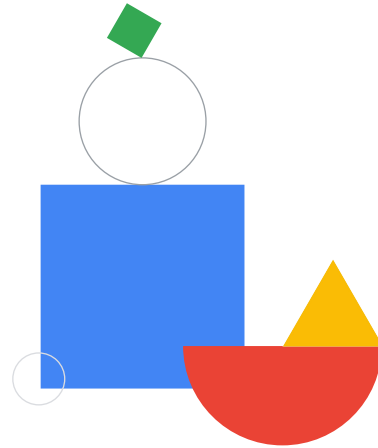


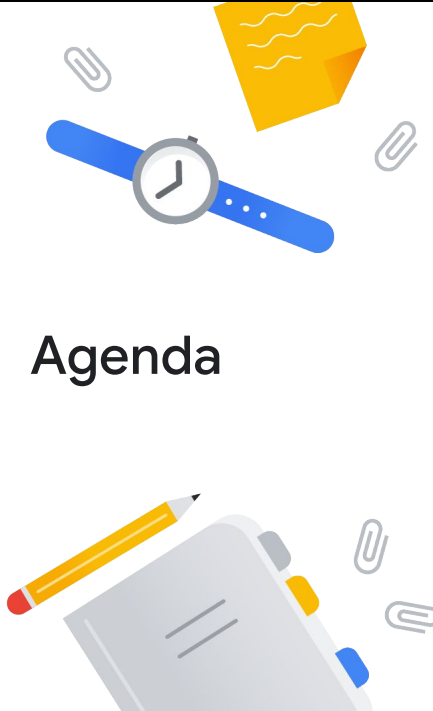


Getting Started

Hansel Miranda
Technical Curriculum Developer
Google Cloud



Welcome to the module on getting started with AppSheet.



Agenda

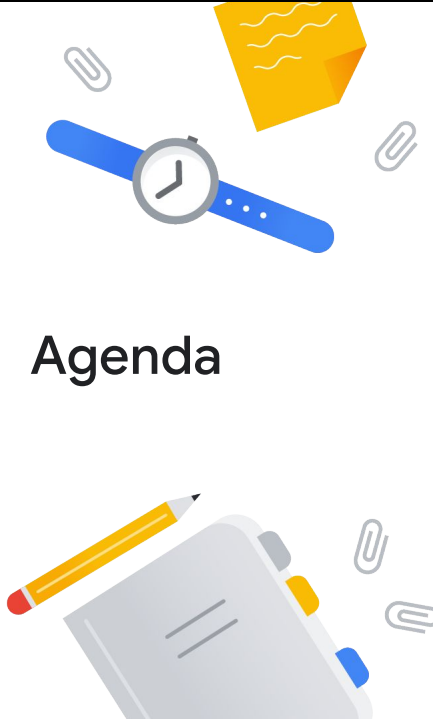
- 01 Signing in to AppSheet
- 02 Creating your first app
- 03 Testing your app
- 04 Sharing your app
- 05 Lab
- 06 Review

In this module, you'll learn how to get started by signing in to AppSheet using a cloud provider account from Google.

You will explore how to create your first app using the AppSheet Editor and how to connect it to your data source.

We'll briefly discuss the ways you can test and share your app, and do a lab to create a basic app using AppSheet.

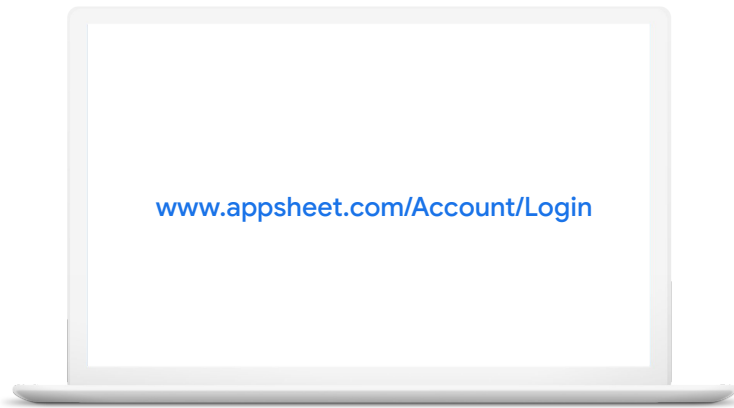
Finally, we will review what was discussed in this module.



Agenda

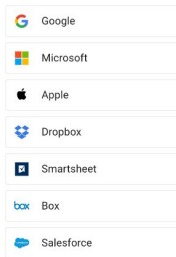
- 01 Signing in to AppSheet
- 02 Creating your first app
- 03 Testing your app
- 04 Sharing your app
- 05 Lab
- 06 Review

Let's start by first discussing how to sign in to AppSheet.



You can sign in to AppSheet using this url: <https://www.appsheet.com/Account/Login>

Sign in with:



By signing in, you agree to the [terms of service](#) and [privacy policy](#).

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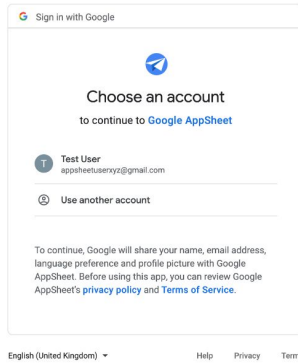
Account

Login
Start for free

The AppSheet sign-in process uses third-party authentication with data providers.

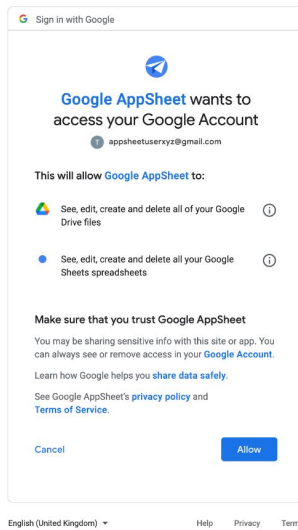
AppSheet uses OAuth for authentication and must be granted consent to manage data that is stored with the provider.

For example, you can sign in with Google using your Google account or Workspace credentials.

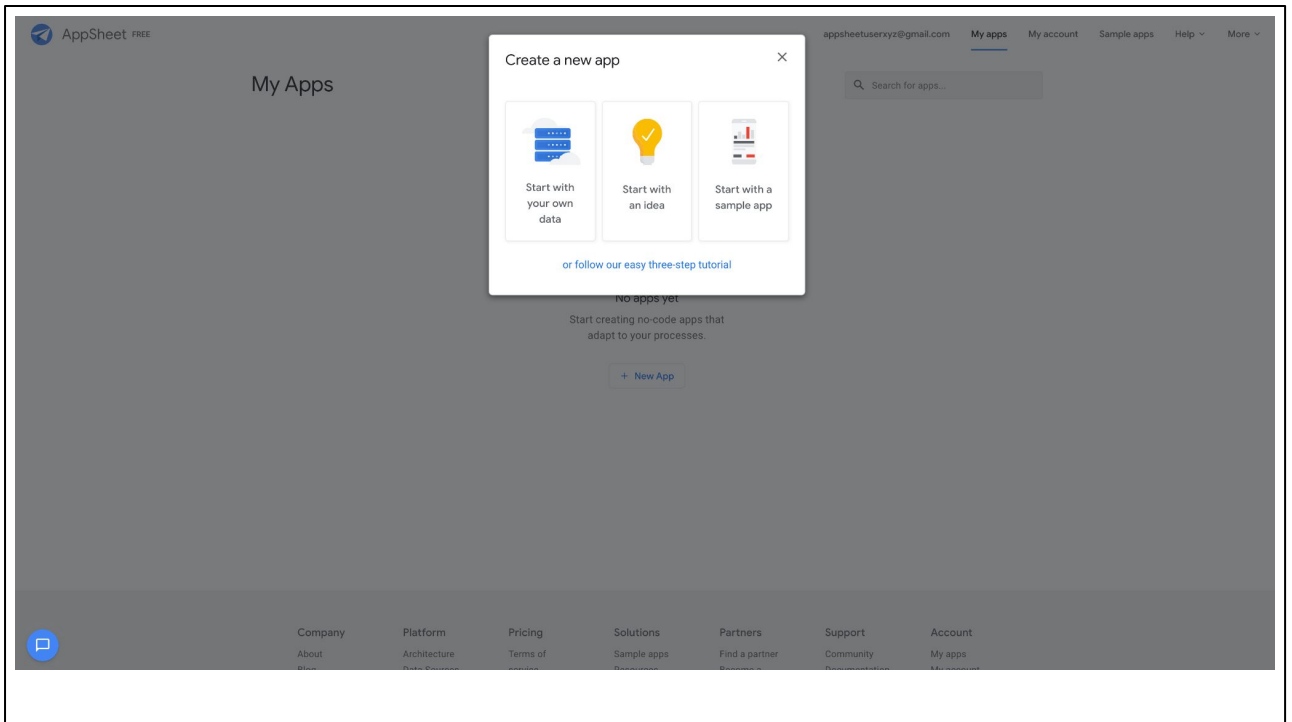


Next, choose the Google account you want to sign in to Google with.

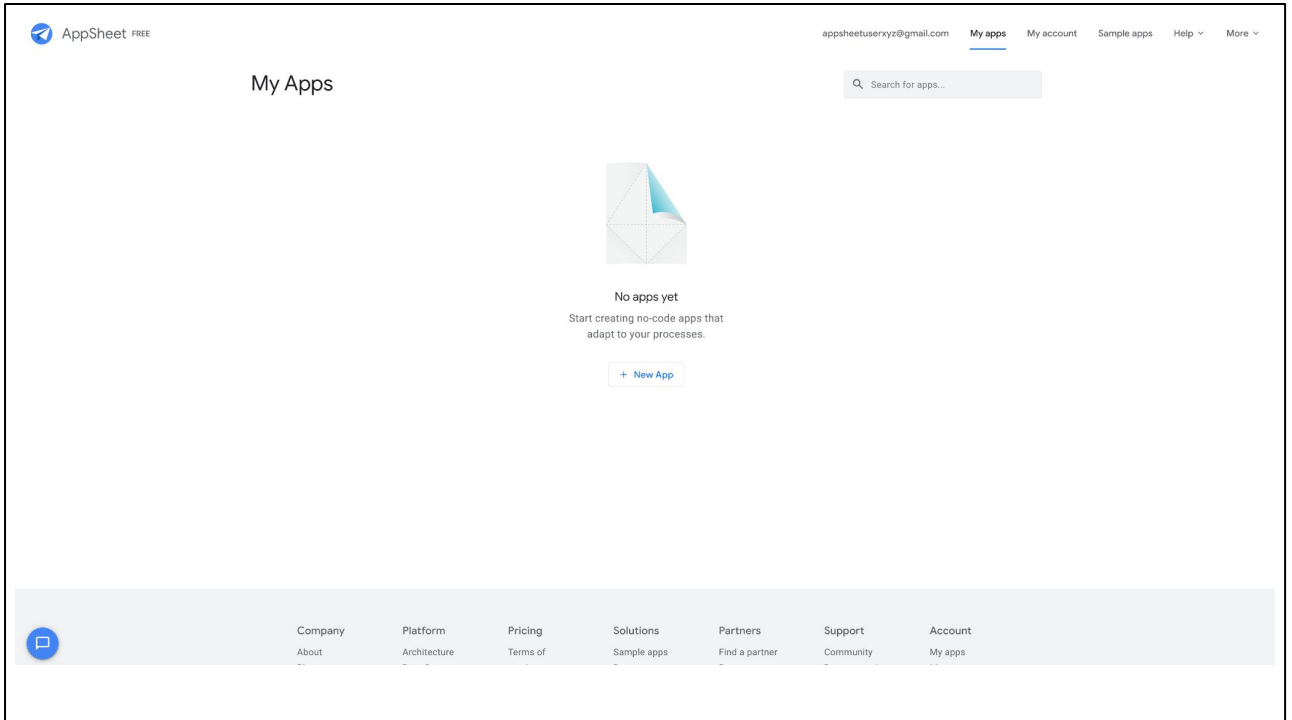
Note that for the labs in this course, an account will be provided.



During the sign-in process, you provide consent and agree to allow AppSheet to access and manage your files stored in Google Drive in your account.



You are then presented with a pop-up window that provides options to start creating an app. We'll discuss this in the next lesson in this module.



After you sign in, the *My apps* page of the AppSheet UI is displayed.

If you are just beginning with AppSheet and have not created any apps yet, the *My apps* page will be empty.

Otherwise, this page will list any apps that have been created.

AppSheet FREE

appsheetuserxyz@gmail.com My apps **My account** Sample apps Help ▾ More ▾

My Account

ID: 4240235 appsheetuserxyz@gmail.com (Google)
Plan: Free [Sign Out](#)

[Sources](#) [Integrations](#) [Policies](#) [Billing](#) [App Info](#) [Partner](#) [Collab](#) [Settings](#)

Use this section to configure additional data sources for your account. This is a feature available to Premium/Plus and Pro subscription plans. Data from multiple sources (eg: from Google Drive and Dropbox) can be used together in the same app.

Account Sources

These sources can be accessed by all apps in this account.

[+ New Data Source](#)

[User activity](#)

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Account
My apps
My account
Logout

From the *My apps* page, you can navigate to other areas in AppSheet to:

- manage your account and team

Copy and Customize Sample Apps

Explore our library of sample apps to get inspiration on how AppSheet can help you work better. No matter which industry you work in, you'll find sample apps to help you succeed. Get to know our cutting-edge features that will help power your processes. Collect data, monitor progress, report milestones, and much more. All sample apps are fully customizable, so you can make them your own.

Industry ▾

Function ▾

Feature ▾



Simple Inventory Manager

Update inventory and monitor levels

[Copy](#)[Explore](#)

Kanban Board

Track projects and related tasks in a kanban dashboard

[Copy](#)[Explore](#)

Project Tracker

Track project tasks or issues in a kanban dashboard

[Copy](#)[Explore](#)

Field Delivery

Track pending, in progress and completed deliveries

[Copy](#)[Explore](#)

Order Deliveries

Track order delivery status and send customers updates

[Copy](#)[Explore](#)

Task Manager

Track one-time and recurring tasks on mobile or desktop

[Copy](#)[Explore](#)

Marketing Project Planner

Track marketing campaign stages and budgets



Occupancy Tracker

Track customer occupancy across different rooms or areas



- access sample apps

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






Documentation [↗](#)
AppSheet 101 (Udemy) [↗](#)
Community Forum [↗](#)
Video Tutorials [↗](#)
Contact Support [↗](#)

Copy and Customize Sample Apps

Explore our library of sample apps to get inspiration on how AppSheet can help you work better. No matter which industry you work in, you'll find sample apps to help you succeed. Get to know our cutting-edge features that will help power your processes. Collect data, monitor progress, report milestones, and much more. All sample apps are fully customizable, so you can make them your own.

What app are you looking for?

Industry Function Feature

 Simple Inventory Manager Update inventory and monitor levels Copy Explore	 Kanban Board Track projects and related tasks in a kanban dashboard Copy Explore
 Project Tracker Track project tasks or issues in a kanban dashboard Copy Explore	 Field Delivery Track pending, in progress and completed deliveries Copy Explore
 Order Deliveries Track order delivery status and send customers updates Copy Explore	 Task Manager Track one-time and recurring tasks on mobile or desktop Copy Explore
 Marketing Project Planner Track marketing campaign stages and budgets	 Occupancy Tracker Track customer occupancy across different rooms or areas

get help by reviewing product documentation and community articles









AppSheet FREE

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Copy and Customize Sample Apps

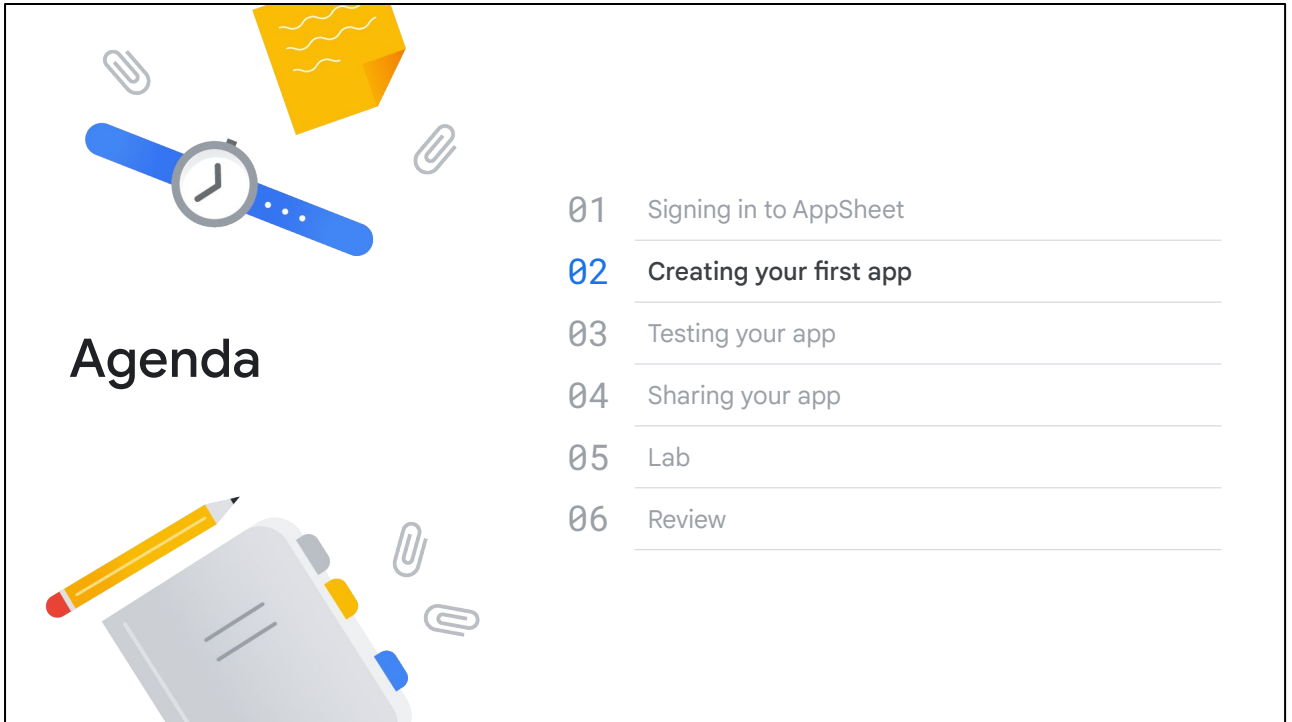
Explore our library of sample apps to get inspiration on how AppSheet can help you work better. No matter which industry you work in, you'll find sample apps to help you succeed. Get to know our cutting-edge features that will help power your processes. Collect data, monitor progress, report milestones, and much more. All sample apps are fully customizable, so you can make them your own.

