Copilot for Microsoft 365 Adoption Accelerator

Help our customers accelerate their time to value with Copilot for Microsoft 365

-office

Copilot for Microsoft 365 Implementation

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The **Adoption Accelerator Engagement is designed to help ensure successful adoption of Copilot for Microsoft 365.**

The below high-value scenarios will be the focus for the Adoption Accelerator Engagement. Include your customer's **Adoption Managers**, **Business Decision Makers**, **End-User Support**, **Champions, and other relevant resources to support the Prepare and Deploy** phase of the engagement. Responsibility should be handed off for sustained success.

Assess and Plan

Perform optimization assessment

Address Security, Governance, and Data Access questions

Showcase Copilot for Microsoft 365 capabilities

Discover high-value scenarios and personas

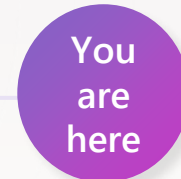Build Copilot for Microsoft 365 implementation and optimization plan

Prepare and Deploy

Address optimization assessment opportunities:

- Manage overprivileged and risky users
- Mitigate device risk
- Prevent over-exposure of data
- Discover and control the use of AI apps
- Deploy Microsoft 365 Apps and/or configure channel

Configure Copilot for Microsoft 365 and assign licenses with Setup Guide

Drive Adoption

Build a Copilot for Microsoft 365 Center of Excellence

Build the adoption plan:

- Plan the awareness strategy
- Build the learning plan
- Establish success measures and reporting

Execute the plan to drive adoption

You are here

Copilot for Microsoft 365 Workshop

Copilot for Microsoft 365 Adoption Accelerator

Copilot for Microsoft 365 Implementation

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Copilot for Microsoft 365 Workshop

Copilot for Microsoft 365 Adoption Accelerator

Eligible Copilot for Microsoft 365 Implementation Activities

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Prepare & Deploy

❑Assign licenses and configure with Setup Guide

Address optimization opportunities:

❑Deploy Microsoft 365 Apps

❑Remediate overprivileged and risky users

❑Mitigate device risk

❑Prevent over-exposure of data

❑Discover and control the use of AI apps

❑Design, Build, and Publish a custom plugin

Drive Adoption

❑Build and execute an adoption plan that includes:

• Creation of a Copilot Center of Excellence
• Awareness strategy
• Learning plan
• Success measures and reporting

❑Deliver extended training and adoption support

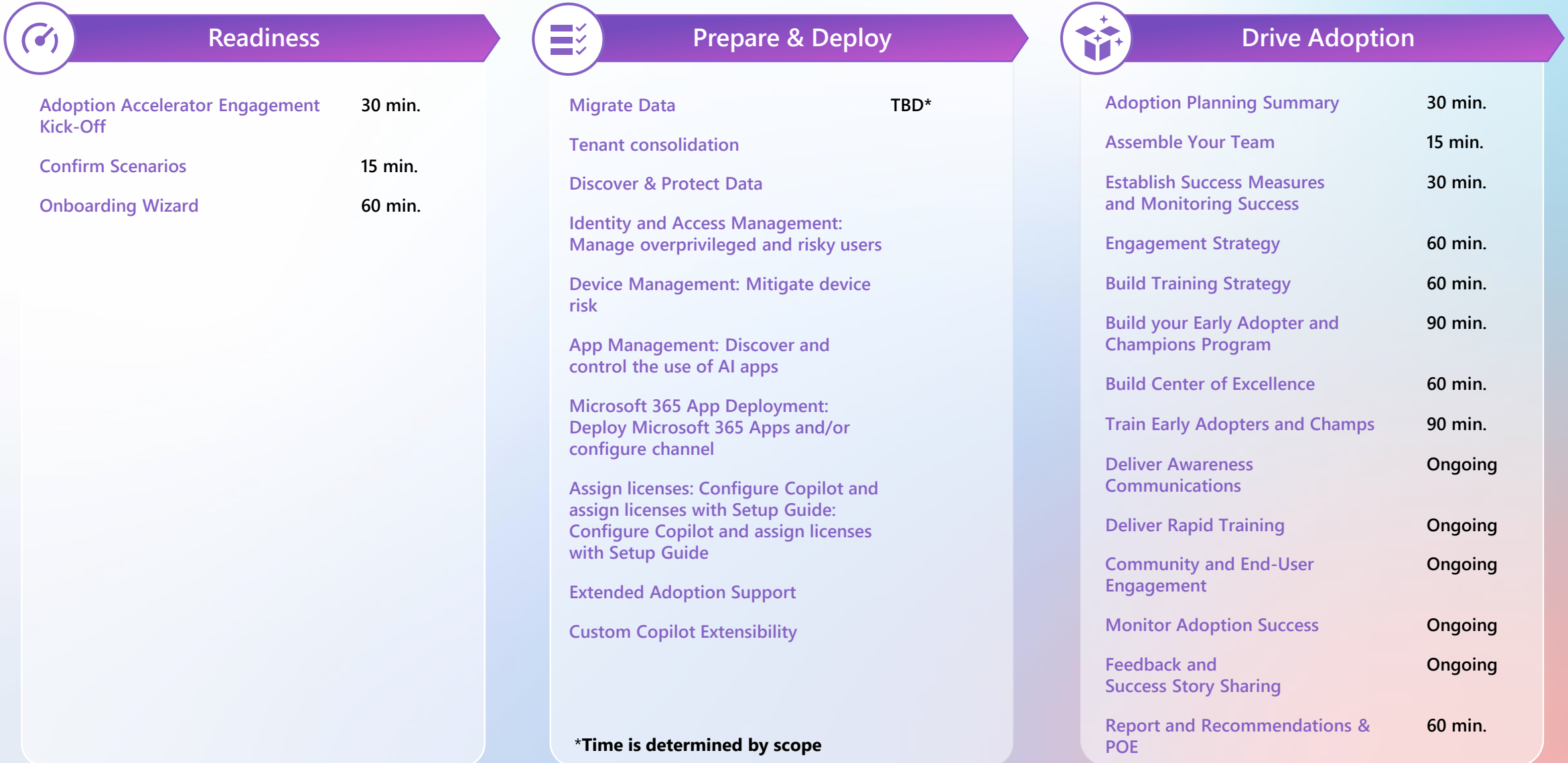# Copilot for Microsoft 365 Adoption Accelerator Phases

