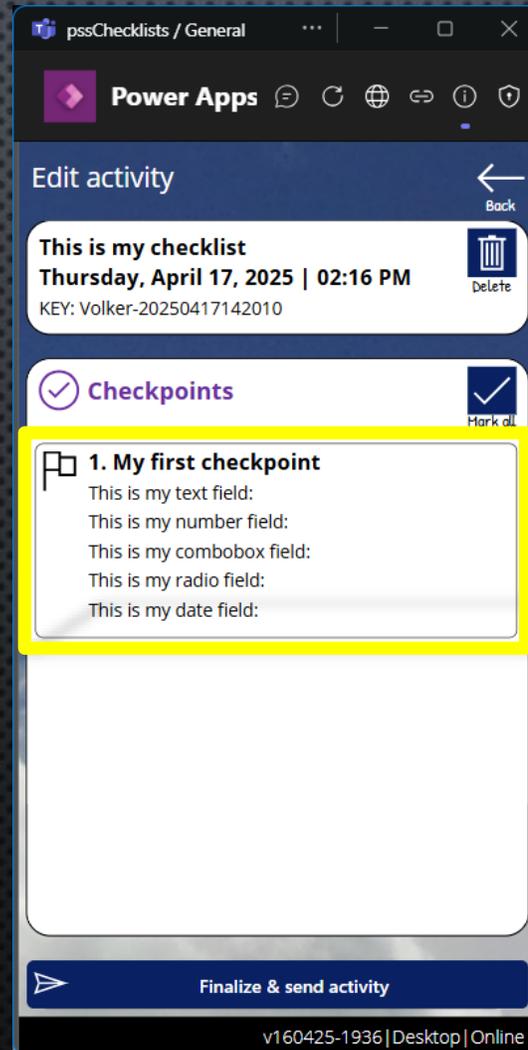
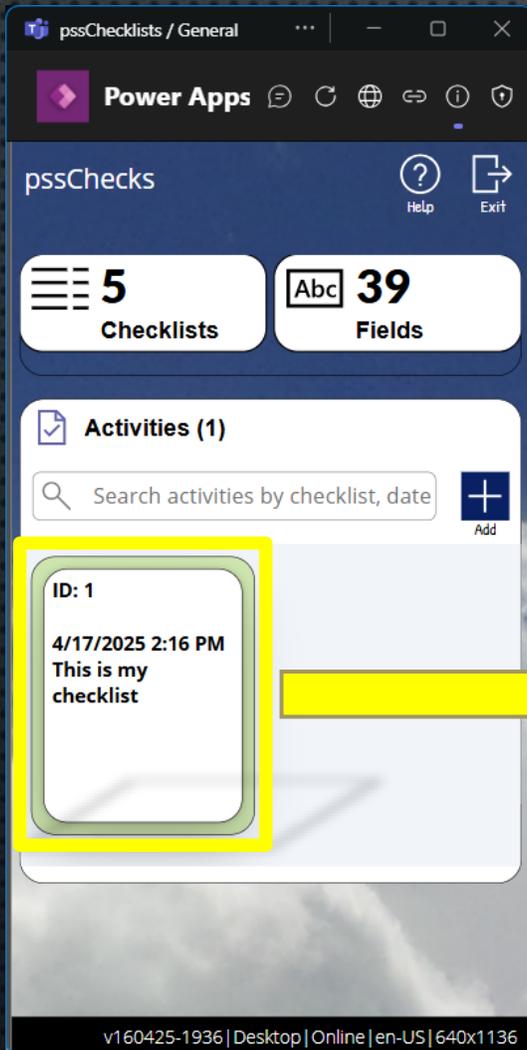
Add Check/Activity

Start Power App **pssChecks**, select **Add Activity**, select **Checklist**, optionally adapt the default **date and time** and select **Save**



Add the required information

Select **Activity**, select **Checkpoint**, assign **Status**, enter **Comments**, enter information for the **additional fields** and select **Save**



Send the Check/Activity

Select **Finalize & send activity**, optionally add a **final comment** and select **Send**

Power Apps

Power Apps

Edit activity

← Back

This is my checklist
Thursday, April 17, 2025 | 02:16 PM
KEY: Volker-20250417142010

Delete

✓ Checkpoints Mark all

😊 1. My first checkpoint
minor defects (defect class:1)
found some minor defects...
This is my text field: **This is my text**
This is my number field: **123.45**
This is my combobox field: **Value 2**
This is my radio field: **Option3**
This is my date field: **4/18/2025**

➤ Finalize & send activity

v160425-1936 | Desktop | Online This is my text

Power Apps

Power Apps

Finalize & send activity

← Back

This is my checklist
Thursday, April 17, 2025 | 14:16
Volker

Comments

My final comments

Optionally enter final comment

Send

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Power Apps

Power Apps

pssChecks

Help Exit

5 Checklists 39 Fields

Activities (0)

Search activities by checklist, date Add

Nothing here

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Info mail

Activity Volker-20250417142010

This is my checklist, 04/17/2025 02:16 PM

Checkpoints

#	Checkpoint	Status
1	My first checkpoint found some minor defects... This is my text field: This is my text This is my number field: 123.45 This is my combobox field: Value 2 This is my radio field: Option3 This is my date field: 4/18/2025	minor defects

Final comments:

My final comments

Thursday, Apr 17, 2025

Date

Volker

User

A Power Automate flow recognizes the new data and sends an email for information. This ensures transparency.

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Volker Pobloth pobvol Software Services

Wolfskaulstrasse 84, 66292 Riegelsberg, Germany

To contact us, send an e-mail to kontakt@pobvol.com or write to the address provided.