Robins AFB Center of Automation

Empowering the Digital Wingman

Making BIG work smaller

78th Communications Group

Shield the Enterprise

What We Do

- Automation using SharePoint, Power Automate, and UiPath
- Maximizing the impact of PAQ interns
- Building an Agile Future Workforce
- Educate the Workforce

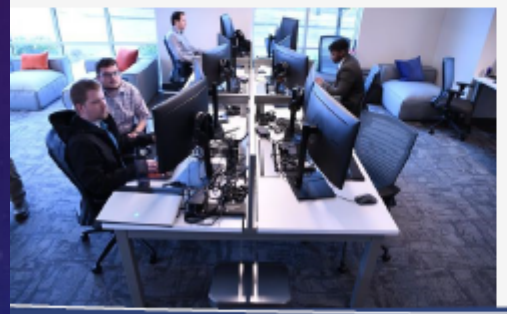
Training

- Two Power Platform Courses from Learning Tree
- Microsoft Certified: Power Platform Fundamentals: PL-900
- UiPath Roadshow provided by PEO BES
- Scrum Master Certification
- Microsoft Azure Training

Digital Air Base Wing

Transforming 78 ABW into the AF Model for Mission Partner & Community Integration

The Digital ABW campaign is a transformative initiative to not only allow a more universal *"work from anywhere"* paradigm, it will increase ABW effectiveness supporting mission and community partners by reducing process time and costs and increasing perceived quality of service.



ABW Lines Of Effort

LOE 1: Visual/Virtual Presence

- Conference Room Standardization/ Modernization
- Mobile Connectivity
- Virtual Management for long term telework

LOE 2: Workplace Environment

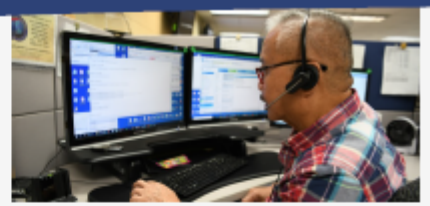
- Converting cube farms to hoteling
- Swappable office space
- Collaboration spaces
  - ✓ *SC Collab Prototype*

LOE 3: Digital Content/Processes

- Robotic Process Automation
  - ✓ *C-17 AoP Gate Charts*
- Virtualization of Processes
  - ✓ *Virtual out-processing check-list*
  - ✓ *Virtual visitor control center*
  - ⇒ Remote software updates
- Virtual Meetings & Tools
  - ✓ *78 ABW Hiring Wall Walk via Tableau (Data Analytics)*

LOE 4: Digital Tools/Training

- Transformation to "digital" wingman
- "Accessible from anywhere" digital platforms
- Educated base populace on Digital Platform
  - ✓ *CVR Campaign*
  - ✓ *MS Teams*
  - ⇒ MS Planner
- Resource libraries with links to training



LOE 5: Virtual Training

- Virtual Reality Technology
  - ✓ *Enduvo Contract*
- Interaction with high demand/low density equipment
- Creation of 3D training modules

LOE 6: Unified Communication

- Integration of Voice/Data/Video
  - ⇒ Softphone VoIP

LOE 7: ABW CyberSystems Oversight

- Cyber Systems Oversight/Guidance
  - ⇒ Mission Defense Team (MDT)
  - ⇒ Wing Cyber Office (WCO)
- IT Risk & Portfolio Management

LOE 8: Community Partnerships

- ✓ *Robins North*
- Smart Base Community Assessment
- STEM Outreach
- Project Synergy Innovation Center
- Mercer "Blue Sky" Software Lab
- MGSU Software Innovation Center
- Advanced Technology & Training Center

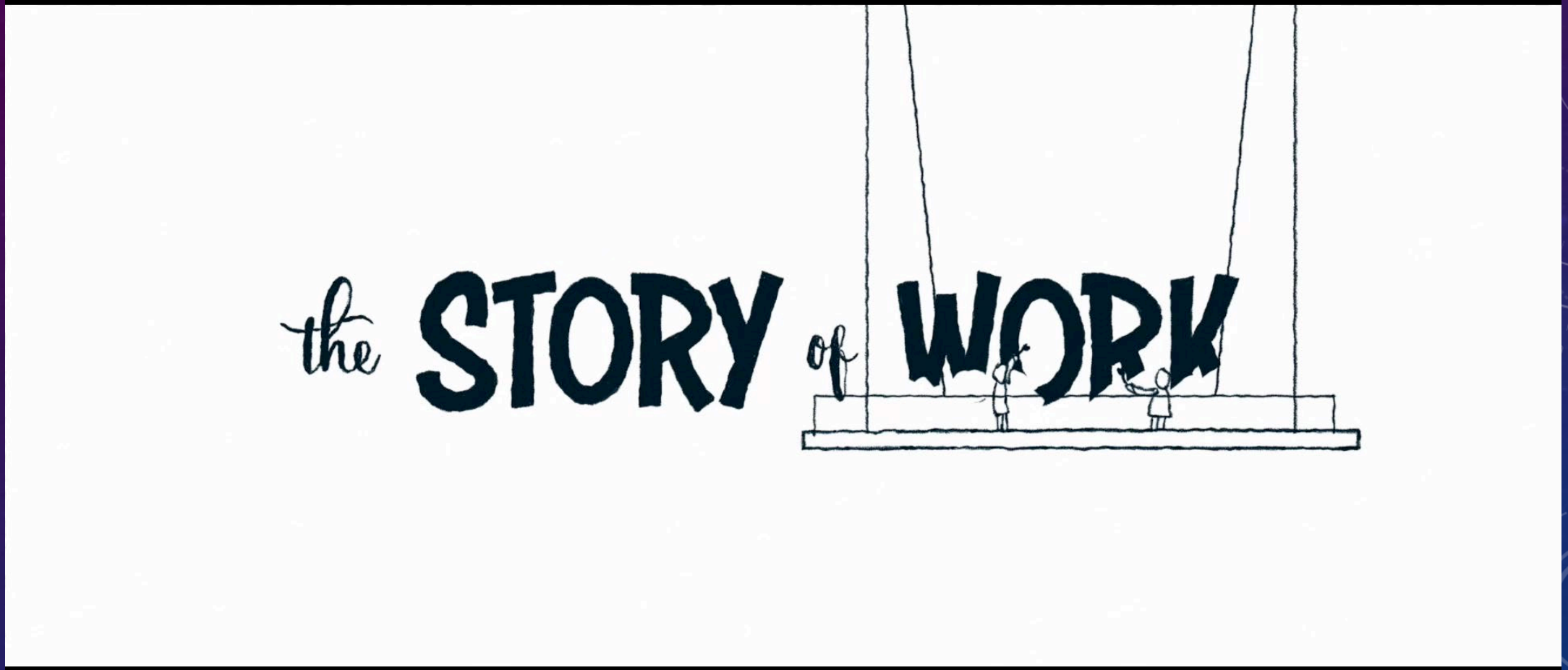
Automation Is Driving the Digital Transformation

Our Team

Juanson J. Pitt
Branch Chief, CoA Champion, Scrum Master

Candace D. Wilder
SharePoint Program Manager, CoA Project Manager, Scrum Master

- Thomas Smith: ITSM Remedy Program Manager, UiPath PM, Scrum Master
- Raymond Osburn: SharePoint and Power Automate Developer
- Tim Larsen: SharePoint Developer
- Stanley Green: Power Automate and Power Apps Developer
- Shavius Alford: PAQ Intern, UiPath and Power Automate Developer, ISSO, Scrum Master
- Nia Foy: PAQ Intern, UiPath and Power Automate Developer, Scrum Master
- Kyle Williams: PAQ Intern, UiPath Developer
- Kassidy Gibbs: PAQ Intern, Power Automate Developer, Scrum Master
- Brandon Newman: PAQ Intern, .Net Developer


the STORY of WORK

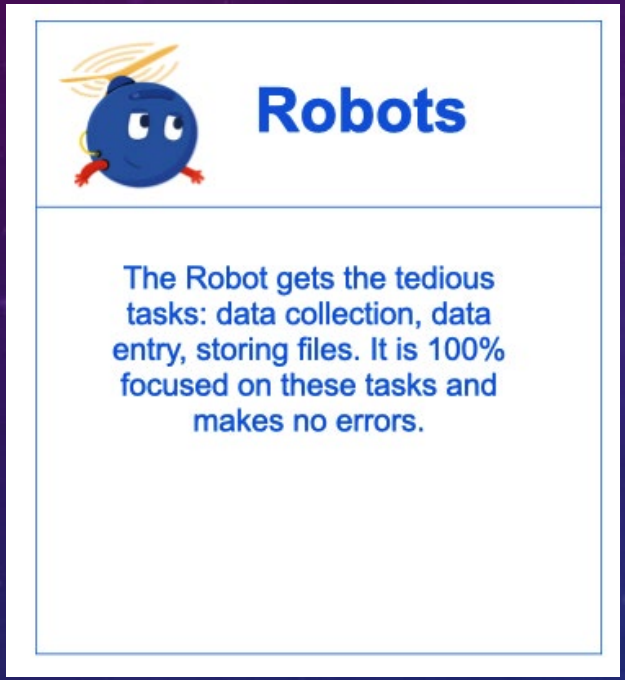
Intro to Automation/RPA

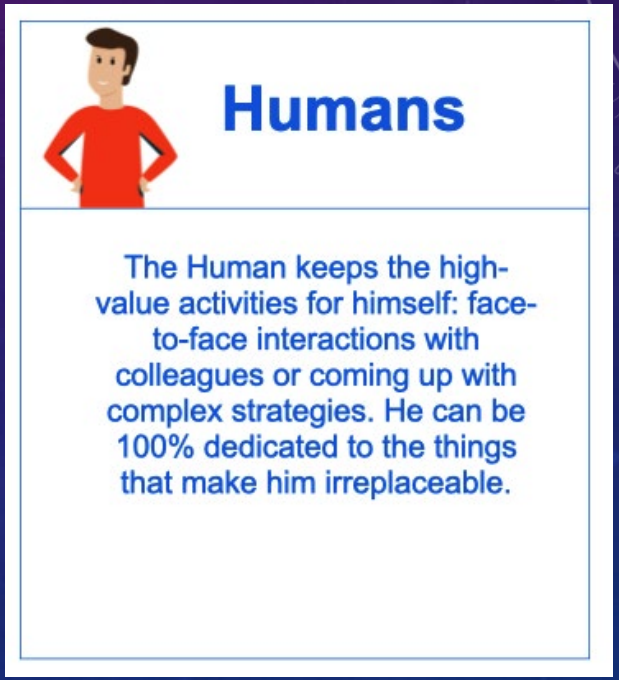
- RPA makes it easy to build, deploy, and manage software robots that emulate human actions
- Interact with digital systems and software
- Perform a wide range of defined actions (faster and more consistently than humans)

- Can produce a level of productivity that makes employees invaluable
- Assisted bots can oversee repetitive, rule-based items
- Humans can invest more time in critical, thought-provoking, and transformative tasking

Human and Robot

This is the true value of RPA: it creates a partnership in which the robot and the human are focused each on the tasks that they are best at. See below.





Which tasks does the human user assign to the Robot?

Which tasks does the human keep for himself?

