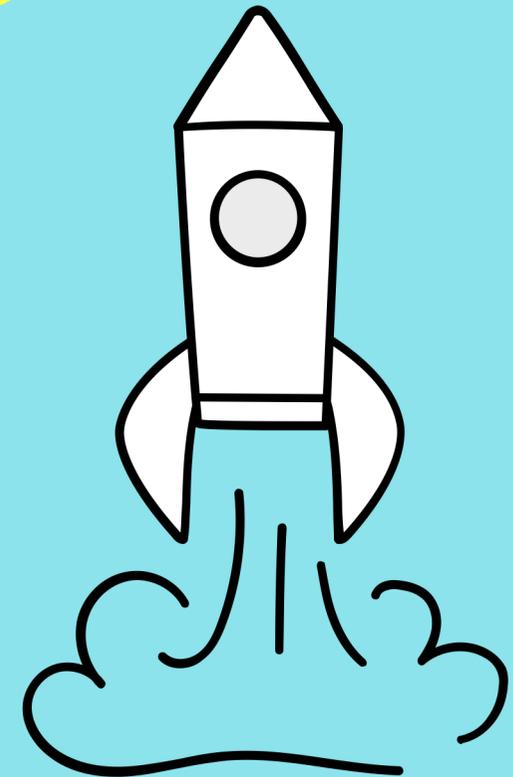


The fast, structured way to enable your organization for AI-powered productivity

M365 Copilot License Program



A two-week, hands-on learning program that helps employees use Microsoft 365 Copilot safely, confidently, and productively. Compact live sessions, real-world use cases, and clear guardrails ensure sustainable adoption across the entire organization.



Your Fast Track to Confident AI Adoption



A structured, two-week enablement program for **sustainable and secure Copilot usage**

1.

Practical Learning

- Six compact, daily live sessions (15–20 min)
- Real-world use cases in Outlook, Teams, Word & Excel
- Repeatable delivery slots for maximum participation

2.

Responsible & Secure AI

- Clear guardrails for safe Copilot use
- Governance & compliance alignment
- Best practices, dos & don'ts

3.

Scalable Enablement

- Up to 40 participants per cohort
- Recordings optional
- Expandable with Copilot Studio Advanced Program

What's Included – Basic & Advanced Track



Basic

Basic Program (Business Users)

- Six consecutive live sessions
- Multiple delivery slots per session
- Hands-on demos in Outlook, Teams, Word & Excel
- Best practices for secure & responsible AI usage
- Everyday productivity use cases
- Optional: session recordings

Advanced

Advanced Program (Technical Teams)

- Hands-on agent building in Copilot Studio
- Designing triggers, topics, actions & automation flows
- Integration examples (CRM, Jira, APIs)
- Governance, compliance & security
- Templates, patterns & implementation guidance

Your Organization's Copilot Transformation – Key Outcomes



Confident Use of Microsoft 365 Copilot

Employees know how to work productively and safely with AI.



Higher Productivity & Better Communication

Faster summarizing, drafting, analyzing and collaborating.



Accessible Learning Format

Short sessions fit naturally into the workday and boost adoption.



Responsible & Secure AI Usage

Alignment with governance and compliance requirements.



Scalable & Repeatable

Works for small teams up to large organizations.



Faster Time-to-Value

Immediate practical skills instead of theoretical feature training.