



Copilot Circle Hub

The key to smarter collaboration

Copilot for Microsoft 365: Enhancing your business



What is Copilot for Microsoft 365?

- **AI-powered productivity tool** using large language models (LLMs).
- Integrates with Microsoft 365 apps like Word, Excel, PowerPoint, Outlook, and Teams.
- Provides real-time intelligent assistance to enhance creativity, productivity, and skills.

Benefits for Small/Medium Businesses

Increased Productivity:

Automates routine tasks, allowing employees to focus on more strategic work.

Enhanced Creativity:

Generates content, ideas, and insights, helping teams brainstorm and innovate.

Improved Efficiency:

Streamlines workflows by integrating with daily-used apps and securely managing organizational data.

Copilot for Microsoft 365: Enhancing your business

Examples of Daily Workflow Benefits

- **Email Management:** Automates email sorting and responses in Outlook.
- **Data Analysis:** Quickly generates reports and visualizations in Excel.
- **Content Creation:** Assists in drafting documents and presentations in Word and PowerPoint.
- **Meeting Summaries:** Provides concise summaries and action items from Teams meetings.



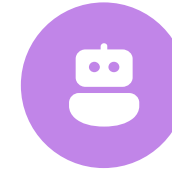
Copilot: a safe tool



Your data is
your data



Your data and AI models are
protected at every step



Your data is **not used** to
train or enrich foundation AI models



We'll defend you with our
Customer Copyright Commitment

Small to medium businesses (SMBs) often struggle to find the time, innovation, and data needed to grow

71%

Of SMBs lack the energy to get their day-to-day work done, while **more than half** need more focus time

67%

Of SMBs struggle with being innovative or thinking strategically

61%

Of SMBs believe they spend too much time searching for the right data or information when they need it