What app are you looking for? Industry Function Feature

 Simple Inventory Manager Update inventory and monitor levels Copy Explore	 Kanban Board Track projects and related tasks in a kanban dashboard Copy Explore
 Project Tracker Track project tasks or issues in a kanban dashboard Copy Explore	 Field Delivery Track pending, in progress and completed deliveries Copy Explore
 Order Deliveries Track order delivery status and send customers updates Copy Explore	 Task Manager Track one-time and recurring tasks on mobile or desktop Copy Explore
 Marketing Project Planner Track marketing campaign stages and budgets Copy Explore	 Occupancy Tracker Track customer occupancy across different rooms or areas Copy Explore

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Support

and much more.



01 Signing in to AppSheet

02 Creating your first app

03 Testing your app

04 Sharing your app

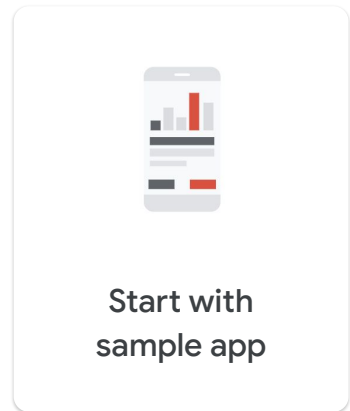
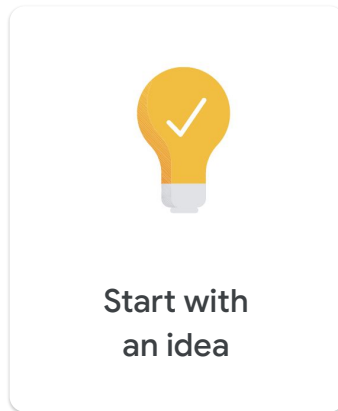
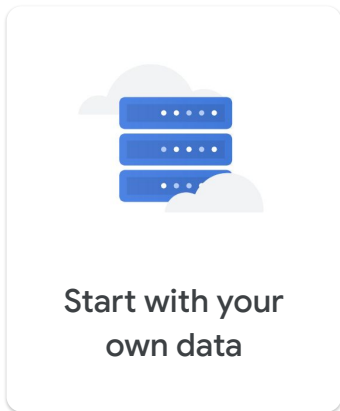
05 Lab

06 Review

In this lesson, we discuss how you can create your first app in AppSheet and connect it to a data source.

Building an app in AppSheet is an intuitive process.

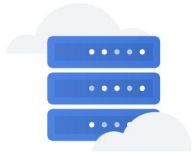
You use the AppSheet UI, which includes an editor to build and configure your app.



There are 3 ways you can build your app using the AppSheet UI:

- The first option allows you to start by defining your app details and connecting an initial data set from your provider account.
- With the second option, if you have ideas for your app but no existing data, you can use natural language to describe your app functionality, and have the data schema and source automatically generated in your connected account.
- The third option allows you to start with a sample app.

In the AppSheet Editor, you have access to 50+ publicly available templates that help provide a foundation for common app use cases across a variety of business functions.



**Start with your
own data**



**Start with
an idea**



**Start with
sample app**

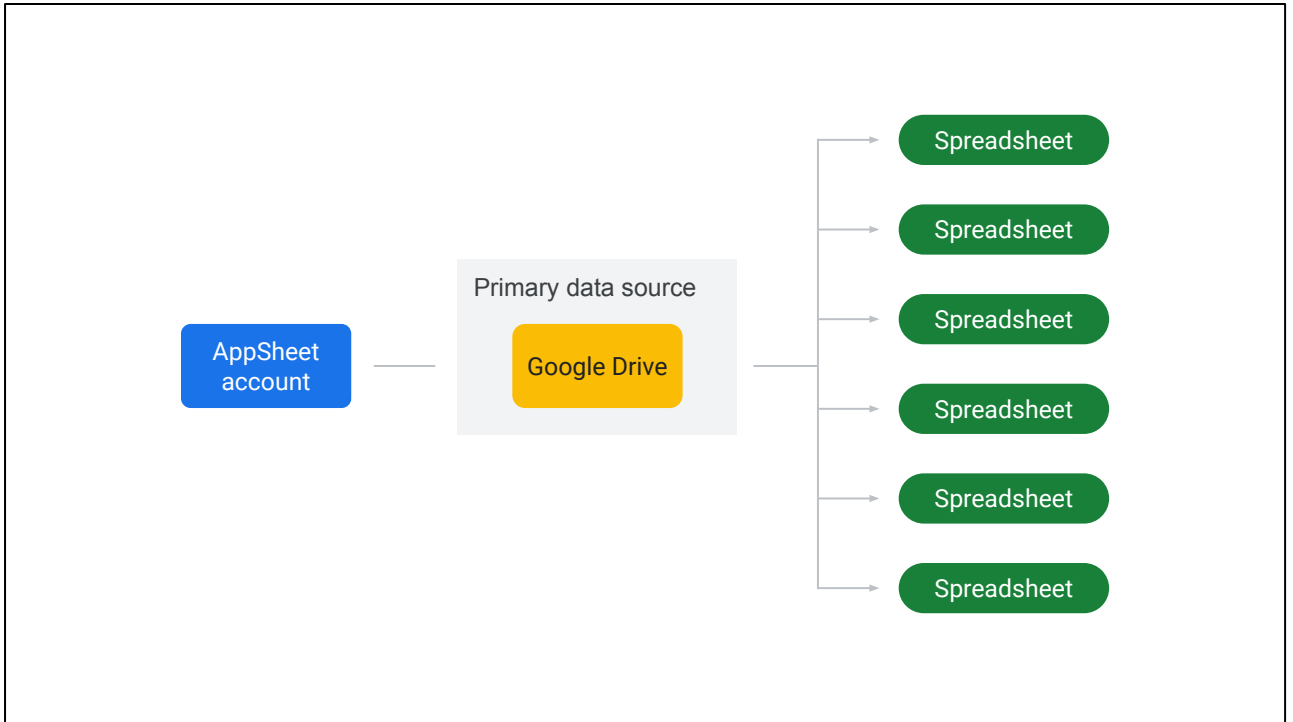
In this lesson, you will learn how to create an app by connecting to an existing Google sheet as the data source.

We've broken down this process into 6 steps:



Prepare your data

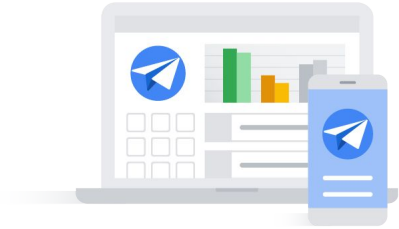
To create an app by connecting to an existing Google Sheet, you must first prepare the sheet that you want to use.



Your AppSheet account always has access to a primary data source from the provider account that you initially used to sign in (for example Google Drive).

You can use spreadsheets and other documents from that account in your apps.

- ✓ Provide meaningful header columns.
- ✓ Ensure that the data type format is consistent.
- ✓ Orient the data in your sheet vertically.



Here are some ways to prepare spreadsheets that you want to use with your app:

- Provide meaningful header columns in bold in the first row of your sheet.
 - Naming your columns appropriately helps AppSheet identify the type of data that is stored in each column.
- Make sure the data type format is the same for each cell in a column.
 - For example, if you have a column with dates, make sure that all of the cells in the column use the same date format.
- Orient the data in your sheet vertically with the header row at the top and data rows beneath it, so that a row is added to the sheet for new data.

	A	B	C	D	E
1	ID	Email Address	First Name	Last Name	Phone
2	1	Anton_Masood2017@womeona.net	Anton	Masood	3-483-482-7050
3	2	Chloe_Liow5214@guentu.biz	Chloe	Liow	1-000-320-1427
4	3	Alexis_Vidal9864@infotech44.tech	Alexis	Vidal	7-111-532-2628
5	4	Aumi_Ichiki8536@twace.org	Aumi	Ichiki	2-287-700-0378
6	5	Emily_Hopper3383@jiman.org	Emily	Hopper	5-030-532-7662
7	6	Dalia_Patel6309@typill.biz	Dalia	Patel	3-601-711-6016
8	7	Eliza_Elmsley2528@zoror.org	Eliza	Elmsley	8-684-264-8810
9	8	Everett_Foster8349@guentu.biz	Everett	Foster	1-172-713-3850
10	9	Hank_Byrne4186@iatim.tech	Hank	Byrne	4-415-515-5212

← Headers

To make sure AppSheet can read your data correctly, set up your data with column headers in the first row,

	A	B	C	D	E
1	ID	Email Address	First Name	Last Name	Phone
2	1	Anton_Masood2017@womeona.net	Anton	Masood	3-483-482-7050
3	2	Chloe_Liow5214@guentu.biz	Chloe	Liow	1-000-320-1427
4	3	Alexis_Vidal9864@infotech44.tech	Alexis	Vidal	7-111-532-2628
5	4	Aumi_Ichiki8536@twace.org	Aumi	Ichiki	2-287-700-0378
6	5	Emily_Hopper3383@jiman.org	Emily	Hopper	5-030-532-7662
7	6	Dalia_Patel6309@typill.biz	Dalia	Patel	3-601-711-6016
8	7	Eliza_Elmsley2528@zoror.org	Eliza	Elmsley	8-684-264-8810
9	8	Everett_Foster8349@guentu.biz	Everett	Foster	1-172-713-3850
10	9	Hank_Byrne4186@iatim.tech	Hank	Byrne	4-415-515-5212

Rows
of data

.. and rows of data underneath.

We will discuss preparing and leveraging data for your apps in more detail in a later module.



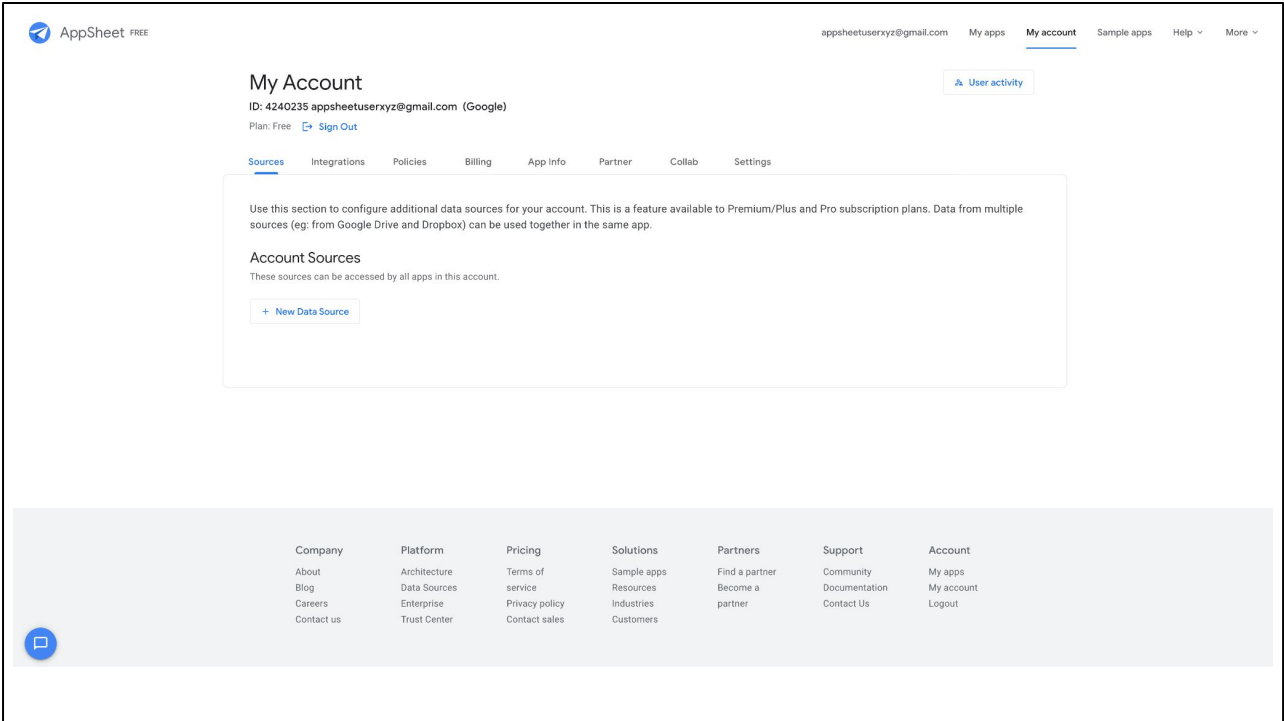
Connect your data to AppSheet

After your data is set up, you need to connect it to AppSheet.

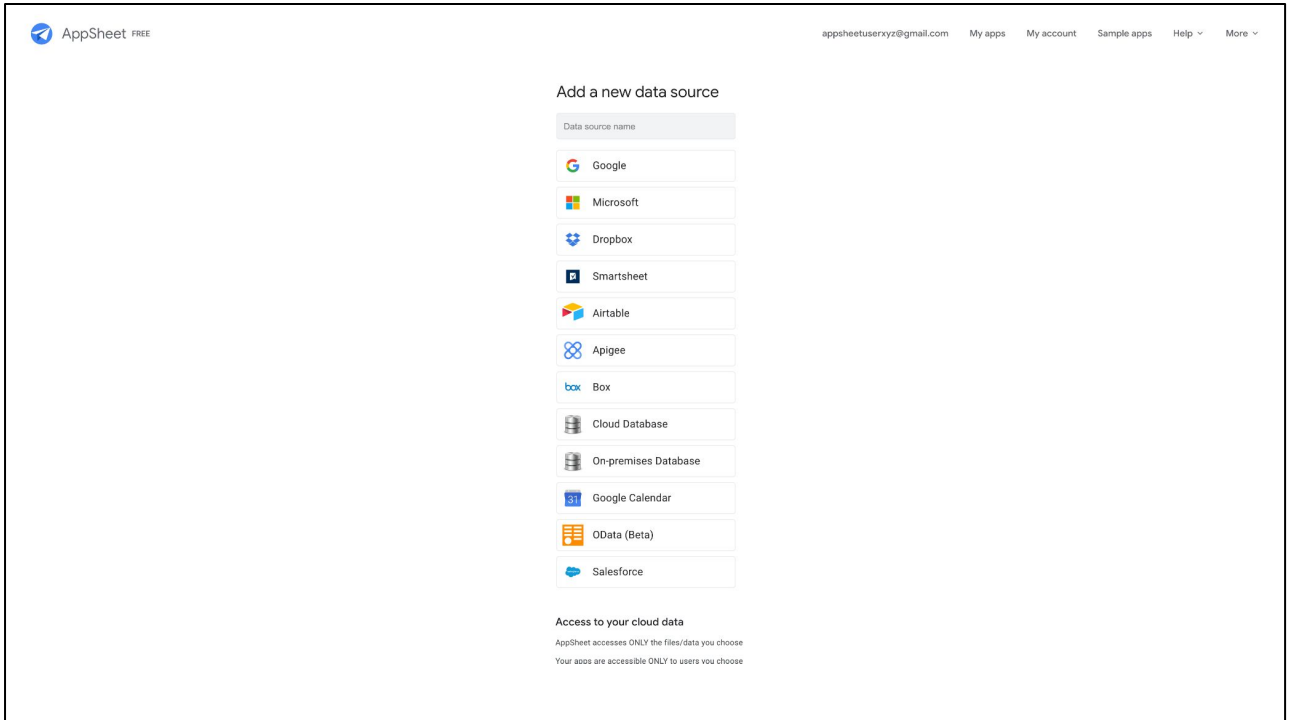
You can connect AppSheet
to your data in **3 different ways.**

AppSheet does not host your data, but does interact with it based on how you set up your app.

