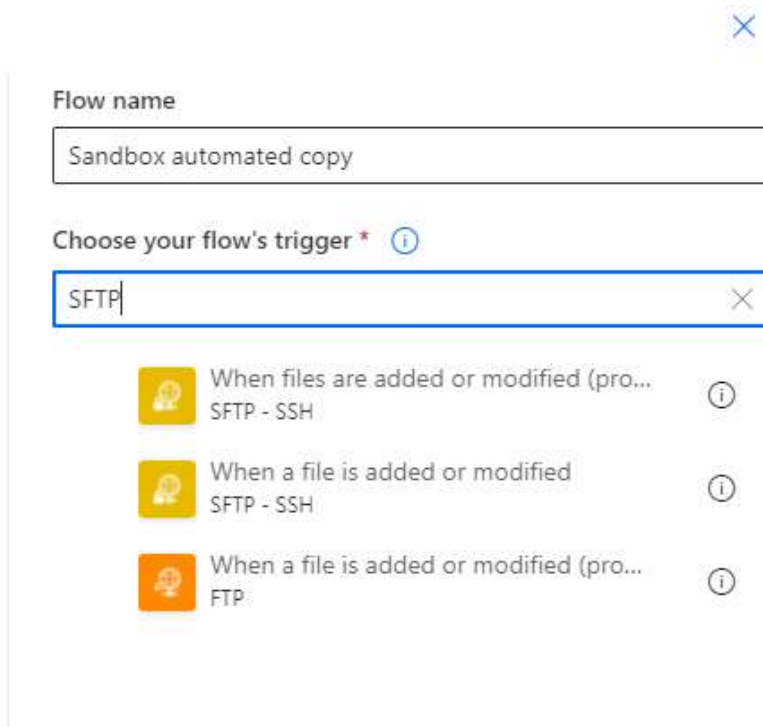


Firstly you need to log into Alma, and go to:

1. Configuration
2. General
3. SFT Definitions
4. Regenerate the Private Key – be warned doing this will break existing connections using this key
5. Note down the:
 - a. Server
 - b. User
 - c. And directory
6. In chrome go to your email
7. Click on the App Launcher



8. Select Power Automate
9. Click Create
10. Select Automated cloud flow
11. Give your flow a name and select SFTP under flows trigger:



Flow name

Sandbox automated copy

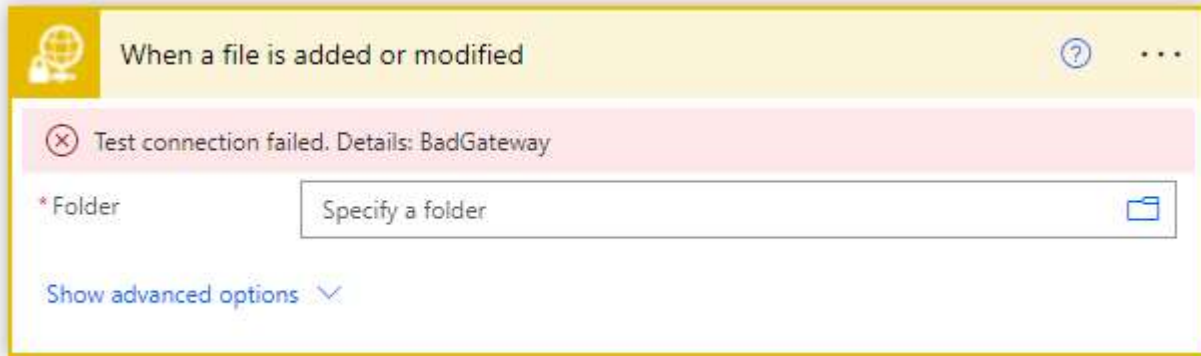
Choose your flow's trigger * ⓘ

SFTP

- When files are added or modified (pro... SFTP - SSH ⓘ
- When a file is added or modified SFTP - SSH ⓘ
- When a file is added or modified (pro... FTP ⓘ

