Variables

Truncate number

Get the integral or fractional digits of a numeric value, or round up the value to a specified number of decimal places

Generate random number

Generate a random number or a list of random numbers that fall between a minimum and maximum value

Clear list

Remove all items from a list

Remove item from list

Remove one or multiple items from a list

Sort list

Sort the items of a list. Use items of the same type

Shuffle list

Create a random permutation of a list

Merge lists

Merge two lists into one

Reverse list

Reverse the order of the items of a list

Remove duplicate items from list

Remove the multiple occurrences of items in a list, so that in the resulting list each item will be unique

Find common list items

Compare two lists and create a new list with the items that are common to both

Subtract lists

Compare two lists and create a new list with the items that are in the first list but not in the second

Retrieve data table column into list

Convert the contents of a data table column into a list

Variables (cont)

Convert JSON to custom object

Convert a JSON string to a custom object

Convert custom object to JSON

Convert a custom object to a JSON string

Add item to list

Append a new item to a list

Create new list

Create a new empty list

Increase variable

Increase the value of a variable by a specific amount

Decrease variable

Decrease the value of a variable by a specific amount

Set variable

Set the value of a new or existing variable, create a new variable or overwrite a previously created variable

UI automation

If window contains

Marks the beginning of a conditional block of actions depending on whether a specific piece of text or UI element exists in a window

Wait for window content

Suspends the execution of the automation until a specific piece of text or UI element appears or disappears from a Window

If image

This action marks the beginning of a conditional block of actions depending on whether a selected image is found on the screen or not

Use desktop

Performs desktop and taskbar related operations

Select tab in window

Selects a tab from a group of tabs

UI automation (cont)

Wait for image

This action waits until a specific image appears on the screen or on the foreground window

Hover mouse over UI element in window

Hover the mouse over any UI element on window

Click UI element in window

Clicks on any UI element of a window

Select menu option in window

Selects an option in a menu of a window

Drag and drop UI element in window

Drags and drops a UI element of a window

Expand/collapse tree node in window

Expands or collapses a node of a tree view residing in a window

If window

This action marks the beginning of a conditional block of actions depending on whether a window is open or not or whether a window is the focused (foreground) window

Wait for window

Suspends the execution or the process until a specific window opens, closes, get or loses the focus

UI automation - Data Extraction

Get details of window

Gets a property of a window such as its title or its source text

Get details of a UI element in window

Gets the value of a UI element's attribute in a window

Get selected checkboxes in window

UI automation - Data Extraction (cont)

Retrieves the names of the selected checkboxes in a checkbox group or the state of a specific checkbox

Get selected radio button in window

Retrieves the names of the selected radio button in a radio button group or the state of a specific radio button

Extract data from window

Extracts data from specific parts of a window in the form of single values, lists, or tables

Take screenshot of UI element

Takes a screenshot of a UI element in window

UI automation - Form filling

Focus text field in window

Sets the focus on a text box of a window and scrolls it into view

Populate text field in window

Fills a text box in a window with the specified text

Press button in window

Presses a window button

Select radio button in window

Selects a radio button on a window

Set checkbox state in window

Checks or unchecks a checkbox in a window form

Set drop-down list value in window

Sets or clears the selected option(s) for a drop-down list in a window form

UI automation - Windows

Get window

Gets a running window, for automating desktop applications

Focus window

UI automation - Windows (cont)

Activates and brings to the foreground a specific window

Set window state

Restores, maximizes or minimizes a specific window

Set window visibility

Shows a hidden window or hides a visible window

Move window

Sets the position of a specific window

Resize window

Sets the size of a specific window

Close window

Closes a specific window

Browser automation

If web page contains

Mark the beginning of a conditional block of actions, depending on whether a specific piece of text or element exists in a web page

Wait for web page content

Suspend the flow until a specific piece of text or web page element appears or disappears from a web page

Launch new Internet Explorer

Launch a new instance or attach to a running instance of Internet Explorer for automating web sites and web applications

Launch new Firefox

Launch a new instance or attach to a running instance of Firefox for automating web sites and web applications

Launch new Chrome

Launch a new instance or attach to a running instance of Chrome for automating web sites and web applications

Launch new Edge

Browser automation (cont)

Launch a new instance or attach to a running instance of Edge for automating web sites and web applications

Create new tab

Create a new tab and navigate to the given URL (supported in Edge, Chrome and Firefox)

Go to web page

Navigate the web browser to a new page

Click link on web page

Click on a link or any other element of a web page

Click download link on web page

Click on a link in a web page that results in downloading a file

Run JavaScript function on web page

Run a JavaScript function on the web page and get the returned result

Hover mouse over element on web page

Hover the mouse over an element of a web page

Close web browser

Close a web browser window

Browser automation - Web form filling

Focus text field on web page

Set the focus on an input element of a web page and scroll it into view

Populate text Field on web page

Fill a text field in a web page with the specified text

Set check box state on web page

Check or uncheck a check box in a web form

Select radio button on web page

Select a radio button on the web page

Set drop-down list value on web page

By **RPAWorld** (VJR)
cheatography.com/vjr/

Published 9th July, 2022.
Last updated 14th December, 2023.
Page 2 of 17.

