MICROSOFT COPILOT READINESS ASSESSMENT

At ASI Solutions, we believe that successful implementation of AI technologies is underpinned by four key pillars: People, Technology, Data, and Process.

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Our comprehensive AI readiness strategy ensures that these pillars are addressed to drive measurable, positive economic impact for your business.

Our approach begins with a thorough assessment of your organisation's readiness across these four pillars. We evaluate the skills and capabilities of your team (People), assess the suitability of existing technologies and infrastructure (Technology), analyse the quality and availability of Data, and review existing processes and workflows (Process). This assessment forms the foundation of our tailored deployment plan – a plan to get you ready for AI and a maximise the potential for AI within your organisation.

Central to our strategy is the recognition that training, and end-user adoption are critical components of success. That is why our team of Microsoft MVP digital skills coaches, will deliver engaging sessions, both in-person and virtually, to facilitate change and drive adoption. Helping People understand their why, where their Data is, and how to take advantage of their existing Technology to impact their Processes, is fundamental to returning value on investments in technologies like Microsoft 365 Copilot. We will ensure your people are equipped and properly skilled to leverage AI tools effectively in their daily workflows.

With our four-pillar approach and emphasis on building skills ASI Solutions is committed to helping your organisation harness the full potential of AI, driving tangible business outcomes with Microsoft 365 Copilot and ensuring long-term success in today's digital landscape.

70%
of surveyed employees are willing to delegate some of their work to AI.

74%
of surveyed data and analytics decision-makers are already building AI technologies.

The Microsoft 365 Copilot Readiness Assessment encompasses two key components.

Through these initiatives, we aim to empower your organisation to embrace Copilot as a transformative tool within the Microsoft 365 stack. By fostering excitement, understanding, and readiness among your team members, we can ensure a smooth and successful implementation of Copilot, maximising its benefits and driving productivity gains across your organisation.

PART 1: WORKSHOP

The workshop aims to provide hands-on experience to end-users, demonstrating the capabilities of Copilot within Microsoft 365.

Agenda

Introduction to Copilot
Overview of Copilot's features, benefits, and its role within Microsoft 365.

Hands-on Experience
Interactive session allowing users to explore Copilot's functionalities under guidance.

Use Case Scenarios
Demonstration of real-world scenarios where Copilot can enhance productivity and streamline workflows.

Q&A Session
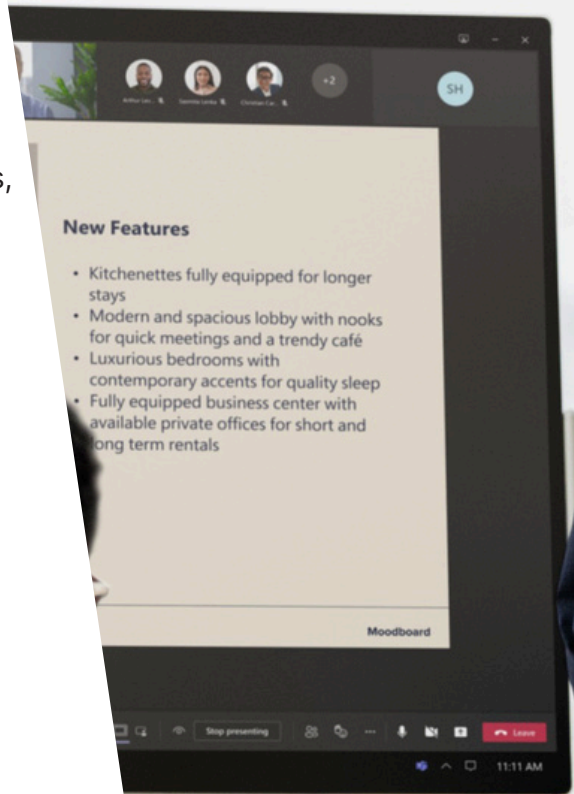Opportunity for users to ask questions, clarify doubts, and discuss potential use cases.