Some of the Tasks That Can Be Easily Handed Over to Robots:

- Log in to any application
- Move files and folders
- Read and write to databases
- Scrape data from the web
- Connect to system APIs
- Extract content from documents, PDFs, emails and forms
- Open emails and attachments
- Make calculations

RPA Tools Used at Robins AFB

UiPath

Can interface with any web application or site.
Has licensing cost per user.

Power Automate

No cost, Little to No Coding involved.
Interface with applications and systems is limited to the connectors that are available.

UiPath Studio encapsulates both simple and complex solutions for application integration and automating third-party applications, administrative IT tasks, and business IT processes.

Studio is at the heart of automation with UiPath products. Activities form into comprehensive workflows in Studio, which are then executed by the Robot.

Studio comes with two types of profiles for developers and business users:

- **StudioX** enables business users with little or no coding experience to automate their tasks.
- **Studio** offers a plethora of tools for designing complex attended, unattended, and testing automations.

Unattended vs. Attended

Unattended

- For running long process or automations without human interaction.
- Do not depend on users to trigger processes; they are controlled through UiPath Orchestrator.
- Can run on any machine connected to Orchestrator.

Attended

- For small and repetitive tasks.
- Triggered by user or specific user events.
- Are run on user's machine.

Robins Connect App Calendar BOT

- **Developer:** Nia Foy, 78 ABW/SCXO
- **Customer:** Col. Duarte, 78 ABW Vice Commander
- **Process:** Previously, 78th ABW personnel were manually inputting events in both SharePoint and the Robins Connect App. This bot removed the need to input the events in the app. The bot is run every day to update the app with any changes made from the events listed in the SharePoint site. Users only need to input/modify an event in SharePoint and it is automatically updated within the app.
- **Details:** Created a bot that pulls events from SharePoint and converts them into a Microsoft Excel Spreadsheet file. The events are then loaded into a Google calendar which syncs with the app calendar.

Command Cyber Readiness Inspection (CCRI) Bot

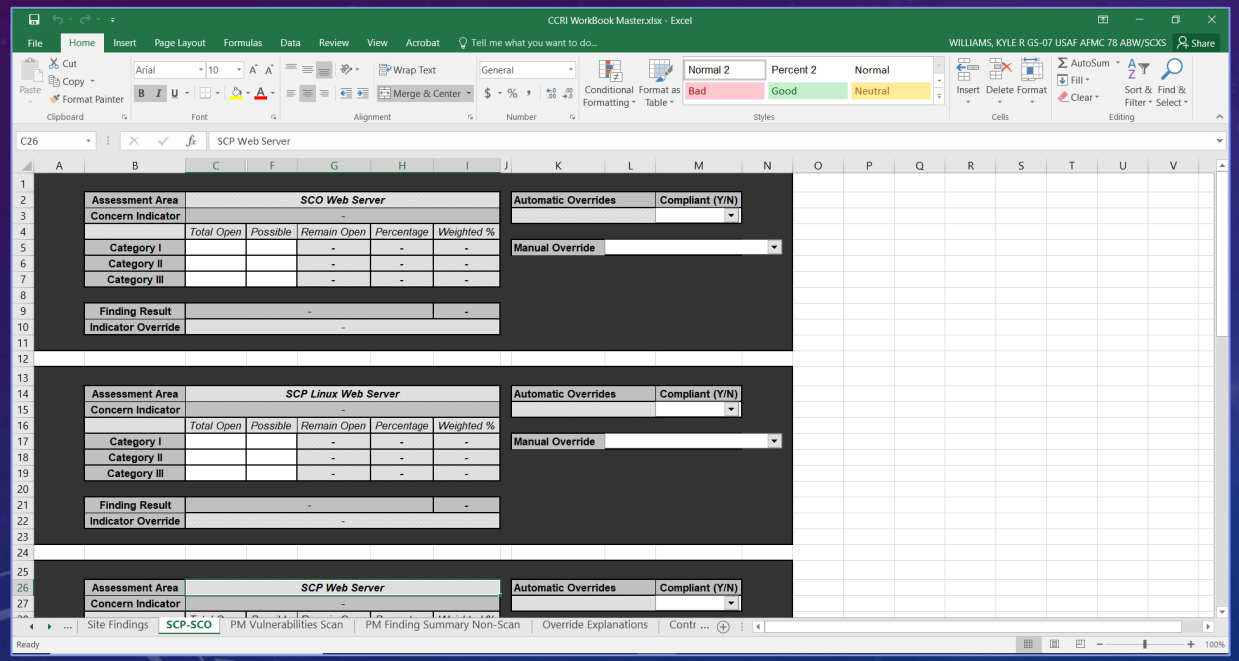
- **Developer:** Kyle Williams, 78 ABW/SCXS

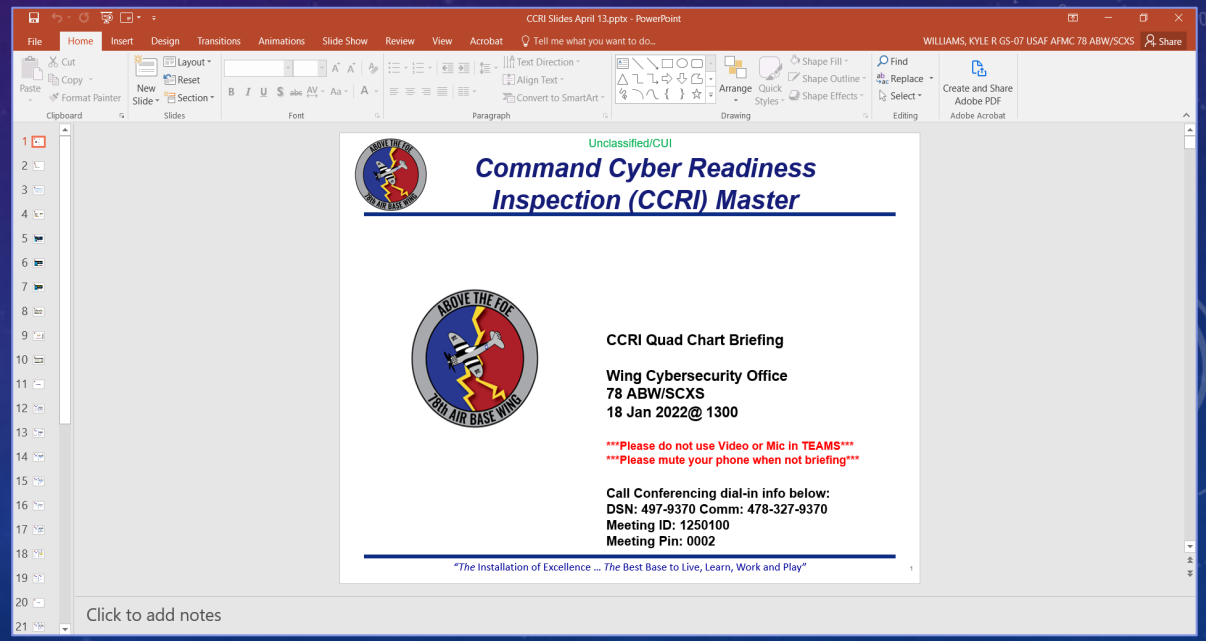
- **What is CCRI?**
  - Command Cyber Readiness Inspection (CCRI)
  - Tests the Base's readiness of a cyber and physical threat
  - Conducted every three years
  - Robins AFB has monthly CCRI meetings to prepare

- **The bot actually consist of two separate bots:**
  - Numbers Bot: Conducts 72 Commands in under 2 Minutes
  - Slide Bot: Combines 22 Slides in under 15 seconds

WHY WAS THE BOT CREATED?

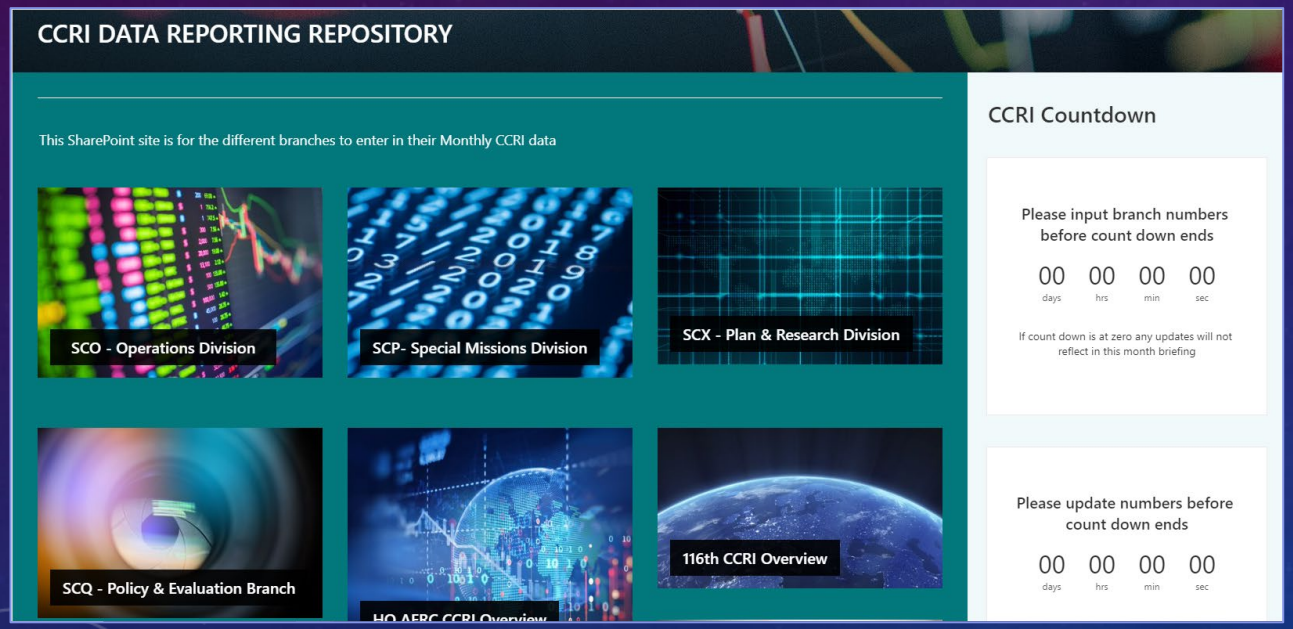
- TURN 6 HOURS OF WORK TO 30 MINUTES
  - Gather Branch Numbers For CCRI Grading Sheet
  - Create CCRI Monthly Slides