The proposed adoption program

The various steps are optional, depending on the customer's interest

1

Data migration to the Microsoft cloud

- ✓ ACCOUNTS
- ✓ MAILBOXES
- ✓ DOCUMENTS
- ✓ BUSINESS DATA

2

Content & Security Assessment

- ✓ TEAMS GROUPS
- ✓ SHAREPOINT SITES
- ✓ ONEDRIVE
- ✓ DEVICES

3

Learning & Practice

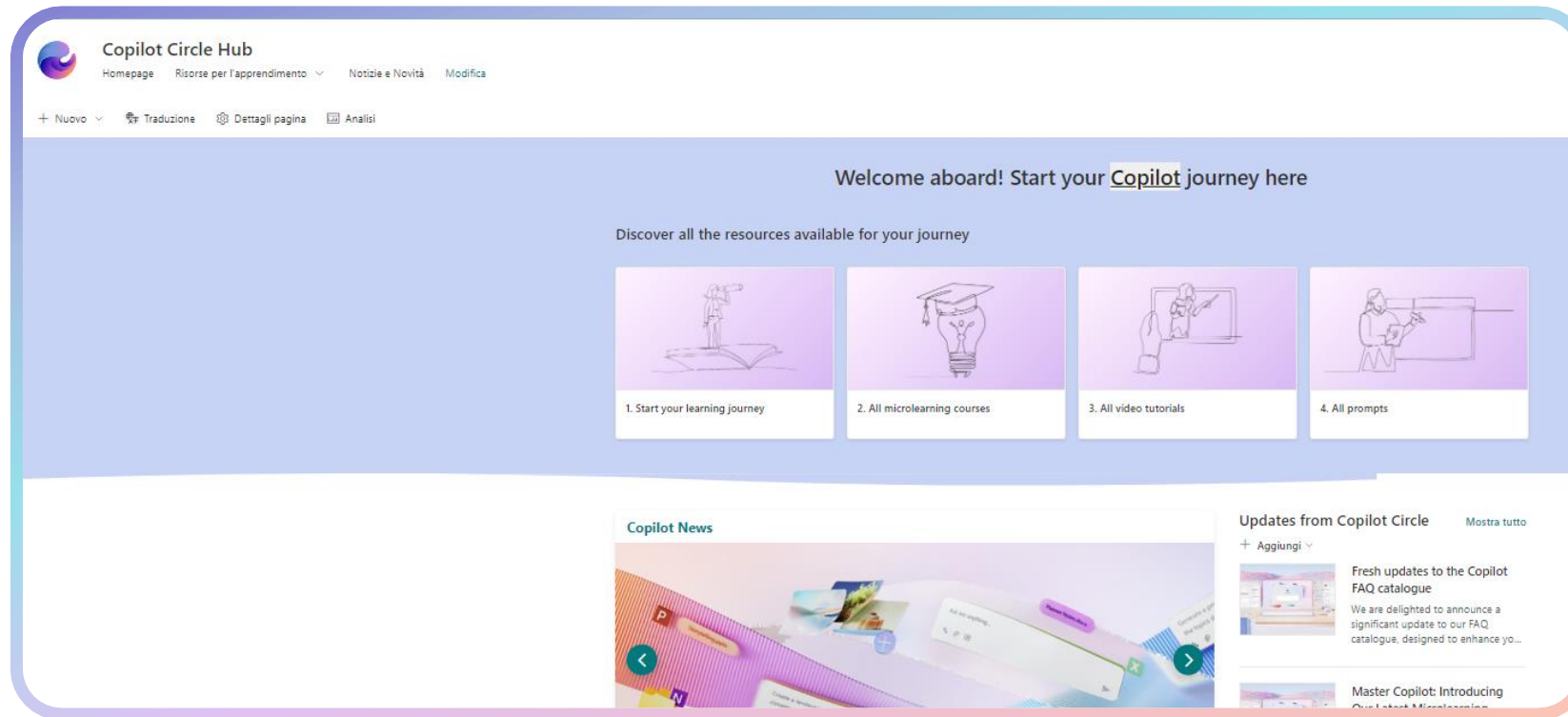
- ✓ WEBINAR
- ✓ MICRO-LEARNING
- ✓ VIDEO PILLS
- ✓ PROMPTS
- ✓ Q&A



Learning & practice

A comprehensive offer for adopting Copilot