You can connect AppSheet to your data in one of three ways:

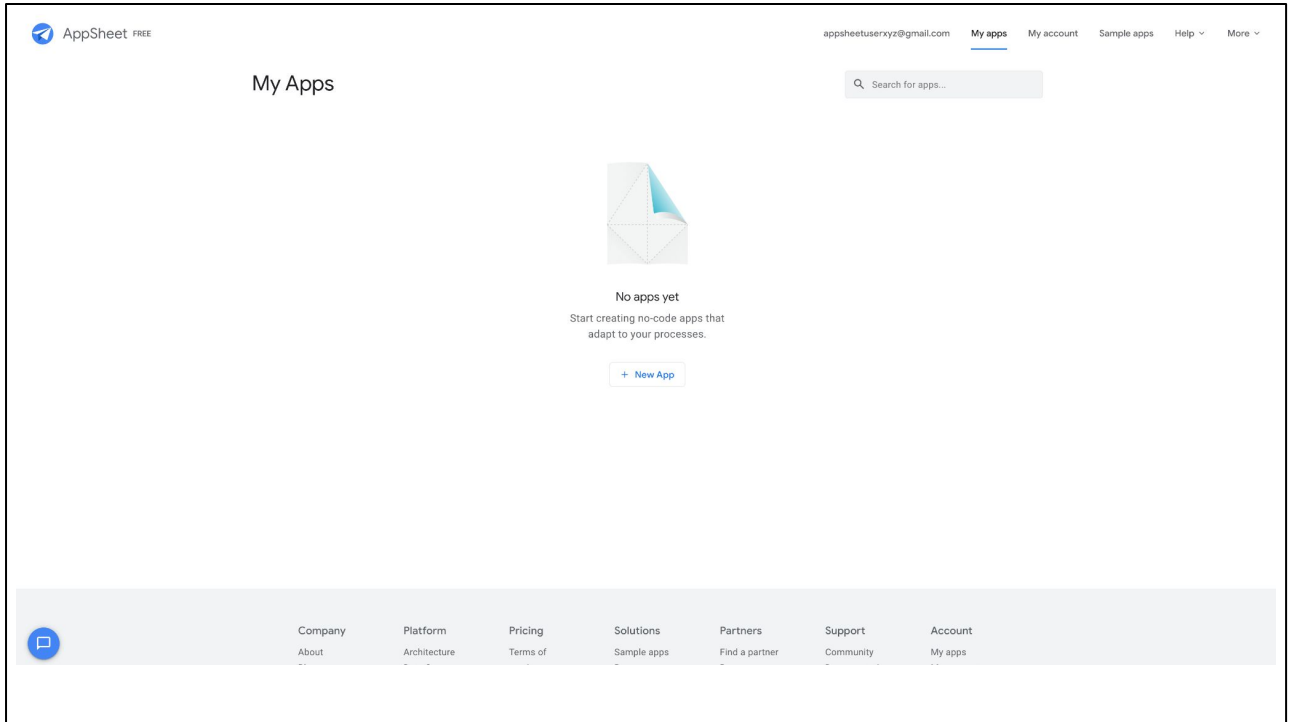


Your first option is to connect your data source and set up your account from the My account tab in the AppSheet UI.

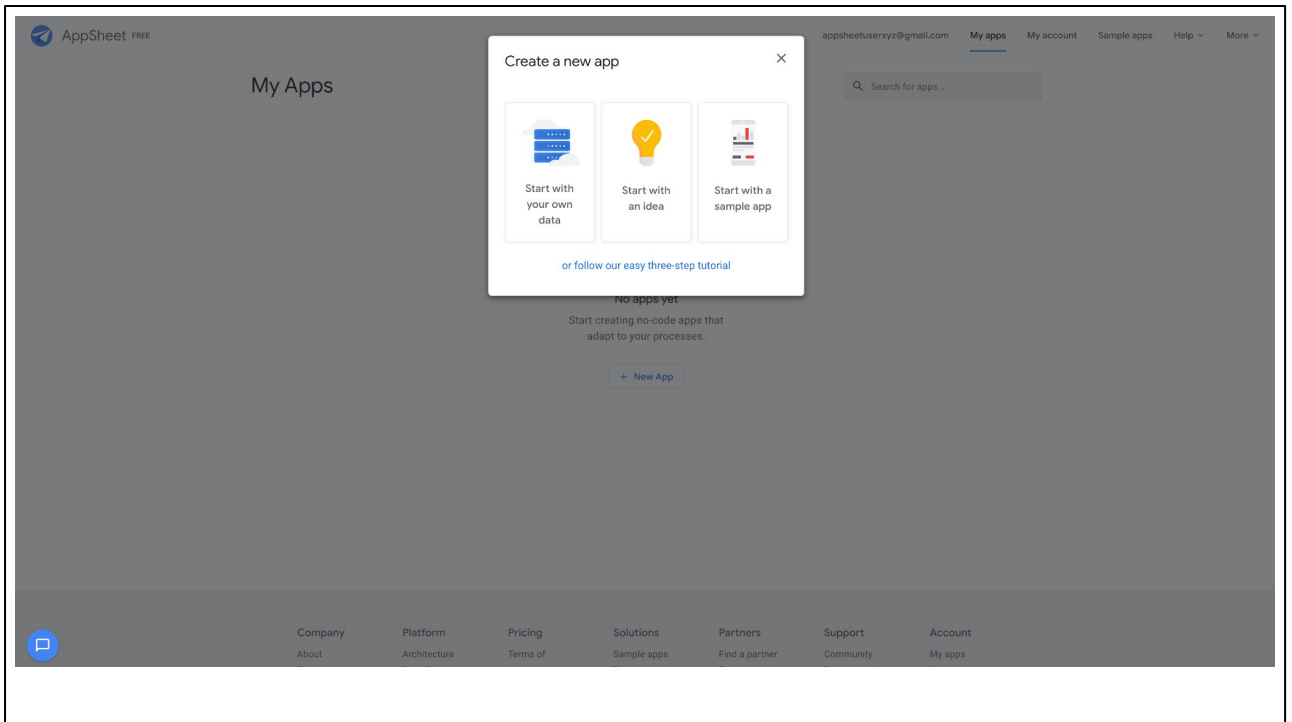


To set up your data source from a cloud provider account, you must first sign in to that account using your account credentials.

AppSheet supports many data source cloud providers, as shown here.



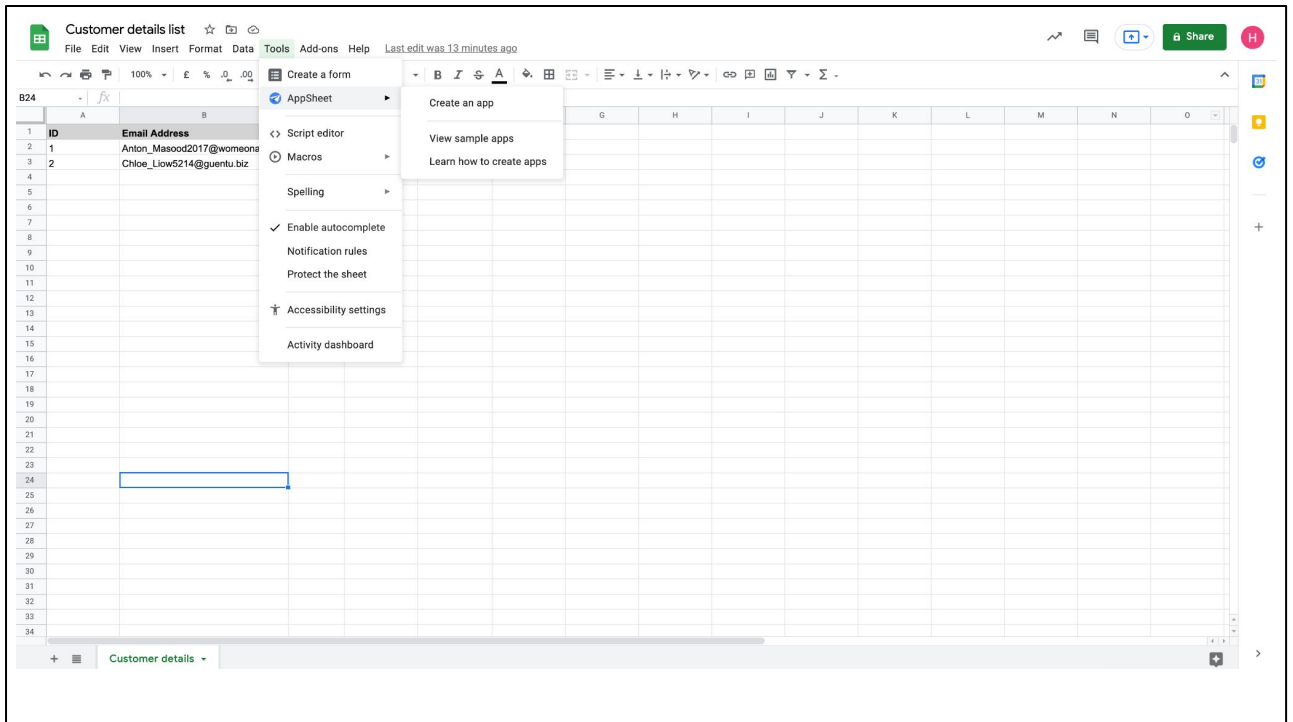
Another way you can connect to a new data source is by going to your My Apps page and clicking “Make a new app.”



By starting with your own data, you can configure the app with a data source.

You can select a data source from your existing cloud provider account or add a new data source from a different cloud provider.

To use a different cloud provider, you follow the same process as discussed previously to sign in to the cloud provider account and select the data source for the app.



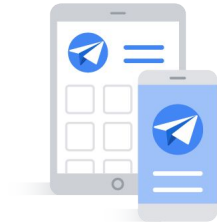
Finally, if you use Google Sheets, you can connect your data to AppSheet directly from your Sheet by clicking **Tools > AppSheet > Create an app**.



Add capabilities to your app with the AppSheet Editor

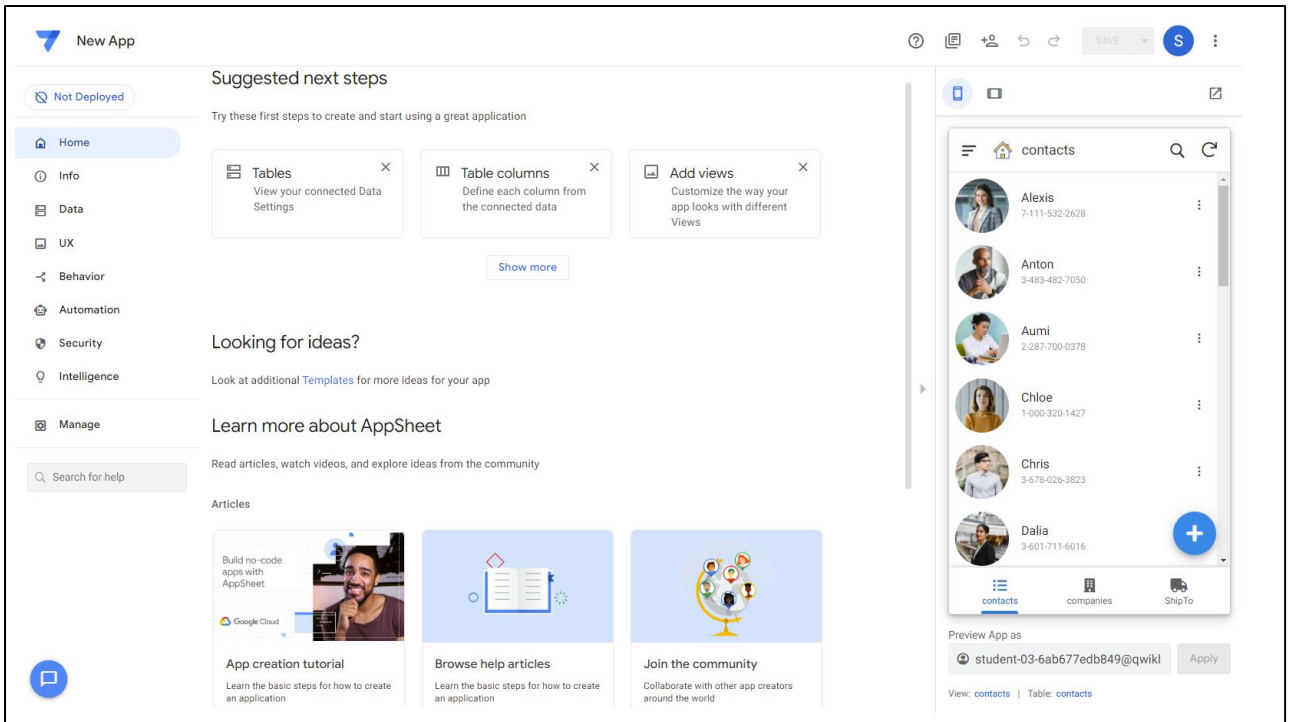
After you have connected your data, you can add capabilities to your app by using the AppSheet Editor.

- ✓ Interact with data via the app.
- ✓ Perform actions by using app behaviors.
- ✓ View data in the app through different types of views.
- ✓ Run automated processes in response to events.
- ✓ And much more...



These capabilities include:

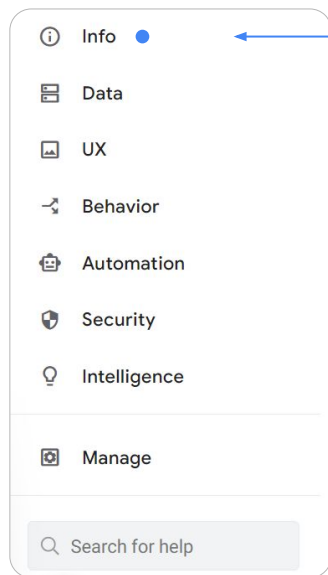
- Interacting with data via the app.
- Performing actions by using app behaviors.
- Viewing data in the app through different types of views.
- Running automated processes in response to events.
- And much more...



To modify the capabilities of the app by using the AppSheet editor, go to the main navigation menu on the left side of the editor, where you'll see several menu items.

By default, the editor displays the contents of these menu items in the center section of the UI.

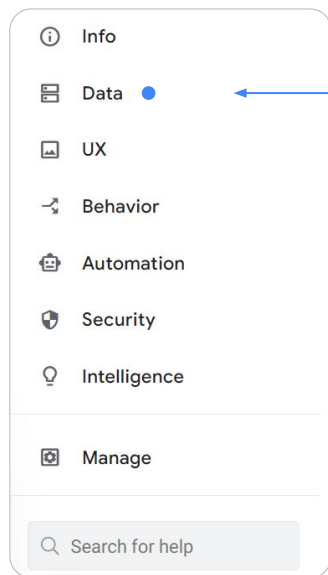
Let's review each of these options:



Info

See and manage the technical details of your app.

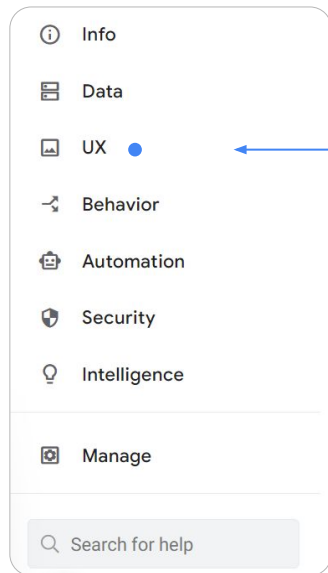
- **Info** - lets you see and manage the technical details of your app.



Data

Define how AppSheet is connected to your data.

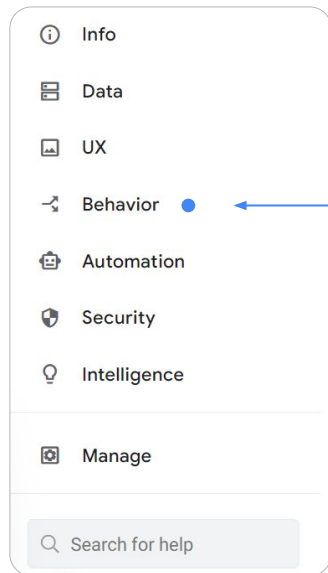
- **Data** - lets you define how AppSheet is connected to your data.



UX

Create and customize views
and the look and feel of your app.

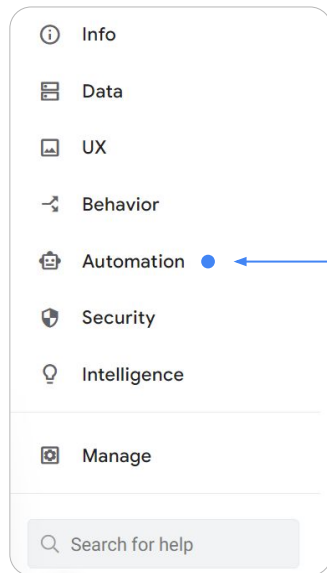
- **UX** - lets you create and customize views, along with the look and feel of your app.



Behavior

Create buttons for navigating in the app, initiating external links, and triggering data workflows.

