

# Copilot Plan-on-a-Page

	Day 1	Day 2	Day 3-4	Day 5-6	Day 7
	Enablement	Technical Assessment	Art of the Possible Workshop	Prioritised Roadmap	Findings and Recommendations
<b>Our role</b>	<ul style="list-style-type: none"> <li>Conduct Copilot awareness enablement</li> </ul>	<ul style="list-style-type: none"> <li>Assess technical readiness</li> </ul>	<ul style="list-style-type: none"> <li>Showcase Copilot</li> <li>Facilitate the Art of the Possible future state design discussion</li> </ul>	<ul style="list-style-type: none"> <li>Prepare the draft Copilot report</li> <li>Discuss the findings and recommendations</li> <li>Develop a plan</li> </ul>	<ul style="list-style-type: none"> <li>Present the report</li> <li>Address queries</li> <li>Discuss next steps and other follow-up activities</li> </ul>
<b>Your role</b>	<ul style="list-style-type: none"> <li>Active sponsorship</li> <li>Leadership attendance</li> <li>Nominated stakeholders for workshop</li> </ul>	<ul style="list-style-type: none"> <li>Understand Copilot's technical requirements</li> <li>Complete assessment</li> <li>Provide insights on technical readiness, current state vs future state</li> </ul>	<ul style="list-style-type: none"> <li>Identify expectations related to key business challenges</li> <li>Identify use case scenarios and personas</li> <li>Raise risks and concerns</li> </ul>	<ul style="list-style-type: none"> <li>Review report and provide additional insights</li> <li>Prioritise and allocate scenarios to a roadmap timeline</li> <li>Identify sponsors, KPIs and risks</li> <li>Feedback on next steps</li> </ul>	<ul style="list-style-type: none"> <li>Confirm scope and objectives</li> <li>Agree on the timeline and resources</li> </ul>
<b>Your time</b>	<ul style="list-style-type: none"> <li>1-2 hours</li> </ul>	<ul style="list-style-type: none"> <li>1-2 hours</li> </ul>	<ul style="list-style-type: none"> <li>1– 2 days</li> </ul>	<ul style="list-style-type: none"> <li>2-4 hours</li> </ul>	<ul style="list-style-type: none"> <li>2-3 hours</li> </ul>
<b>Outcomes</b>	<ul style="list-style-type: none"> <li>Introductory understanding of Copilot</li> <li>Workshop date and attendees</li> </ul>	<ul style="list-style-type: none"> <li>Identified technical gaps</li> <li>Shared technical guidance resources</li> <li>Decision on a deep dive</li> </ul>	<ul style="list-style-type: none"> <li>Detailed understanding of Copilot</li> <li>Future state objectives</li> </ul>	<ul style="list-style-type: none"> <li>A finalised Copilot report</li> <li>An actionable implementation plan</li> <li>Programme Sponsorship</li> </ul>	<ul style="list-style-type: none"> <li>Approval to proceed with the implementation plan</li> </ul>
<b>Who</b>	<ul style="list-style-type: none"> <li>Programme Sponsor</li> <li>IT Manager</li> <li>Leadership Team</li> </ul>	<ul style="list-style-type: none"> <li>Programme Sponsor</li> <li>IT Manager</li> </ul>	<ul style="list-style-type: none"> <li>Programme Sponsor</li> <li>IT Manager</li> <li>Leadership Team</li> <li>Key Stakeholders</li> </ul>	<ul style="list-style-type: none"> <li>Programme Sponsor</li> <li>IT Manager</li> </ul>	<ul style="list-style-type: none"> <li>Programme Sponsor</li> <li>IT Manager</li> <li>Leadership Team</li> </ul>