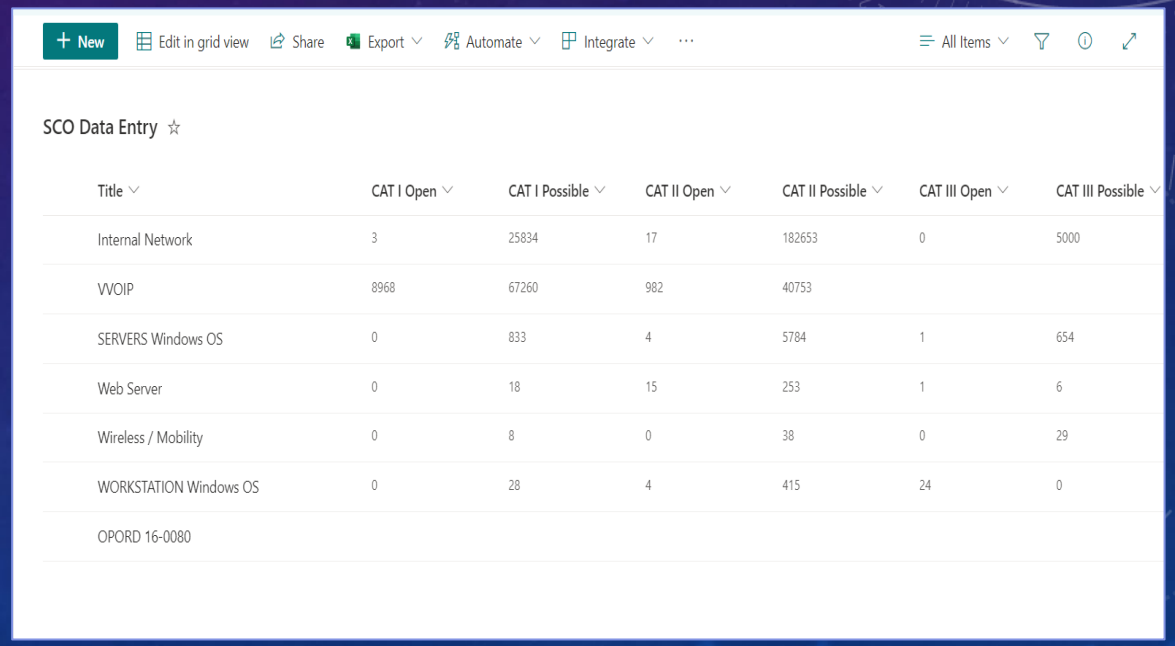




CCRI SharePoint Site

- We created a CCRI SharePoint Site
- This is where the numbers and slides are stored and gathered
- Once numbers and slides are updated the bot can be utilized





Title	CAT I Open	CAT I Possible	CAT II Open	CAT II Possible	CAT III Open	CAT III Possible
Internal Network	3	25834	17	182653	0	5000
VVOIP	8968	67260	982	40753		
SERVERS Windows OS	0	833	4	5784	1	654
Web Server	0	18	15	253	1	6
Wireless / Mobility	0	8	0	38	0	29
WORKSTATION Windows OS	0	28	4	415	24	0
OPORD 16-0080						

Microsoft Teams

CCRI Number Bot

2022-08-05 13:32 UTC

Recorded by
WILLIAMS, KYLE R GS-07 USAF AFMC 78 ABW/SCXS

Organized by
WILLIAMS, KYLE R GS-07 USAF AFMC 78 ABW/SCXS

Microsoft Teams

CCRI Slides Bot

2022-08-05 13:57 UTC

Recorded by
WILLIAMS, KYLE R GS-07 USAF AFMC 78 ABW/SCXS

Organized by
WILLIAMS, KYLE R GS-07 USAF AFMC 78 ABW/SCXS

Microsoft Power Automate

Turn outdated into automated.

- Robust low-code RPA tool
- Empowers employees to improve their efficiency
- A solution that everyone can use to automate everything from simple data transfers to complex business workflows
- Straightforward drag-and-drop interface
- Tools to record keyboard and mouse actions
- Intuitive, effortless experience for every user and many tasks

Included in our DAF365 suite of tools so there is no extra licensing costs!

Microsoft Power Automate

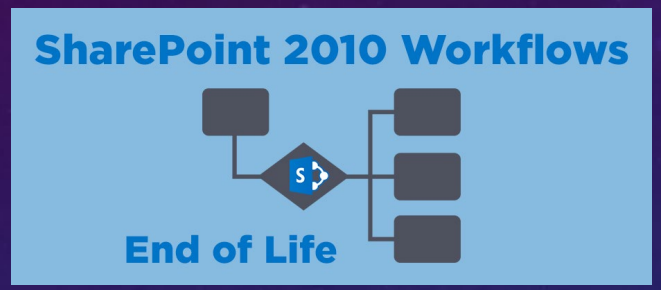
Turn outdated into automated.

- Automate business processes
- Streamline repetitive tasks and paperless processes
- Send automatic reminders for past due tasks
- Move business data between systems on a schedule
- Connect to almost 300 data sources or any publicly available API
- You can even automate tasks on your local computer like computing data in Excel

Microsoft Power Automate

Turn outdated into automated.

BACKGROUND:



- SharePoint Out of the Box Workflows were previously used for document or list item routing and approval
- Workflows were decommissioned
- 52 Workflows were rebuilt using Power Automate

Power Automate does MUCH more than the old SharePoint Workflows did!

Microsoft Power Automate

Turn outdated into automated.

Microsoft Power Automate

Turn outdated into automated.

WHAT CAN BE BUILT?

- Calendar solutions
  - Conference room reservations
  - Leave requests
- In/out processing
- Document approval flows
- Event Registration
- And Much More!

Conference Room Reservations

SharePoint Calendar App list utilized with Power Automate to create automated emails for event approvals and/or rejections. Emails are sent to users for confirmation of event being reviewed, as well as the approval/rejection of event. Automated emails are also sent to the SharePoint Approver Group assigned to the calendar, advising them that the event needs to be reviewed.

Microsoft Power Automate

Turn outdated into automated.

B210 Small Conference Room (RM 300)

022
eb Mar
lay Jun
ug Sep
ov Dec
day, July 11, 2022

s in View
nall Conference
RM 300)

raries
tion

B Standard

B Personnel
B
g Checklist
iversity &

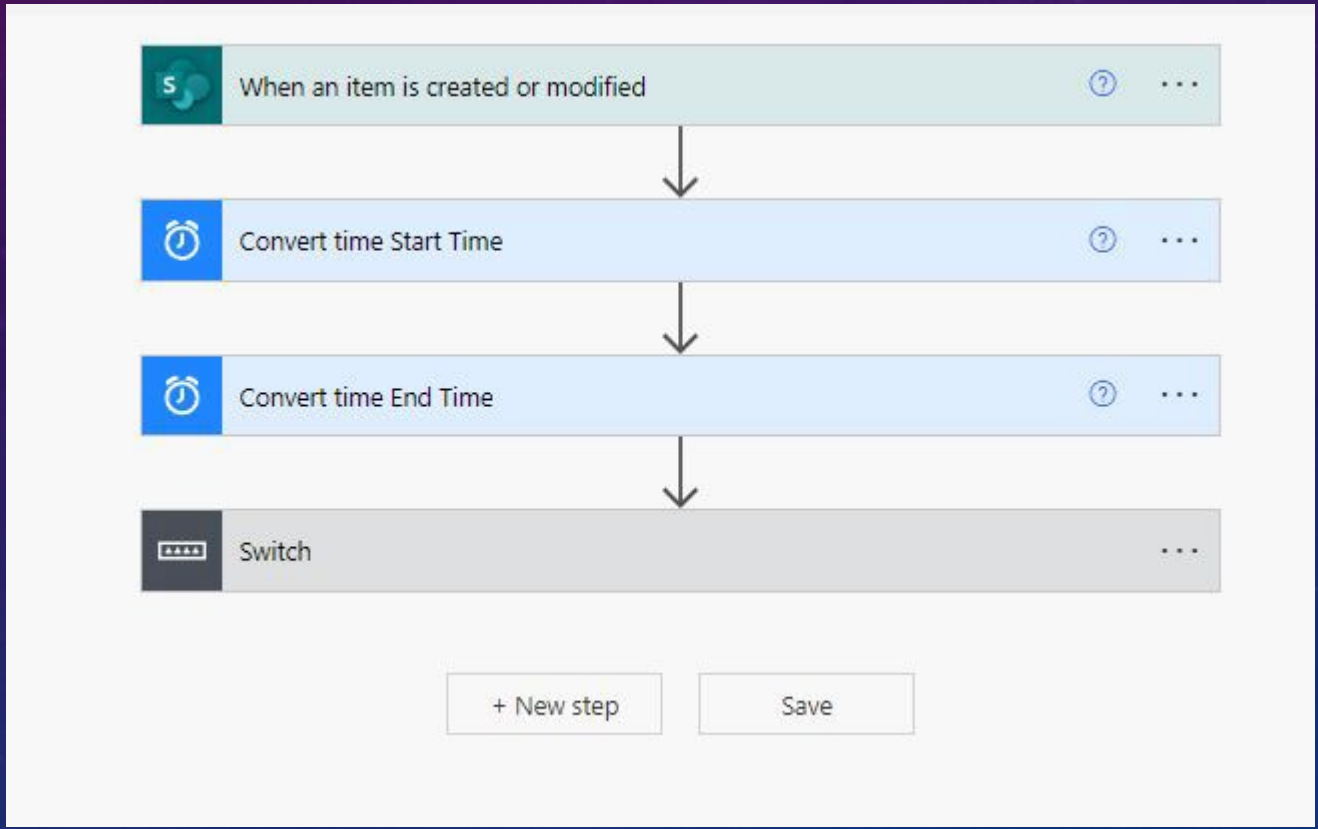
PP

July 2022

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
26	27 9:00 am - 10:00 am OBPS Staff Meeting	28 9:00 am - 10:00 am MAPO - GPC "How To"	29 8:00 am - 9:00 am AMXG RG Analyst weekly meeting	30 10:00 am 2210 Initial Briefing 1:00 pm NCE Regulatory Requirements f	1 11:00 am - 2:00 pm SE meeting	2
3	4 9:00 am - 10:00 am OBPS Staff Meeting	5 1:00 pm - 2:00 pm Brig Gen (S) Eberlan & Col Moore Immer	6 8:00 am AMXG RG Analyst weekly meeti 10:00 am AMXG HOTWASH 12:30 pm EMXG/CMXG HOTWASH	7	8 8:00 am OBP/OBH Mtg 9:00 am OBHA Meeting	9
10	11 9:00 am OBPS Staff Meeting 12:00 pm Hazmat Familiarization Briefing	12 10:00 am - 11:00 am OB Weekly Staff Meeting	13 8:00 am - 9:00 am AMXG RG Analyst weekly meeting	14	15	16
17	18 9:00 am - 10:00 am OBPS Staff Meeting	19	20 8:00 am - 9:00 am AMXG RG Analyst weekly meeting	21	22	23
24	25 9:00 am - 10:00 am OBPS Staff Meeting	26	27 7:00 am - 5:00 pm RESERVED - Enterprise-Wide Human Lift	28 7:00 am - 5:00 pm RESERVED - Enterprise-Wide Human Lift	29	30
31	1 9:00 am - 10:00 am OBPS Staff Meeting	2	3 8:00 am - 9:00 am AMXG RG Analyst weekly meeting	4	5	6

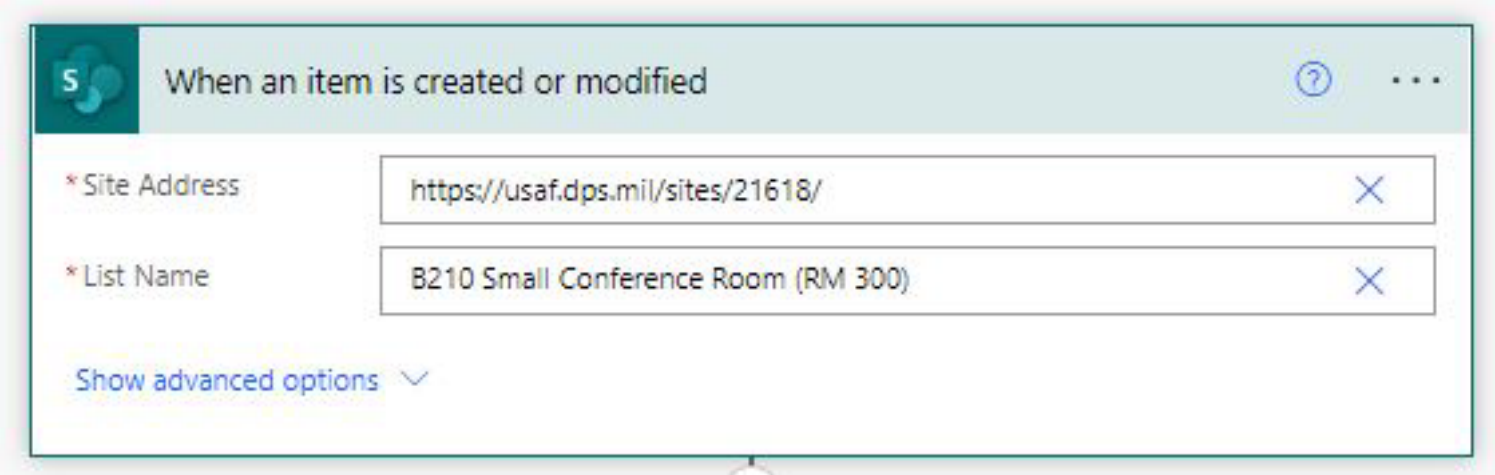
Microsoft Power Automate

Turn outdated into automated.