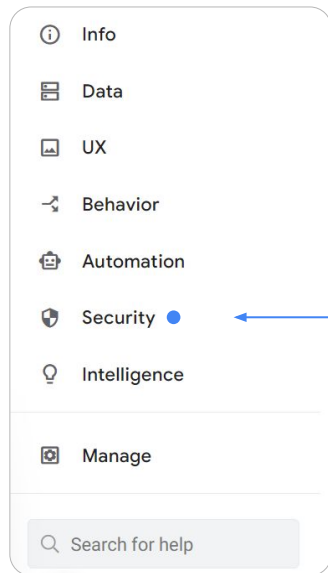
- **Behavior** - lets you create buttons for navigating in the app, initiating external links, and triggering data workflows.



Automation

Create automated processes to run in response to certain events.

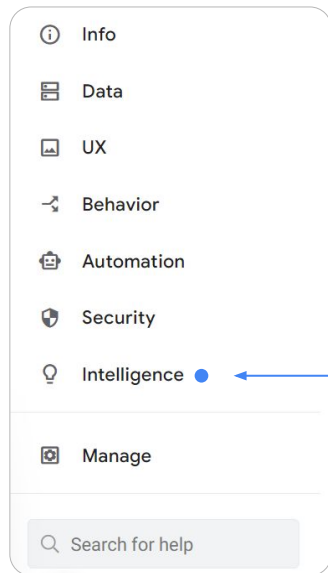
- **Automation** - enables you to define automated processes to run in response to certain events.



Security

Define security features for your app.

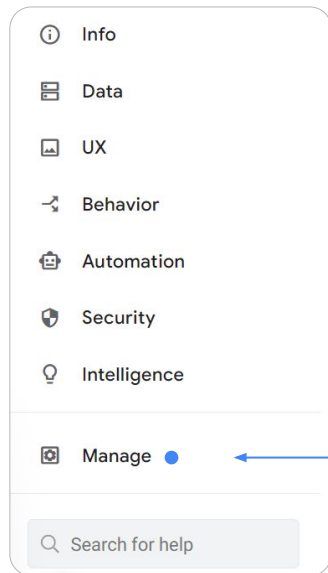
- **Security** - enables you to define security features for your app, such as requiring users to sign in.



Intelligence

Incorporate machine learning models into your app.

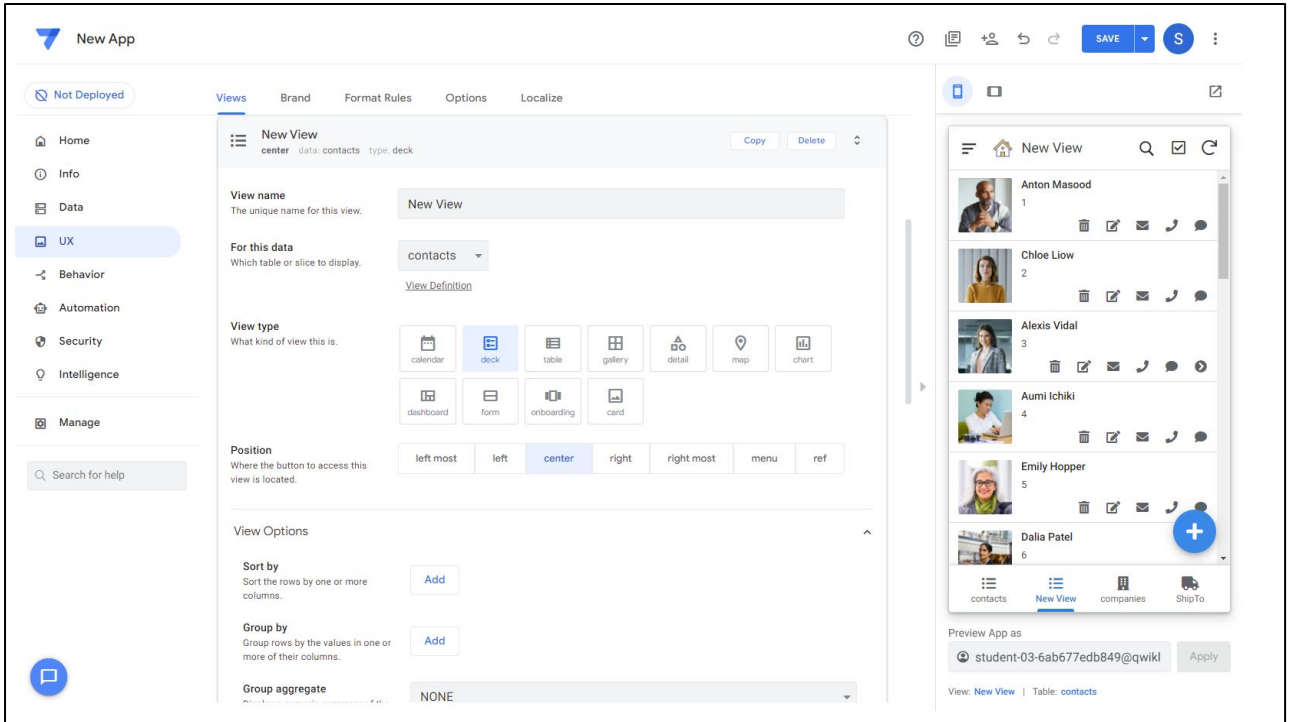
- **Intelligence** - lets you incorporate machine learning into your app, such as sentiment analysis, predictive analytics, and optical character recognition.



Manage

Manage app versions, monitor usage and performance, and more.

- Under '**Manage**' you can manage app versions, monitor usage and performance, and more.



Finally, whenever you make edits to your app, the Save button in the top right corner turns blue.

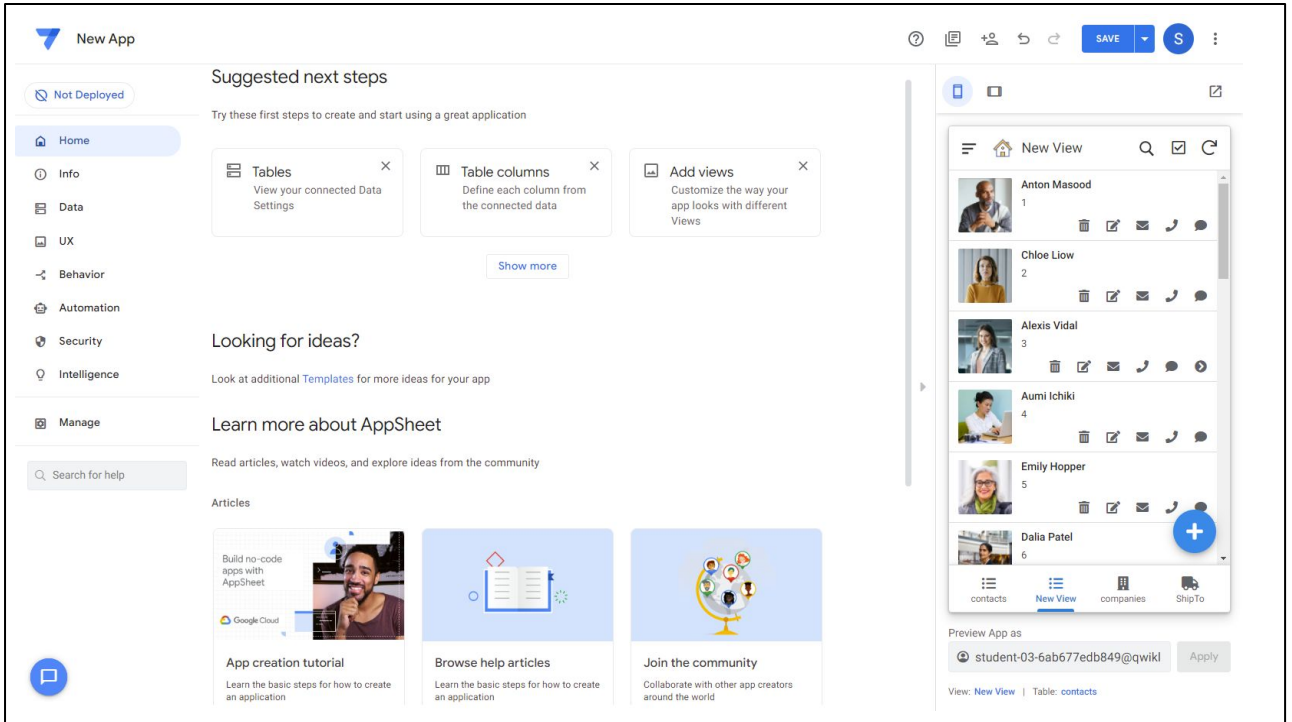
Make sure you click it so your edits are saved.



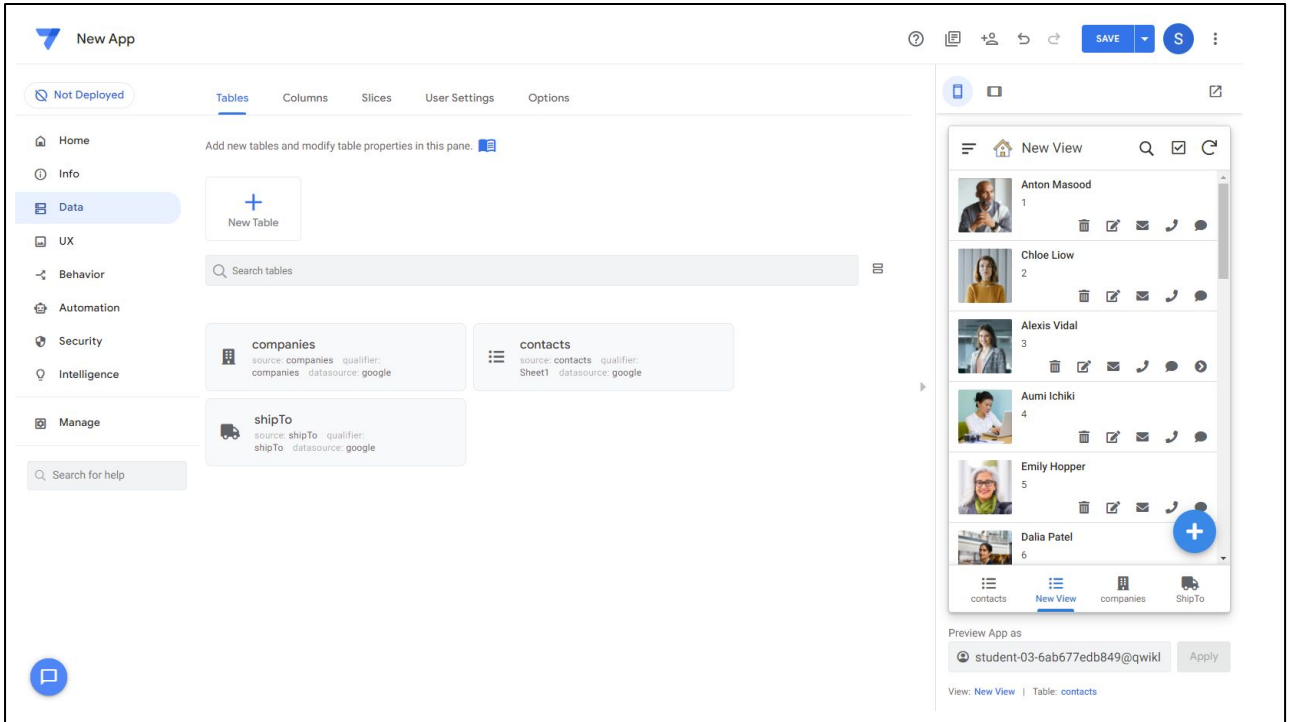
Define how your connected data will be used

The next steps show how you can implement some of these capabilities in your app.

We first start with specifying how your data is used by the app.

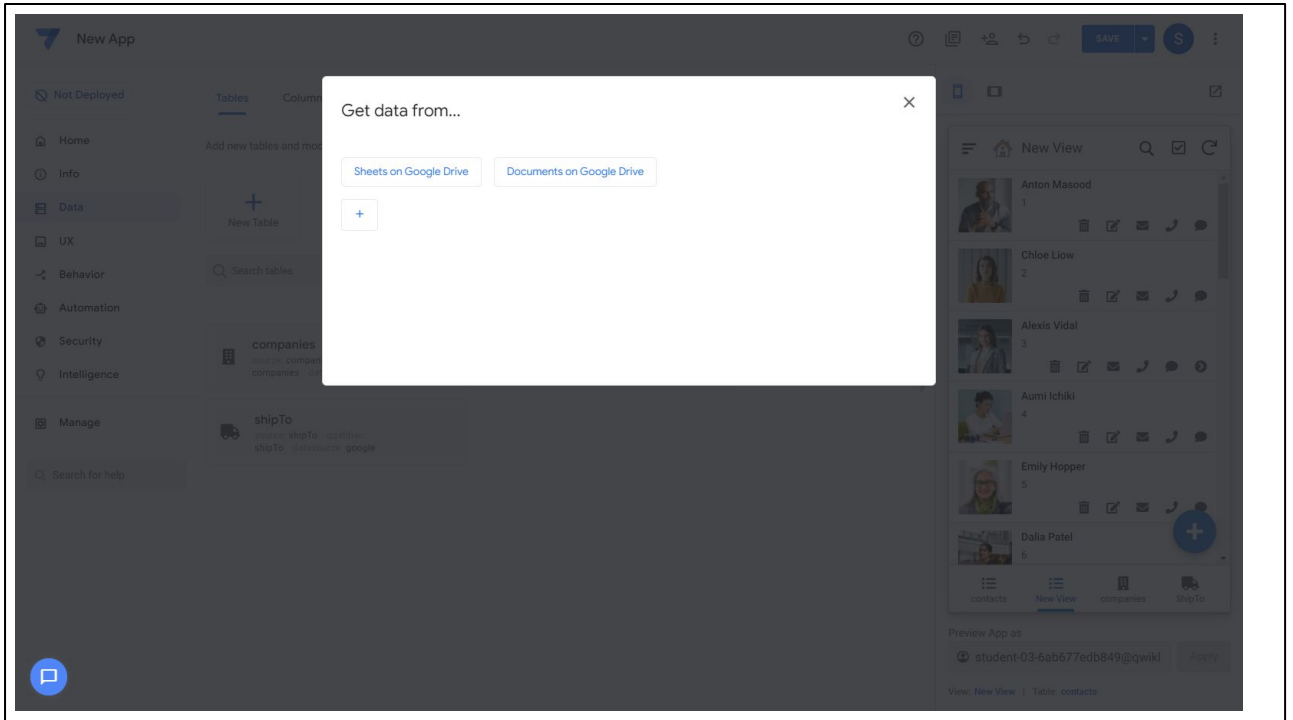


To specify how your data is being used, go to the *Data* tab.



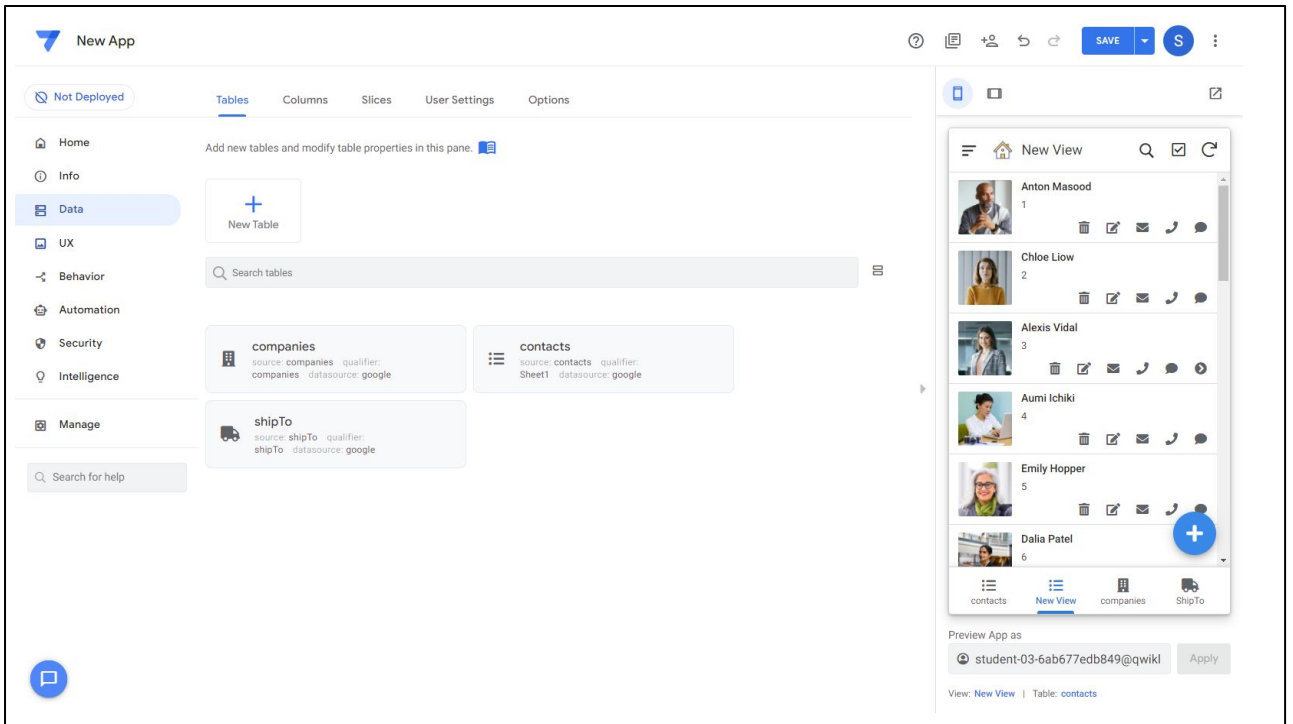
By default, the AppSheet editor lists the data source or table that was used to create the app (here called “Customer details”).

