

Employee Kudos App Template

Current Version

1.0.0.36

Release Date

N/A

Release date was not provided.



01

App Overview



Use Case & Business Value

Empower employees in a hybrid and mobile work environment with the Employee Kudos App, a part of the Human Resources templates on Microsoft Power Apps.

This template enhances employee engagement by enabling peer-to-peer recognition, contributing to improved morale, retention, and overall employee satisfaction.

It addresses critical HR challenges in today's dynamic workplace by fostering a culture of appreciation and recognition.

By integrating into collaborative environments, it supports HR objectives by providing a digital solution for recognizing achievements for the modern workforce, making recognition a seamless part of the employee experience.



User Experience



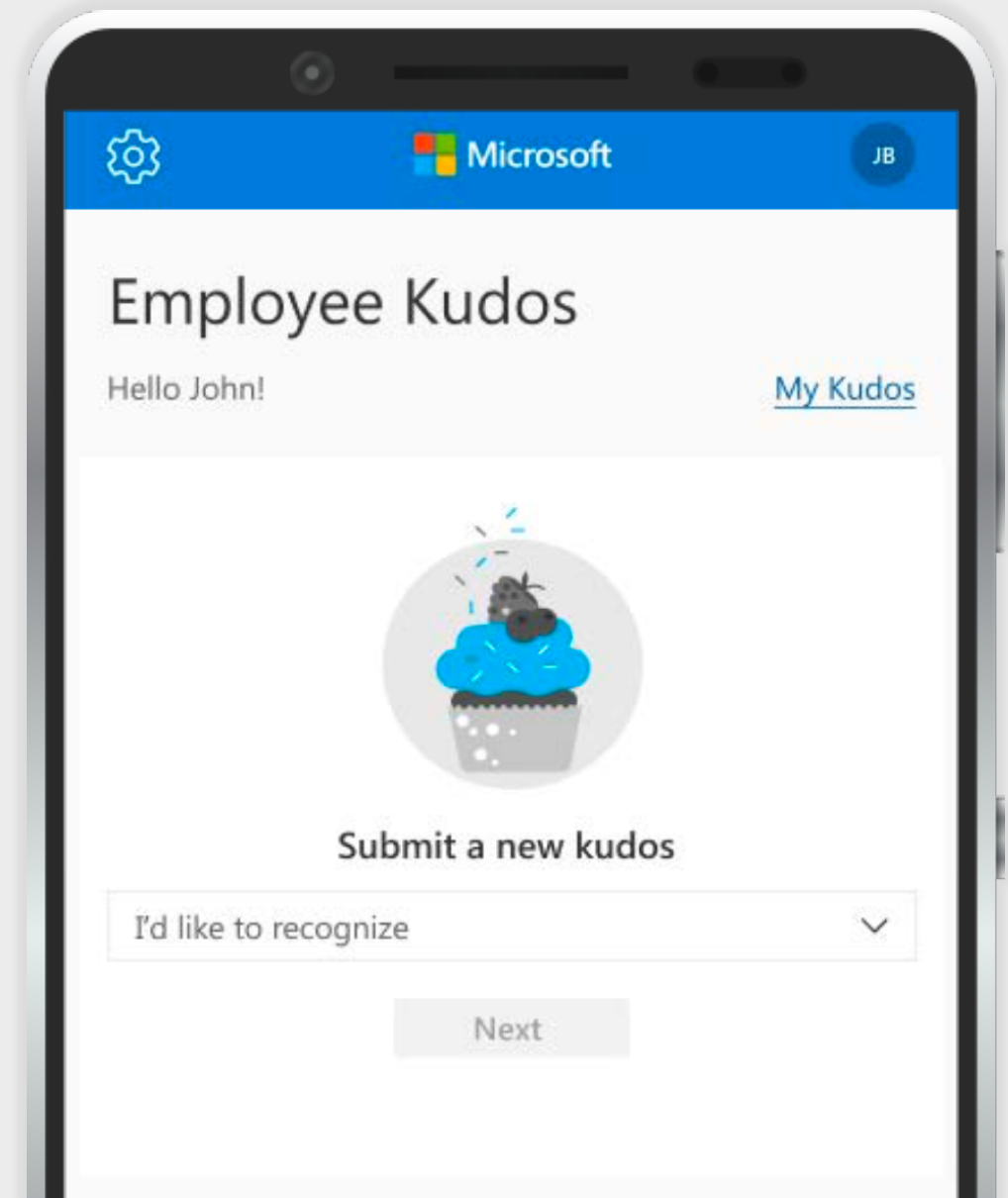
02

Key Features and Functions

The Employee Kudos App is designed for seamless peer recognition, featuring the ability to send kudos, manage badges, and view received and given praise.