Browser automation - Web form filling (cont)

Set or clear the selected option for a drop-down list in a web form

Press button on web page

Press a web page button

Browser automation - Web data extraction

Extract data from web page

Extract data from specific parts of a web page in the form of single values, lists, rows or tables

Get details of web page

Get a property of a web page, such as its title or its source text

Get details of element on web page

Get the value of an element's attribute on a web page

Take screenshot of web page

Take a screenshot of the web page (or an element of the web page) currently displayed in the browser and save the image into a file or to the clipboard

HTTP

Download from web

Downloads text or a file from the web and stores it

Invoke SOAP web service

Invokes a method from a SOAP web service

Invoke web service

Invokes a web service by sending data and retrieves the response from the web service

Mouse and keyboard

Block Input

Blocks user mouse and keyboard input, so that the flow can perform mouse and keyboard actions without interference from the user

Get mouse position

Mouse and keyboard (cont)

Retrieves the current position of the mouse cursor on the screen in pixel coordinates

Move mouse

Moves the mouse to a specific position

Move mouse to image

Moves the mouse over an image found on screen or on the foreground window

Move mouse to text on screen (OCR)

Moves the mouse over a text found on the screen or on the foreground window using OCR

Send mouse click

Sends a mouse click event

Send keys

Sends keys to the application that is currently active

Press/release key

Presses (and holds) or releases one or more modifier keys (Alt, Control, or Shift)

Set key state

Sets the state (on or off) for the keys Caps Lock, Num Lock or Scroll Lock

Wait for mouse

Suspends the execution of the flow until the mouse pointer changes, usually to or from the 'wait cursor' or hourglass

Get keyboard identifier

Retrieves the active keyboard identifier from the machine's registry

Wait for shortcut key

Pause the flow run until a specific shortcut key is pressed. Shortcut keys must contain at least one key or a key and one of (ctrl, alt, shift). Multiple shortcut keys can be defined

Azure

Create session

Creates an Azure session

Get subscriptions

Gets subscriptions that the current account can access

End session

Ends an Azure session

Azure - Resource groups

Get resource groups

Gets the resource groups based on the specified criteria

Create resource group

Creates a new resource group

Delete resource group

Deletes the specified resource group and all the contained resources

Azure - Virtual machines

Get virtual machines

Gets the basic information for the virtual machines

Describe virtual machine

Gets all the information for the virtual machine(s) based on the specified criteria

Start virtual machine

Starts the virtual machine

Stop virtual machine

Stops the virtual machine and deallocates the related hardware (CPU and memory) and network resources

Shut down virtual machine

Shuts down the operating system of a virtual machine

Restart virtual machine

Restarts a virtual machine

Cryptography

Encrypt text with AES

Encrypt a string with AES, using a key and a specified encoding format

Decrypt text with AES

Decrypt a string with AES based on a specified key and an encoding format

Encrypt from file with AES

Encrypt the contents of a file with AES, using a key and a specified encoding format

Decrypt to file with AES

Decrypt a string to a file with AES based on a specified key and an encoding format

Hash text

Hash a string, using a specified algorithm and an encoding format

Hash from file

Hash the contents of a file, using a specified algorithm and an encoding format

Hash text with key

Hash a string with a key, using a specified algorithm and an encoding format

Hash from file with key

Hash the contents of a file with a key, using a specified algorithm and an encoding format

CyberArk

Get password from CyberArk

Retrieves a password for a specific application from CyberArk

Google cognitive - Natural language

Analyze sentiment

Invokes the Google Cloud Natural Language service named 'Analyze Sentiment'

Analyze entities

Invokes the Google Cloud Natural Language service named 'Analyze Entities'

Analyze syntax

Google cognitive - Natural language (cont)

Invokes the Google Cloud Natural Language service named 'Analyze Syntax'

Google cognitive - Vision

Label detection

Invokes the Google Cloud Vision service named 'Label Detection'

Landmark detection

Invokes the Google Cloud Vision service named 'Landmark Detection'

Text Detection

Invokes the Google Cloud Vision service named 'Text Detection'

Logo detection

Invokes the Google Cloud Vision service named 'Logo Detection'

Image properties detection

Invokes the Google Cloud Vision service named 'Image Properties Detection'

Safe search detection

Invokes the Google Cloud Vision service named 'Safe Search Detection'

SharePoint ♦

Update file

Updates the contents of the file specified by the file identifier.

Delete file

Deletes the file specified by the file identifier.

Get file content using path

Gets file contents using the file path.

Get file content

Get file contents using the file identifier. The contents can be copied somewhere else, or be used as an attachment.

Create file

SharePoint ♦ (cont)

Uploads a file to a SharePoint site. Make sure to pick an existing library.

List folder

Returns files contained in a SharePoint folder.

Get all lists and libraries

Get all lists and libraries.

Get file metadata

Gets information about the file such as size, etag, created date, etc. Uses a file identifier to pick the file. Use Get file properties action to get to the values stored in the columns in the library.

Get file metadata using path

Gets information about the file such as size, etag, created date, etc. Uses a file path to pick the file. Use "Get file properties" action to get to the values stored in the columns in the library.

Get folder metadata

Gets information about the folder. Uses a file identifier to pick the folder.

Get folder metadata using path

Gets information about the folder. Uses a folder path to pick the folder.

List root folder

Returns files in the root SharePoint folder.

Extract folder

Extracts an archive file into a SharePoint folder (example: zip).

Get lists

Gets SharePoint lists from a site.

Create sharing link for a file or folder

Create sharing link for a file or folder.