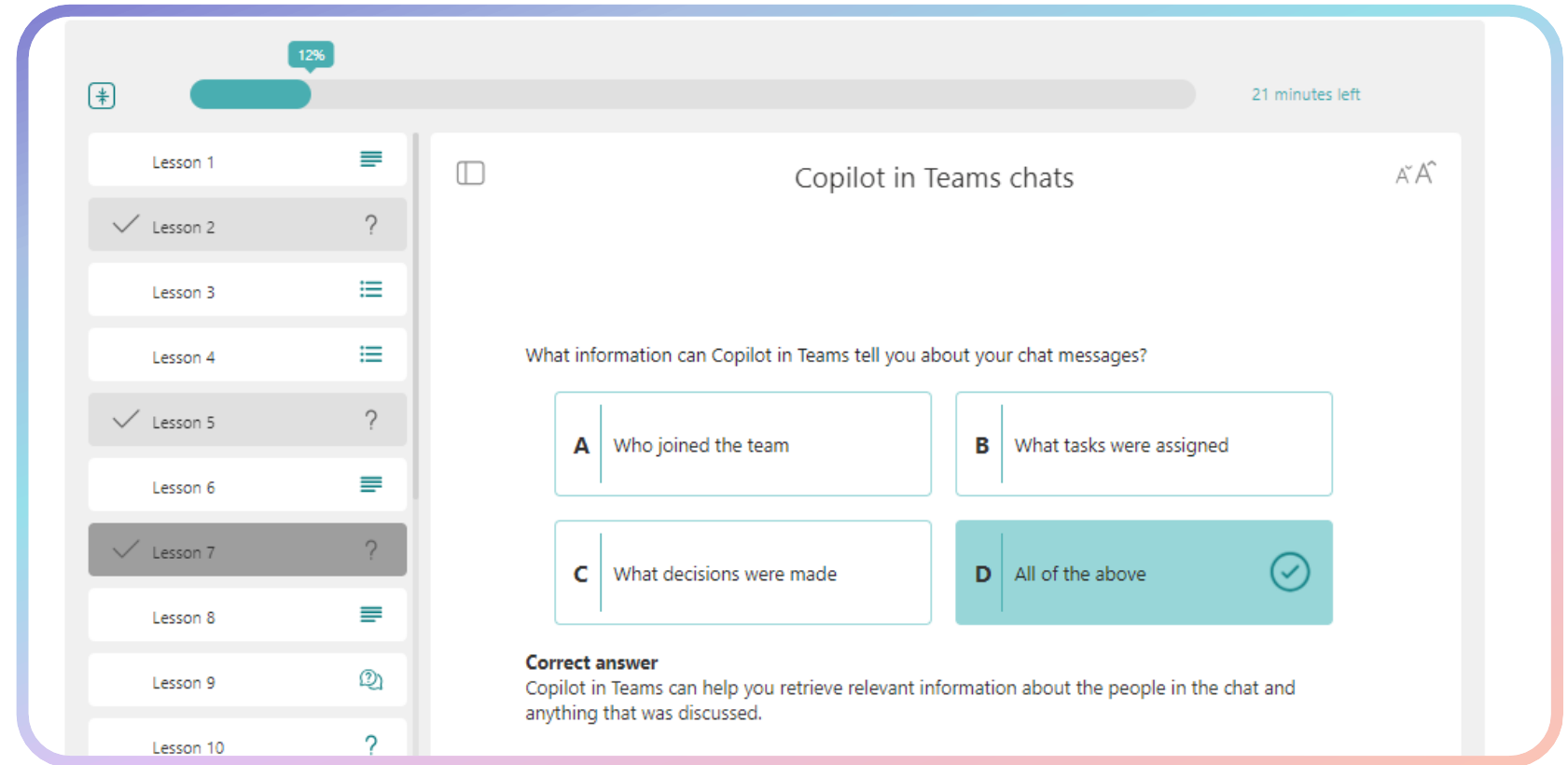
Start your Copilot journey in one place



Discover Copilotcircle Hub

Microlearning

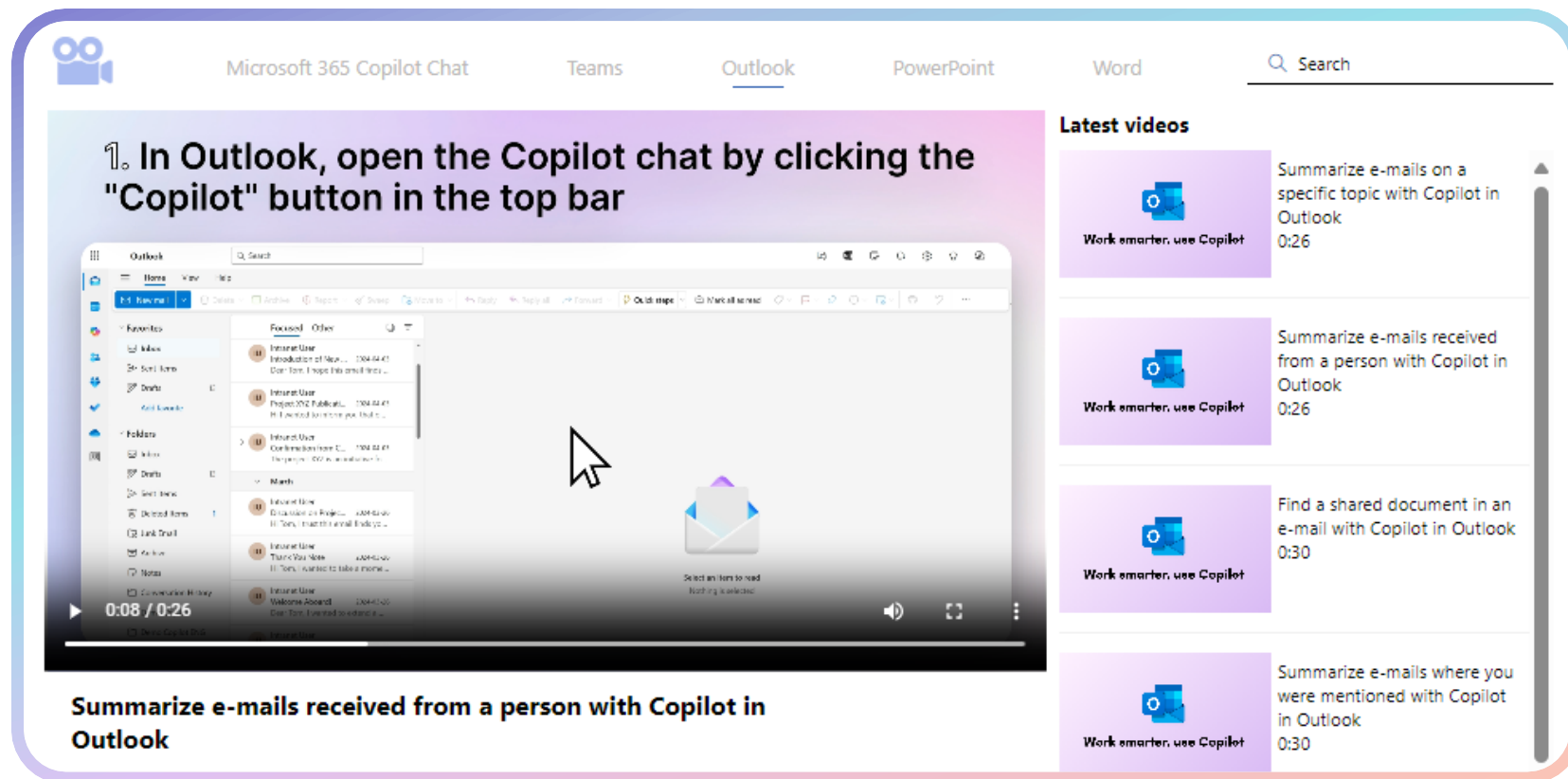
5 micro-learning courses with interactive formats, quizzes