To add additional tables to your app, click on **New Table**.

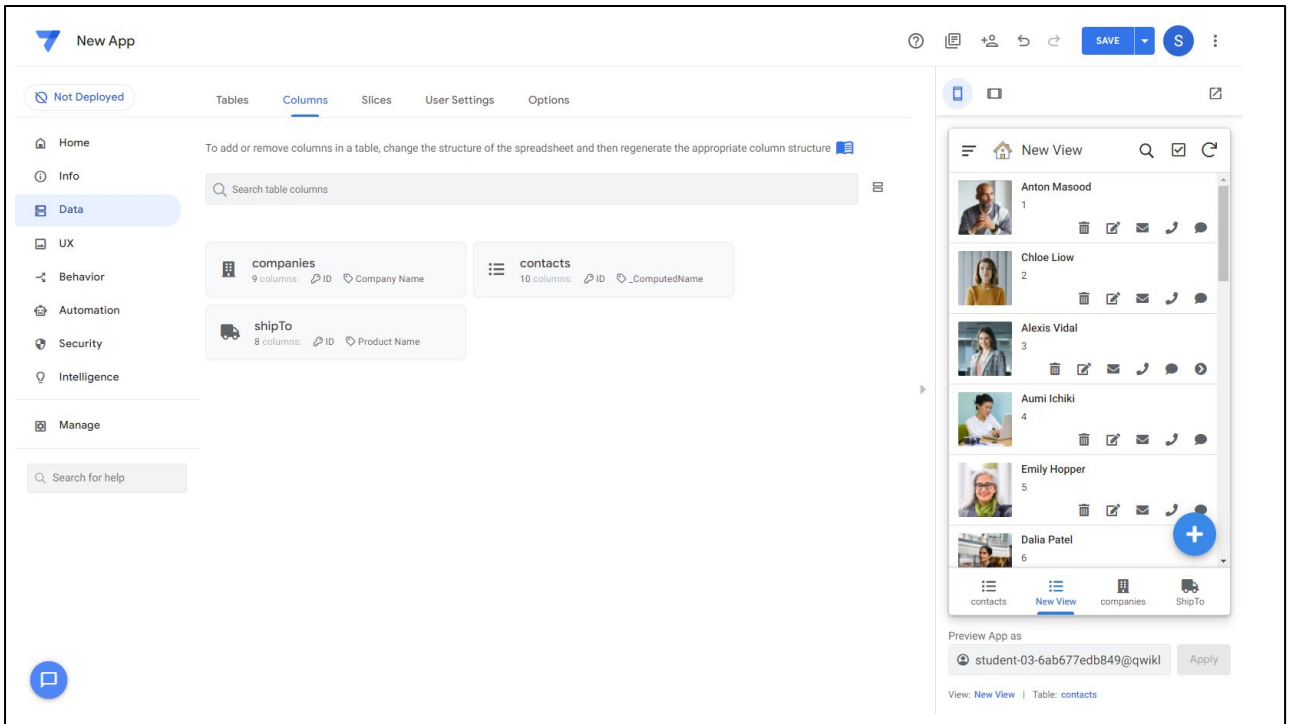


To select a data source from your existing cloud provider, for example Google Drive as shown here, click the appropriate button and select the file.

You can also add a data source from a new cloud provider account by clicking the Add button and following the steps to sign in to your account and choose your file.



To access the list of columns that make up the table, click on *the Columns tab*.



Here you can click the table name to see a list of columns that make up the table.

The screenshot displays the 'New App' interface. The main area shows a table configuration for a table named 'contacts'. The table has 10 columns with the following properties:

NAME	TYPE	KEY?	LABEL?	FORMULA	SHOW?	EDITABLE?	REQUIRE?	INITIAL VALUE
1. _RowNumber	Number	<input type="checkbox"/>	<input type="checkbox"/>	=	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	=
2. ID	Number	<input checked="" type="checkbox"/>	<input type="checkbox"/>	=	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	=
3. Email Address	Email	<input type="checkbox"/>	<input type="checkbox"/>	=	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	=
4. First Name	Name	<input type="checkbox"/>	<input type="checkbox"/>	=	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	=
5. Last Name	Name	<input type="checkbox"/>	<input type="checkbox"/>	=	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	=
6. Phone	Phone	<input type="checkbox"/>	<input type="checkbox"/>	=	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	=
7. Last Contacted	DateTime	<input type="checkbox"/>	<input type="checkbox"/>	=	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	=
8. Company ID	Ref	<input type="checkbox"/>	<input type="checkbox"/>	=	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	=
9. Photo	Image	<input type="checkbox"/>	<input checked="" type="checkbox"/>	=	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	=
10. _ComputedName	Name	<input type="checkbox"/>	<input checked="" type="checkbox"/>	= CONCATENATE([First Na	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	=

The right sidebar shows a 'New View' of the 'contacts' table. It displays a list of contacts with profile pictures and names: Anton Masood, Chloe Liow, Alexis Vidal, Aumi Ichiki, Emily Hopper, and Dalia Patel. Below the list, there is a 'Preview App as' section with a user ID 'student-03-6ab677ed849@qwikl' and an 'Apply' button. At the bottom, it says 'View: New View | Table: contacts'.

The column structure of your connected data determines the features that can be added to your app.

For example, if you want to capture and display images in your app, there must be a column in your table whose type is set as **Image**.

To add or remove columns in a table, change the structure of the spreadsheet and then regenerate the appropriate column structure.

Search table columns

companies
9 columns: ID, Company Name

contacts
10 columns: ID, Photo

NAME	TYPE	KEY?	LABEL?	FORMULA	SHOW?	EDITABLE?	REQUIRE?	INITIAL VALUE
1. _RowNumber	Number	<input type="checkbox"/>	<input type="checkbox"/>	=	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	=
2. ID	Number	<input checked="" type="checkbox"/>	<input type="checkbox"/>	=	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	=
3. Email Address	Email	<input type="checkbox"/>	<input type="checkbox"/>	=	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	=
4. First Name	Name	<input type="checkbox"/>	<input type="checkbox"/>	=	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	=
5. Last Name	Name	<input type="checkbox"/>	<input type="checkbox"/>	=	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	=
6. Phone	Phone	<input type="checkbox"/>	<input type="checkbox"/>	=	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	=
7. Last Contacted	DateTime	<input type="checkbox"/>	<input type="checkbox"/>	=	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	=
8. Company ID	Ref	<input type="checkbox"/>	<input type="checkbox"/>	=	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	=
9. Photo	Image	<input type="checkbox"/>	<input checked="" type="checkbox"/>	=	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	=
10. _ComputedName	Name	<input type="checkbox"/>	<input checked="" type="checkbox"/>	= CONCATENATE([First Na	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	=

Preview App as
student-03-6ab677ed849@qwikl Apply

View: New View | Table: contacts

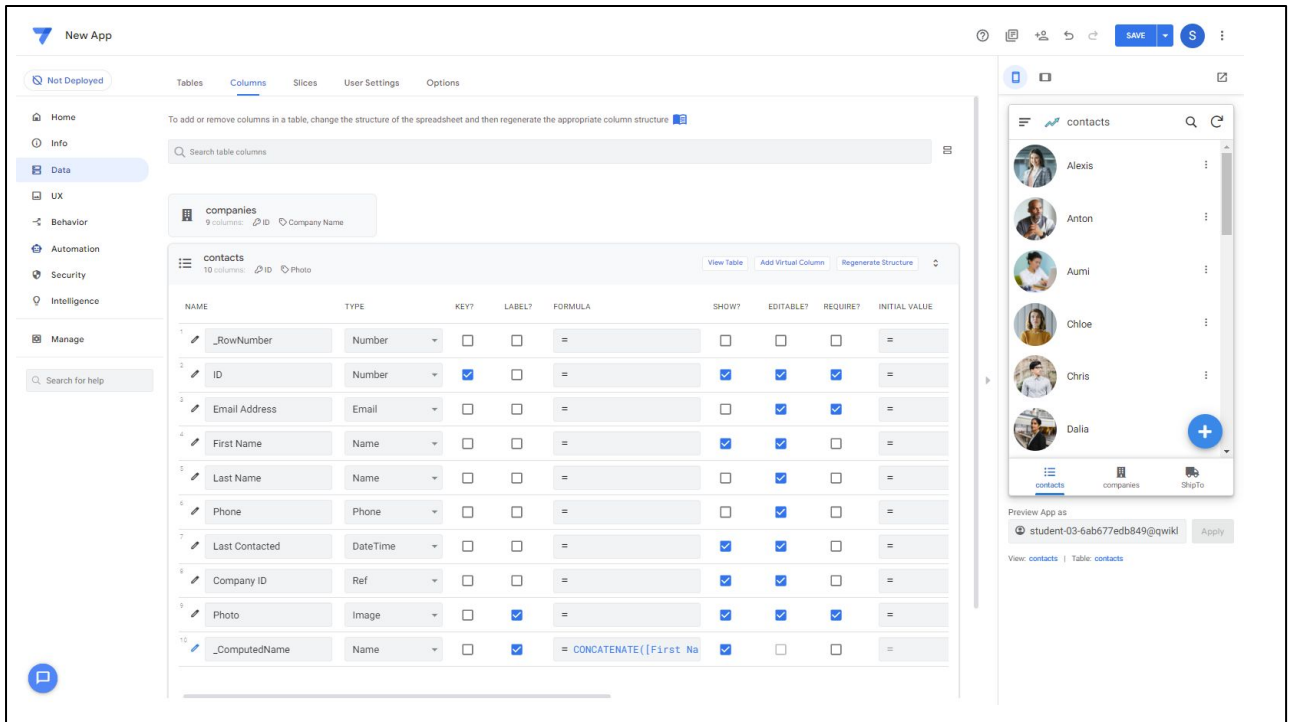
Here are two other examples of the properties you can set:

- If you want a table column's value to be displayed in your app, select the 'show' box for that column.

The screenshot displays the 'New App' configuration screen in Power BI. The main area shows the 'contacts' table with 10 columns. The columns are: _RowNumber (Number), ID (Number), Email Address (Email), First Name (Name), Last Name (Name), Phone (Phone), Last Contacted (DateTime), Company ID (Ref), Photo (Image), and _ComputedName (Name). The 'SHOW?' column is unchecked for the first three rows and checked for the remaining seven rows. The 'EDITABLE?' column is checked for all rows except the first one. The 'REQUIRE?' column is checked for the first three rows and unchecked for the remaining seven rows. The 'INITIAL VALUE' column is empty for all rows. The formula for the last row is `=CONCATENATE([First Na`. On the right, a preview of the app shows a list of contacts with profile pictures and names: Alexis, Anton, Aumi, Chloe, Chris, and Dalia. Below the preview, there is a 'Preview App as' section with a user ID and an 'Apply' button.

NAME	TYPE	KEY?	LABEL?	FORMULA	SHOW?	EDITABLE?	REQUIRE?	INITIAL VALUE
1. _RowNumber	Number	<input type="checkbox"/>	<input type="checkbox"/>	=	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	=
2. ID	Number	<input checked="" type="checkbox"/>	<input type="checkbox"/>	=	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	=
3. Email Address	Email	<input type="checkbox"/>	<input type="checkbox"/>	=	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	=
4. First Name	Name	<input type="checkbox"/>	<input type="checkbox"/>	=	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	=
5. Last Name	Name	<input type="checkbox"/>	<input type="checkbox"/>	=	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	=
6. Phone	Phone	<input type="checkbox"/>	<input type="checkbox"/>	=	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	=
7. Last Contacted	DateTime	<input type="checkbox"/>	<input type="checkbox"/>	=	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	=
8. Company ID	Ref	<input type="checkbox"/>	<input type="checkbox"/>	=	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	=
9. Photo	Image	<input type="checkbox"/>	<input checked="" type="checkbox"/>	=	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	=
10. _ComputedName	Name	<input type="checkbox"/>	<input checked="" type="checkbox"/>	= CONCATENATE([First Na	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	=

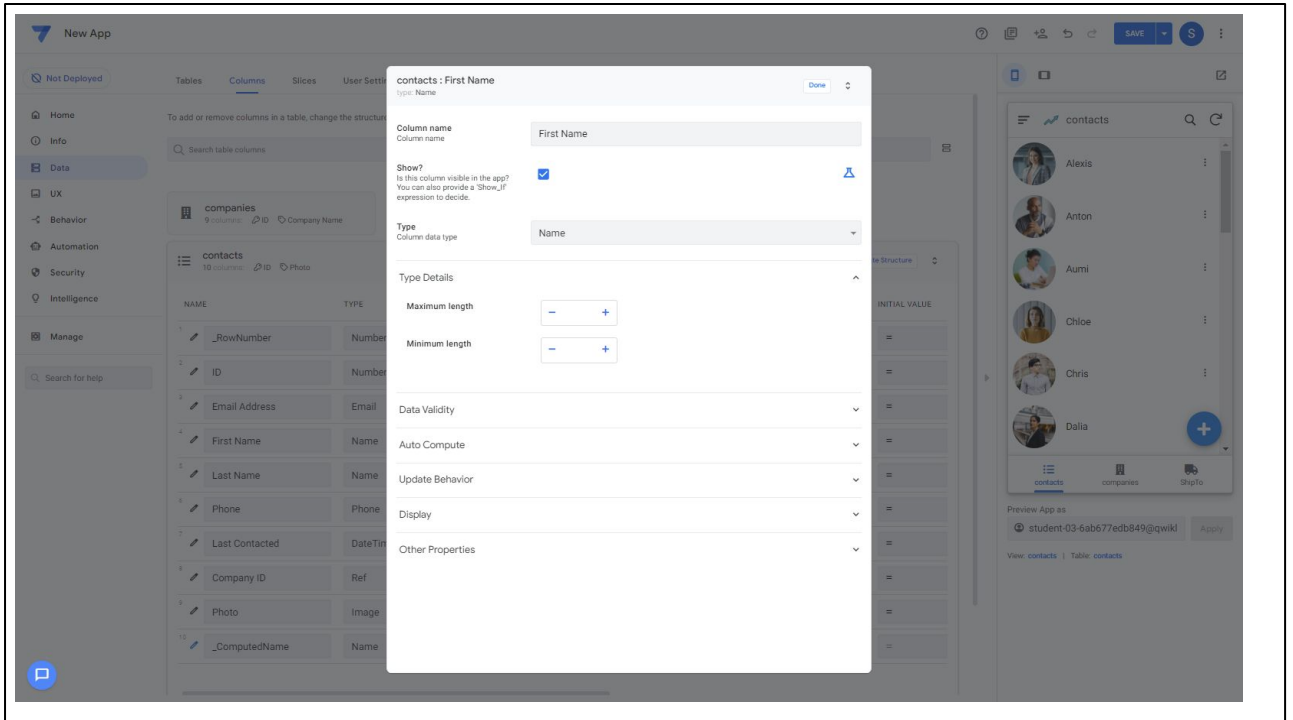
- For data that you do not want displayed in the app, clear the 'show' box.



- **Type** lets you specify what type of data is in each column.

For example, if you have an *address* column in your table, you need to make sure that the column type is set to **Address**.

We will describe setting up your table columns in the next module.