Copy file

By **RPAWorld** (VJR)
cheatography.com/vjr/

Published 9th July, 2022.
Last updated 14th December, 2023.
Page 4 of 17.

SharePoint ♦ (cont)

Copies a file. Works in a similar way to the "Copy to" command in SharePoint libraries. Returns information about the new file after copy.

Move file

Moves a file. Works in a similar way to the "Move to" command in SharePoint libraries. Returns information about the new file after move.

Copy folder

Copies a folder. Works in a similar way to the "Copy to" command in SharePoint libraries. Returns information about the new folder after copy.

Move folder

Moves a folder. Works in a similar way to the "Move to" command in SharePoint libraries. Returns information about the new folder after move.

Check out file

Check out a file in a document library to prevent others from editing the document, and your changes from being visible until the documented is checked in.

Discard check out

If you check out a file and don't make changes to it, or you make changes that you don't want to keep you can simply discard the checkout, rather than saving the file. If your organization tracks versions, a new version is created each time you check a file back into the library. By discarding the checkout, you can avoid making new versions when you haven't made any changes to the file.

Check in file

Check in a checked out file in a document library, which makes the version of the document available to others.

SharePoint ♦ (cont)

Get list views

Gets views from a SharePoint list.

Add attachment

Adds a new attachment to the specified list item

Set content approval status

Sets the content approval status for an item in a list or library that has content approval turned on. You must provide an ETag for pages and files. You can get the ETag using the Get File Metadata action. This action is only available for SharePoint Online and SharePoint 2019.

Stop sharing an item or a file

Delete all links giving access to an item or a file and remove all people with direct access except for owners.

Update file properties

Updates the properties stored in columns in a library for the item specified by the item id. Use "Update file" action to update file contents. When using this with the On-Premises Data Gateway, the name of the library to connect to may need to be entered manually.

Update file properties using AI Builder model results

Updates the values stored in library columns for a file analyzed by the model specified by the ModelId.

Get file properties

Gets the properties saved in the columns in the library for the item specified by the item id. You can add a "Get file content" step and use the "File identifier" property returned by this action to get to the contents of the file. When using this with the On-Premises Data Gateway, the name of the library to connect to may need to be entered manually.

Get files (properties only)

SharePoint ♦ (cont)

Gets the properties saved in the columns in the library for all folders and files stored in the library. You can also filter down to the items that match a condition. An "Apply to each" section is usually used to work with the output from this action. When using this with the On-Premises Data Gateway, the name of the library to connect to may need to be entered manually.

Create item

Creates a new item in a SharePoint list.

Create new folder

Creates a new folder or folder path.

Delete attachment

Deletes the specified attachment.

Delete item

Deletes an item from a SharePoint list.

Generate document using Microsoft Syntex (preview)

Use this action to create documents based on modern templates from Microsoft Syntex. This preview requires a Syntex license. Pricing is subject to change. For more info see: https://docs.microsoft.com/-en-us/microsoft-365/contentunderstanding/content-assembly.

Get attachment content

Returns file contents using the file identifier. The contents can be copied somewhere else, or be used as an attachment.

Get attachments

Returns the list of attachments for the specified list item. You can add a "Get attachment content" step and use the "File identifier" property returned by this action to get to the contents of the file.

Get changes for an item or a file (properties only)

SharePoint ♦ (cont)

Returns information about columns that have changed within a given time window. Note: The list must have Versioning turned on.

Update item

Updates an item in a SharePoint list.

Get item

Gets a single item by its id from a SharePoint list.

Get items

Gets items from a SharePoint list.

Logging ♦

Log Message

Adds a custom text message to the flow run action details

OneNote (Business) (Preview) ♦

Create a page in Quick Notes (Preview)

Create a new page in the Quick Notes section.

Create page in a section (Preview)

Create new page in a specified section.

Create section in a notebook (Preview)

Create section in a notebook.

Delete a page (Preview)

Delete a page.

Get page content (Preview)

Get HTML page content.

Get pages for a specific section (Preview)

Get pages for a specific section.

Get recent notebooks (Preview)

Get recent notebooks.

Get sections in notebook (Preview)

Get sections in a specific notebook.

Update page content (Preview)

Update HTML page content.

Word Online (Business) ♦

Convert Word Document to PDF

Gets a PDF version of the selected file

Populate a Microsoft Word template

Reads a Microsoft Word template to then fill the template fields with selected dynamic values to generate a Word Document.

Variables - Data table

Create new data table

Creates a new data table variable

Insert row into data table

Inserts a row at the end or before a specific index value

Find or replace in data table

Finds and/or replaces data table values

Update data table item

Update a data table row item on a defined column

Delete row from data table

Delete a data table row item

Conditionals

Case

An expression that, if met, a block of actions associated with that particular case runs

Default case

A block of actions that is run, if no case expression has been met in the switch body

Else

Marks the beginning of a block of actions that ran if the condition specified in the preceding 'If' statements aren't met

Else if

Conditionals (cont)

Marks the beginning of a block of actions that ran if the conditions specified in the preceding 'If' statements aren't met, but the condition specified in this statement is met

If

Marks the beginning of a block of actions that is run if the condition specified in this statement is met

Switch

Dispatches execution to different parts of the switch body based on the value of the expression

Loops

Exit loop

Terminates the loop and the flow resumes at the next action or statement following the loop

For each

Iterates over items in a list, data table or data row, allowing a block of actions to be executed repeatedly