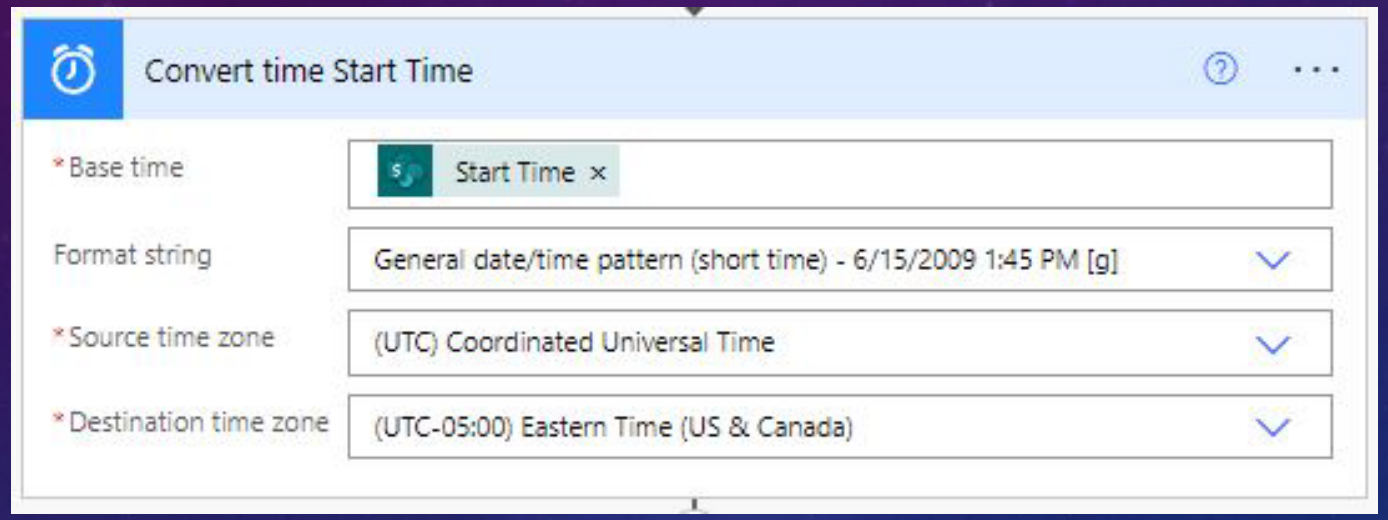
Microsoft Power Automate

Turn outdated into automated.



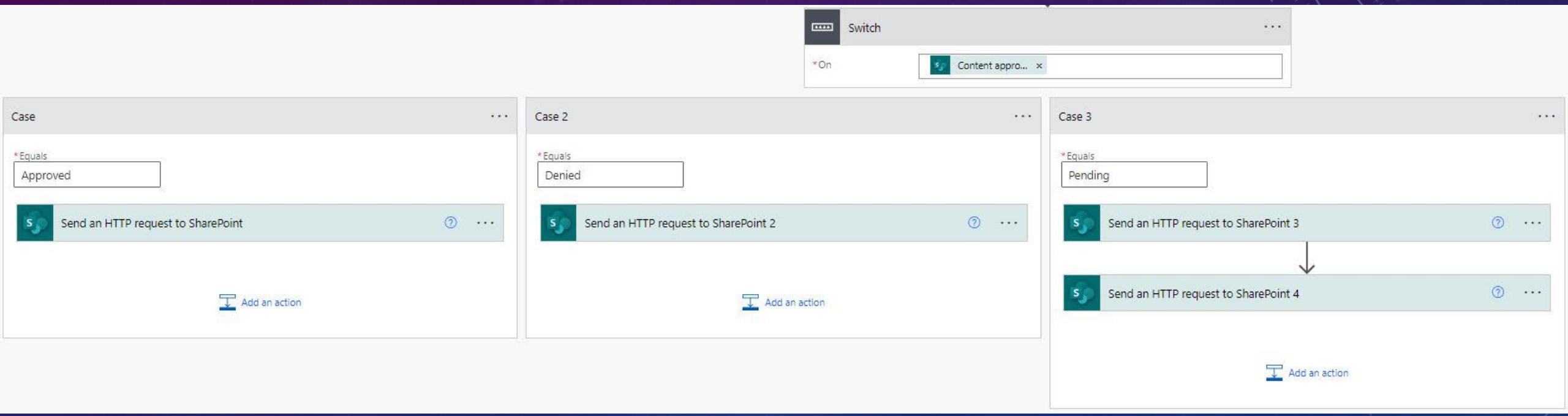
Microsoft Power Automate

Turn outdated into automated.



Microsoft Power Automate

Turn outdated into automated.



Microsoft Power Automate

Turn outdated into **automated.**

Send an HTTP request to SharePoint 3

* Site Address	https://usaf.dps.mil/sites/21618/
* Method	POST
* Uri	/_api/SP.Utilities.Utility.SendEmail

Headers

accept	application/json;odata=verbose
content-type	application/json;odata=verbose
Enter key	Enter value

Body

{'properties': {'__metadata': {'type': 'SP.Utilities.EmailProperties'},
'To': {'results': ['OB Conference Rm Approvers']},
'Body': ' Approver,

[POC DisplayNa...] has requested the B210 Small Conference Room
(RM 300) for [Title] from [Converted time] to
[Converted time],

Please review their request on the <a
href="https://usaf.dps.mil/sites/21618/SitePages/B210%20Small%20Conferen
ce%20Room%20(300)%20Pending%20Requests.aspx">RM 300 Pending
Requests Page. ',
'Subject': 'B210 Small Conference Room (RM 300) Pending Request.'}}

Add dynamic content

B210 Small Conference Room (RM 300) Pending Request. - Message (HTML)

WR-ALC/OB - Business Operations <no-reply@usaf.onmicrosoft.com> LYLES, KATHI A NH-03 USAF AFMC WR-ALC/OB; OSBURN, RAYMOND M GS-11 USAF AFMC 78 ABW/SCPD; + 2 4/7/2022

B210 Small Conference Room (RM 300) Pending Request.

Approver,

MADISON HOLLIDAY has requested the B210 Small Conference Room (RM 300) for OBP D&I Discussion from 4/15/2022 9:00 AM to 4/15/2022 10:00 AM.

Please review their request on the RM 300 Pending Requests Page.

Microsoft Power Automate

Turn outdated into automated.

B210 Small Conference Room (RM 300)

July 2022

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
26	27 9:00 am - 10:00 am OBPS Staff Meeting	28 9:00 am - 10:00 am MAPO - GPC "How To"	29 8:00 am - 9:00 am AMXG RG Analyst weekly meeting	30 10:00 am 2210 Initial Briefing 1:00 pm NCE Regulatory Requirements for EM	1 11:00 am - 2:00 pm SE meeting	2
3	4 9:00 am - 10:00 am OBPS Staff Meeting	5 1:00 pm - 2:00 pm Brig Gen (S) Eberlan & Col Moore Immersion	6 8:00 am AMXG RG Analyst weekly meeting 10:00 am AMXG HOTWASH 12:30 pm EMXG/CMXG HOTWASH	7	8 8:00 am OBP/OBH Mtg 9:00 am OBHA Meeting	9
10	11 9:00 am OBPS Staff Meeting 12:00 pm Hazmat Familiarization Briefing / CN	12 10:00 am - 11:00 am OB Weekly Staff Meeting	13 8:00 am - 9:00 am AMXG RG Analyst weekly meeting	14	15	16
17	18 9:00 am - 10:00 am OBPS Staff Meeting	19	20 8:00 am - 9:00 am AMXG RG Analyst weekly meeting	21	22	23
24	25 9:00 am - 10:00 am OBPS Staff Meeting	26	27 7:00 am - 5:00 pm RESERVED - Enterprise-Wide Human Lifts	28 7:00 am - 5:00 pm RESERVED - Enterprise-Wide Human Lifts	29	30
31	1 9:00 am - 10:00 am OBPS Staff Meeting	2	3 8:00 am - 9:00 am AMXG RG Analyst weekly meeting	4	5	6

B210 Small Conference Room (RM 300) Pending Requests

new event or edit this list

Title	Location	Start Time	End Time	All Day Event
Training Technician Initial Meeting		7/8/2022 10:00 AM	7/8/2022 11:00 AM	