Discover Copilotcircle Hub

Video pills

47 video pills to explain all the features of Copilot in less than 1 minute



The screenshot displays the Copilotcircle Hub interface. At the top, there is a navigation bar with icons for Microsoft 365 Copilot Chat, Teams, Outlook, PowerPoint, and Word, along with a search bar. The main content area features a video player showing a tutorial for Outlook. The video title is "1. In Outlook, open the Copilot chat by clicking the 'Copilot' button in the top bar". The video player includes a progress bar at the bottom showing 0:08 / 0:26. To the right of the video player, there is a section titled "Latest videos" with a list of four video pills. Each pill has a thumbnail with the Copilot logo and a title. The titles are: "Summarize e-mails on a specific topic with Copilot in Outlook 0:26", "Summarize e-mails received from a person with Copilot in Outlook 0:26", "Find a shared document in an e-mail with Copilot in Outlook 0:30", and "Summarize e-mails where you were mentioned with Copilot in Outlook 0:30".

1. In Outlook, open the Copilot chat by clicking the "Copilot" button in the top bar

Summarize e-mails received from a person with Copilot in Outlook

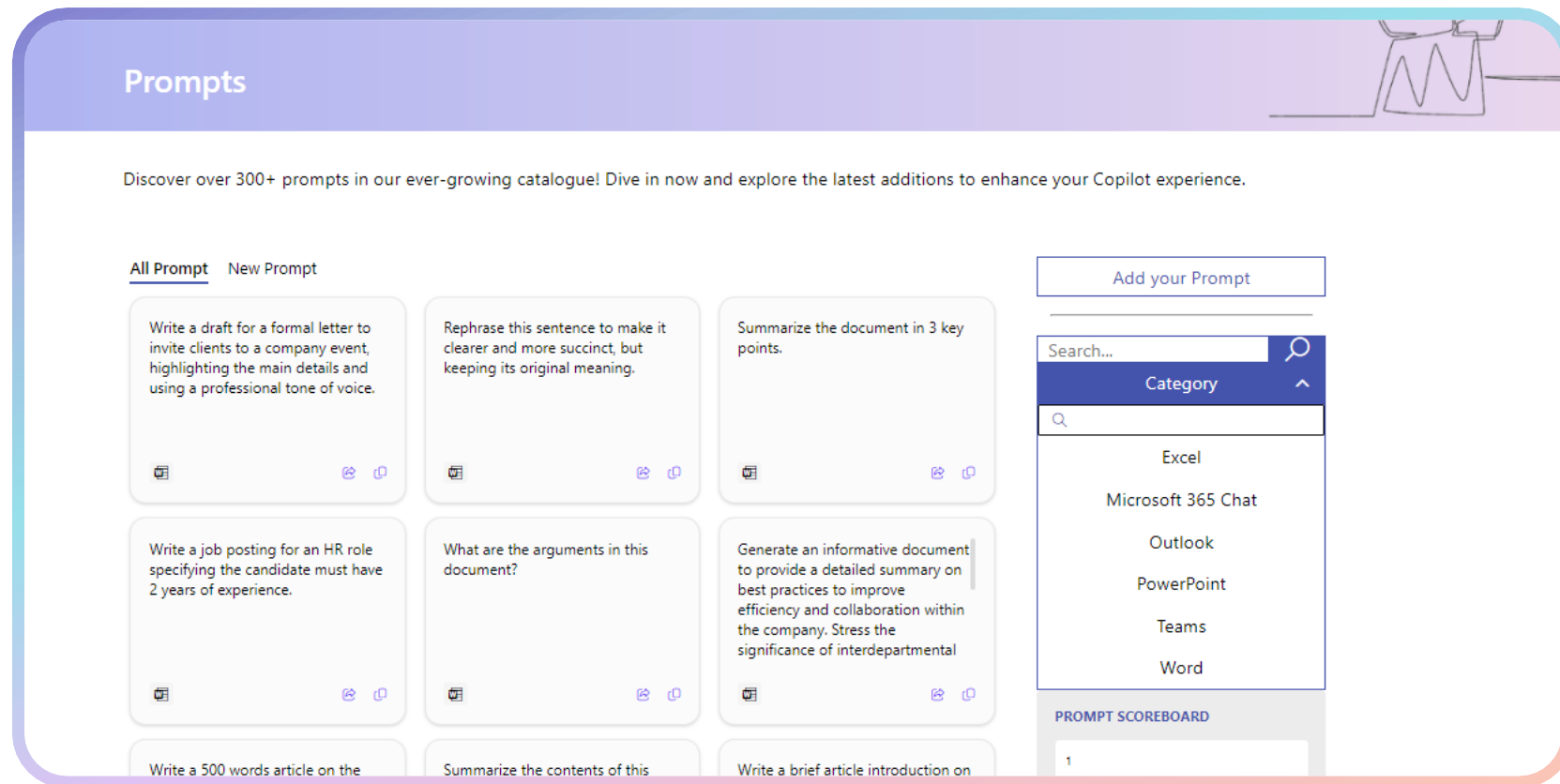
Latest videos

- Work smarter, use Copilot. Summarize e-mails on a specific topic with Copilot in Outlook. 0:26
- Work smarter, use Copilot. Summarize e-mails received from a person with Copilot in Outlook. 0:26
- Work smarter, use Copilot. Find a shared document in an e-mail with Copilot in Outlook. 0:30
- Work smarter, use Copilot. Summarize e-mails where you were mentioned with Copilot in Outlook. 0:30

Discover Copilotcircle Hub

500+ Prompt ready to use

- ✓ Search bar
- ✓ Filter
- ✓ Copy & Paste
- ✓ Add your prompt



Discover Copilotcircle Hub

FAQ

200+ questions and answers

FAQ

After how much use time from the same user is Copilot considered at maximum effectiveness on the learning curve?

☆

After multiple tries, especially in Word, Copilot can't "see" files saved in OneDrive. We can't understand the reason.

☆

After opening Copilot in a Word file, can I also close it? If so, how?

☆

Are the contents original?

☆

Are the emails generated based on the web knowledge or also on the knowledge of the emails I have received?