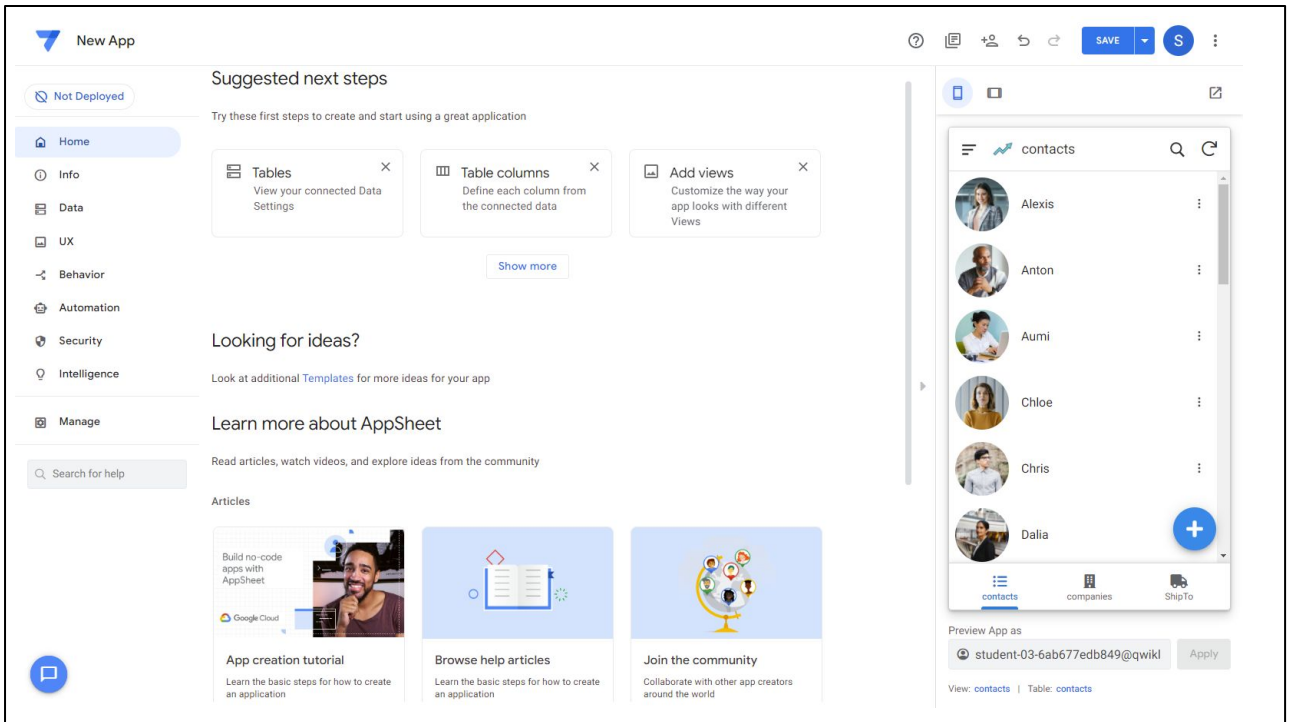


By clicking on the pencil icon to the left of each column, you can modify the properties of the column to change how the app interacts with the data that is stored in the column.



Create views and customize the app's look and feel

Let's discuss how to create views and customize the look and feel of your app.

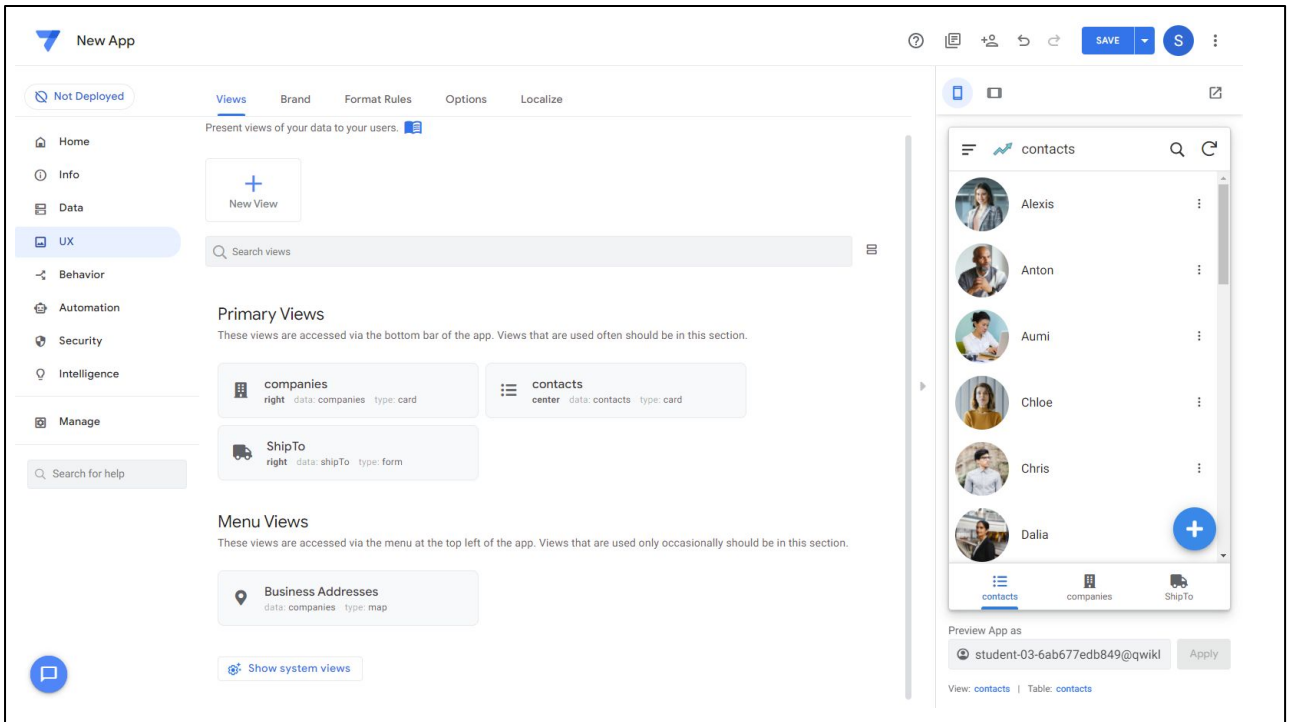


AppSheet makes it easy to create views for your app by providing ready-to-use view templates that you can customize.

Each page you see in your app is known as a View. Note that AppSheet may suggest Views based on the data that is connected to the app. You might want these views in your app, but if not, you can use different types of views.

You will learn how to use views in later modules in this course.

To list existing views of the app, go to the UX tab (UX stands for user experience, or how people interact with your app).



This tab lists the app's primary views that are available to users when interacting with the app. Other system views are also listed in this tab.

To create a new view for your app, in the *Views* section click **New View**.

Not Deployed

Views Brand Format Rules Options Localize

- Home
 - Info
 - Data
 - UX**
 - Behavior
 - Automation
 - Security
 - Intelligence
 - Manage
- Search for help

New View

center data: contacts type: deck

Copy Delete

View name
The unique name for this view.

For this data
Which table or slice to display. [View Definition](#)

View type
What kind of view this is.

calendar	deck	table	gallery	detail	map	chart
dashboard	form	onboarding	card			

Position
Where the button to access this view is located.

left most	left	center	right	right most	menu	ref
-----------	------	---------------	-------	------------	------	-----

View Options

Sort by
Sort the rows by one or more columns.

Group by
Group rows by the values in one or more of their columns.

Group aggregate

New View

contacts New View companies ShipTo

	Anton Masood	1					
	Chloe Liow	2					
	Alexis Vidal	3					
	Aumi Ichiki	4					
	Emily Hopper	5					
	Dalia Patel	6					

Preview App as

View: New View | Table: contacts

New View center data: contacts type: deck Copy Delete

View name
The unique name for this view.
New View

For this data
Which table or slice to display.
contacts
[View Definition](#)

View type
What kind of view this is.
calendar deck table gallery detail map chart
dashboard form onboarding card

Position
Where the button to access this view is located.
left most left center right right most menu ref

View Options

Sort by
Sort the rows by one or more columns. Add

Group by
Group rows by the values in one or more of their columns. Add

Update the view name.

From here, you can:

- Update the *View Name*.

New View center data: contacts type: deck Copy Delete

View name
The unique name for this view. New View

For this data
Which table or slice to display. contacts [View Definition](#)

View type
What kind of view this is.

calendar deck table gallery detail map chart
dashboard form onboarding card

Position
Where the button to access this view is located.

left most left center right right most menu ref

View Options

Sort by
Sort the rows by one or more columns. Add

Group by
Group rows by the values in one or more of their columns. Add

Select which data source the view should use.

- Select which *data source* the view should use.

New View center data: contacts type: deck Copy Delete

View name
The unique name for this view.

For this data
Which table or slice to display. [View Definition](#)

View type
What kind of view this is.

calendar deck table gallery detail map chart

dashboard form onboarding card

Position
Where the button to access this view is located.

left most left center right right most menu ref

View Options

Sort by
Sort the rows by one or more columns.

Group by
Group rows by the values in one or more of their columns.

Choose the type of view.

- Choose the *type* of view - such as *Calendar, Deck, Map, Form, Chart, and Card*, to name a few. You can play around with each view to see which one works best.

Set the view position.

- Choose how the view can be accessed by setting its *Position*:
 - Along the main navigation bar at the bottom of your app
 - Via the menu in the top left corner of your app
 - By a reference from another view using the *ref* position

New View center data: contacts type: deck Copy Delete

View name
The unique name for this view.

For this data
Which table or slice to display. [View Definition](#)

View type
What kind of view this is.

calendar **deck** table gallery detail map chart
dashboard form onboarding card

Position
Where the button to access this view is located.

left most left **center** right right most menu ref

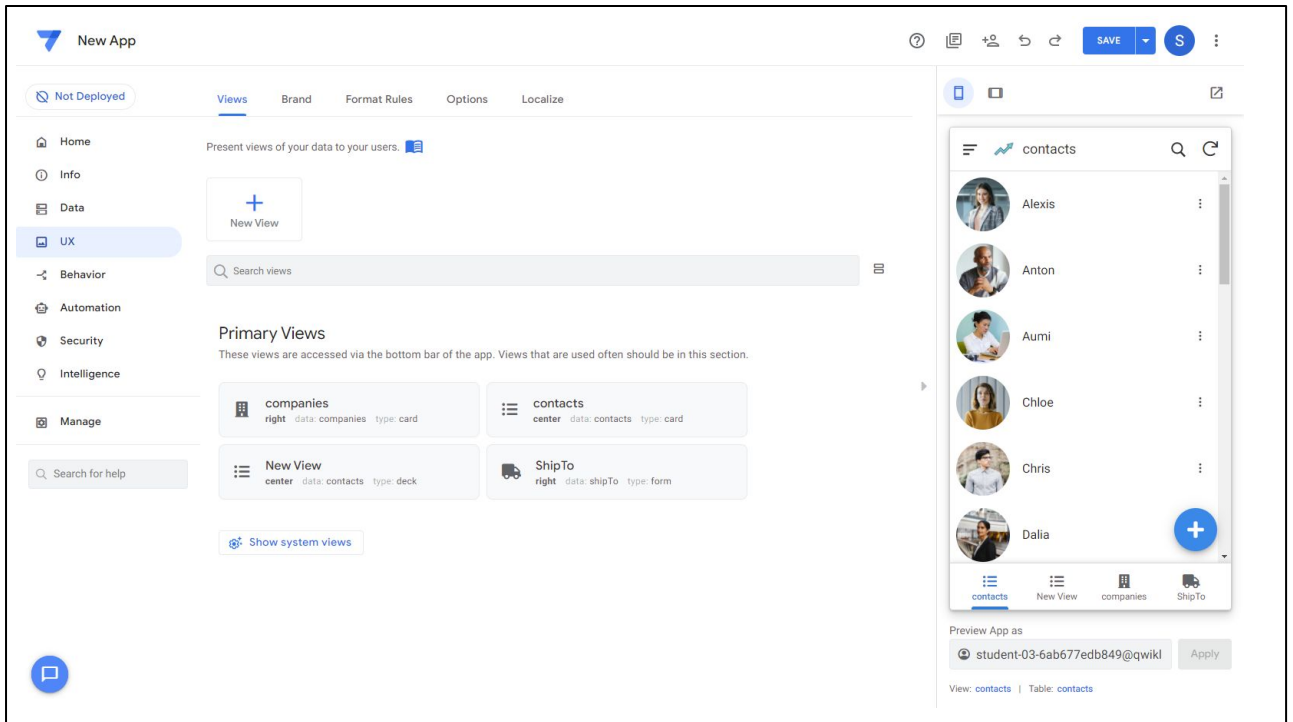
View Options

Sort by
Sort the rows by one or more columns.

Group by
Group rows by the values in one or more of their columns.

Specify view options.

- In the View Options section, you can specify how to sort and group the data, and other display options.



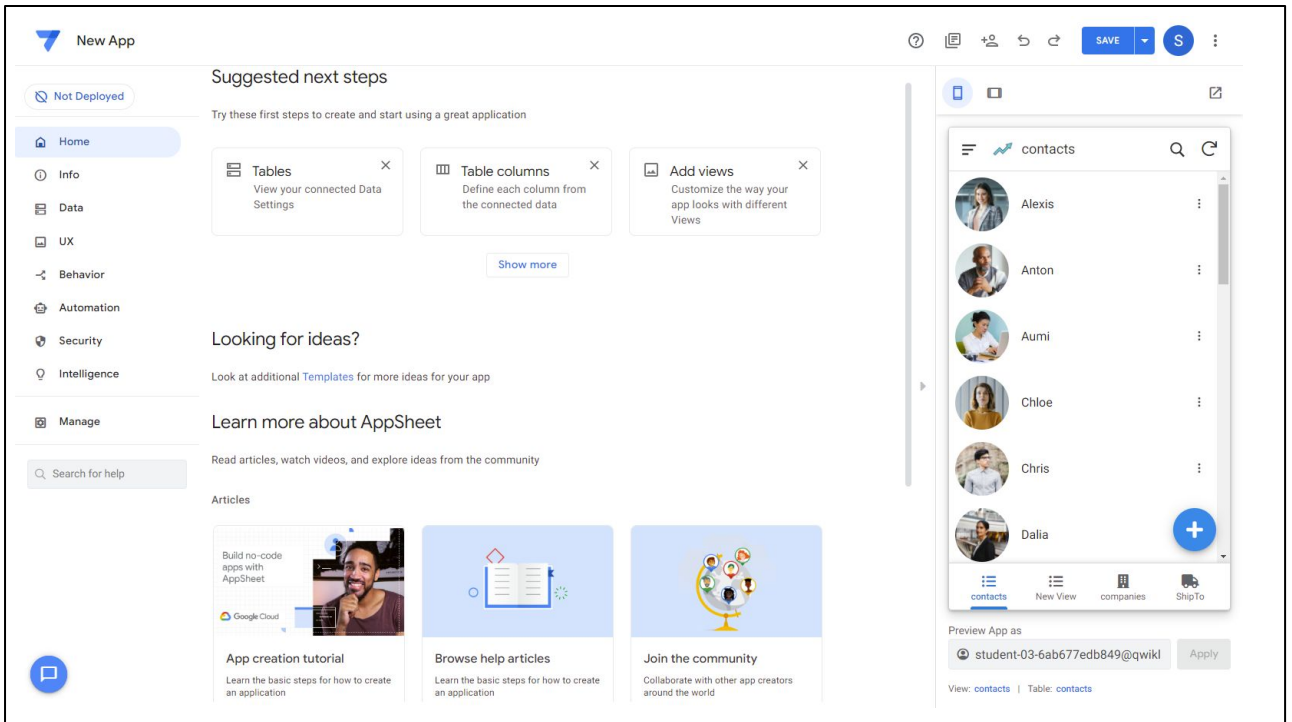
To customize your app's look and feel, use the Brand, Format Rules, Options and Localize tabs, where you can specify your theme, colors, logos, and more!

We will discuss this in more detail in a later module of this course.

