

# Copilot for Microsoft 365 Readiness Workshop



The pace of work is outpacing our ability to keep up. AI can help.

Replace the drudgery of workplace tasks with a whole new way to work. Copilot for Microsoft 365 combines the power of large language models (LLMs) with your own data to turn your words into the most powerful productivity tool on the planet.

## Get ready to embrace the AI-powered future of work with a Copilot for Microsoft 365 Readiness Workshop.



### Gain insights into organizational readiness

See how prepared you are to leverage Copilot for Microsoft 365 vast capabilities to improve efficiency, collaboration, and productivity.



### Increase knowledge

Learn how Copilot for Microsoft 365 can automate time-consuming and tedious tasks and activities within your organization so you can focus more on delivering value.



### Get a roadmap to move ahead with AI

Receive tailored recommendations on steps you can take to securely set your business up for more success drawing upon transformative Copilot for Microsoft 365 technologies.

## What's included

A Copilot for Microsoft 365 Readiness Workshop typically runs from three to four weeks, with just a few hours required on your end each week. Includes:

- + Assess – Identify key stakeholders, Copilot for M365 Optimization Assessment, and organizational challenges and opportunities
- + Art of the Possible – Understand how Copilot for M365 can benefit your business
- + Change Management and User Adoption – Communication and training best practices and Community of Practice
- + Build the Plan for implementation of prioritized scenarios, pilot plan and identified risks

## Typical workshop outcomes

- Accelerate timeline for AI adoption.
- Model scenarios to utilize Copilot for Microsoft 365 to increase efficiency.
- Roadmap security and technical readiness for Copilot for Microsoft 365.

## The world is moving to AI.

Does your organization have a plan in place to join in?

**68%**

said Copilot improved the quality of their work<sup>1</sup>

**70%**

said Copilot made them more productive<sup>1</sup>

**77%**

said they didn't want to give Copilot up<sup>1</sup>

**10+**

hours per month saved by Copilot's best users<sup>2</sup>

## Common factors in an organization's decision

- ▶ Increasing time spent in meetings and calls
- ▶ Employees are struggling to keep up
- ▶ Want to open up opportunities for strategic thinking
- ▶ Need to boost productivity vs. cutting headcount
- ▶ Challenged to increase innovation across all areas of the business

Source:

<sup>1</sup>Microsoft Work Trend Index: What can Copilot's Earliest Users Teach Us About Generative AI at Work?: Microsoft, 15 November 2023

<sup>2</sup>Survey of Copilot for Microsoft 365 Early Access Program users, October 2023.