

KS.DATA

# Microsoft 365 Copilot Adoption Program

Transform your organisation's operations  
through our Copilot Quick Adoption program.



**Microsoft 365  
Copilot**

The objective of this program is to seamlessly integrate Copilot into your organization's processes, enhancing efficiency, fostering creativity, and facilitating substantial business growth.

What advantages can your business gain by incorporating AI-driven features into your workflows?

**Enhanced Productivity:** Automates repetitive tasks, allowing employees to focus on strategic activities.

**Data-Driven Decision-Making:** Analyzes large datasets to provide actionable insights for informed decisions.

**Streamlined Communication:** Manages email overload and suggests responses for efficient communication.

**Improved Collaboration:** Facilitates teamwork with real-time assistance in Microsoft 365 applications.

**Cost Savings:** Reduces the need for additional administrative support, leading to cost savings.

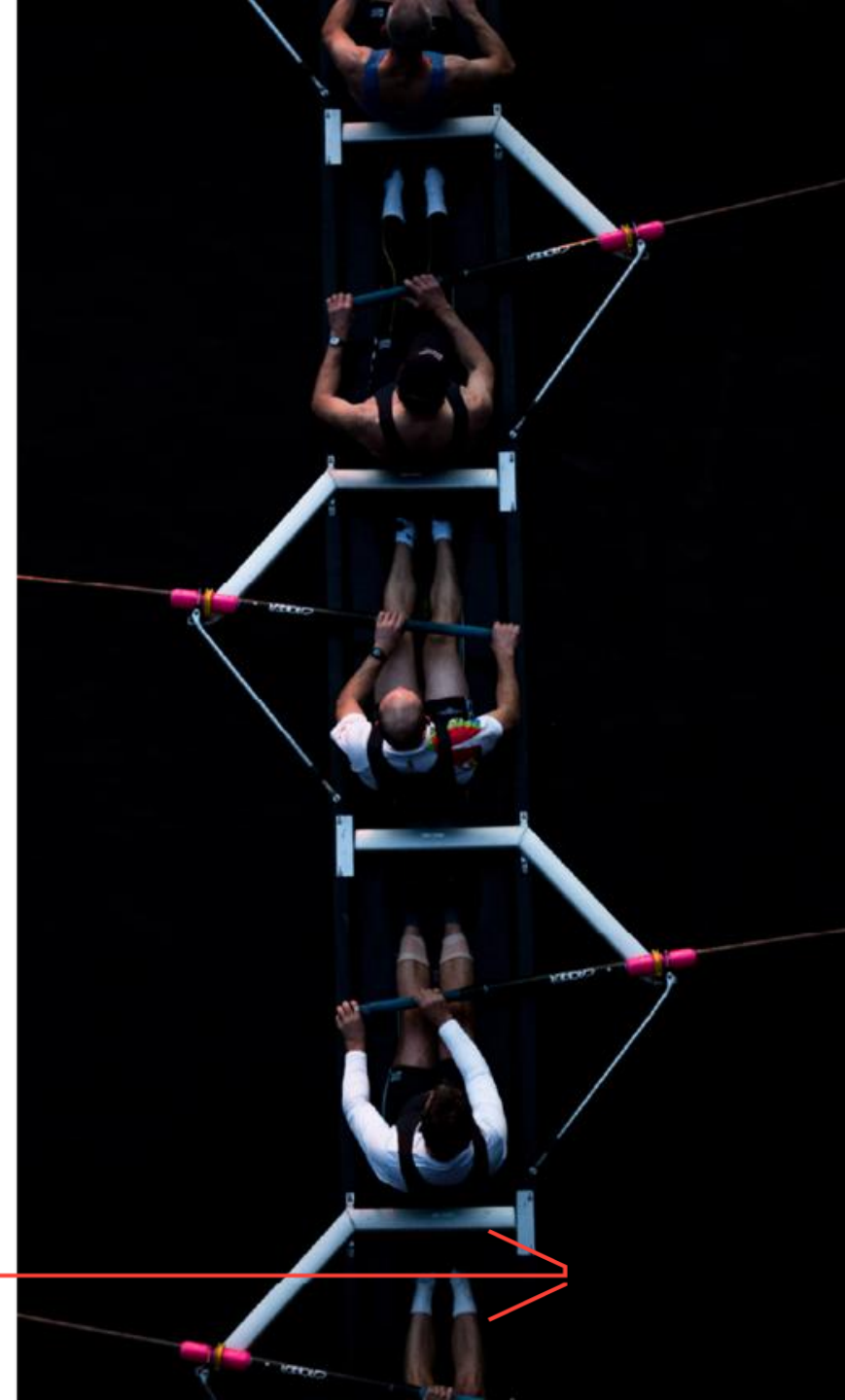
**Enhanced Security:** Automates compliance checks to ensure sensitive information is handled appropriately.

**Increased Creativity:** Frees up time for employees to focus on creative and innovative projects.

**Personalized User Experience:** Adapts to individual preferences for a more efficient experience.

**Boosted ROI:** Efficiency gains translate into a strong return on investment.

**Scalability:** Provides consistent support as the business grows and evolves.



Our approach to  
implementing Copilot, tailored  
to your needs.



### **Readiness Assessment**

Evaluation of your organisation's licensing, security, and governance to ensure a smooth enablement process, by identifying potential challenges and prepare solutions in advance.

### **Targeted User Identification**

Pinpoint key user roles that will benefit the most from Copilot's features and focus on areas where Copilot can deliver the highest impact.

### **Structured Deployment and Growth**

Implement a phased rollout strategy, starting with a pilot group, gradually expanding adoption based on feedback and success metrics.

### **Comprehensive Training and Support**

Provision of tailored training sessions for pilot users to ensure effective utilisation, while establishing a support system to address user queries and challenges.

### **Feedback and Continuous Improvement**

Gathering of insights from pilot users to refine the implementation process and development of a roadmap for scaling Copilot adoption across the organisation.

# Indicative Program Phases



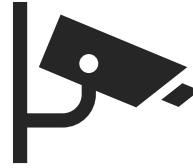
## **Weeks 1 - 2**

Assess the current environment and define success metrics.

Develop a detailed adoption plan.

Confirm licenses and configure Microsoft 365 tenant and user permissions for the pilot group.

Conduct training sessions for pilot group users.



## **Weeks 3 - 4**

Identify relevant use cases for the pilot group.

Conduct the pilot.

Review activity and collect feedback.



## **Weeks 5 - 6**

Evaluate the pilot's success and gather participant feedback.

Generate report with findings and recommendations.

Plan the next steps for broader Copilot integration.

Explore options for ongoing support and training.