Microsoft Power Automate

Turn outdated into **automated.**

Send an HTTP request to SharePoint 4

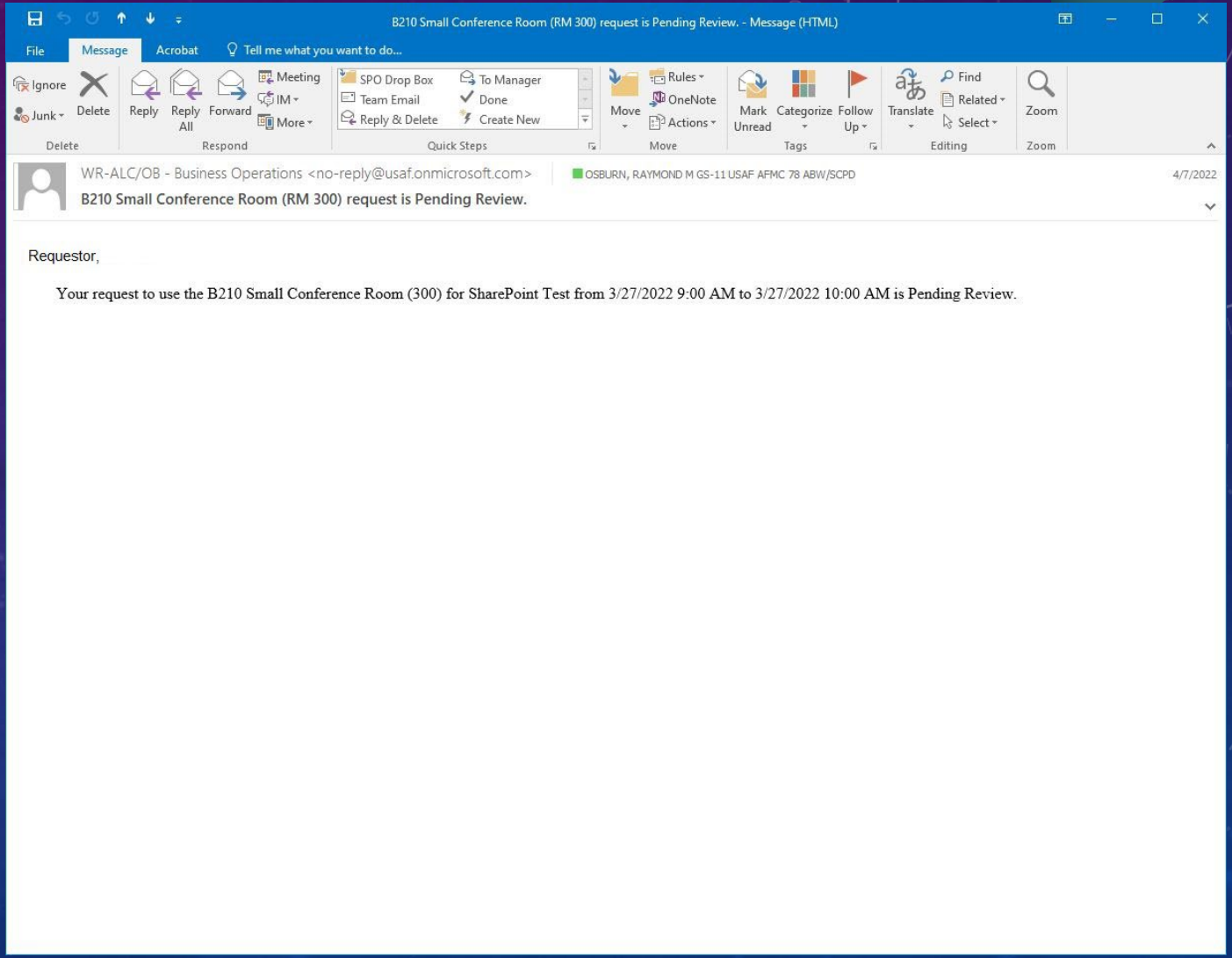
* Site Address	https://usaf.dps.mil/sites/21618/
* Method	POST
* Uri	/_api/SP.Utilities.Utility.SendEmail

Headers

accept	application/json;odata=verbose
content-type	application/json;odata=verbose
Enter key	Enter value

Body

```
{'properties': {'__metadata': {'type': 'SP.Utilities.EmailProperties'},
'To': {'results': ['POC Email']},
'Body': '<p>Requestor, <br/><br/>  Your request to use the
B210 Small Conference Room (300) for Title from
Converted time to Converted time is Pending Review.
</p>',
'Subject': 'B210 Small Conference Room (RM 300) request is Pending Review.'}}
```



Leave Request Calendar

Uses a custom list in SharePoint. Requesters submit a new item on the list and this triggers a Flow. An email is sent to the supervisor for review. If denied, an e-mail is sent to the requestor. If approved, an E-mail is sent to the requestor and an event is added to the Leave Request Calendar. If the creator needs to cancel a request they change the Canceled field value to Yes. This triggers a Flow to notify the supervisor of the change and remove the Leave Request Calendar item identified by the list item that was changed.

Microsoft Power Automate

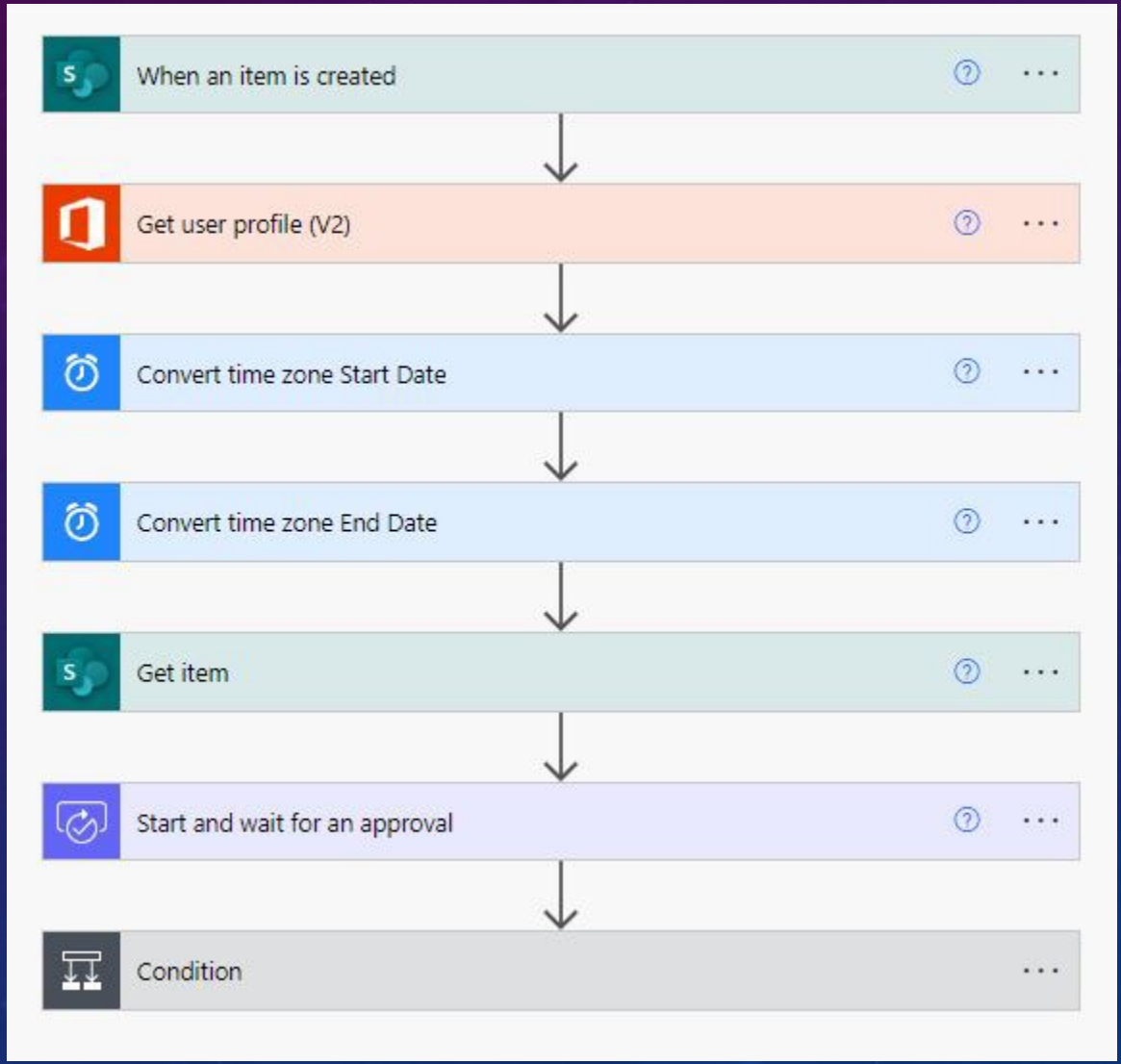
Turn outdated into automated.

Leave Requests ☆

Created By	Date & Time ...	Date & Time En...	Type of Leave	Status	Canceled?
OSBURN, RAYMOND M GS-11 USAF AFMC 78 ABW/SCPD	2/2/2022 9:00 AM	2/2/2022 3:30 PM	LA - Annual Leave	Approved	No
OSBURN, RAYMOND M GS-11 USAF AFMC 78 ABW/SCPD	2/4/2022 7:00 AM	2/4/2022 3:30 PM	LS - Sick Leave	Approved	No
SMITH, THOMAS M GS-12 USAF AFMC 78 ABW/SCPD	2/7/2022 7:00 AM	2/7/2022 3:30 PM	LS - Sick Leave	Approved	No
OSBURN, RAYMOND M GS-11 USAF AFMC 78 ABW/SCPD	2/7/2022 8:00 AM	2/7/2022 3:30 PM	LA - Annual Leave	Approved	No
OSBURN, RAYMOND M GS-11 USAF AFMC 78 ABW/SCPD	2/8/2022 7:00 AM	2/8/2022 3:30 PM	LS - Sick Leave	Approved	No
ALFORD, SHAVIUS D GS-09 USAF AFMC 78 ABW/SCPD	2/9/2022 7:00 AM	2/9/2022 12:00 PM	LA - Annual Leave	Approved	No
SMITH, THOMAS M GS-12 USAF AFMC 78 ABW/SCPD	2/10/2022 7:00 AM	2/10/2022 3:30 PM	LA - Annual Leave	Pending Approval	No
SMITH, THOMAS M GS-12 USAF AFMC 78 ABW/SCPD	2/11/2022 7:00 AM	2/11/2022 3:30 PM	LA - Annual Leave	Approved	No
SMITH, THOMAS M GS-12 USAF AFMC 78 ABW/SCPD	2/14/2022 2:00 PM	2/14/2022 4:00 PM	LA - Annual Leave	Approved	No
ALFORD, SHAVIUS D GS-09 USAF AFMC 78 ABW/SCPD	2/18/2022 12:00 AM	2/18/2022 12:00 AM	CF - Travel Comp...	Approved	No
OSBURN, RAYMOND M GS-11 USAF AFMC 78 ABW/SCPD	2/18/2022 7:00 AM	2/18/2022 3:30 PM	LA - Annual Leave	Approved	No
WILDER, CANDACE D GS-12 USAF AFMC 78 ABW/SCPD	2/18/2022 7:00 AM	2/16/2022 3:30 PM	LA - Annual Leave	Denied	No

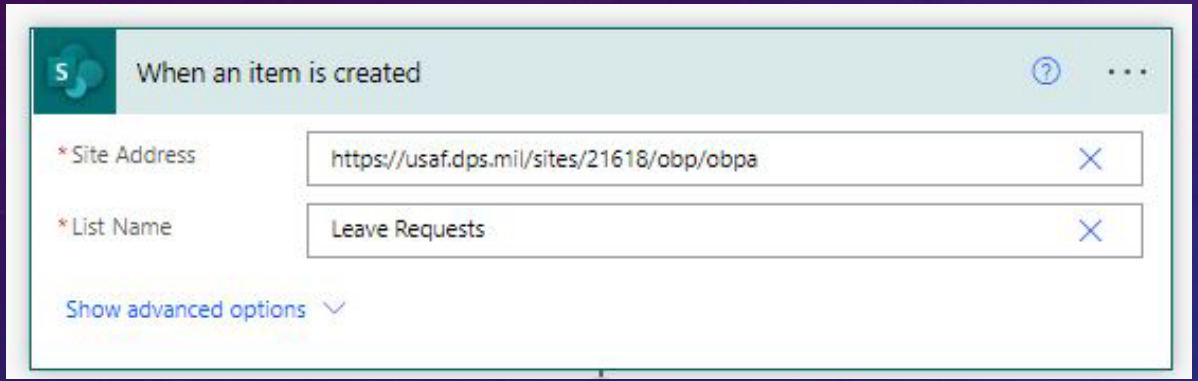
Microsoft Power Automate

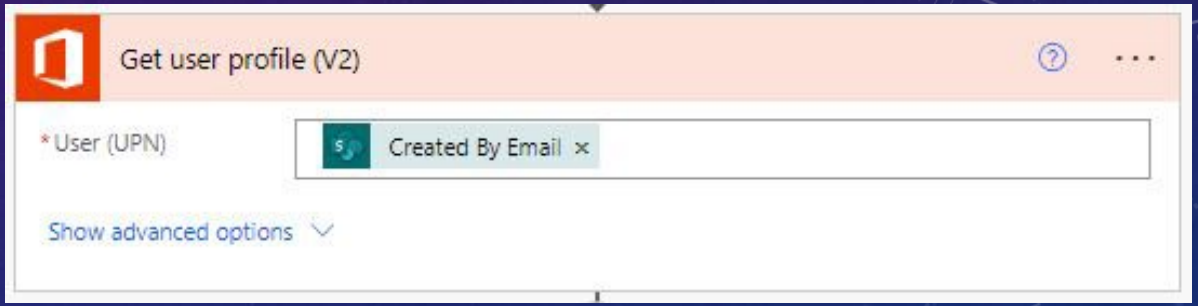
Turn outdated into automated.