Its intuitive interface supports both web and mobile use, making it accessible anytime, anywhere.

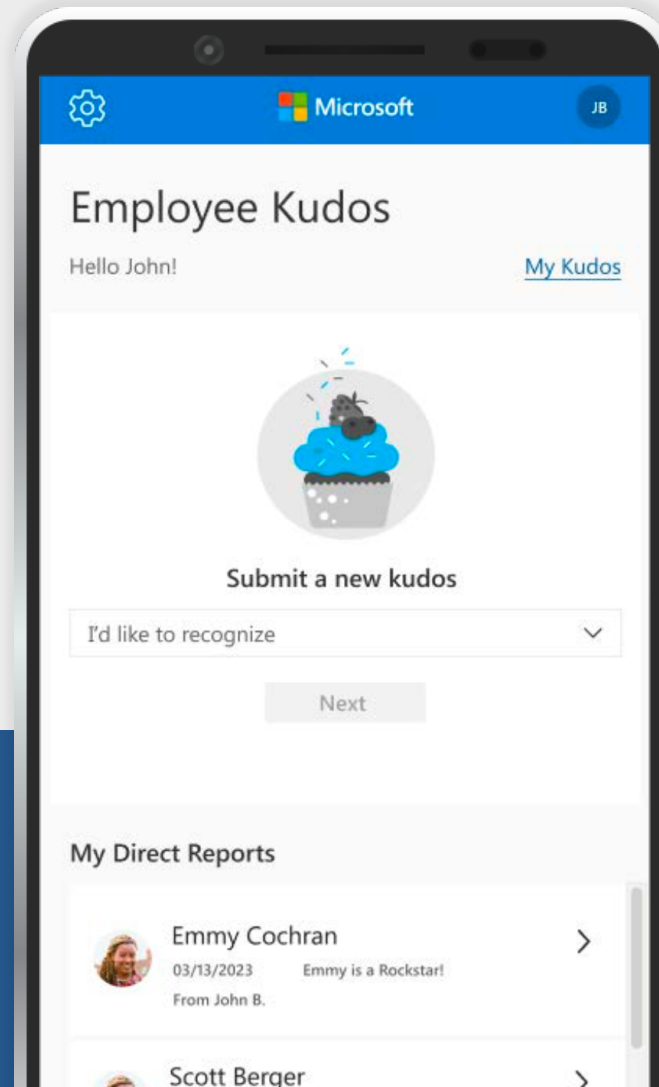
Administrators can easily oversee the kudos badges and opt-out users, ensuring a customizable and secure recognition experience.



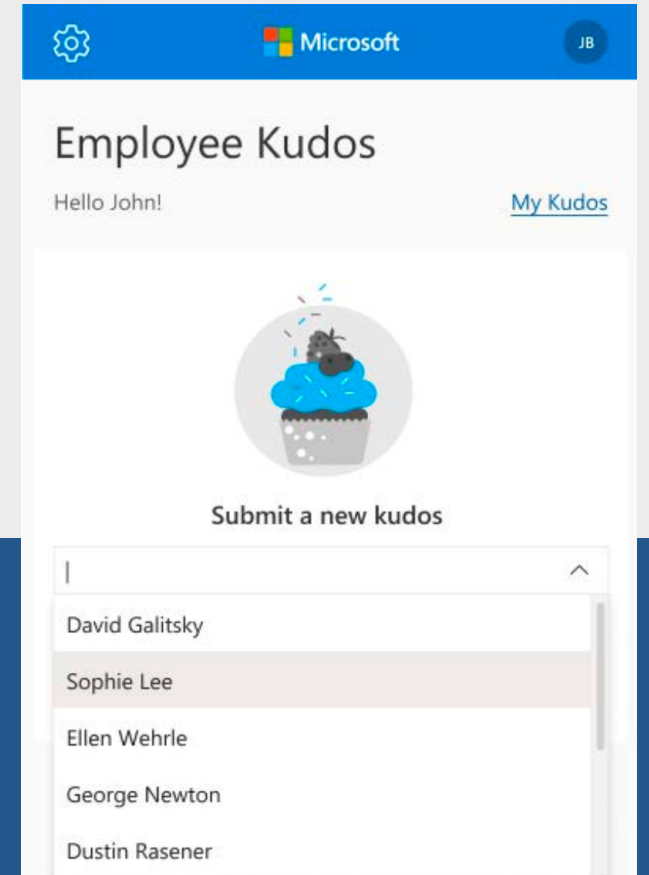
Homepage: Starting a New Kudos

Components:

- ✓ Header
- ✓ Navigation
- ✓ Button(s)
- ✓ List
- ✓ Text Input/Dropdown



Seamlessly start a new Kudos nomination

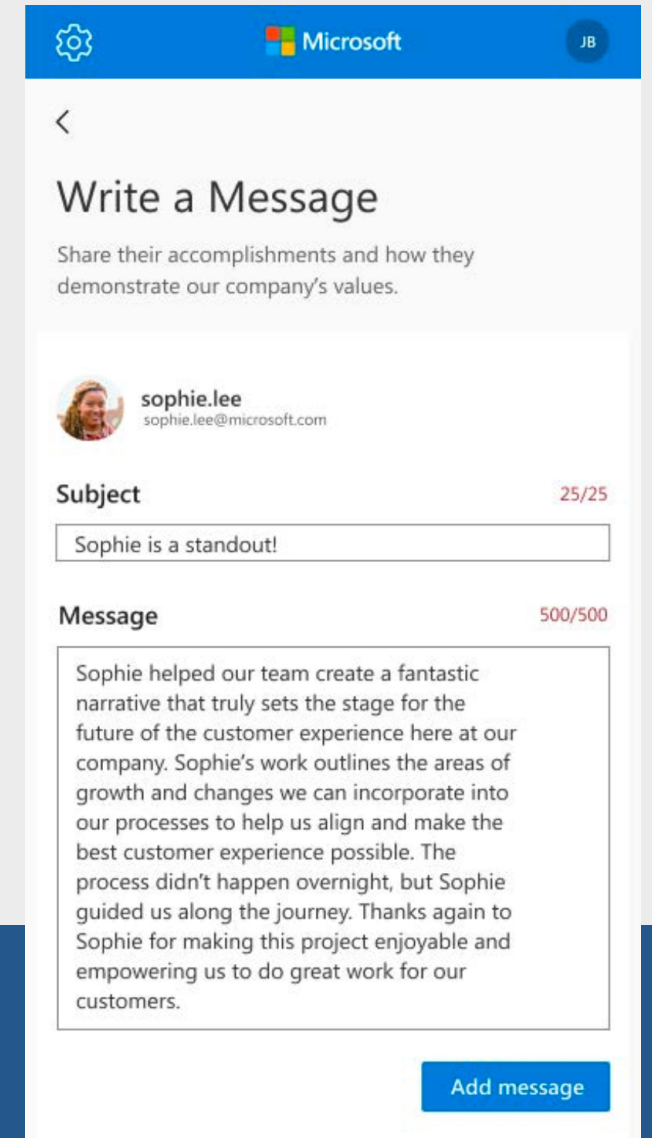
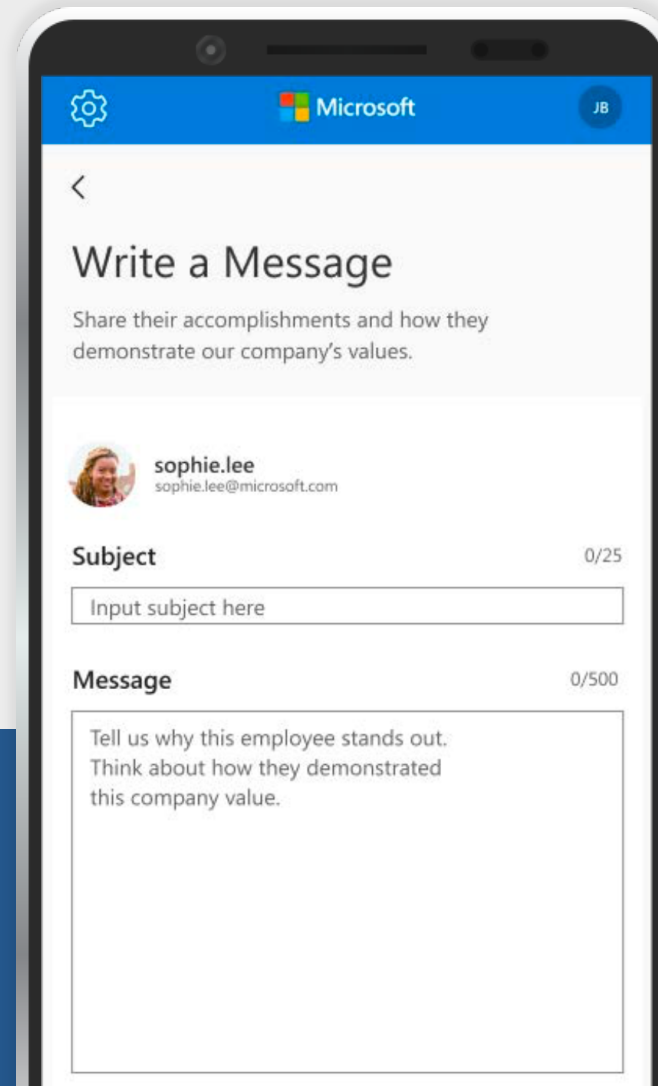