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Readiness

Prepare & Deploy

Drive Adoption

Copilot for Microsoft 365 Adoption Accelerator Phases

Readiness

Adoption Accelerator Engagement Kick-Off	30 min.
Confirm Scenarios	15 min.
Onboarding Wizard	60 min.

Prepare & Deploy

Migrate Data	TBD*
Tenant consolidation	
Discover & Protect Data	
Identity and Access Management: Manage overprivileged and risky users	
Device Management: Mitigate device risk	
App Management: Discover and control the use of AI apps	
Microsoft 365 App Deployment: Deploy Microsoft 365 Apps and/or configure channel	
Assign licenses: Configure Copilot and assign licenses with Setup Guide: Configure Copilot and assign licenses with Setup Guide	
Extended Adoption Support	
Custom Copilot Extensibility	

*Time is determined by scope

Drive Adoption

Adoption Planning Summary	30 min.
Assemble Your Team	15 min.
Establish Success Measures and Monitoring Success	30 min.
Engagement Strategy	60 min.
Build Training Strategy	60 min.
Build your Early Adopter and Champions Program	90 min.
Build Center of Excellence	60 min.
Train Early Adopters and Champs	90 min.
Deliver Awareness Communications	Ongoing
Deliver Rapid Training	Ongoing
Community and End-User Engagement	Ongoing
Monitor Adoption Success	Ongoing
Feedback and Success Story Sharing	Ongoing
Report and Recommendations & POE	60 min.

Scope

Goals: Provide the adoption planning for Copilot for Microsoft 365 and discuss key components

Scope: Identify key stakeholders for participation and complete the adoption planning summary

We will achieve this in the following sessions:

Copilot for Microsoft 365 adoption kick-off

Confirm scenarios

Onboarding wizard walk-through

Scope

Goals: Execution of the opportunities identified in the Copilot for Microsoft 365 Workshop implementation plan for the customer

Scope: Execution of the scope that is defined and agreed upon by the Partner and the Customer that addresses at least one line item in the customer's Copilot for Microsoft 365 implementation plan.

Acceptable scope activities include:

Migration of data	Microsoft 365 App management
Tenant consolidation	Microsoft 365 App deployment
Discovering and protection of data	Extended adoption support
Identity management	Custom Copilot plugins
Device management	

Scope

Goals: Develop a comprehensive adoption plan focused on the high value scenarios.