Microsoft Power Automate

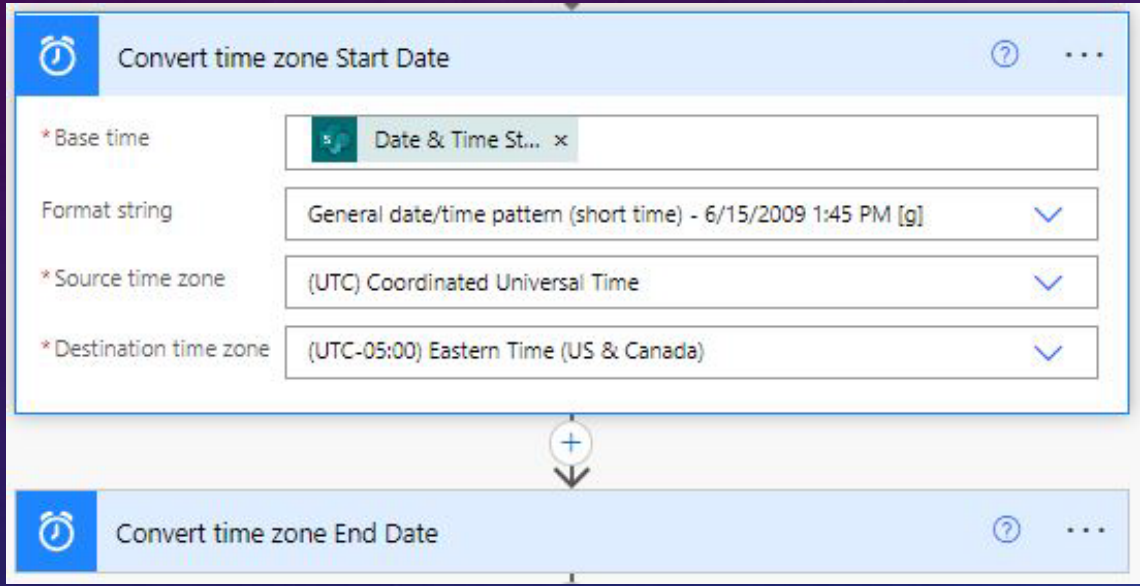
Turn outdated into automated.

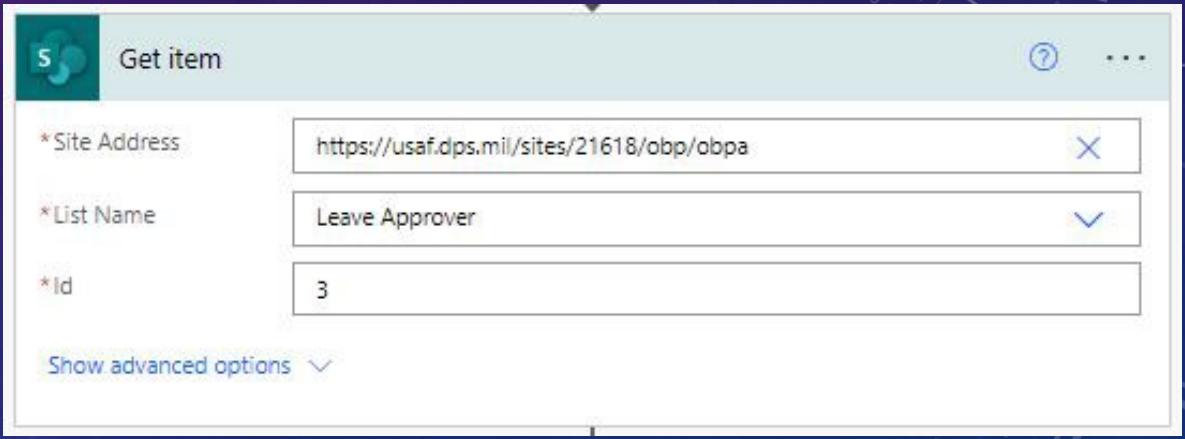




Microsoft Power Automate

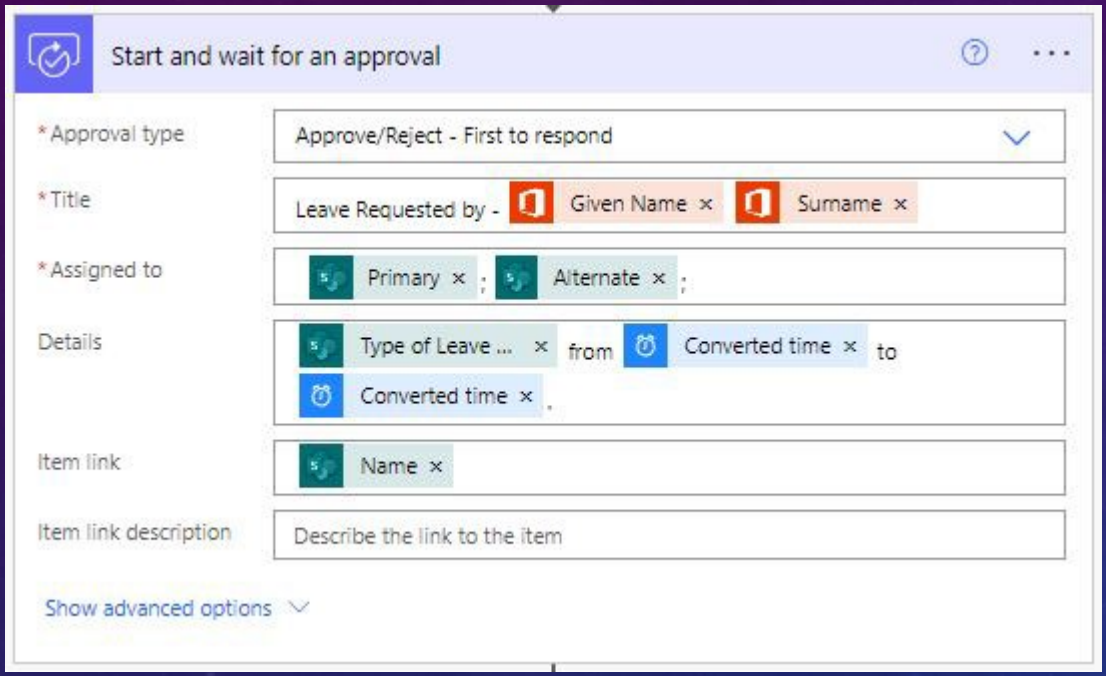
Turn outdated into automated.