Quick access to submit and view Kudos and view direct reports

Write a Message

Components:

- ✓ Header
- ✓ Navigation
- ✓ User Profile
- ✓ Text Input
- ✓ Button(s)

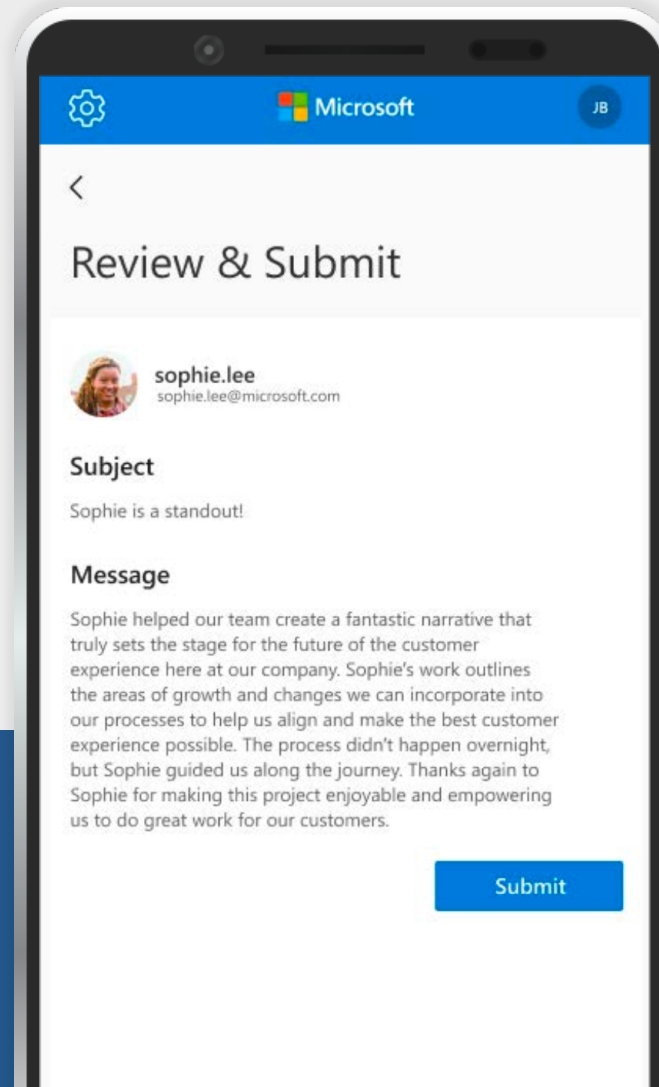


Compose your message to celebrate your peers

Review and Submit Kudos

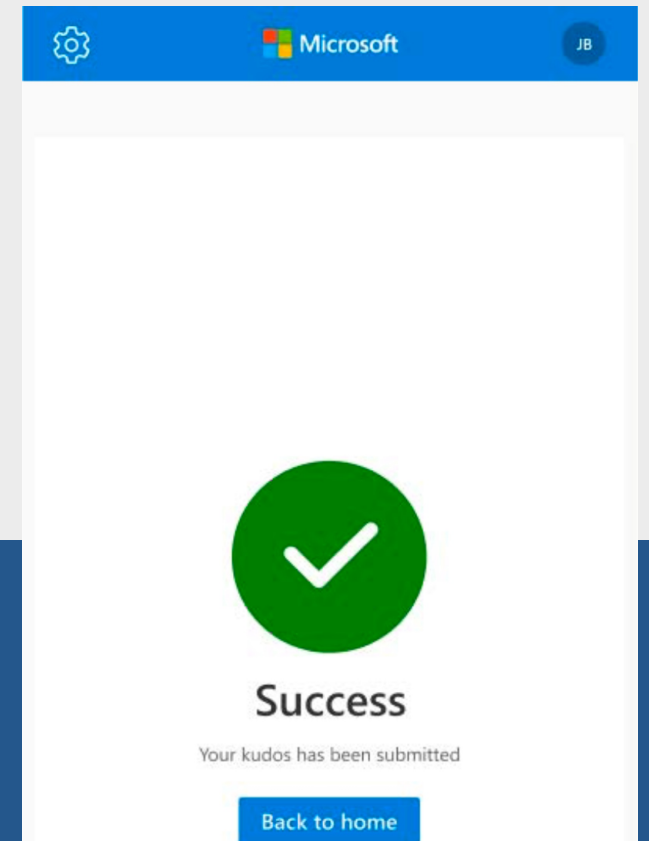
Components:

- ✓ Header
- ✓ Navigation
- ✓ User Profile
- ✓ Text Display
- ✓ Button(s)



Review your Kudos before submitting

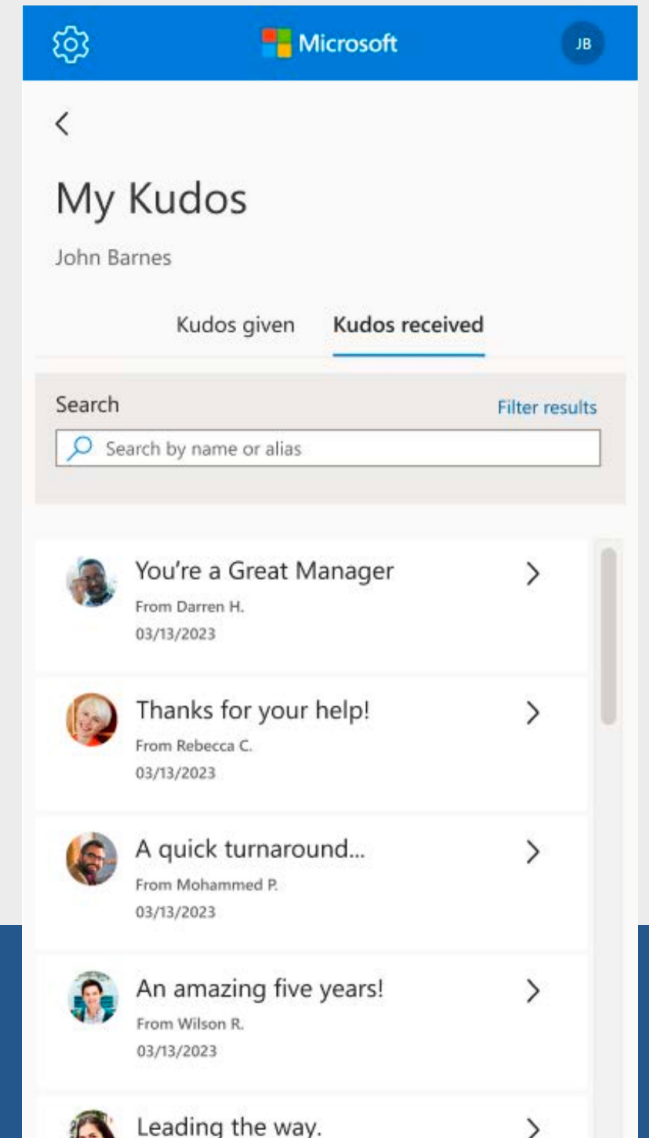
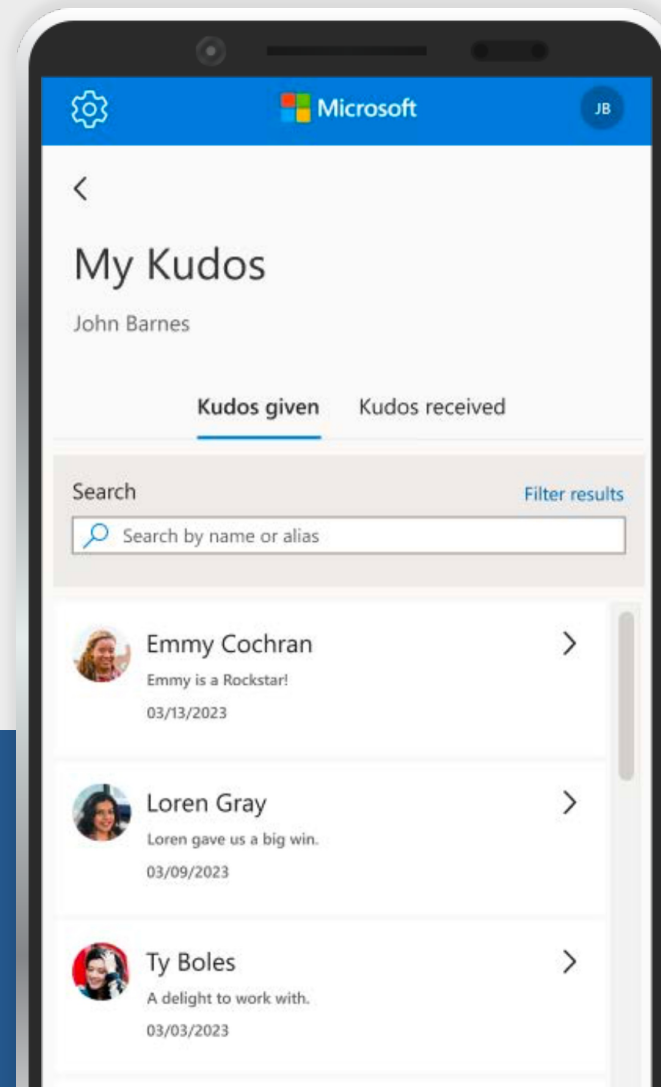
Confirmation screen signals a successful Kudos submission