Loop

Iterates a block of actions for a specified number of times

Loop condition

Iterates a block of actions as long as a specified condition proves to be true

Next loop

Forces the next iteration of the block to take place, skipping any actions in between

Folder

If folder exists

Mark the beginning of a conditional block of actions depending on whether a folder exists or not

Get files in folder

Folder (cont)

Retrieve the list of files in a folder

Get subfolders in folder

Retrieve the list of subfolders in a folder

Create folder

Create a new folder

Delete folder

Delete an existing folder and its contents (files and subfolders)

Empty folder

Delete all the contents of a folder (files and subfolders) without deleting the folder itself

Copy folder

Copy a folder into a destination folder

Move folder

Move an existing folder into a destination folder

Rename folder

Change the name of a folder

Get special folder

Retrieve the path of a Windows' special folder (such as Desktop, My Pictures, Internet Cache etc)

Compression

ZIP files

Compress one or more files or folders into a ZIP archive

Unzip files

Uncompress one or more files or folders contained in a ZIP archive

Workstation

Print document

Prints a document on the default printer

Get default printer

Gets the name of the default printer

Set default printer

Sets a printer as the default printer

Log off user

Logs off the current user

Shutdown computer

Instructs the computer to shut down

Show desktop

Shows the desktop

Lock workstation

Locks the workstation's display to protect it from unauthorized use

Play sound

Plays a system sound or a wav file

Empty recycle bin

Deletes all files from the windows recycle bin

Take screenshot

Takes a screenshot of the foreground window or the specified screen and saves the image in a file or to the clipboard

Control screen saver

Enables, disables, starts or stops the screensaver

Get screen resolution

Gets the width, height, bit count and frequency of a selected monitor

Set screen resolution

Sets the width, height, bit count and frequency of a selected monitor during an attended desktop flow run.

System

If process

Marks the beginning of a conditional block of actions depending on whether a process is running or not

Wait for process

Suspends the execution until a process starts or stops

Run application

Executes an application or opens a document by executing the associated application

Terminate process

Immediately stops a running process

Ping

Sends a message to determine whether a remote computer is accessible over the network

Set Windows environment variable

Sets an environment variable to a given value

Get Windows environment variable

Retrieves the value of an environment variable

Delete Windows environment variable

Deletes an environment variable from a given scope

PDF

Extract text from PDF

Extract text from a PDF file

Extract tables from PDF

Extract tables from a PDF file

Extract images from PDF

Extract images from a PDF file

Extract PDF file pages to new PDF file

Extract pages from a PDF file to a new PDF file

Merge PDF files

PDF (cont)

Merges multiple PDF files into a new one

OCR

If text on screen (OCR)

Marks the beginning of a conditional block of actions depending on whether a given text appears on the screen or not, using OCR

Wait for text on screen (OCR)

Wait until a specific text appears/disappears on the screen, on the foreground window, or relative to an image on the screen or foreground window using OCR

Extract text with OCR

Extract text from a given source using the given OCR engine

Text

Append line to text

Appends a new line of text to a text value

Get subtext

Retrieve a subtext from a text value

Crop text

Retrieves a text value that occurs before, after or between the specified text flag(s) in a given text

Pad text

Creates a fixed length text by adding characters to the left or to the right of an existing text

Trim text

Removes all occurrences of white space characters (such as space, tab, or new line) from the beginning and/or end of an existing text

Reverse text

Reverses the order of letters in a text string

Text (cont)

Change text case

Changes the casing of a text to uppercase, lowercase, title case or sentence case

Convert text to number

Converts a text representation of a number to a variable that contains a numeric value

Convert number to text

Converts a number to text using a specified format

Convert text to datetime

Converts a text representation of a date and/or time value to a datetime value

Convert datetime to text

Converts a datetime value to text using a specified custom format

Create random text

Generates a text of specified length consisting of random characters. This can be useful for generating passwords

Join text

Converts a list into a text value by separating its items with a specified delimiter

Split text

Creates a list containing the substrings of a text that are separated by a specified delimiter or a regular expression

Parse text

Parses a text to find the first or all occurrences of a specified subtext or a regular expression pattern

Replace text

Replaces all occurrences of a specified subtext with another text. It can also be used with regular expressions

Escape text for regular expression

Text (cont)

Escapes a minimal set of characters (, *, +, ?, |, {, [, (,), ^, $,., #, and white space) by replacing them with their escape codes

Recognize entities in text

Recognizes entities in text, such as numbers, units, data/time and others expressed in natural language across multiple languages

XML

Read XML from file

Read the contents of an XML file into a variable

Write XML to file

Write the contents of an XML node variable into a file

Execute XPath expression

Extract values from an XML document based on the provided XPath query

Get XML element attribute

Get the value of an attribute of an XML element

Set XML element attribute

Set the value of an attribute of an XML element

Remove XML element attribute

Remove an attribute from an XML element

Get XML element value

Get the value of an XML element

Set XML element value

Set the value of an XML element

Insert XML element

Insert a new XML element into an XML document

Remove XML element

Remove one or more XML elements from an XML document

Database

Open SQL connection

Open a new connection to a database

Execute SQL statement

Connect to a database and execute a SQL statement

Close SQL connection

Close an open connection to a database

CMD session

Open CMD session

Open a new CMD session

Read from CMD session

Read the output of a CMD session

Write to CMD session

Execute a command on an open CMD session

Wait for text on CMD session

Wait for a specific text on a previously opened CMD session

Close CMD session

Close a previously opened CMD session

Windows services

If service

Marks the beginning of a conditional block of actions depending on whether a service is running, paused, stopped or installed on the computer