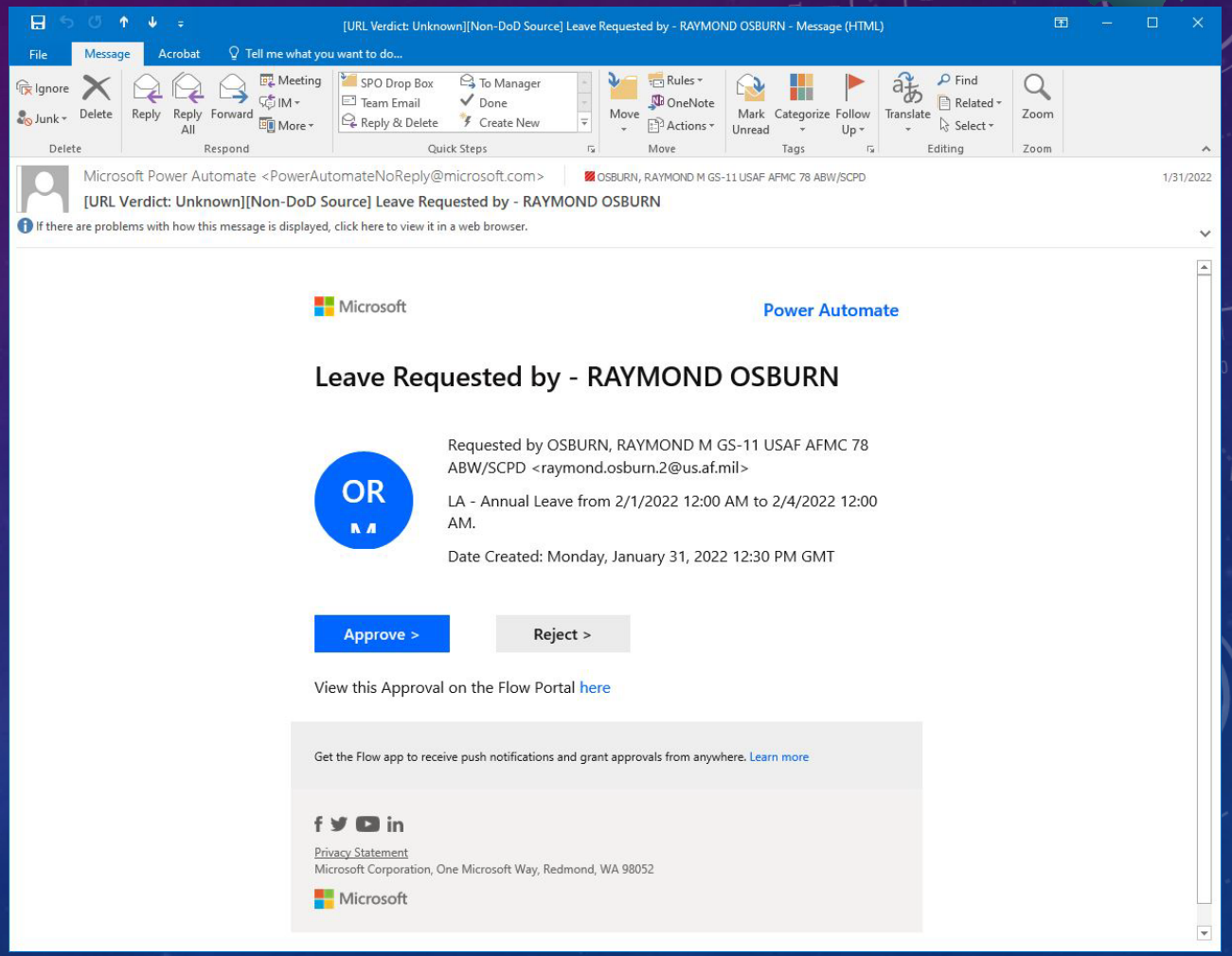




Microsoft Power Automate

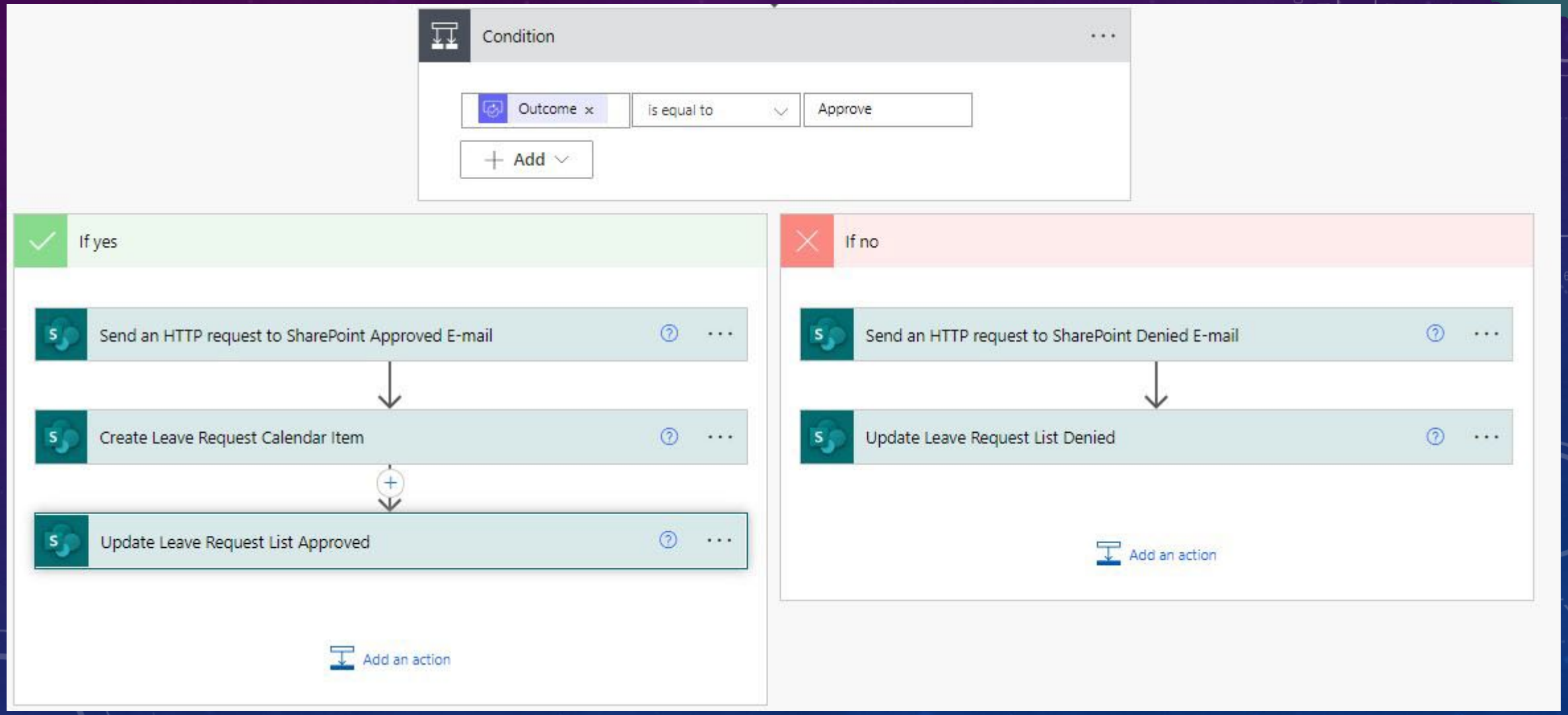
Turn outdated into **automated.**





Microsoft Power Automate

Turn outdated into automated.



Microsoft Power Automate

Turn outdated into **automated.**

Send an HTTP request to SharePoint Approved E-mail

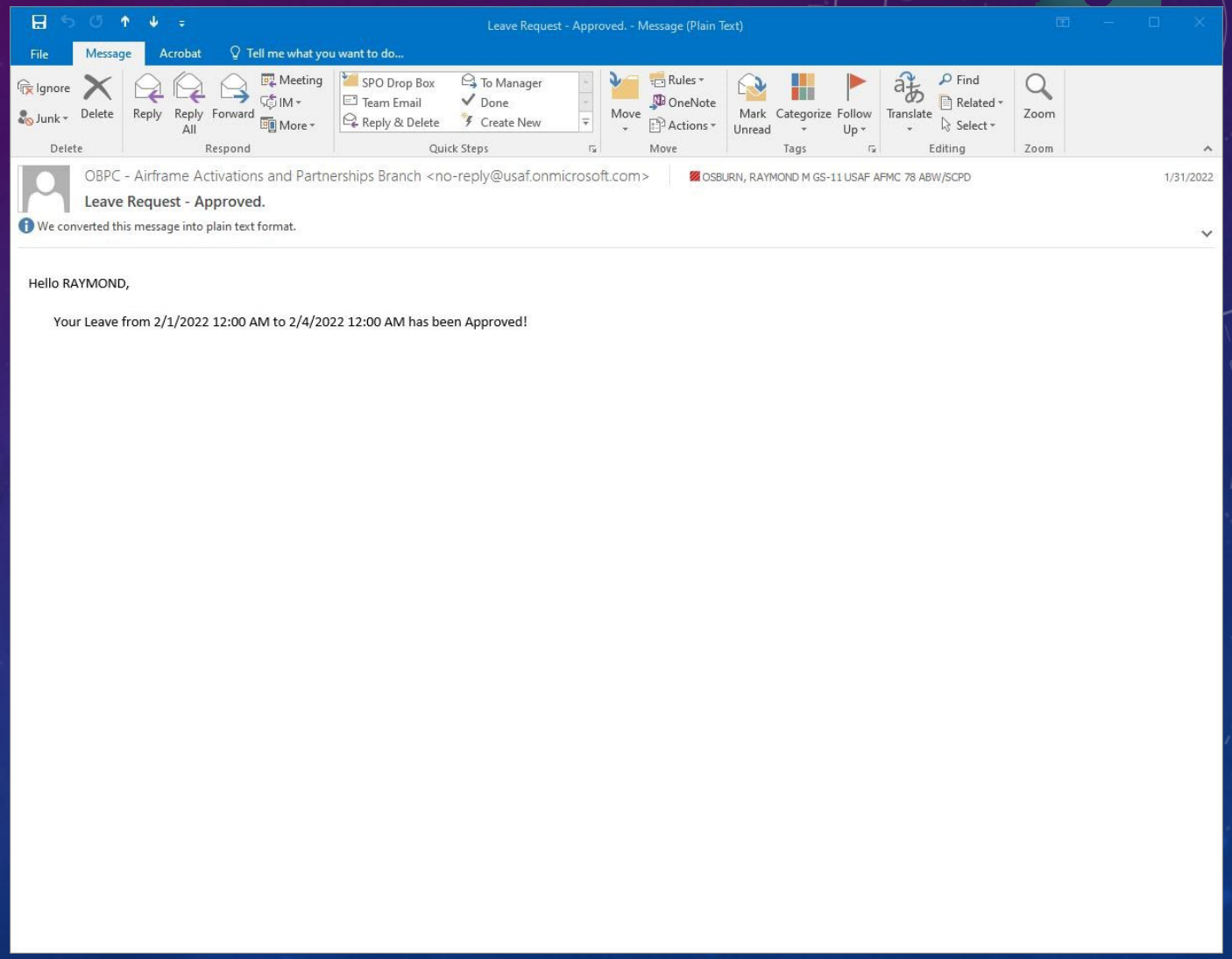
* Site Address	https://usaf.dps.mil/sites/21618/obp/obpa
* Method	POST
* Uri	_api/SP.Utilities.Utility.SendEmail

Headers

accept	application/json;odata=verbose
content-type	application/json;odata=verbose
Enter key	Enter value

Body

```
{'properties': {'__metadata': {'type': 'SP.Utilities.EmailProperties'},
'To': {'results': ['  Created By Email  ']},
'CC': {'results': ['  TimeKeeper  ']},
'Body': '<p>Hello  Given Name  ,<br/><br/>
  Your Leave from  Converted time  to
  Converted time  has been Approved!
<br/><br/>Leave Type:  Type of Leave ...  </p>',
'Subject': 'Leave Request - Approved.'}}
```



Microsoft Power Automate

Turn outdated into automated.

Create Leave Request Calendar Item

* Site Address	https://usaf.dps.mil/sites/21618/obp/obpa
* List Name	Leave Request Calendar
* Title	Given Name × Surname × - Leave
* Start Time	Date & Time St... ×
* End Time	Date & Time E... ×
Location	
Description	
Attendees Claims - 1	
Category Value	
Banner URL	
Banner Image URL	
Content type Id	

Add new item

Show advanced options

Update Leave Request List Approved

* Site Address	https://usaf.dps.mil/sites/21618/obp/obpa
* List Name	Leave Requests
* Id	ID ×
* Date & Time Started	Date & Time St... ×
* Date & Time Ended	Date & Time E... ×
Title	
Type of Leave Value	
Status Value	Approved
Notes	
Canceled? Value	
Event ID	ID ×

Show advanced options

Microsoft Power Automate

Turn outdated into automated.

Send an HTTP request to SharePoint Denied E-mail

* Site Address	https://usaf.dps.mil/sites/21618/obp/obpa
* Method	POST
* Uri	/_api/SP.Utilities.Utility.SendEmail
Headers	accept: application/json;odata=verbose
	content-type: application/json;odata=verbose
	Enter key / Enter value

Body

```
{'properties': {'__metadata': {'type': 'SP.Utilities.EmailProperties'},
'To': {'results': ['<Created By Email>']},
'CC': {'results': ['']},
'Body': '<p>Hello <Given Name>,<br/><br/>
  Your Leave from <Converted time> to
<Converted time> has been Denied.</p>',
'Subject': 'Leave Request - Denied.'}}
```

Update Leave Request List Denied

* Site Address	https://usaf.dps.mil/sites/21618/obp/obpa
* List Name	Leave Requests
* Id	ID
* Date & Time Started	Date & Time St...
* Date & Time Ended	Date & Time E...
Title	
Type of Leave Value	
Status Value	Denied
Notes	
Canceled? Value	
Event ID	

Show advanced options

Microsoft Power Automate

Turn outdated into automated.