☆

Are the recording and transcription available only to the meeting organiser or to all attendee in the chat?

☆

Are there any length limits on the Word or PDF files to be fed to Copilot?

☆

Are there any preparatory activities I can do when writing emails, planning class, writing documents, to ease the work of the Copilot Chat?

☆

Are translations certified by Microsoft?

☆

As Copilot is based on OpenAI's ChatGPT model, does it share information with OpenAI?

☆

As for a Word document, is it possible to ask Copilot to enrich it with images? If so, can you ask to use certain images such as those in a company repository?

☆

Assuming I cannot attend, can I ask Copilot to provide a video recording?

☆

Search...

Search

Favorites

Categories

Excel

Loop

Microsoft 365 Chat

OneNote

Outlook

PowerPoint

Teams


Load more

Discover Copilotcircle Hub

News and updates


A smart selection and use to ready news and updates about Copilot and other relevant Microsoft products & services for your business

Updates




What's new in Copilot | September 2024

With the Wave 2 announcement, Microsoft is bringing tons of new updates to Copilot, making September a month filled with exciting enhancements. In this post, we are bringing these updates to you for easier understanding. Let's dive right in and disc...




Get ready to surf the Microsoft 365 Copilot Wave 2

Yesterday, September 16th, Microsoft announced the start of Copilot's Wave 2 which launches tons of new features across three major updates. Throughout Wave 2, Copilot will evolve to become the new UI for AI . Microsoft underlined that the dramatic ...




Read Microsoft's Transparency Note for Copilot for Microsoft 365

In their efforts to provide products and services that follow its principles of responsible AI, Microsoft has released a transparency note which is meant to help users understand how its AI technology works, the choices system owners can make that i...




What's new in Copilot | August 2024

This month, we have a host of exciting updates and enhancements designed to make your experience with Microsoft 365 even more productive and efficient. Whether you're an admin, a public sector employee, or a student, there's something new for every...



Fresh updates to the Copilot FAQ catalogue

We are delighted to announce a significant update to our FAQ catalogue, designed to enhance your learning experience and keep you informed about the latest functionalities of Copilot. What's New? In our continuous effort to support your journey with...



Master Copilot: Introducing Our Latest Microlearning Courses

Favorites

Topic

Excel

Microsoft 365 Copilot Chat

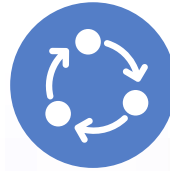
Outlook

PowerPoint

Teams

Word

Copilotcircle Hub **benefits**



Async access,
learn **whenever you want**



Connect with selected
tech updates



Learn fast,
save time



Multilingual

Copilotcircle Hub ROI

Licence cost for Copilot M365 € 28.10

Gross annual salary	€ 30,000.00	€ 45,000.00	€ 70,000.00
Company cost	€ 41,222.22	€ 61,833.33	€ 96,185.19
Monthly cost	€ 3,435.19	€ 5,152.78	€ 8,015.43
Weekly cost	€ 932.63	€ 1,398.94	€ 2,176.14
Daily cost	€ 186.53	€ 279.79	€ 435.23
Hourly cost	€ 23.32	€ 34.97	€ 54.40
Hours to be recovered by cost of Copilot	1.21	0.80	0.52
Copilot breakeven (minutes per month)	72.31	48.21	30.99

Investing in productivity tools can significantly enhance employee performance and lead to substantial returns on investment (ROI). This case study demonstrates the positive ROI of purchasing Copilot licenses for employees with varying salary ranges

Case study: Copilot hero

Introduction:

In a MSB, we conducted an assessment to identify key individuals who would benefit the most from our Copilot license and the CopilotCircle hub access.

The Hero's Journey:

Within two weeks, one standout individual significantly increased platform usage and actively asked questions, watched videos, and experimented with prompts.