Wait for service

Suspend the execution of the automation until a service is running, paused or stopped on the computer

Start service

Start a stopped Windows service

Stop service

Stop a running Windows service

Windows services (cont)

Pause service

Pause a running Windows service

Resume service

Resume a paused Windows service

Azure - Virtual machines - Snapshots

Get snapshots

Gets the snapshots based on the specified criteria

Create snapshot

Creates a snapshot from the specified disk

Delete snapshot

Deletes the snapshot with the specified name and resource group

Azure - Virtual machines - Disks

Get disks

Gets the disks based on the specified criteria

Attach disk

Attaches an existing disk to the virtual machine with the specified name and resource group

Detach disk

Detaches the disk from the virtual machine with the specified name and resource group

Create managed disk

Creates a managed disk with the specified settings

Delete disk

Deletes the managed disk with the specified name and resource group

Active Directory

Connect to server

Connects to an Active Directory server

Close connection

Closes the connection with the Active Directory server

Active Directory - Group

Create group

Creates a group in the Active Directory

Get group info

Gets information about a group from the Active Directory server

Get group members

Gets the members of a group in the Active Directory

Modify group

Modifies a group in the Active Directory

Active Directory - Object

Create object

Creates an object in the Active Directory

Delete object

Deletes an object in the Active Directory

Move object

Moves an object in the Active Directory

Rename object

Renames an object in the Active Directory

Microsoft cognitive - Bing spell check

Spell check

Invokes the Microsoft Cognitive service named 'Bing Spell Check'

Microsoft cognitive - Computer vision

Analyze image

Invokes the Microsoft Cognitive service named 'Analyze Image'

Describe image

Invokes the Microsoft Cognitive service named 'Describe Image'

OCR

Invokes the Microsoft Cognitive service named 'OCR'

Tag image

Invokes the Microsoft Cognitive service named 'Tag Image'

Microsoft cognitive - Text Analytics

Detect language

Invokes the Microsoft Cognitive service named 'Text Analytics - Detect Language'

Key phrases

Invokes the Microsoft Cognitive service named 'Text Analytics - Key Phrases'

Sentiment

Invokes the Microsoft Cognitive service named 'Text Analytics - Sentiment'

Clipboard

Get clipboard text

Gets clipboard text.

Set clipboard Text

Sets clipboard text.

Clear clipboard contents

Clears clipboard contents.

AI Builder ♦

Create text with GPT

Get a response generated by GPT.

Office 365 Outlook (Preview) ♦

Create contact (V2)

This operation creates a new contact in a contacts folder.

Create event (V4)

This operation creates a new event in a calendar.

Delete contact (V2)

This operation deletes a contact from a contacts folder.

Delete email (V2)

This operation deletes an email by id.

Delete event (V2)

This operation deletes an event in a calendar.

Export email (V2)

Export the content of the email in the EML file format.

Find meeting times (V2)

Find meeting time suggestions based on organizer, attendee availability, and time or location constraints

Flag email (V2)

This operation updates an email flag.

Forward an email (V2)

Forward an email.

Get Attachment (V2)

This operation gets an email attachment by id.

Get calendar view of events (V3)

This operation gets all events (including instances of recurrences) in a calendar using Graph API. Recurrence property is null in this case.

Office 365 Outlook (Preview) ♦ (cont)

Get calendars (V2)

This operation lists available calendars.

Get contact (V2)

This operation gets a specific contact from a contacts folder.

Get contacts (V2)

This operation gets contacts from a contacts folder.

Get email (V2)

This operation gets an email by id.

Get emails (V3)

This operation gets emails from a folder via graph apis. Please note that filtering related to these fields: To, Cc, To Or Cc, From, Importance, Fetch Only With Attachments, Subject Filter, is performed using first 250 items in a given mail folder. To avoid that limitation you can use 'Search Query' field.

Get event (V3)

This operation gets a specific event from a calendar using Graph API. (V3)

Get events (V4)

This operation gets events from a calendar using Graph API. (V4)

Get room lists (V2)

Get all the room lists defined in the user's tenant

Get rooms (V2)

Get all the meeting rooms defined in the user's tenant

Get rooms in room list (V2)

Get the meeting rooms in a specific room list

Mark as read or unread (V3)

This operation marks an email as read/unread.

By **RPAWorld** (VJR)
cheatography.com/vjr/

Published 9th July, 2022.
Last updated 14th December, 2023.
Page 10 of 17.

Office 365 Outlook (Preview) ♦ (cont)

Move email (V2)
This operation moves an email to the specified folder within the same mailbox.

Reply to email (V3)
This operation replies to an email.

Respond to an event invite (V2)
Respond to an event invite.

Send an email (V2)
This operation sends an email message.

Send an email from a shared mailbox (V2)
This operation sends an email from a shared mailbox. Your account should have permission to access the mailbox for this operation to succeed.

Set up automatic replies (V2)
Set the automatic replies setting for your mailbox.

Update contact (V2)
This operation updates a contact in a contacts folder.

Update event (V4)
This operation updates an event in a calendar using Graph API.

Microsoft Forms ♦

Get response details
This action retrieves a form response

Microsoft Teams ♦

Add a member to a tag
This operation adds a user to a tags.