My Kudos

Components:

- ✓ Header
- ✓ Navigation
- ✓ Search
- ✓ List
- ✓ List Item

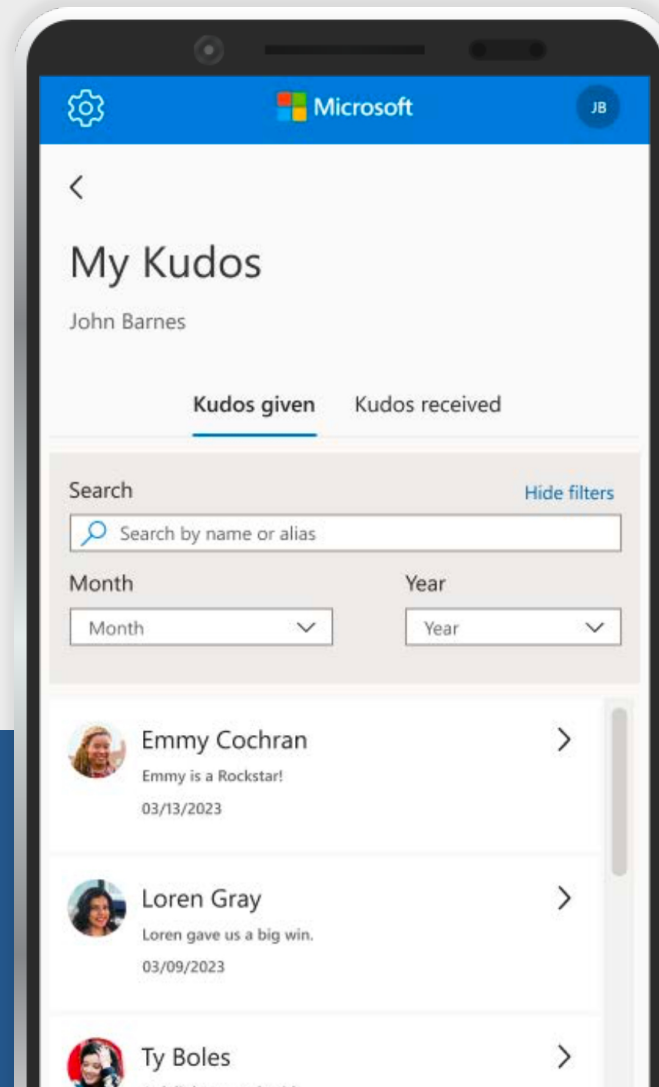


View your history of Kudos given to and received from colleagues

Search and View Kudos

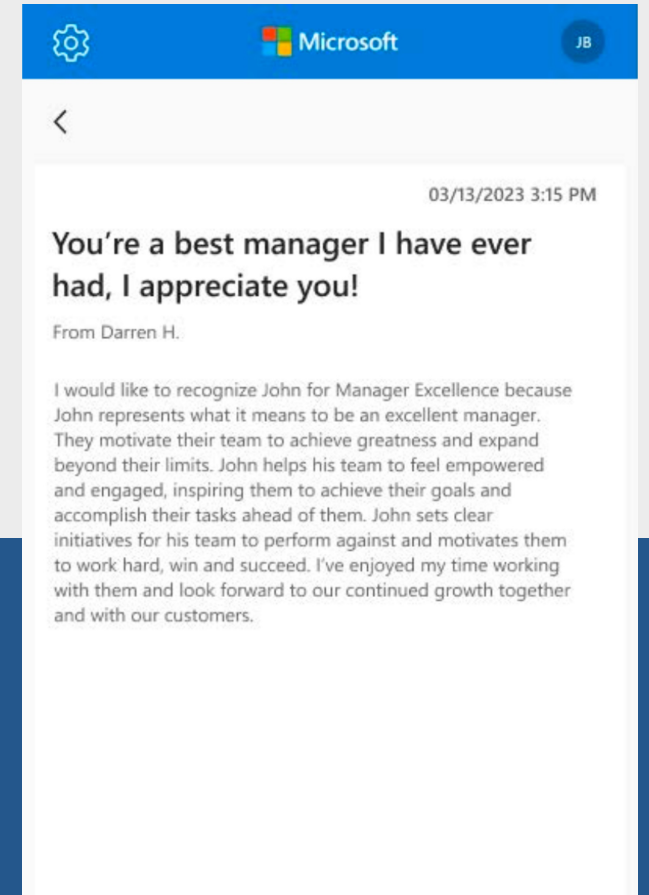
Components:

- ✓ Header
- ✓ Navigation
- ✓ Search
- ✓ Filter
- ✓ List



Filter and search Kudos by name, month, and year

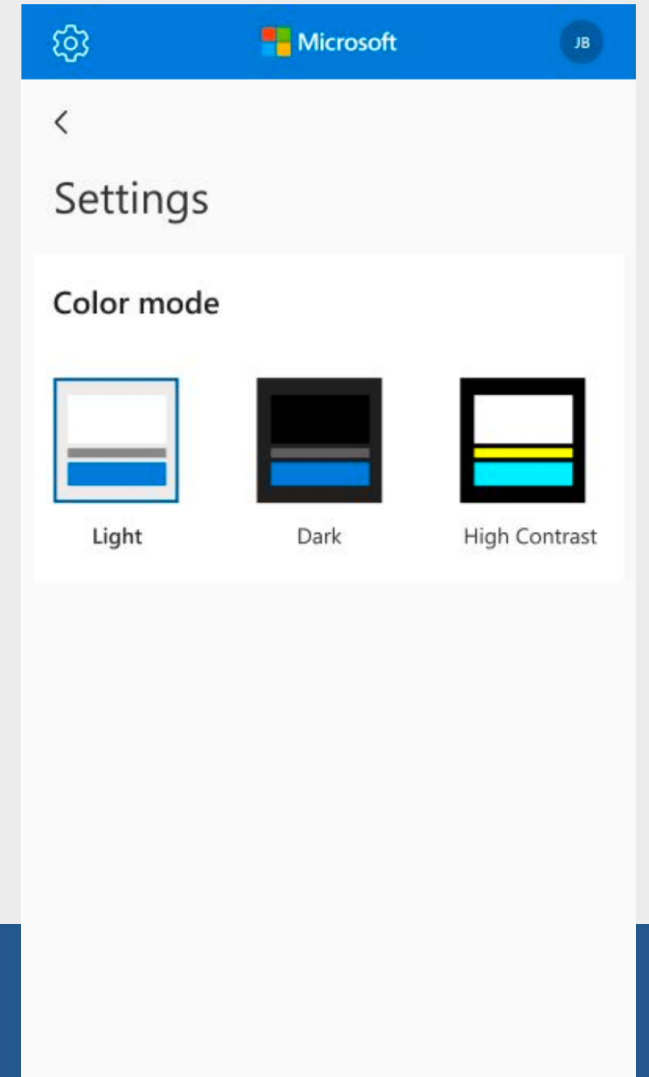
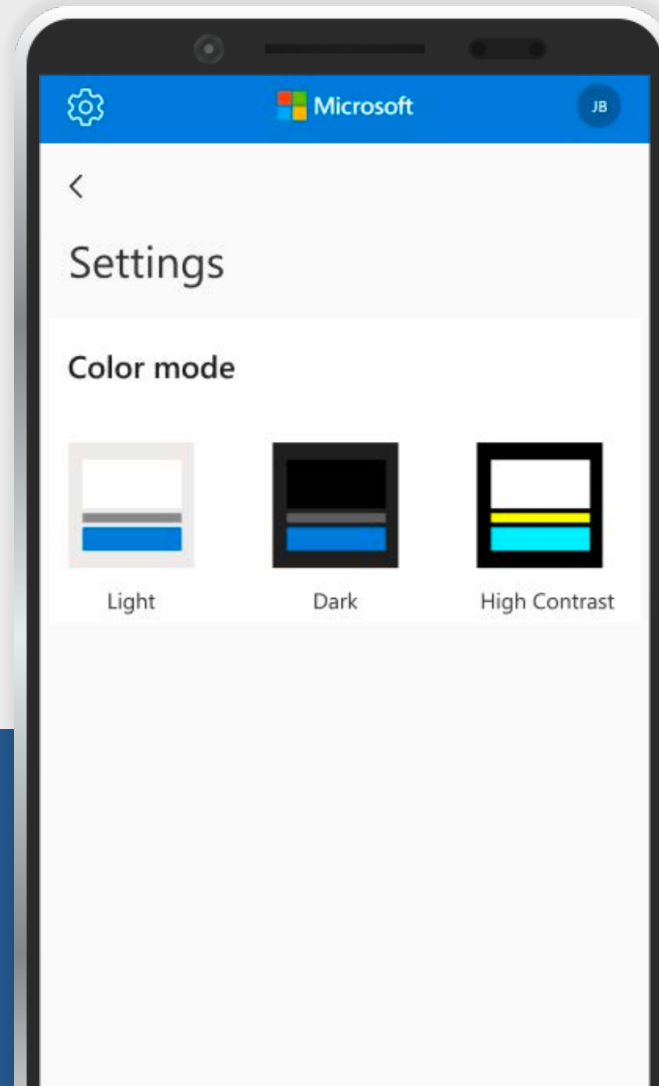
View a detailed Kudos message.



