



UIPATH FOR BUSINESS AUTOMATION

Course ID : UIPATH-L1



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Duration: 2 Days

(12 Hours) 09:00 AM – 04:00 PM



Price: Call

* In-house training only

* Eligible for 200% tax deduction



Training Schedule

www.9experttraining.com

Category: Robotic Process Automation

UiPath is a leading Robotic Process Automation (RPA) platform, recognized by Gartner as a top industry leader. It enables organizations to reduce operational costs, shorten processing time, and minimize human error—ultimately enhancing overall efficiency. UiPath is well-suited for organizations looking to deploy robotic solutions to automate and optimize business processes.

Objectives

1. Participants will be able to describe the core capabilities and functions of UiPath.
2. Participants will understand workflow control principles and process management.
3. Participants will be able to use UiPath tools to automate repetitive tasks involving Excel files.
4. Participants will be able to use UiPath tools to automate repetitive tasks involving PDF documents.

Objectives

5. Participants will be able to use UiPath tools to automate repetitive tasks involving websites and email processes.

Target Audience

1. Individuals seeking to develop robotic automation solutions to eliminate repetitive tasks, reduce processing time, and improve overall work efficiency.
2. Individuals who have basic programming experience in any language.

Prerequisites

1. Proficiency in basic computer operations.
2. Foundational knowledge of VBA or Python is beneficial for accelerated learning.

System Requirements

1. Windows 10 or Windows 11
2. UiPath Studio (latest version recommended)
3. A PDF reader
4. Microsoft Outlook application

TRAINING TOPICS

DAY 1 Morning Session

9:00 AM – 12:00 PM

1. Introduction to UiPath

- Overview of RPA and its business benefits
- Introduction to the UiPath platform and its key components
- Creating a first UiPath Studio project to retrieve current times for various cities

2. Variables and Data Types

- Understanding variables and their purposes
- Creating variables in the initial project to allow flexible city name inputs
- Common data types in UiPath Studio and their practical applications

3. Control Flow: Workflow Management

- Understanding and applying If statements
- Understanding and applying loops (While, Do While)
- Understanding and applying Switch statements



DAY 1 Afternoon Session

1:00 PM – 4:00 PM

4. Working with Microsoft Excel

- Reading data from specified worksheets
- Writing data to designated worksheets
- Executing existing macros
- Case Study : Integrating Excel with business applications, web browsers, and PDF workflows

5. UI Interactions

- Understanding selectors and verifying selector accuracy
- Adjusting and optimizing selectors for reliable automation

6. Working with Business Applications

- Entering data into various application fields
- Sending click commands to interface elements
- Using shortcut keys within applications
- Case Study : Importing data from Excel files into business applications

7. Working with Websites

- Typing text, such as entering keywords into Google search fields
- Sending click commands to webpage elements
- Extracting text from web pages and using the data in workflows
- Case Study : Retrieving current times for various cities via Google search
- Case Study : Identifying the first search result from Google and saving the URL to Excel

8. Working with Outlook

- Reading emails from Outlook
- Understanding the List object produced during email retrieval
- Case Study: Filtering emails containing invoice attachments, downloading the files, and moving the emails to designated folders

9. Working with PDF Files (using Acrobat Reader)

- Extracting text from PDF documents
- Refining selectors for improved accuracy
- Case Study : Reading multiple PDF invoices from a folder and recording the extracted data in Excel

10. Extract as Workflow Principles

- Understanding the principles and methodology of using “Extract as Workflow”
- Invoking required workflows for modular automation

11. Library

- Understanding the principles and methodology of creating libraries
- Practical applications and reusable components in libraries

12. Error and Exception Handling

- Understanding and applying Try Catch, Retry Scope, and the Global Exception Handler within projects

13. Debugging

- Understanding and applying debugging functions in the Execute tab
- Techniques for detecting and resolving workflow errors

14. Publish

- Running bots using UiPath Assistant
- Setting reminders in UiPath Assistant
- Creating batch files and running bots automatically through Task Scheduler

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