The Impact

Rapid Assimilation:

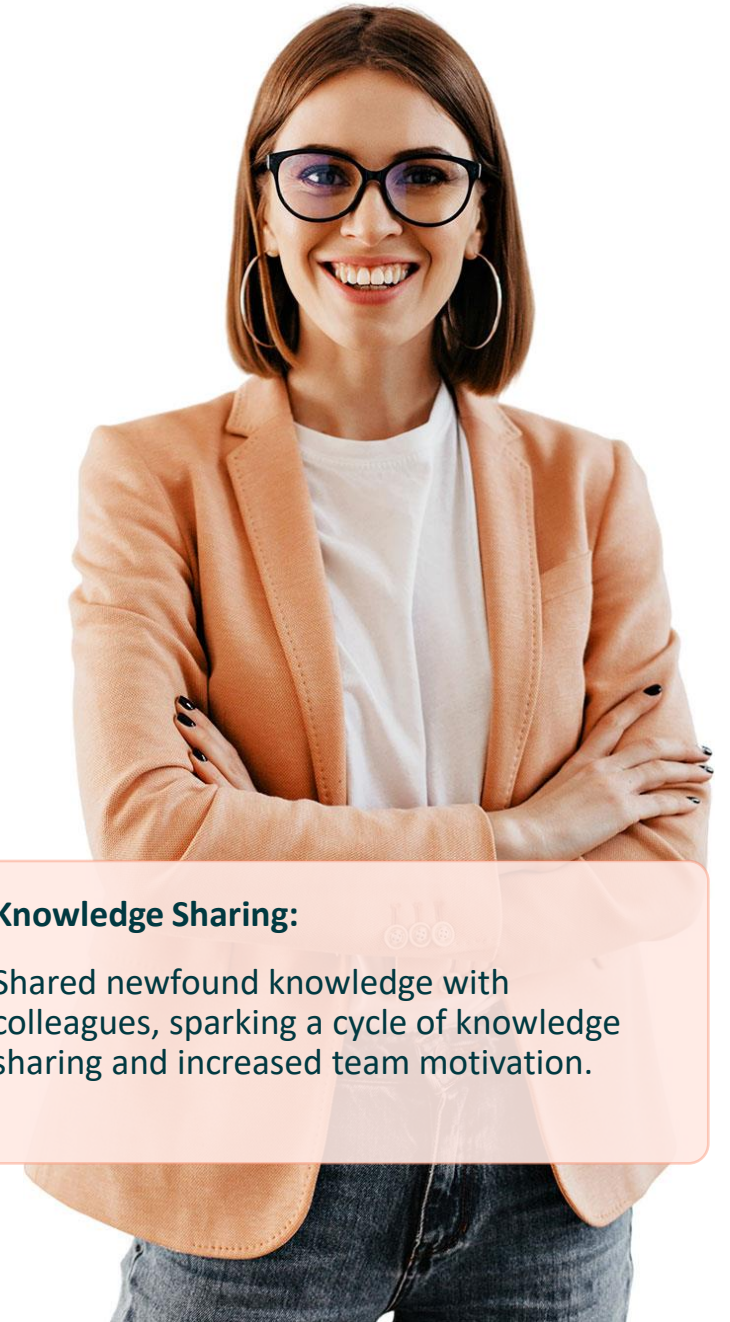
Quickly integrated knowledge into daily routine.

Increased Productivity:

Reported significant productivity improvements by using prompts to bypass or expedite tasks.

Knowledge Sharing:

Shared newfound knowledge with colleagues, sparking a cycle of knowledge sharing and increased team motivation.



Copilotcircle.com HUB



6 webinars



5 micro-learning trainings



500+ prompt



200+ Q&A



50+ video pills



Weekly product updates

Pick the **perfect plan**

Business

Up to 300 user

€1.950/year

Enterprise

Up to 5000 user

€2.950/year

Premium

Unlimited users

€4.950/year

Add product & services

Copilot License

Microsoft list price with **10% discount** for 'Copilot Circle Hub' access

OR

5% discount on Microsoft list price with up to **8% based on number of users**

Technical support

Technical **support**
on request

Dedicated training

€120/hour for **training with**
a **Copilot expert**

Why Copilotcircle HUB



Bring **innovation** in
your **business**



Unlock **high level skills** for
you and your **employees**



Ehnance your
productivity

Thank you

www.copilotcircle.com