Add a member to a team
This operation adds a member to a team.

Create a channel

Microsoft Teams ♦ (cont)

This operation is used to create a new channel for a specific Team.

Create a chat
This operation creates a one on one or group chat

Create a tag for a team
This operation creates a tag.

Create a team
This operation a creates a new team.

Create a Teams meeting
Create a meeting with a link at the bottom of the invite to join the meeting online on Teams

Delete a member from a tag
This operation deletes a member from a tag.

Delete a tag
This operation deletes a tag.

Get a team
This operation returns details for a team using the team's unique ID.

Get an @mention token for a tag
This operation creates a token that can be inserted into a message or adaptive card sent as a user in a channel to @mention a tag.

Get an @mention token for a user
This operation creates a token that can be inserted into a message or adaptive card to @mention a user.

Get message details
This operation gets details of a message in a chat or a channel.

Get messages
This operation is used to get messages from a channel in a specific Team.

List all tags for a team

Microsoft Teams ♦ (cont)

This operation retrieves a list of tags.

List channels
This operation retrieves a list of all the channels for a specific Team.

List chats
This operation retrieves a list of recent chats.

List members
This operation list members based on a threadtype (chat, channel, etc).

List teams
This operation retrieves a list of all the Teams (Office 365 Groups) you are a member of.

List the members for a tag
This operation lists the members for a tag.

Post a feed notification
This operation posts a feed notification.

Post card in a chat or channel
This operation posts a card to a chat or a channel.

Post message in a chat or channel
This operation posts a message to a chat or a channel.

Reply with a message in a channel
This operation replies with a message in a channel.

Reply with adaptive card in a channel
This operation replies with an adaptive card to a channel.

Update an adaptive card in a chat or channel
This operation updates an existing adaptive card.

By **RPAWorld** (VJR)
cheatography.com/vjr/

Published 9th July, 2022.
Last updated 14th December, 2023.
Page 11 of 17.

Sponsored by **Readable.com**
Measure your website readability!
https://readable.com

RSS ♦

List all RSS feed items

This operation retrieves all items from an RSS feed.

Flow control

Comment

User comment

End

Set rules and manage the course of the flow

Exit subflow

Exits current subflow and returns to the point it was called from

Get last error

Retrieves the last error that occurred in the flow

Go to

Transfers the flow of execution to another point, indicated by a label

Label

Acts as the destination of a 'go to' statement

On block error

Marks the beginning of a block to handle actions errors

Run subflow

Run a subflow specifying any required arguments

Stop flow

Terminates the flow

Wait

Suspends the execution of the flow for a specified amount of seconds

Run flow

Run desktop flow

Run flow (cont)

Runs a desktop flow which can receive input variables and may produce output variables. The parent flow run will be paused until the called desktop flow completes.

File

If file exists

Marks the beginning of a conditional block of actions depending on whether a file exists or not

Wait for file

Suspend the execution of the automation until a file is created or deleted

Copy file(s)

Copy one or more files into a destination folder

Move file(s)

Move one or more files into a destination folder

Delete file(s)

Delete one or more files

Rename file(s)

Change the name of one or more files

Read text from file

Read the contents of a text file

Write text to file

Write or appends text to a file

Read from CSV file

Read a CSV file into a data table

Write to CSV file

Write a data table, data row or list to a CSV file

Get file path part

Retrieve one or more parts (directory, filename, extension etc) from a text that represents a file path

Get temporary file

File (cont)

Create a uniquely named, empty temporary file on disk, and get the file object (which is a representation, and can access the file and all its information)

Convert file to Base64

Convert a file to Base64 encoded text

Convert Base64 to file

Convert a Base64 encoded text to file

Convert file to binary data

Convert a file to binary data.

Convert binary data to file

Convert binary data to file.

Email

Retrieve email messages

Retrieves email messages from an IMAP server

Process email messages

Moves, deletes or marks as unread an email (or a list of emails) retrieved by a Retrieve emails action

Send email

Creates and sends a new email message

Exchange

Connect to Exchange server

Open a new connection to an Exchange server

Retrieve Exchange email messages

Retrieve email messages from the specified Exchange server

Send Exchange email message

Create and send a new email message

Process Exchange email messages

Exchange (cont)

Move, delete or mark as unread an email message (or a list of email messages)

Outlook

Launch Outlook

Launch Outlook and create a new Outlook instance

Retrieve email messages from Outlook

Retrieve email messages from an Outlook account

Send email through Outlook

Create and send a new email message through Outlook

Process email messages in Outlook

Move or deletes an email (or a list of email messages) retrieved by a 'Retrieve emails from Outlook' action.

