



Overview

Designed as a three-phase engagement, the Copilot for Microsoft 365 Workshop helps customers assess their needs, prioritize Copilot scenarios, and define an actionable roadmap. This is the first stage of our “Copilot for Microsoft 365 Smart Rollout”.

The following are the three areas that are covered during the workshop:

- 1) Assess
 - a. Define scope, identify business stakeholders, and gather information on key business scenarios. Complete and review readiness assessment and guidance.
- 2) Art of the Possible
 - a. Showcase the intelligence added to employee experiences by unleashing creativity, unlocking productivity, and leveling up skills (included in the demos).
- 3) Build the Plan
 - a. Develop a plan to implement recommendations based on prioritized scenarios. Define next steps and timeline to develop and implement the solution.

Scope

The scope of the Workshop is to identify use case scenarios to solve specific business challenges, recommend a set of prioritized Copilot scenarios that effectively meet customer requirements, and build an actionable plan for a pilot of the scenarios.

The objective is to jointly create an actionable implementation plan of the prioritized Copilot scenarios.

Activities and duration

Assess	Complete the readiness assessment and deliver the assessment review and guidance. Activities: <ul style="list-style-type: none">• Copilot for Microsoft 365 Workshop Kick-Off• Optimization Assessment Review and Guidance
Art of the Possible	Following the Art of the Possible, define and prioritize top scenarios to focus on and work on developing a solution plan. Activities: <ul style="list-style-type: none">• Art of the Possible Kick-Off• Review the following topics:<ul style="list-style-type: none">○ AI-powered Organization○ Responsible AI○ Copilot for Microsoft 365 overview

	<ul style="list-style-type: none"> ○ Unleash Creativity ○ Unlock Productivity ○ Uplevel Skills ○ Better Together: Teams ○ Premium & Copilot in Teams ○ Copilot Extensibility ○ Copilot for Microsoft 365 Personas
Build the Plan	<p>Following the Art of the Possible, define and prioritize top scenarios to focus on and work on developing a solution plan.</p> <p>Activities:</p> <ul style="list-style-type: none"> ● Build the Plan Kick-Off ● Scenario Analysis & Prioritization ● Report & Recommendations

The delivery of these services can take between 1 to 2 weeks.

Deliverables

The final deliverable is a customized document that includes the top scenarios identified and recommendations for enabling these scenarios with a clear solution plan, next steps, and actions.