Settings

Components:

- ✓ Header
- ✓ Navigation
- ✓ Theme switcher



Choose your preferred color mode in the app settings



Technical Specifications



Solution

The template package consists of two solutions:



Employee Experience Base

Contains common foundational components that all human resource (HR) solutions use. For now, this is limited to components that enable localization capabilities.

By sharing this across solutions, common strings can be localized once in the base solution and all dependent solutions get the benefit.



Kudos

Contains all the components needed to enable the Kudos experience within a company.

Solution Components



Employee Experience Base

One model-driven app:

Employee Experience Localization Admin is the app that allows you to see and edit localized string values as an admin.



Kudos

One canvas app:

Employee Kudos is the app where the users can:

- send Kudos
- review their sent and received Kudos.

One model-driven app:

Kudos Administration is the app where an admin can:

- see all Kudos
- create or edit badges
- add or remove users from the Opt Out User list.

Solution Components



Employee Experience Base

One table:

Employee Experience Localization records the app string replacements for every localized version of the app.



Kudos

Three tables:

1. Kudos stores the Kudos given.
2. Badges defines the Kudos types that are available in the experience.
3. Opt-out User records users who have opted out of the program.

Solution Components



Employee Experience Base

Two security roles:

1. Employee Experience Localization Reader provides read access to the table.
2. Employee Experience Localizer provides create, read, update, and delete access to the table.



Kudos

Three security roles:

1. Kudos - program admin
2. Kudos – manager
3. Kudos - employee

Solution Components



Employee Experience Base

One Choice:

ISO Employee Experience Language
Code stores the abbreviation for
available language codes.



Kudos

Four Power Automate flows:

1. Kudo app shares Kudos with sender or assigns to a recipient.
2. Kudos deactivates received Kudos when an employee leaves the company.
3. Kudos deletes Kudos when a user opts out.
4. Kudos app sends notification email.

Three connection references:

1. Kudos - Dataverse - Connection reference to Dataverse
2. Kudos - Office 365 Outlook - Connection reference to Outlook
3. Kudos - Office 365 Users - Connection reference to Office 365

Required Licenses or Dependencies

Confirm your organization has the necessary licensing to use enterprise templates.

One of the following Power Apps plans:

- Power Apps Premium
- Power Apps per app
- Power Apps per app pay-as-you-go-meter
- Power Apps use rights included with Dynamics 365 licenses



Power Apps



Dynamics 365

Security Roles and Features

The Employee Kudos App has three security roles, ensuring each user interacts with the app within a framework designed for their role.

- 1 The Kudos program admin** oversees the entire kudos program, managing badges and user opt-outs.
- 2 The Kudos manager** has privileges to view all kudos within the organization, facilitating a higher level of oversight.
- 3 The Kudos employee** is designed for the general staff to send and receive kudos.



Environments and Data Policies

It's important to have a cohesive environment and data policy and required resources in place.

Assign the necessary Power Apps or Power BI licenses with a Microsoft Entra ID Global or Tenant User Administrator and utilize a Power Platform Administrator to craft environments.

Follow Application Lifecycle Management (ALM) best practices, including the establishment of a Power Platform environment with a Dataverse database.

It's imperative to assign at least the environment maker security role privileges to users installing the solutions.

Data loss prevention policies must be configured to grant access to the connectors used by the template.

Form Factor(s)

 Web Compatible

 Mobile Compatible

Implementation



04

Installation Instructions

Ensure your system meets all prerequisites for a smooth installation process.

- 1** Begin with confirming your organization's licensing for Power Apps and setting up environment and data policies.
- 2** Create connections for Microsoft Dataverse, Office 365 Outlook, and Office 365 Users connectors.
- 3** Install the template either directly via AppSource or by downloading and importing solution files (managed or unmanaged) to your environment.
- 4** Follow step-by-step instructions to set up access teams and assign security roles to users, ensuring proper access and functionality.

For more detailed installation instructions, [click here](#).





04 • IMPLEMENTATION

Configuration Options

The Employee Kudos template offers customization through managed or unmanaged solution files, allowing for flexibility in deployment according to the organizational policies.

Configure connections and cloud flows to suit your business needs, enabling a seamless integration with your existing systems. Additional settings include creating access teams and assigning appropriate security roles for granular access control.

Support



More details on this solution can be found [here](#).



Instructions on how to install this solution can be found [here](#).



[Support](#) | [Help](#)