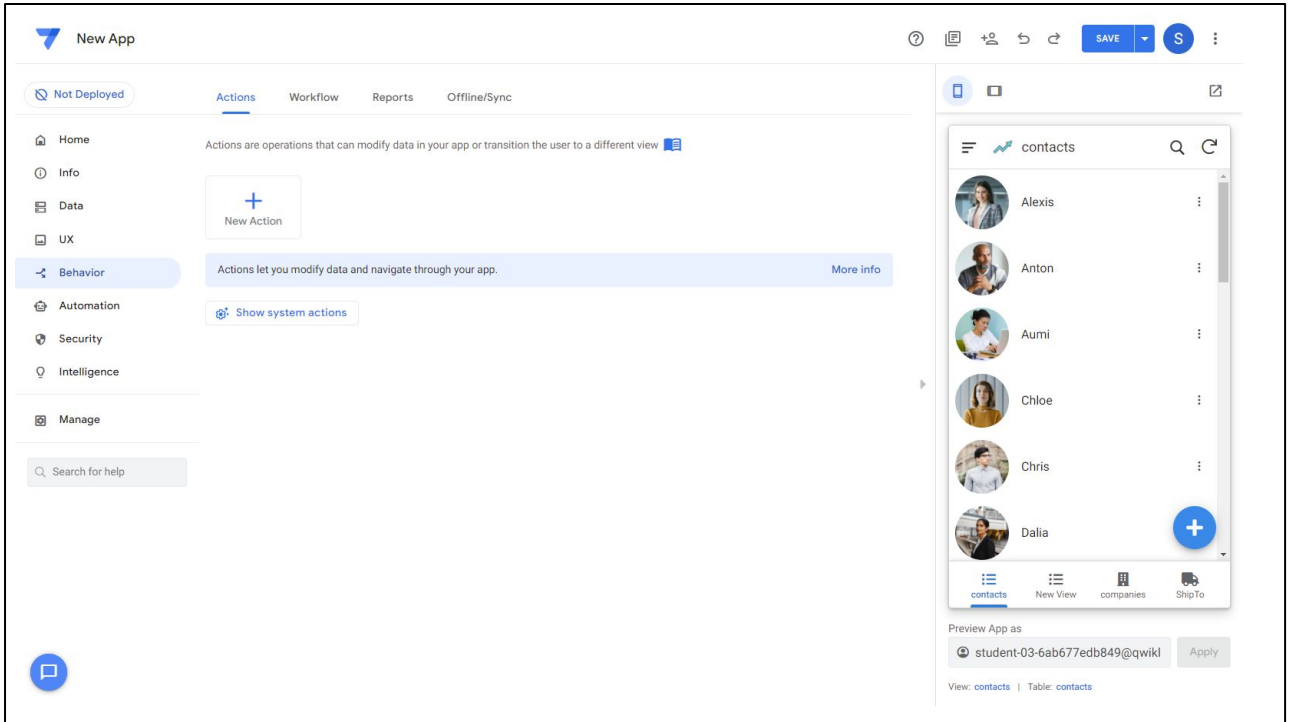


Create custom actions

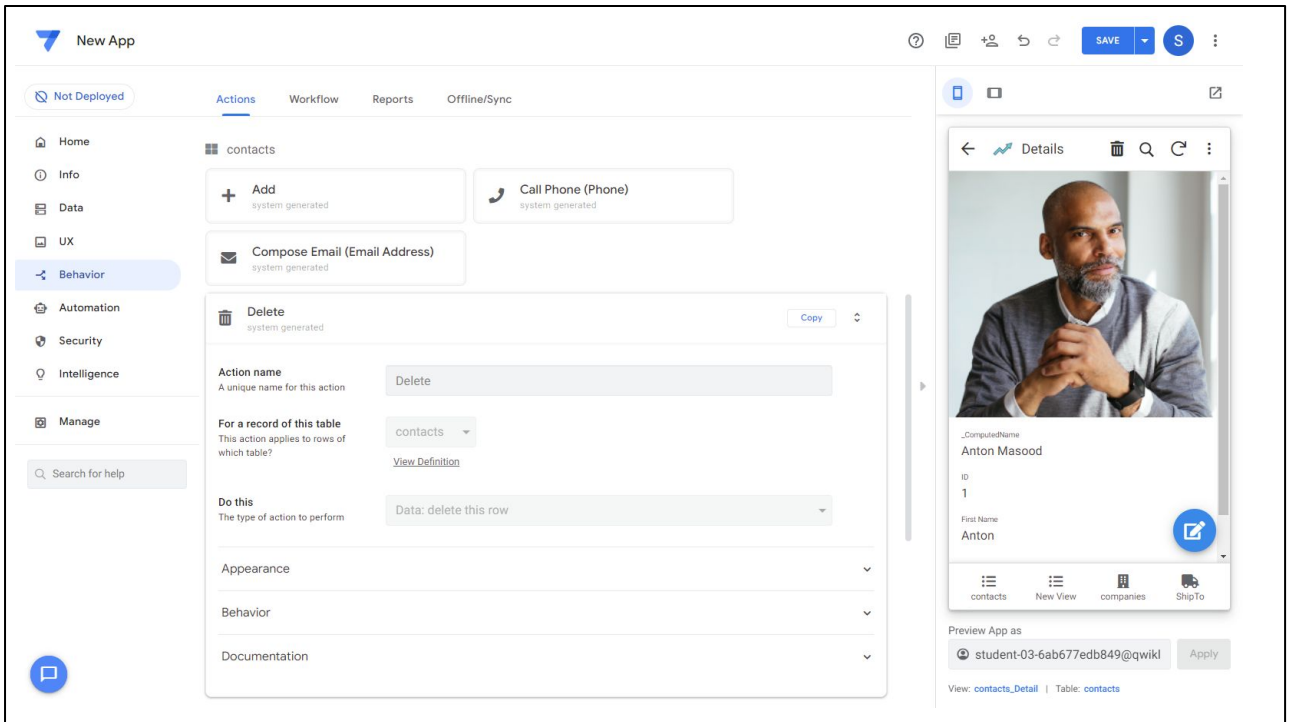
Finally, you can create custom actions for your app.



The *Behavior* tab in the AppSheet editor lets you set up custom buttons and actions that can be used in a wide variety of ways.



These can be set by clicking on **New Action**.



Here you can set the action name and specify the type of action to occur and the action icon.

The Workflow and Reports tabs let you set up automations, such as sending emails or SMS texts when data is added or updated.

Workflow and Reports are very similar, with one key difference: Workflows are automations that are triggered when certain actions occur, and Reports are automations that run on periodic schedules.

Finally, if you want users to be able to use your app when it is not connected to the internet, you can enable offline use in the Offline/Sync section.

Note that with the launch of AppSheet automation, the Behavior workflow and reports features are being replaced by automation events and processes.

Actions and Automation are discussed in other courses in this AppSheet course series.



Agenda

01 Signing in to AppSheet


02 Creating your first app

03 Testing your app

04 Sharing your app

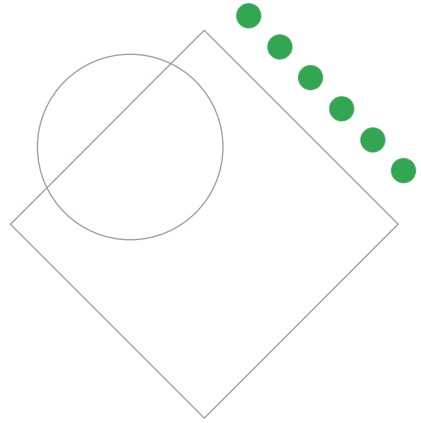
05 Lab

06 Review

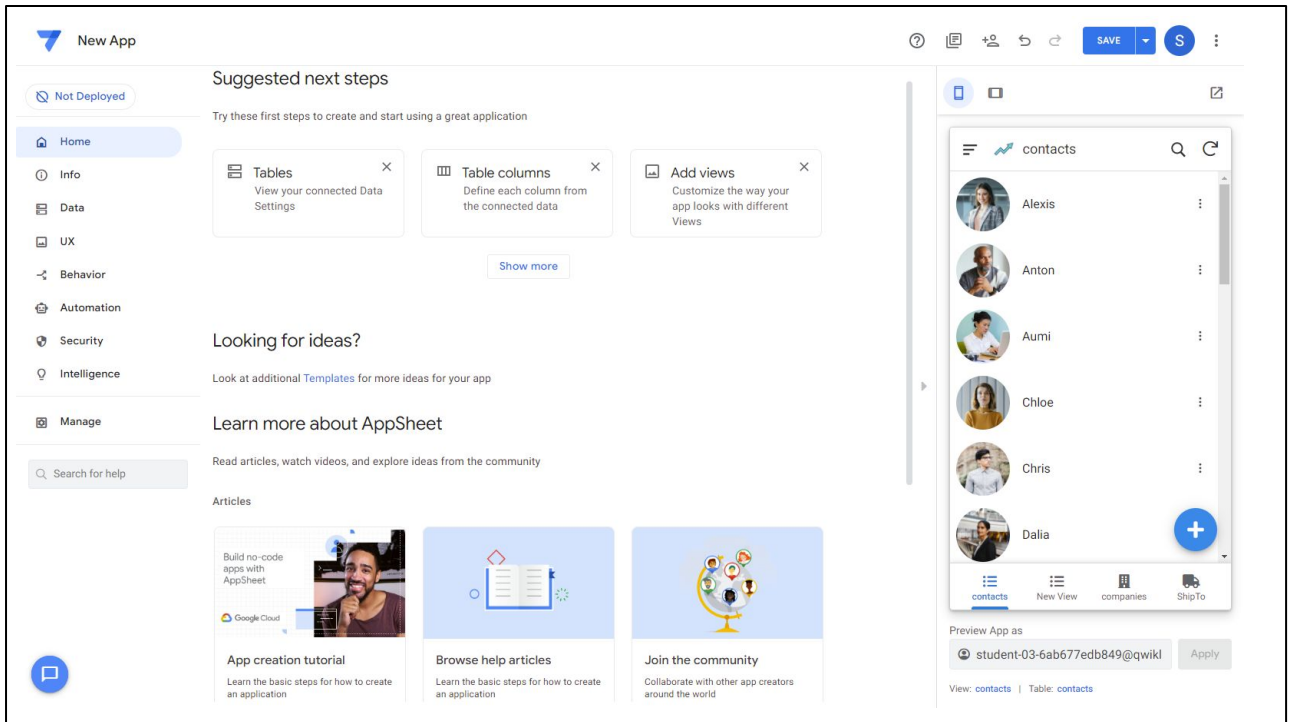


Let's now discuss how you can test your AppSheet app.

App preview



The simplest and easiest way to test your app during development is to use the app preview in the AppSheet Editor.

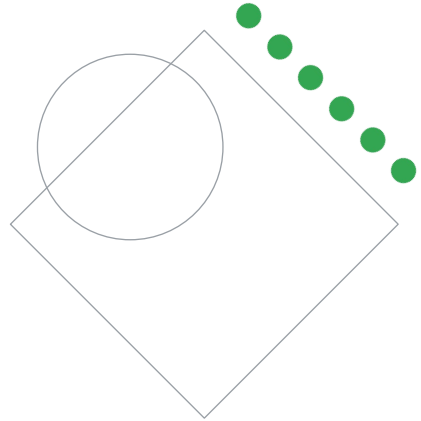


On the right hand side in the AppSheet UI, a live preview of your app is displayed.

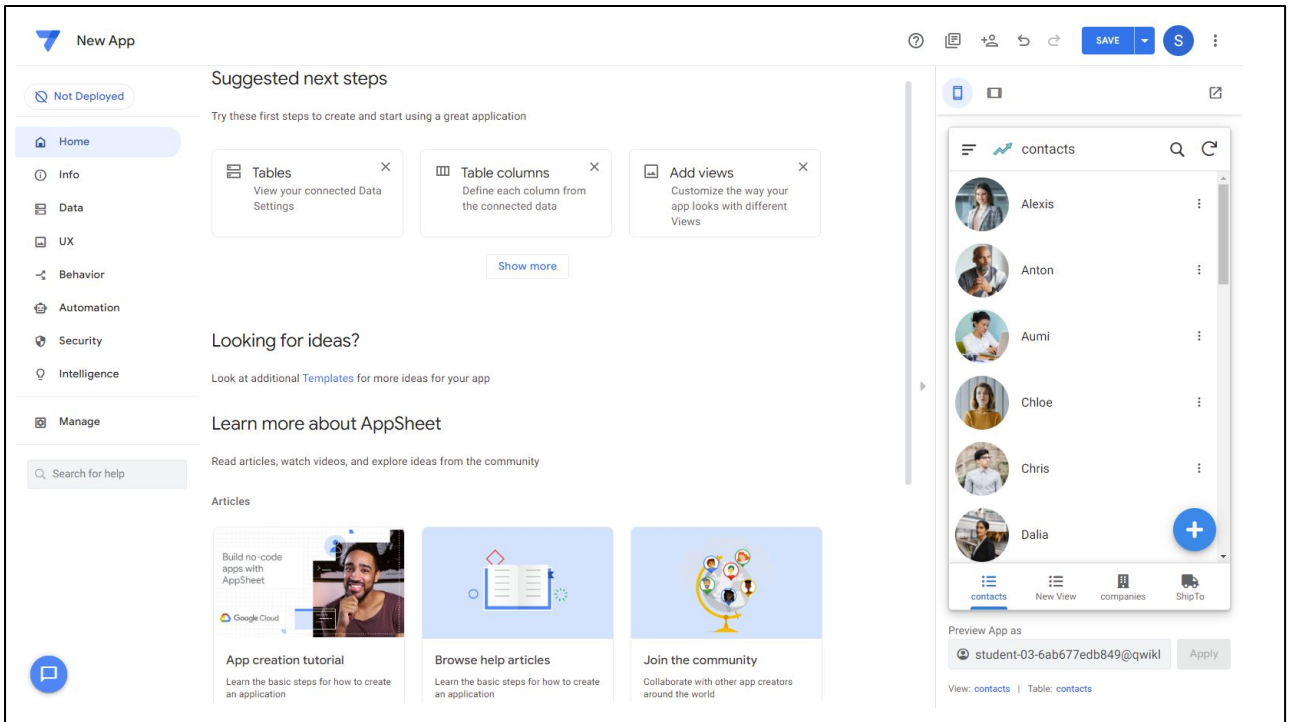
This is the simplest way to test your app in your browser. The preview in the editor sidebar shows what the latest version of your app will look like on a phone oriented vertically.

To quickly test other form factors such as tablet, horizontal phone, or full-screen browser mode, use the link above the editor preview.

Test on mobile devices

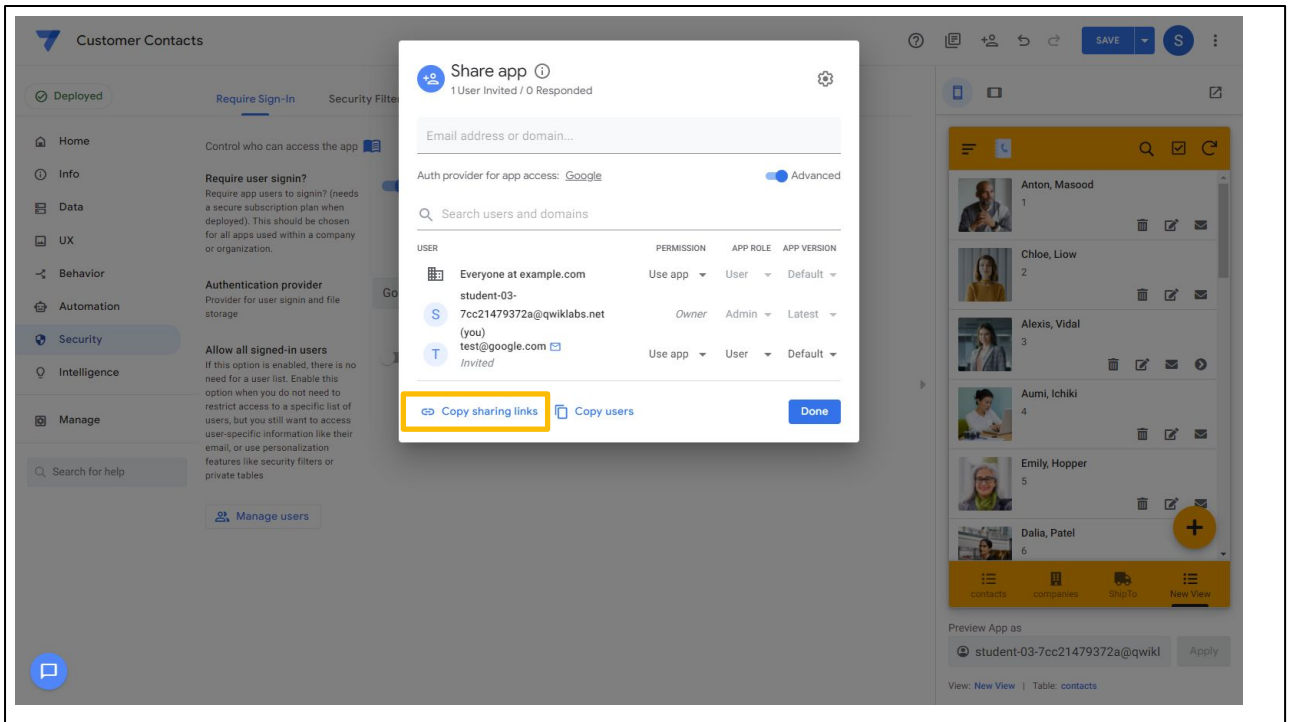


Of course, before deploying the app, you should also test it on your mobile devices by sending the install link to yourself or a subset of users.



To enable user testing of your app, you must first share the app with other users.

We discuss how you can share your app in the next video.



Once your app is shared with other users, they can either download the AppSheet app on their device, or open your app in a web browser to test the app.

Once you've incorporated any app feedback you can officially deploy it, activating all the services in your app.

We discuss app deployment and publishing in more detail in a later module of this course.