Feedback and Next Steps
Gathering feedback from participants to tailor further training or support needs. Outlining the next steps towards Copilot implementation.
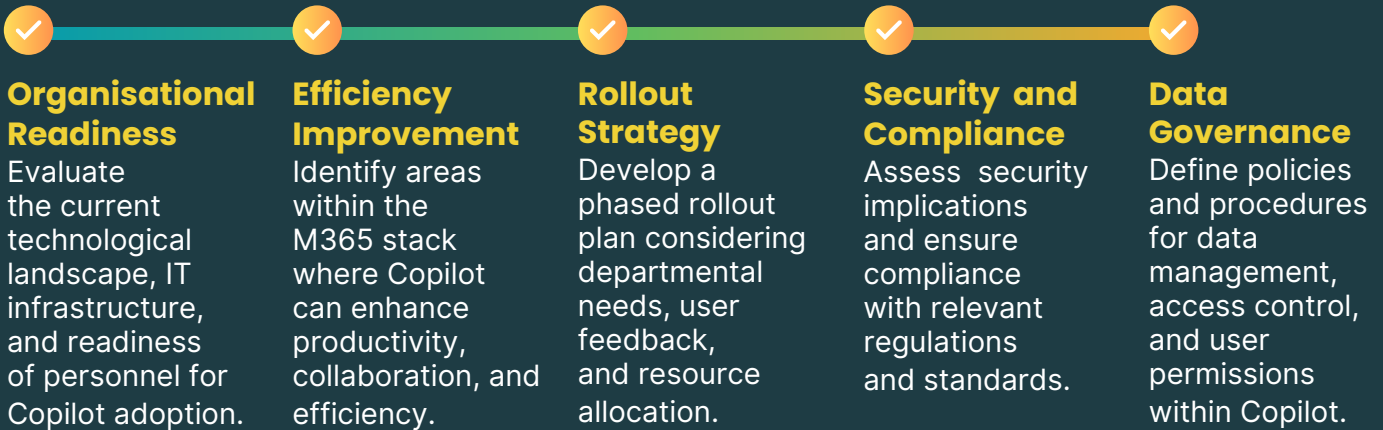
Outcome

At the end of the workshop, participants will have gained practical experience with Copilot, developed an understanding of its features, and identified potential use cases within their respective roles. This will foster enthusiasm and readiness for the upcoming deployment.

PART 2: DEPLOYMENT PLAN

The deployment plan aims to assess organisational readiness for Copilot, identify areas for efficiency improvement, and develop a rollout strategy considering security, compliance, and data governance. It will also provide guidance and governance to ensure a successful implementation of Copilot across the organisation.

Assessment Areas

Organisational Readiness
Evaluate the current technological landscape, IT infrastructure, and readiness of personnel for Copilot adoption.

Efficiency Improvement
Identify areas within the M365 stack where Copilot can enhance productivity, collaboration, and efficiency.

Rollout Strategy
Develop a phased rollout plan considering departmental needs, user feedback, and resource allocation.

Security and Compliance
Assess security implications and ensure compliance with relevant regulations and standards.

Data Governance
Define policies and procedures for data management, access control, and user permissions within Copilot.

Deliverables

- **Readiness Assessment Report:** Summary of findings from the readiness assessment, including strengths, weaknesses, and recommendations.

- **Rollout Plan:** Detailed plan outlining the phased implementation of Copilot, including timelines, milestones, and resource allocation.

- **Security and Compliance Guidelines:** Documentation outlining security measures, compliance requirements, and best practices for Copilot usage.

- **Data Governance Framework:** Policies and procedures for data governance within Copilot, including data classification, retention, and access controls.

- **Training Materials:** Resources and materials to facilitate training sessions for end-users and administrators.

Outcome

At the end of the workshop, participants will have gained practical experience with Copilot, developed an understanding of its features, and identified potential use cases within their respective roles. This will foster enthusiasm and readiness for the upcoming deployment.

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