Save Outlook email messages

Save Outlook email messages given an account

Respond to Outlook mail message

Respond to an Outlook message, by replying, replying to all or forwarding it

Close Outlook

Close a previously launched Outlook instance

Excel - Advanced

Resize columns/rows in Excel worksheet

Resizes a selection of columns or rows in the active worksheet of an Excel instance

Run Excel Macro

Runs a specified macro on the document of an Excel instance

Get active Excel worksheet

Retrieves an Excel document's active worksheet

Get all Excel worksheets

Excel - Advanced (cont)

Retrieves all worksheet names of an Excel document

Delete Excel worksheet

Deletes a specific worksheet from an Excel instance

Rename Excel worksheet

Renames a specific worksheet of an Excel instance

Activate Cell in Excel Worksheet

Activate a cell in the active worksheet of an Excel instance, by providing column, row and offset

Select cells in Excel worksheet

Selects a range of cells in the active worksheet of an Excel instance

Get selected cell range from Excel worksheet

Retrieve the selected range of cells in a structure consisting of first column, first row, last column and last row

Copy cells from Excel worksheet

Copies a range of cells from the active worksheet of an Excel instance

Paste cells to Excel worksheet

Pastes a range of cells to the active worksheet of an Excel instance

Delete from Excel worksheet

Deletes a cell or a range of cells from the active worksheet of an Excel instance

Insert row to Excel worksheet

Inserts a row above a selected row of an Excel instance

Delete row from Excel worksheet

Deletes a selected row from an Excel instance

Insert column to Excel worksheet

Inserts a column to the left of a selected column of an Excel instance

Delete column from Excel worksheet

Excel - Advanced (cont)

Deletes a selected column from an Excel instance

Find and replace cells in Excel worksheet

Finds text and replaces it with another in the active worksheet of an Excel instance

Get first free row on column from Excel worksheet

Retrieve the first free row, given the column of the active worksheet

Excel

Launch Excel

Launches a new Excel instance or opens an Excel document

Attach to running Excel

Attaches to an Excel document that's already open

Read from Excel worksheet

Reads the value of a cell or a range of cells from the active worksheet of an Excel instance

Get active cell on Excel worksheet

Get the active cell in the active worksheet of the Excel document

Save Excel

Saves a previously launched Excel instance

Write to Excel worksheet

Writes a value into a cell or a range of cells of an Excel instance

Close Excel

Closes an Excel instance

Set active Excel worksheet

Activates a specific worksheet of an Excel instance

Add new worksheet

Adds a new worksheet to the document of an Excel instance

Get first free column/row from Excel worksheet

By **RPAWorld** (VJR)
cheatography.com/vjr/

Published 9th July, 2022.
Last updated 14th December, 2023.
Page 13 of 17.

Excel (cont)

Retrieves the first free column and/or row of the active worksheet. This is useful for adding new data into a worksheet that already has data in it

Get column name on Excel worksheet

Gets the name of the column

Message boxes

Display message

Displays a message box

Display input dialog

Displays a dialog box that prompts the user to enter text

Display select date dialog

Displays a dialog box that prompts the user to enter a date or date range

Display select from list dialog

Displays a dialog box with options that lets the user select from a list

Display select file dialog

Displays the select file dialog and prompts the user to select one or more files

Display select folder dialog

Displays the select folder dialog and prompts the user to select a folder

Display custom form

Display a customized form that can include multiple types of elements, like text, number or file inputs etc.

Datetime

Add to datetime

Adds (or subtracts) a specific number of seconds, minutes, hours or days to a datetime value

Subtract dates

Finds the time difference between two given dates in days, hours, minutes, or seconds

Datetime (cont)

Get current date and time

Retrieves the current date or the current date and time

Scripting

Run DOS command

Executes a DOS command or console application in invisible mode and retrieves its output upon completion

Run VBScript

Executes some custom VBScript code and retrieves its output into a variable

Run JavaScript

Executes some custom JavaScript code and retrieves its output into a variable

Run PowerShell script

Executes some custom PowerShell script and retrieves its output into a variable

Run Python script

Executes Python 2 script code and retrieves its output

Run .NET script

Executes a user provided .NET script and stores its output in variables.

FTP

Open FTP connection

This action establishes a specific connection to a remote FTP server, and stores that connection as a variable for later use.

List FTP directory

This action returns the subdirectories and files contained in the current directory of an FTP connection

Open secure FTP connection

This action establishes a specific secure connection to a remote FTP server, and stores that connection as a variable for later use

Close connection

FTP (cont)

This action closes an open FTP connection

Change working directory

This action sets the current working directory for an FTP connection

Download file(s) from FTP

Downloads one or more files from an FTP server

Download folder(s) from FTP

Downloads one or more folders from an FTP server

Upload File(s) to FTP

Uploads one or more files to an FTP server

Upload folder(s) to FTP

Uploads one or more folders to an FTP server

Delete FTP file

Deletes one or more files from an FTP server

Rename FTP File

Renames a file that resides on an FTP server

Create FTP directory

Creates a directory on an FTP server

Delete FTP directory

Deletes a directory from an FTP server

Invoke FTP command

Invokes the given literal FTP command on the server

Synchronize directories

Synchronize the files and subdirectories of a given Folder with a given remote FTP directory

AWS - EC2

Create EC2 session

Create an EC2 client to automate EC2 web services

End EC2 session

Dispose an open EC2 client

AWS - EC2 - Instances

Start EC2 instance

Start EC2 instance(s)

Stop EC2 instance

Stop EC2 instance(s)

Reboot EC2 instance

Reboot EC2 instance(s)

Get available EC2 instances

Get information for the relevant EC2 instances

Describe instances

Returns all the information for the specified EC2 instance(s)

AWS - EC2 - Snapshots

Create snapshot

Create a snapshot of an EBS volume and stores it in Amazon S3

Describe snapshots

Describes the specified EBS snapshots available

Delete snapshot

Delete the specified snapshot

AWS - EC2 - Volumes

Create volume

Create an EBS volume

Attach volume

Attach an EBS volume to an EC2 instance

Detach volume

Detach an EBS volume from an EC2 instance

Describe volumes

AWS - EC2 - Volumes (cont)