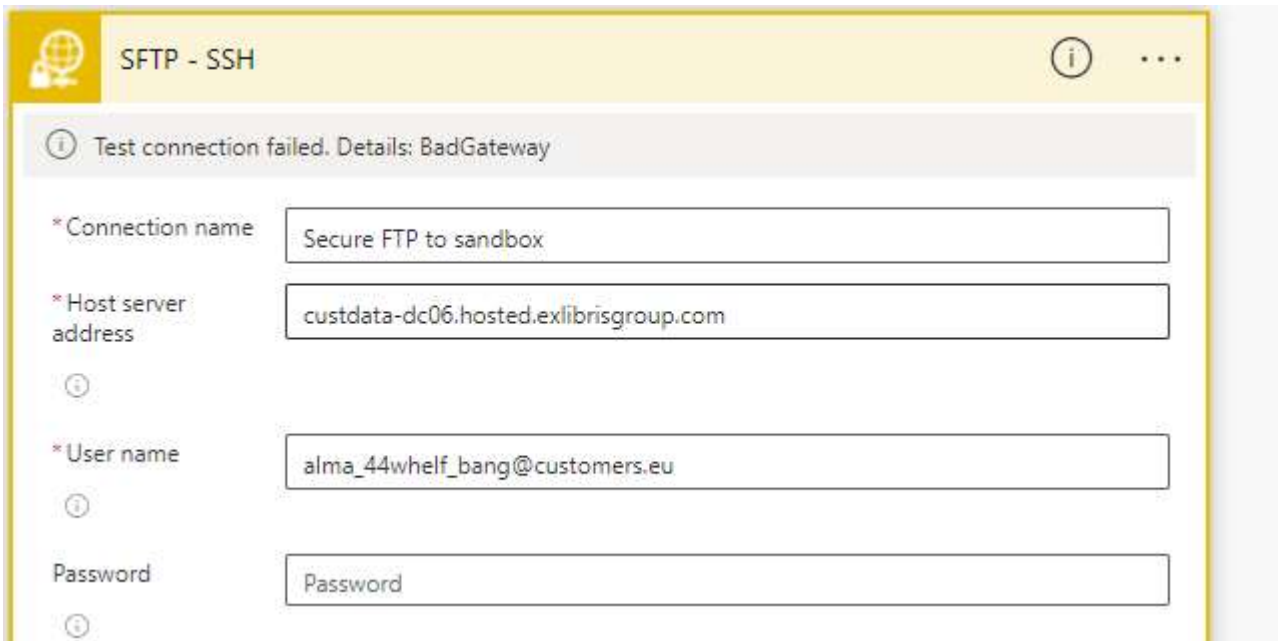
12. Select the When a file is added or modified (the middle one in the above screen shot)
13. Click Create