Scope: The plan for adoption of Copilot for Microsoft 365

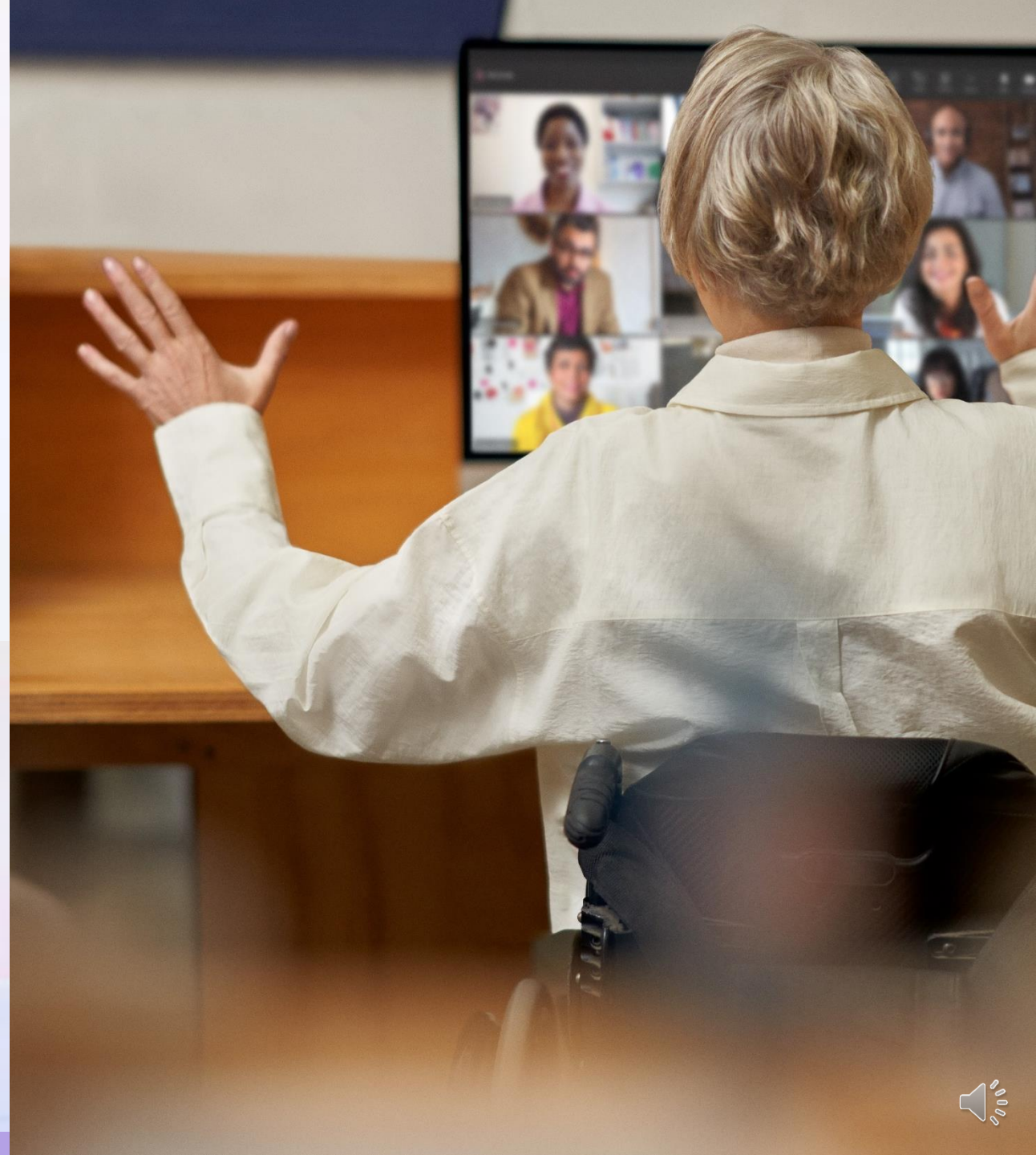## We will achieve this in the following sessions:

Provide summary of adoption planning

Establish success measures and monitoring success

Engagement strategy

Training strategy

Plan a Center of Excellence

Scope

Goals: Execution of the adoption plan

Scope: Execution of the plan developed in the previous phase: Build the Plan

You will drive adoption by:

Building the Center of Excellence

Training the Copilot flight crew
(Training the Copilot champs)
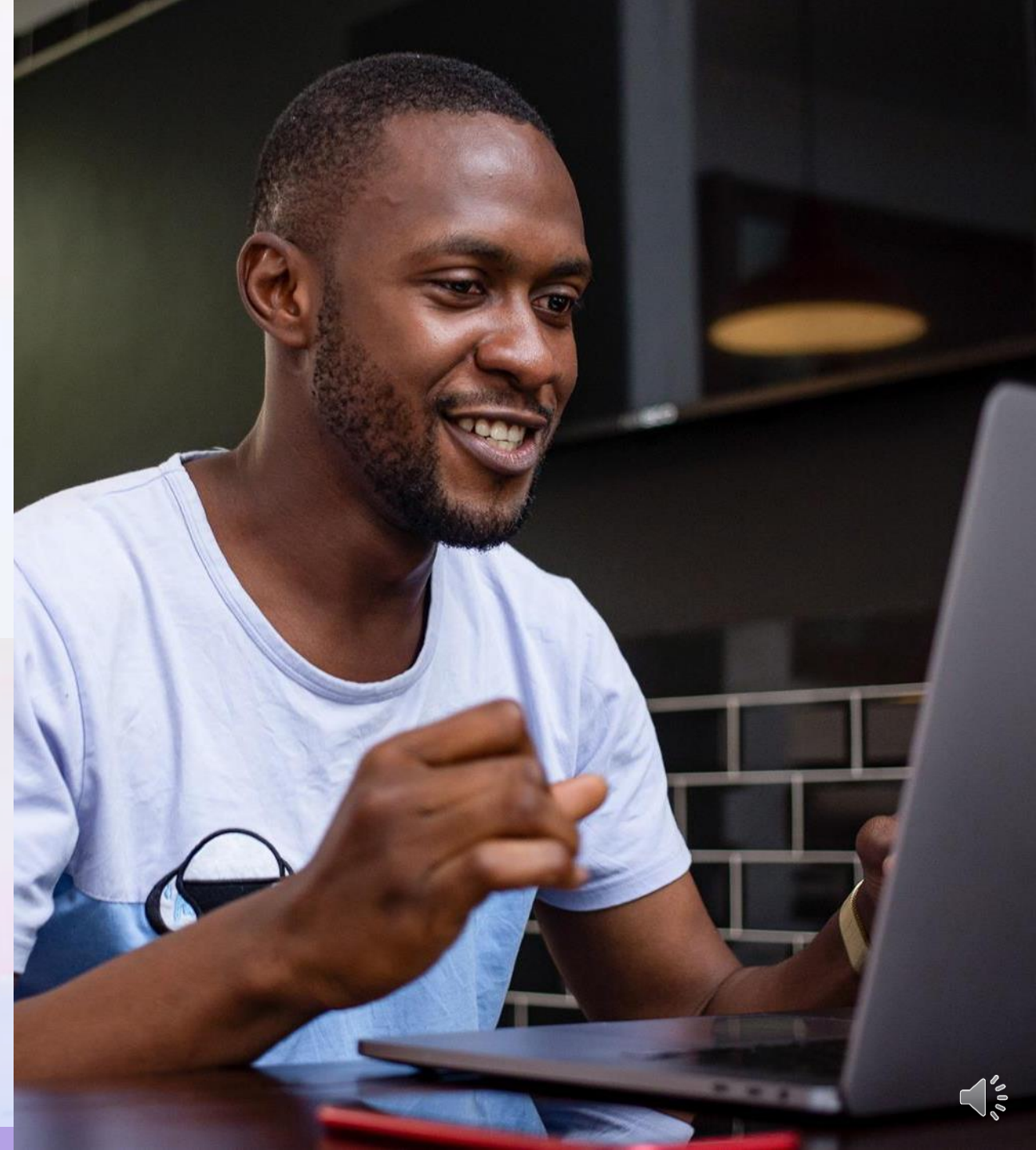
Delivering end user and exec communications

Delivering rapid learning

Community and end-user engagement

Monitoring adoption success

Obtaining feedback and success story sharing

Completion and delivery of engagement report and recommendations

Identify and engage appropriate roles

It's important to identify and engage appropriate roles for the Copilot for Microsoft 365 Adoption Accelerator engagement to understand customer business priorities, build an execution plan, and to build a champion network related to the prioritized high value scenarios.

We recommend the following customer roles to attend this engagement:

1. **Project Executive Sponsor – Business Decision Makers** (CFO, CMO, COO) who can sign off on proposed scenarios and personas

2. **Change Management, End User Support, business liaisons, representatives of end users** – integral to a successful adoption, content providers, end user, feedback is critical

3. Relevant Resources to support the scope of work in Prepare and Deploy. This may include the **Security team**, **Microsoft 365 Admin**, and **Developers**.