Describe the specified EBS volumes

Delete volume

Delete the specified EBS volume

Active Directory - User

Create user

Creates a user in the Active Directory

Get user info

Gets a user's information in the Active Directory

Modify user

Modify a user in the Active Directory

Unlock user

Unlocks an Active Directory user

Update user info

Updates a user's information in the Active Directory

Terminal emulation

Open terminal session

Open a new terminal session

Close terminal session

Close an open terminal session

Move cursor on terminal session

Move the terminal's cursor on the specified position

Get text from terminal session

Get text from a terminal session

Set text on terminal session

Set text on a terminal session

Send key to terminal session

Send a control key to a terminal session

Wait for text on terminal session

Wait for a specific text to appear on a terminal session

IBM cognitive - Document conversion

Convert document

Invokes the IBM service named 'Convert Document'

IBM cognitive - Visual recognition

Classify Image

Invokes the IBM service named 'Classify Image'

IBM cognitive - Language translator

Translate

Invokes the IBM service named 'Translate'

Identify language

Invokes the IBM service named 'Identify Language'

IBM cognitive - Tone analyzer

Analyze tone

Invokes the IBM service named 'Analyze Tone'

Work queues (Preview) ♦

Process work queue items (preview)

Indicates to the orchestrator that the machine is ready to process one or more work queue items, if available

Update work queue item (preview)

Updates the status and processing result of a specific work queue item

Add work queue item (preview)

Add a work queue item into a work queue

Requeue item and add delay (preview)

Requeue a work queue item and delay it until a specified date and time

OneDrive for Business ♦

Copy file

This operation copies a file within OneDrive.

Copy file using path

This operation copies a file within OneDrive by path.

Create file

This operation creates a file.

Create share link

This operation creates a share link for a file.

Create share link by path

This operation creates a share link for a file using the path.

Delete file

This operation deletes a file.

Extract archive to folder

This operation extracts an archive file into a folder (example: .zip). Maximum archive size is 50 MB and 100 files inside.

Find files in folder

This operation finds files within a folder using search or name pattern match.

Find files in folder by path

This operation finds files within a folder by path using search or name pattern match.

Get file content

This operation gets the content of a file.

Get file content using path

This operation gets the content of a file using the path.

Get file metadata

This operation gets the metadata for a file.

Get file metadata using path

OneDrive for Business ♦ (cont)

This operation gets the metadata of a file using the path.

Get file thumbnail

This operation gets the thumbnail of a file. The thumbnail will only be valid for 6 hours.

List files in folder

This operation gets the list of files and subfolders in a folder.

List files in root folder

This operation gets the list of files and subfolders in the root folder.

Move or rename a file

This operation moves or renames a file.

Move or rename a file using path

This operation moves or renames a file using the path.

Update file

This operation updates a file.

Upload file from URL

This operation uploads a file from a URL to OneDrive.

Excel Online (Business) ♦

Add a key column to a table

Add a key column to an Excel table. The new column will be appended to the right.

Add a row into a table

Add a new row into the Excel table.

Create table

Create a new table in the Excel workbook.

Create worksheet

Create a new worksheet in the Excel workbook.

Delete a row

Delete a row using a key column.

Excel Online (Business) ♦ (cont)

Get a row

Get a row using a key column.

Get tables

Get a list of tables in the Excel workbook.

Get worksheets

Get a list of worksheets in the Excel workbook.

List rows present in a table

List rows present in a table.

Run script

Runs an Office Script against an Excel workbook. Use this action when the script is saved in the default location.

Run script from SharePoint library

Runs an Office Script against an Excel workbook. Use this action when the script is saved outside of the default location.

Update a row

Update a row using a key column. The input value will overwrite the specified cells and columns left blank will not be updated. In order to append (instead of overwrite) a value, use the "Get a row" action to retrieve the content first.

OneDrive ♦

Convert file

This operation converts a file to another format. The list of supported conversions can be found at https://aka.ms/onedrive-onversions

Convert file using path

This operation converts a file to another format using the path. The list of supported conversions can be found at https://aka.m-s/onedriveconversions

Copy file

This operation copies a file within OneDrive.

OneDrive ♦ (cont)

Copy file using path

This operation copies a file within OneDrive by path.

Create file

This operation creates a file.

Create share link

This operation creates a share link for a file.

Create share link by path

This operation creates a share link for a file using the path.

Delete file

This operation deletes a file.

Extract archive to folder

This operation extracts an archive file into a folder (example: .zip). Maximum archive size is 50 MB and 100 files inside.

Find files in folder

This operation finds files within a folder using search or name pattern match.

Find files in folder by path

This operation finds files within a folder by path using search or name pattern match.

Get file content

This operation gets the content of a file.

Get file content using path

This operation gets the content of a file using the path.

Get file metadata

This operation gets the metadata for a file.

Get file metadata using path

This operation gets the metadata of a file using the path.

Get file thumbnail

OneDrive ♦ (cont)

This operation gets the thumbnail of a file. The thumbnail will only be valid for 6 hours.

List files in folder

This operation gets the list of files and subfolders in a folder.

List files in root folder

This operation gets the list of files and subfolders in the root folder.

Move or rename a file

This operation moves or renames a file.

Move or rename a file using path

This operation moves or renames a file using the path.

Update file

This operation updates a file.

Upload file from URL

This operation uploads a file from a URL to OneDrive.