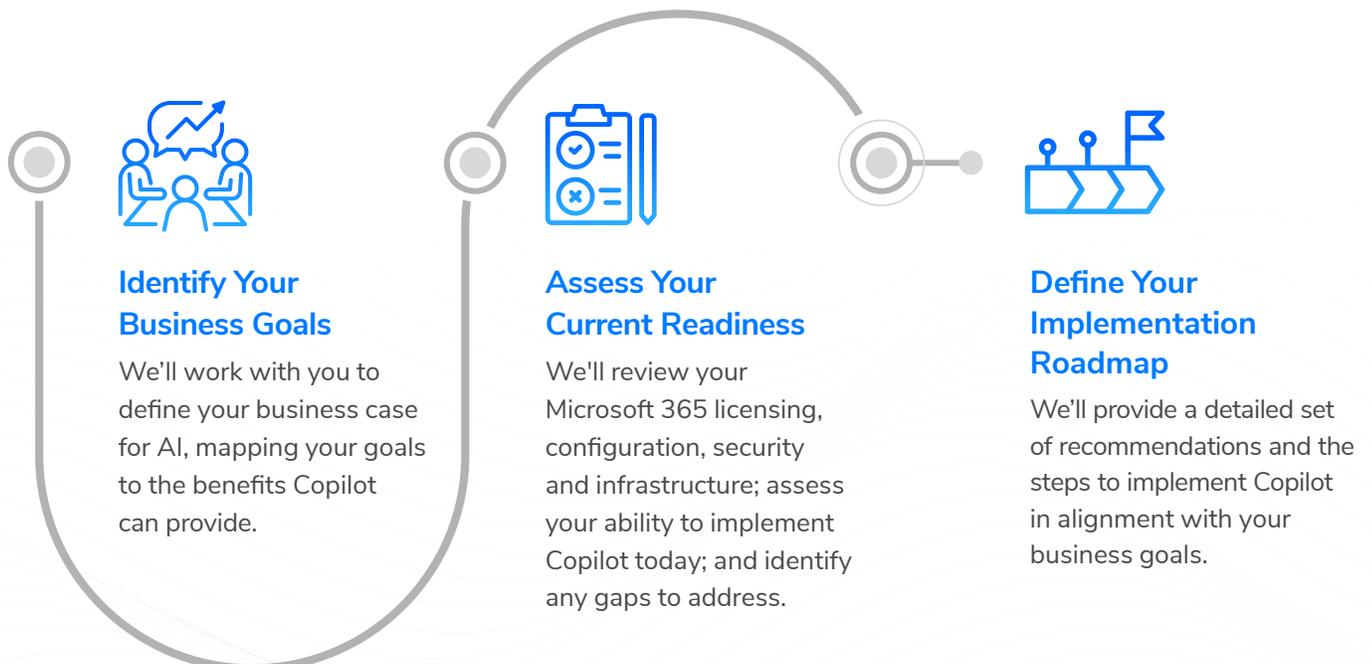# HBS

Microsoft 365 Copilot

READINESS ASSESSMENT

AI can revolutionize your productivity. We'll get you ready for it.

Microsoft 365 Copilot brings incredible opportunities to your organization. Better business intelligence. Streamlined processes. Improved data retrieval and analysis. But maximizing the benefits requires a well-prepared foundation. With a Microsoft 365 Copilot Readiness Assessment, we'll help you develop the most effective path forward to unlock the possibilities of AI for your organization.

Our Process

Identify Your Business Goals

We'll work with you to define your business case for AI, mapping your goals to the benefits Copilot can provide.

Assess Your Current Readiness

We'll review your Microsoft 365 licensing, configuration, security and infrastructure; assess your ability to implement Copilot today; and identify any gaps to address.

Define Your Implementation Roadmap

We'll provide a detailed set of recommendations and the steps to implement Copilot in alignment with your business goals.

Your Copilot Assessment Includes:

File Storage Optimization and Implementation Plan

- Enhance efficiency and accessibility across your organization.
- Tailor file storage solutions to maximize the benefits of Microsoft 365 Copilot.

Microsoft 365 Copilot Training Sessions

- Equip your team with the knowledge and skills to effectively use Microsoft 365 Copilot.
- Provide hands-on training for smooth implementation and adoption.

Security Assessment

- Identify and address vulnerabilities in your existing Microsoft 365 files.
- Ensure robust data protection and compliance with security standards.

AI Envisioning Workshop

- Explore additional areas of your organization that can benefit from AI.
- Conduct a focused workshop to identify opportunities for AI integration.

AI Acceptable Use Policy

- Receive a foundational draft to help you build out a comprehensive AI usage policy.
- Better ensure responsible and ethical use of AI within your organization.

Copilot Council

- Facilitate collaboration and maximize usage of Microsoft 365 Copilot.
- Establish a dedicated council with your employees to drive Copilot adoption.

Prepare your organization to harness the power of AI.

Contact us at hbs.net or email inquiry@hbs.net to learn more.

HBS

Heartland Business Systems | **hbs.net** | **inquiry@hbs.net** | **800-236-7914**

Microsoft
Solutions Partner
Modern Work

Specialist
Adoption and Change
   Management
Teamwork Deployment
Modernize Endpoints