14. You will then get the following:

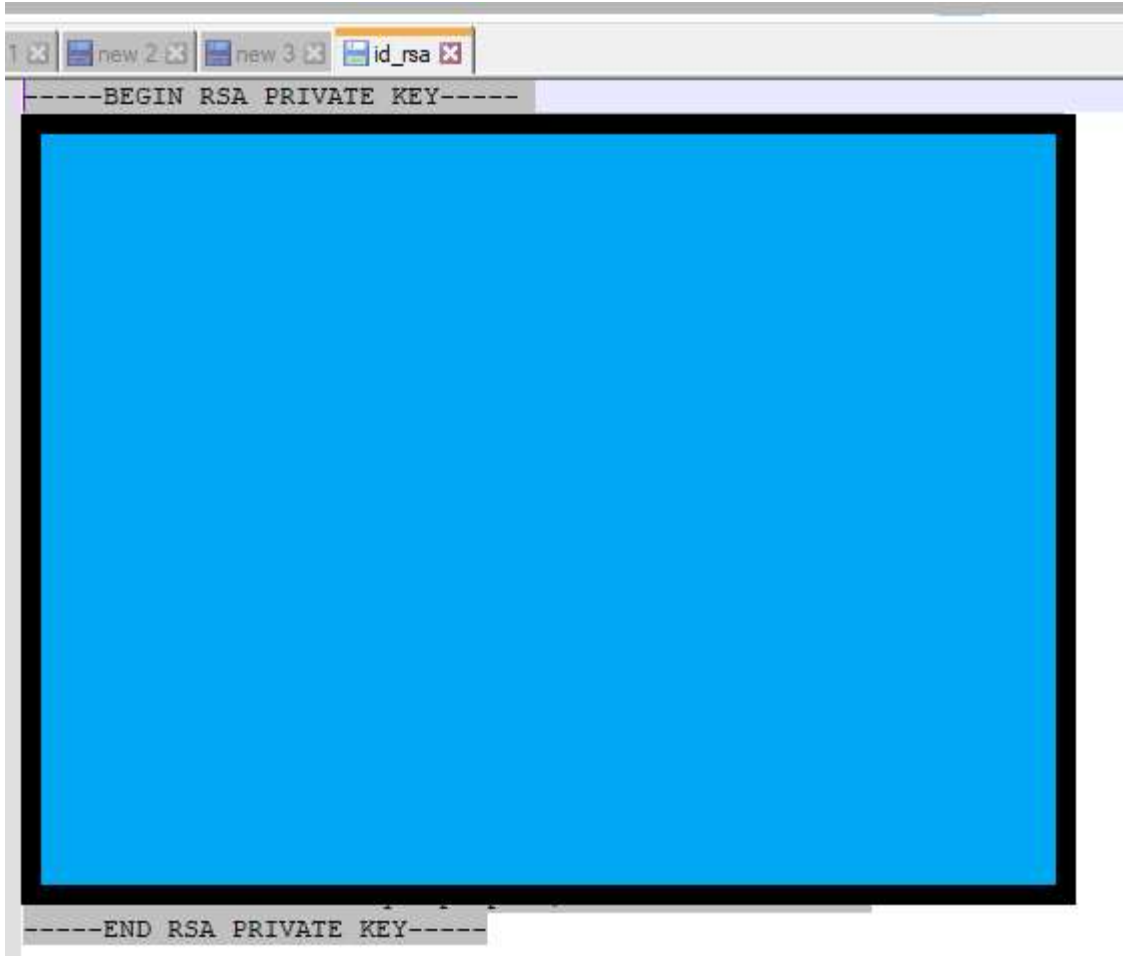


15. Select the 3 dots and click add new connection

16. Complete the following boxes:



17. In notepad++ open the id_rsa file you previously downloaded:



18. Highlight all the text and copy

19. Paste the file into the SSH private key bit:

-----END RSA PRIVATE KEY-----

SSH private key

SSH private key passphrase

20. Add the port and disable SSH host key validation

21. You don't need to fill out any other boxes

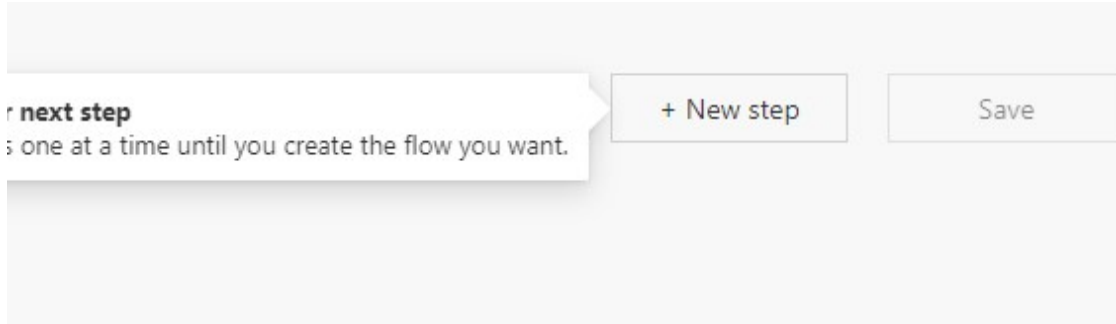
22. Click create

23. You will then be presented with a "enter folder"

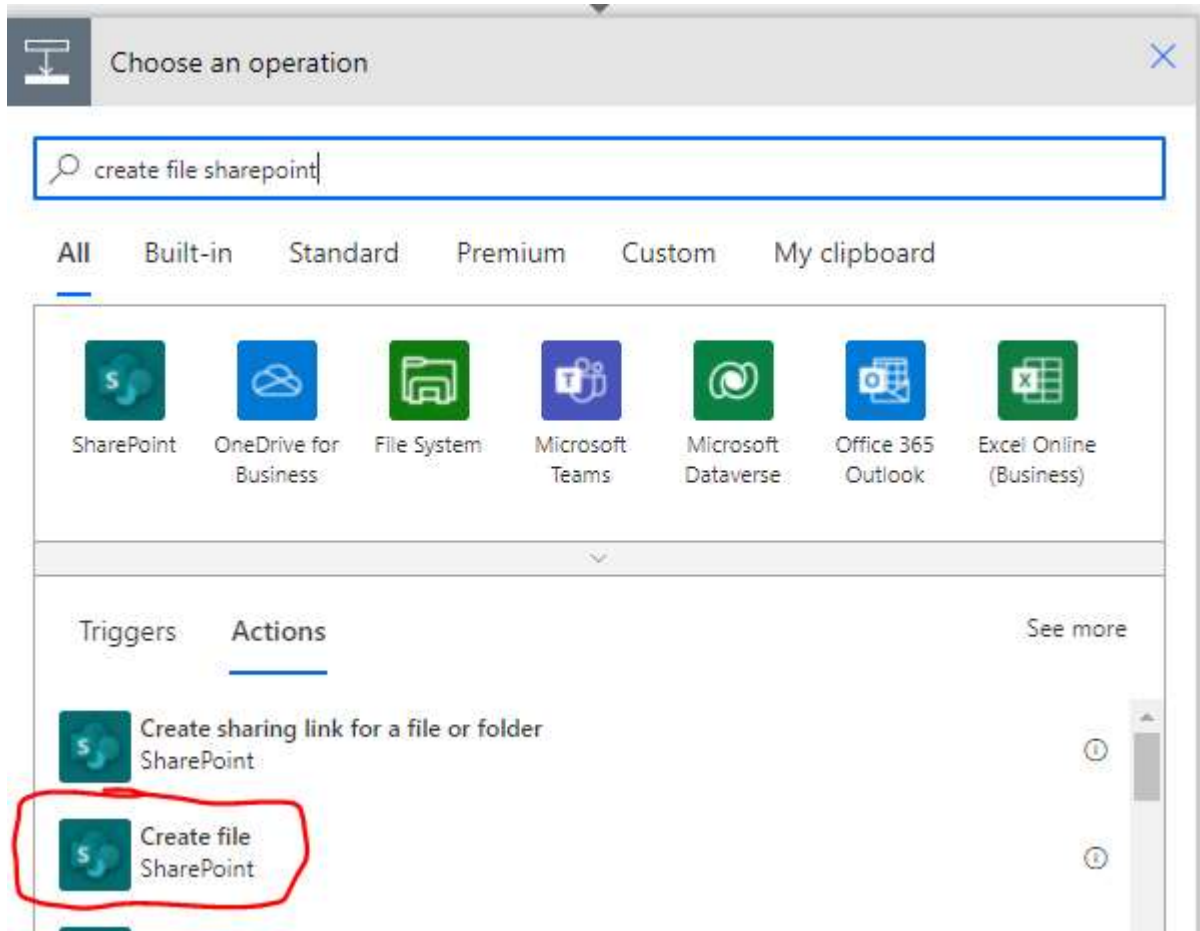
24. Enter the folder path /production/THE SUB FOLDER

25. Congraultion's you have now setup a task that will monitor the SFTP folder for new files / file changes

26. Click New step



27. Under choose operation search for "create file sharepoint":



28. Select Create File

29. Browse to the Sharepoint address and Folder path for where you want to put files to

30. Under filename and File content – click in the box and for file name select the option that says x-ms-file-name-encoded for the file content select file content

31. And proceed to test.

32. You can do other activities here, like generate emails, power bi, manipulate the data, but ta da, you have files from Alma in Sharepoint.