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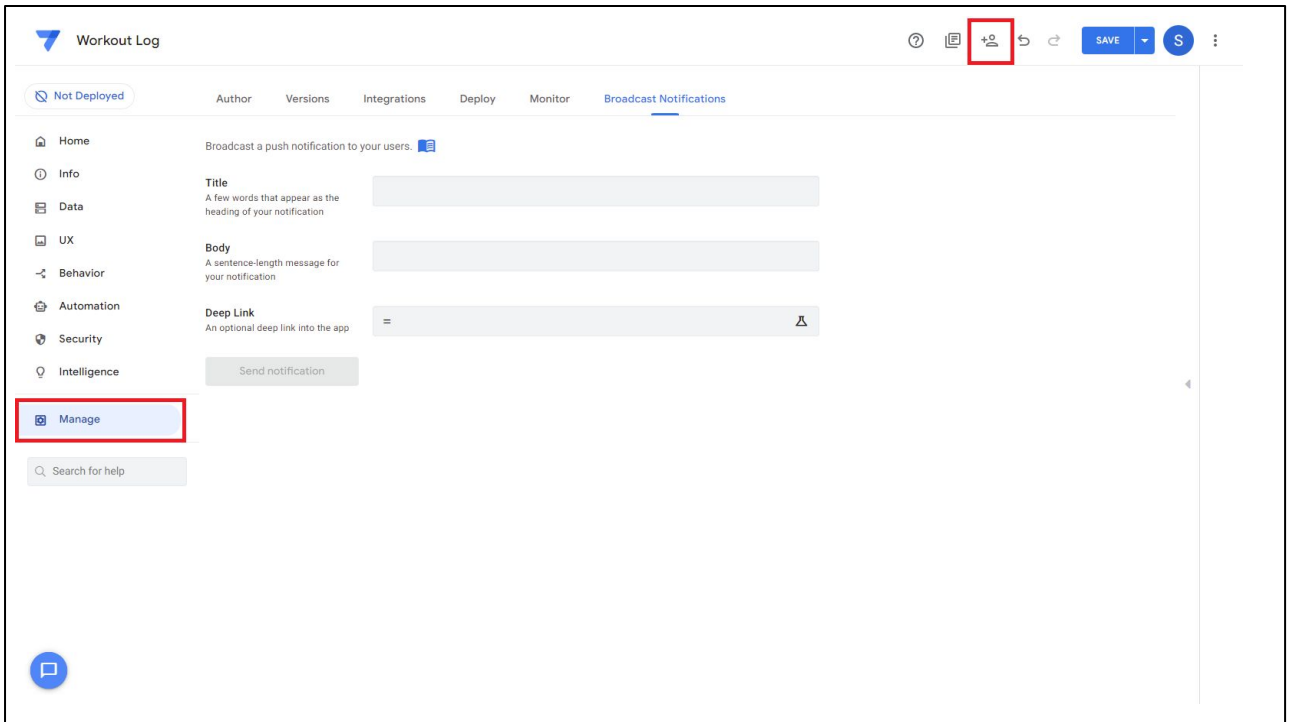
04 Sharing your app

05 Lab

06 Review

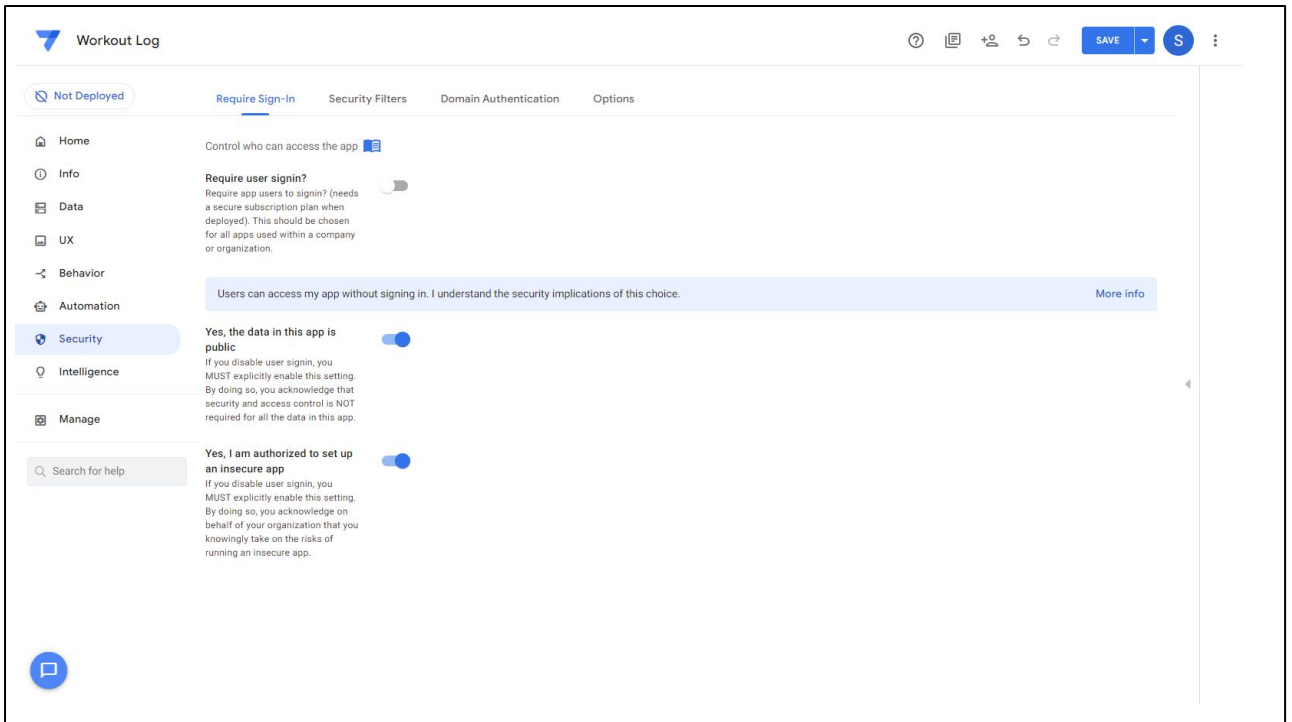


We now review the different ways that you can share your AppSheet app with other users.



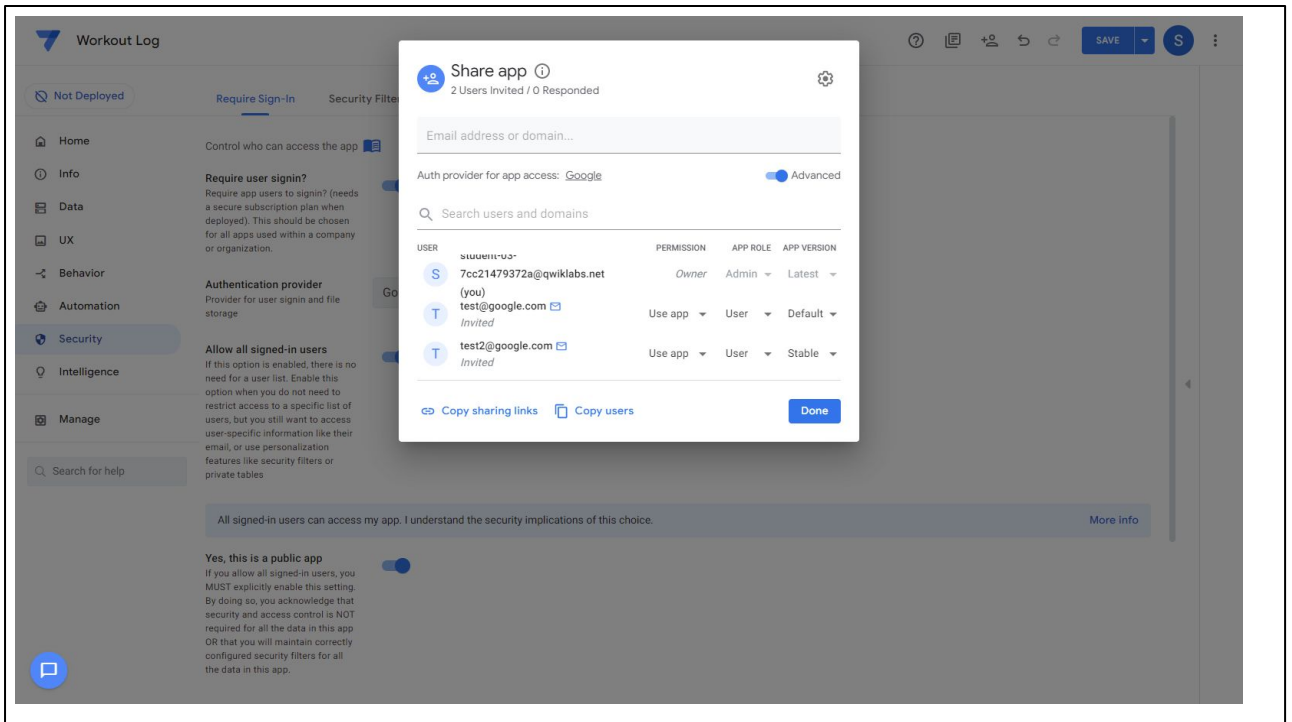
When you are ready to share your app, in the AppSheet editor, click Manage, and then Share.

You then need to decide whether to share it with anyone (public) or with a restricted audience.



You can share your app with anyone by making it public only if the following statements are true:

- Access to your app does not need to be secure for any reason and your app does not access sensitive data.
- And you are not concerned about the number of active users accessing your app.

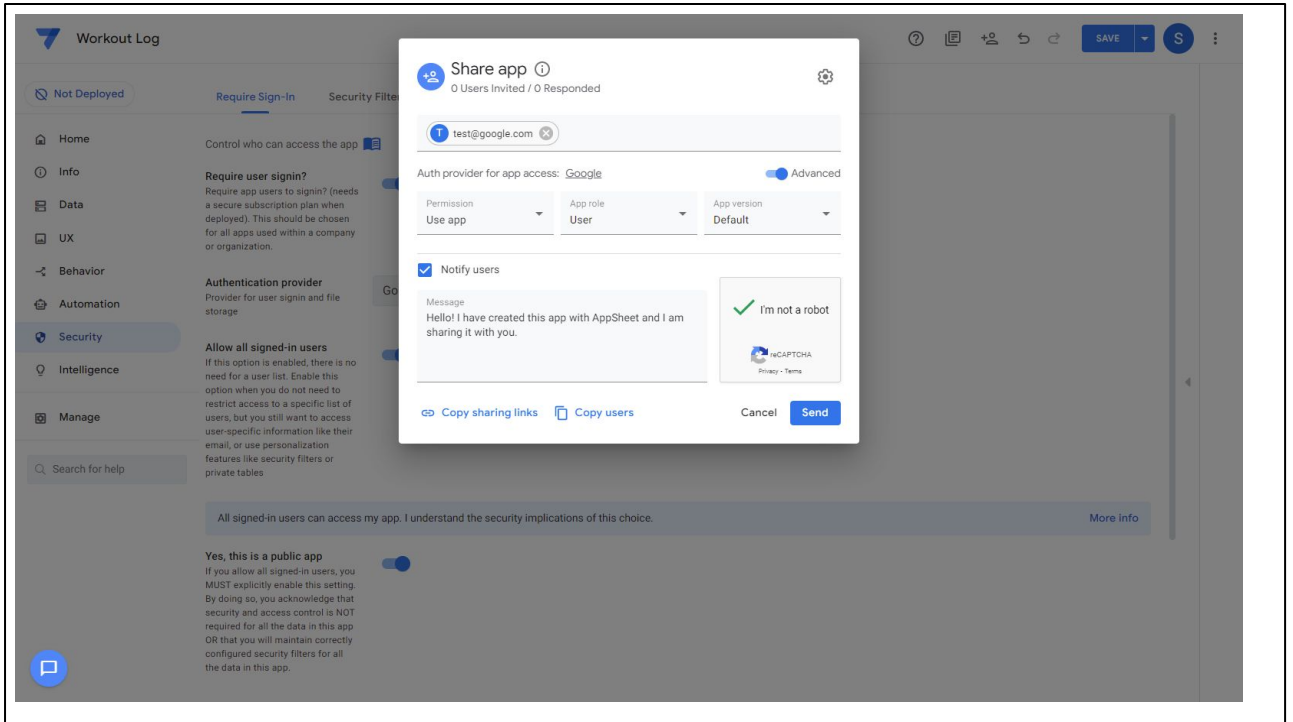


You can also share your apps with a restricted audience to control who can use the app, and optionally view or edit the app definition in the app editor.

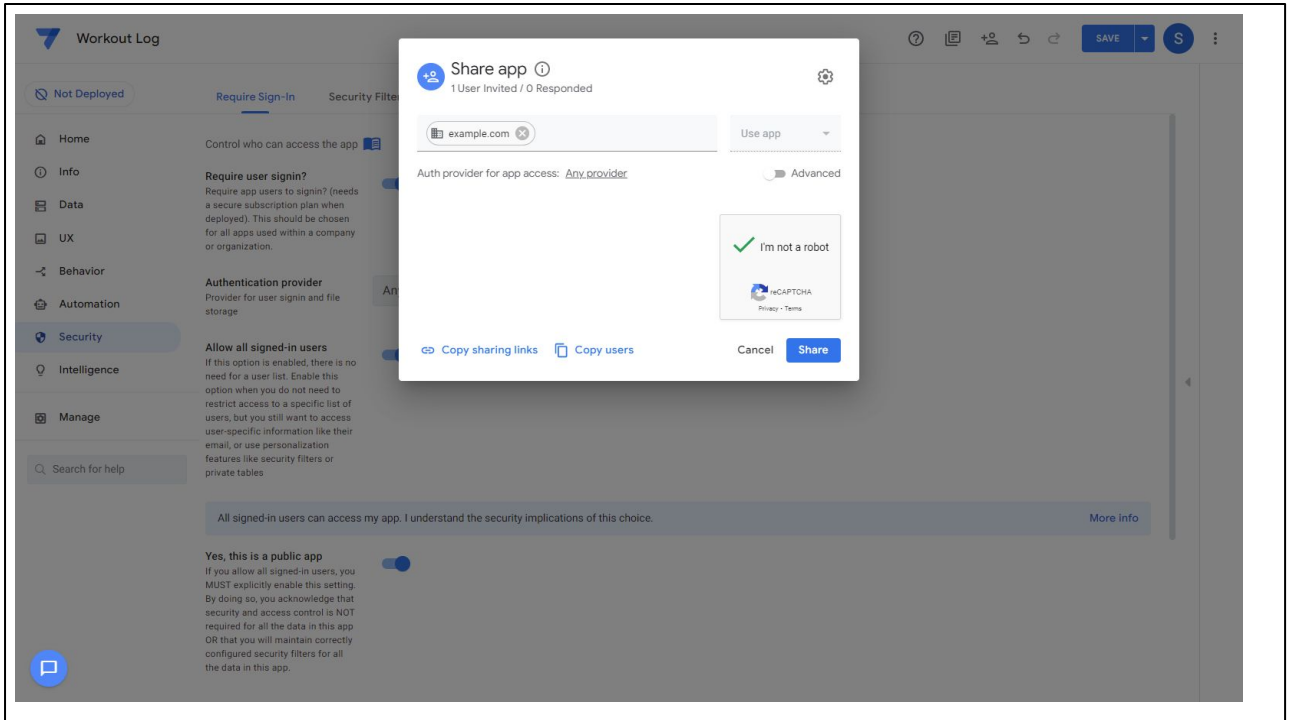
In the Share App dialog, enable “Advanced”. to view and modify a user's role and assigned app version.

After sharing the app, you can notify users by sending them a link. Click Copy sharing links to view a list of links that you can use.

You can also send reminder emails to users who have not used your app by clicking the envelope next to the user’s email address.



You can share your app with individual users...



...or with users in a domain.

Read the [AppSheet documentation](#) for more information on sharing your app.



Congratulations on learning how to create your first app! From here, you can continue improving your app or start on your next idea!

help.appsheet.com/en
community.appsheet.com

AppSheet provides numerous resources that you can use to learn how to leverage the platform to build your own tailored apps.

Go to the [AppSheet Help Center](#) to access hundreds of help articles on various AppSheet features.

And explore AppSheet's [active community](#) and engage with other app creators on specific topics and questions.



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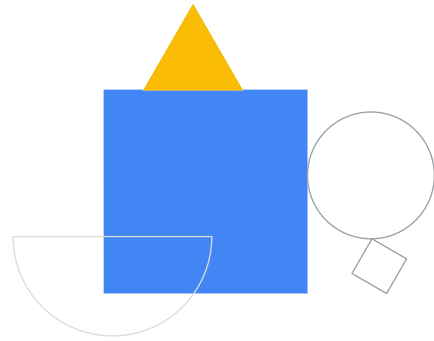
06 Review



Welcome to the first lab in this course on AppSheet.

Lab

Creating a Basic App Using AppSheet



In this lab, you ...

In this lab, you learn to:

- 01 Create an app using the AppSheet UI.
- 02 Configure the app using data from a sheet.
- 03 Use the live app preview to modify data.
- 04 Verify that the data changes are saved in the underlying data source.

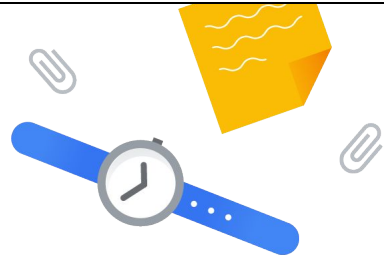


create a simple app to manage business contact information using the AppSheet UI.

You configure the app using data from a sheet on Google Drive.

And use the live app preview feature in AppSheet to modify the data displayed in the app.

You also verify that the data changes made via the app are saved in the underlying data source (sheet on Google drive).



Agenda



01 Signing in to AppSheet

02 Creating your first app

03 Testing your app

04 Sharing your app

05 Lab

06 Review

In this module, you learned to:

- 01 Sign in using a cloud provider account.
- 02 Create an app using AppSheet and a spreadsheet as its data source.
- 03 Connect a data source to your app in the AppSheet UI and navigate the AppSheet editor.
- 04 Use the column structure of data sources.
- 05 Create, test, and share your first app using AppSheet.



In this module, you learned how to get started with AppSheet by signing in with a cloud provider account from Google.

You learned about the different ways to create an app using AppSheet and the steps involved in creating an app using a spreadsheet as its data source.

We discussed how to connect a data source to your app in the AppSheet UI and explored how to navigate the AppSheet editor.

You learned how to view the column structure of data sources, and about the various types of views that can be used in your app.

You learned how to share your app, and completed a lab to create your first app and test the app using AppSheet's live app preview.