February 2022

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
30	31	1	2 9:00 am - 3:30 pm RAYMOND OSBURN- Leave	3	4 7:00 am - 3:30 pm RAYMOND OSBURN- Leave	5
6	7 7:00 am THOMAS SMITH- Leave 8:00 am RAYMOND OSBURN- Leave	8 7:00 am - 3:30 pm RAYMOND OSBURN- Leave	9 7:00 am - 12:00 pm SHAVIUS ALFORD- Leave	10	11 7:00 am - 3:30 pm THOMAS SMITH- Leave	12
13	14 2:00 pm - 4:00 pm THOMAS SMITH- Leave	15	16	17	18 7:00 am SHAVIUS ALFORD- Leave 7:00 am RAYMOND OSBURN- Leave 7:00 am CANDACE WILDER- Leave 7:00 am ANDREW DUCKWORTH- Leave collapse	19
20	21	22	23	24 CANDACE WILDER- Leave 10:30 am - 3:30 pm SHAVIUS ALFORD- Leave	25 8:00 am RAYMOND OSBURN- Leave 1:00 pm TIMOTHY LARSEN- Leave 1:30 pm THOMAS SMITH- Leave collapse	26
27	28	1	2	3	4	5

Mass Email From a SharePoint List

Allows SharePoint Program Manager to draft an email message to all of our SharePoint Site Owners by pulling current site owner email addresses from our site list.

Microsoft Power Automate

Turn outdated into automated.

SharePoint_Site_List

new item or edit this list

All Items All Items ID UserView ... Find an item

Count= 980

Site Collection	Site Title	URL	Site Owners
339 Flight Test Squadron (339 FLTS)	339th Flight Test Squadron	https://usaf.dps.mil/sites/20950/	kevin.spano.1@us.af.mil; stephen.roberts.18@us.af.mil
406th Supply Chain Management Squadron	406 SCMS - Supply Chain Management Squadron	https://usaf.dps.mil/sites/10003	catherine.nickelsen@us.af.mil; christopher.morris@us.af.mil
406th Supply Chain Management Squadron	406 SCMS/GUEE	https://usaf.dps.mil/sites/10003/guee	debra.horne@us.af.mil; christopher.morris@us.af.mil
53rd Air Traffic Control Squadron (53 ATCS)	53rd Air Traffic Control Squadron (53 ATCS)	https://usaf.dps.mil/sites/23274	michael.newman.27@us.af.mil; calvin.williams.23@us.af.mil
53rd Air Traffic Control Squadron (53 ATCS)	Airfield Operations Learning Center of Excellence (ALC)	https://usaf.dps.mil/sites/23274/DATCALSCoE	jason.herndon.2@us.af.mil
53rd Air Traffic Control Squadron (53 ATCS)	53 ATCS Landing Zone Operations	https://usaf.dps.mil/sites/23274/LZO/	warner.paredes@us.af.mil; erich.poss@us.af.mil; jacob.burkhalter.2@us.af.mil; tyler.tarpley@us.af.mil
53rd Air Traffic Control Squadron (53 ATCS)	53 ATCS/OSMC	https://usaf.dps.mil/sites/23274/OSMC	
53rd Air Traffic Control Squadron (53 ATCS)	Unit Deployment Manager (UDM)	https://usaf.dps.mil/sites/23274/UDM	nephi.oakeson@us.af.mil
5th Combat Communications Group (5CCG)	5th Combat Communications Group (5 CCG)	https://usaf.dps.mil/sites/22530/	wyatt.golay@us.af.mil; austin.meyer.1@us.af.mil; calvin.hicklin.3@us.af.mil
5th Combat Communications Group (5CCG)	51st Combat Communications Squadron (51 CBCS)	https://usaf.dps.mil/sites/22530/51cbcs/	fredrick.felan@us.af.mil; nathan.lehmann@us.af.mil; judah.wine@us.af.mil; johnpaul.hein@us.af.mil
5th Combat Communications Group (5CCG)	51 CBCS/SCM	https://usaf.dps.mil/sites/22530/51cbcs/SCM/	stephen.preston.4.gb@us.af.mil
5th Combat Communications Group (5CCG)	51 CBCS/SCQ - Quality Assurance Flight	https://usaf.dps.mil/sites/22530/51cbcs/SCQ/	judah.wine@us.af.mil; johnpaul.hein@us.af.mil
5th Combat Communications Group (5CCG)	51 CBCS/SCS - Combat Plans and Support Flight	https://usaf.dps.mil/sites/22530/51cbcs/scs/	andrew.grundhauser@us.af.mil; brandon.myers.5@us.af.mil
5th Combat Communications Group (5CCG)	52nd Combat Communications Squadron (52 CBCS)	https://usaf.dps.mil/sites/22530/52cbcs/	jasmine.dodd@us.af.mil; patrick.dixon.7@us.af.mil
5th Combat Communications Group (5CCG)	52 CBCS/DO - Operations & Readiness Flight	https://usaf.dps.mil/sites/22530/52cbcs/do/	anthony.chambers.3@us.af.mil; christopher.arnold.14@us.af.mil

Microsoft Power Automate

Turn outdated into automated.

+ New | Edit in grid view | Share | Export | Automate | Integrate | ...

SiteOwnerMassMail

Title	Body	Sent?	SendButton	TestButton
Test	Test	Not Sent	Mass Mail	Test Formatting
Test another message	This is a test of the email formating.	Not Sent	Mass Mail	Test Formatting
ACTION REQUIRED!! Content Review and L...	Hi Site Owners, You are receiving this	Not Sent	Mass Mail	Test Formatting
New SharePoint Online (SPO) Site Owner Tr...	You must complete the new SPO Site Owner Training.....	Not Sent	Mass Mail	Test Formatting
Links from Previous Email	Hi Site Owners, Apparently the links I sent in my previous	Sent		
ACTION REQUIRED!! STINFO Search of Shar...	Attn Site Owners, On July 29, 2022, the AFMC STINFO	Sent		

New item

Title *

Enter value here

Subject Line Text

Body *

E-mail Body Line

Sent? *

Not Sent

SendButton

Enter value here

TestButton

Enter value here

Attachments

Add attachments

Save | Cancel

Microsoft Power Automate

Turn outdated into automated.

Delete | Respond | Quick Steps | Move | Tags | Editing | Zoom

Thu 7/28/2022 9:40 AM

WILDER, CANDACE D GS-12 USAF AFMC 78 ABW/SCPD

ACTION REQUIRED!! STINFO Search of SharePoint Sites

To: GRANVILLE, BETTY L CIV USAF AFMC AFLCMC/WIGA; PRICE, PATRICIA D GS-12 USAF AFMC AFLCMC/WLS; TILLMAN, ANTHONY E GS-11 USAF AFMC 561 AMXS/MXDXA; KENNEDY, ZACHARY W NH-03 USAF AFMC 402 AMXG/MXDS; WILLIAMS, LESLIE A GS-09 USAF AFMC 402 AMXG/AMXS; victor.osborne.2@us.af.mil; ENGRAM, MICHAEL GS-11 USAF AFMC 402 AMSS/CCXA; SAMPLES, JEREMY K GS-11 USAF AFMC WR-ALC/OMO; MCCORMACK, JACK L NH-03 USAF AFMC 558 AMXS/MXDPA; MULKEY, IRALENA L WG-07 USAF AFMC 402 AMSS/MXAOSF; JOSEPH, TRACY T GS-09 USAF AFMC 402 AMSS/MXAB; SUTTON, ROSA L GS-04 USAF AFMC 402 AMSS/CL; RAYMO, JOHN P CIV USAF AFMC 558 AMXS/MXDXA; DAVIDSON, TROY M CIV USAF AFMC 558 AMXS/MXDXA; BURDINE, TAMMY A GS-11 USAF AFMC 559 AMXS/MXDXA; LUCAS, SYLVIA B CIV USAF AFMC 402 AMXS/559 AMXS/MXDXA; WOODARD, KRISTI L GS-09 USAF AFMC 559 AMXS/MXDA; TRAWICK, DENISE S NH-03 USAF AFMC 560 AMXS/MXDXA; ALEXANDER, LACHAUNE A GS-09 USAF AFMC 560 AMXS/MXDXA; DILLON, KEITH P GS-12 USAF AFMC WR-ALC/QASAB;

Cc: WILDER, CANDACE D GS-12 USAF AFMC 78 ABW/SCPD; LARSEN, TIMOTHY P CIV USAF AFMC 78 ABW/SCPD; OSBURN, RAYMOND M GS-11 USAF AFMC 78 ABW/SCPD

Attn Site Owners,

On July 29, 2022, the AFMC STINFO Office will begin a search of SharePoint sites to ensure that the appropriate controls are in place. Please review the documents at this link and use them as a reference to assist you in checking the access to your STINFO documents on SharePoint:

https://usaf.dps.mil/teams/RobinsSP/STINFO_Documents/Forms/AllItems.aspx

Access should only be to persons or groups that fall under the documents' specific Distribution Statement. Also, follow the Monitoring Guide to check for any documents that might need their access control changed.

The best way to search for these documents is to type 'Distribution Statement B' into the search box at the top right of your site's home page. Then repeat that search for C through F. When you find a result that has the statement, click on "View library". Then check the permissions for that particular document to ensure that only those people that need access to it have permissions. Adjust permissions accordingly or delete the document if it is no longer needed.

Going forward, make sure to add this STINFO check to your monthly content reviews and notate on the Content Review list in your site accordingly.

Let me know if you have any questions.

VR,

Dusty Wilder
SharePoint Program Manager
AF Portal Program Manager
Center of Automation Team Lead
Technical SME
Information Technology Specialist
CompTIA Security+ ce Certified
78 ABW/SCPD
880 Eleventh Street, Bldg. 988
Robins AFB, Georgia 31098
(478) 327-4781, DSN 497-4781
candace.wilder.1@us.af.mil

Event Registration Site

- Custom Built Web Part Solution
- Created by AFGSC/DSK at Barksdale AFB
- Allows users to register for events with one click of the mouse
- Sends reminder emails to registered users

- Eliminated Motorcycle Safety Web App
- No longer need a dedicated DBA, PM, developer support, Product Owner, or certification

- Currently have about four other event registration sites in use across the Base

Event Registration Site

SharePoint

BROWSE PAGE SHARE FOLLOW EDIT

Back to Home

Robins AFB Motorcycle Safety Course Registration

Register for a course using the instructions below. When done, click the link at the bottom of this page to continue to the next step of registration.

Find a Course

Type the title or date of a course into Search to find a particular course. Click the View icon to the left of Title to read more details about a course. If no courses appear below, refresh the page.

Register for a Course

Click the blue icon with the '+' to register for a course. You will receive an email confirming your registration. Add the course to your Outlook calendar by clicking the blue icon with the arrow. To unregister, click the red icon with the '-'. If a course is full, add yourself to its waitlist by clicking the blue icon with the person and the '+'. Click the red icon with the person and the 'x' to remove yourself from the waitlist.

NEW EVENT MANAGE SETTINGS Search this app

	Title	Start Date	End Date	Location	Documents	Open Spots	Capacity	Point Of Contact	Registration	Manage Event
View	Experienced Rider Course Weekend (ERCWKD)	August 20, 2022 Saturday 07:30 AM	August 20, 2022 Saturday 16:00 PM	RAFB Motorcycle Safety Training Range		1	5		Register	
View	Advanced Rider Course (ARCWKD)	October 22, 2022 Saturday 07:30 AM	October 22, 2022 Saturday 16:00 PM	RAFB Motorcycle Safety Training Range		Full 0 Waitlisted	2		Add To Waitlist	

Show 10 entries

Showing 1 to 2 of 2 entries

Previous 1 Next

v2.0

Continue to Next Step

In-work Projects

- Appointment Scheduling System
- Hoteling App On SharePoint Site
- Stakeholder Requests to Product Backlog

Robins AFB Center of Automation

Empowering the Digital Wingman

Think BIGGER