

# M365 COPILOT READINESS

**Get ready for take-off with  
Microsoft M365 Copilot**



Microsoft Copilot is an AI assistant created by Microsoft that provides real-time intelligent assistance to users, enabling them to enhance their creativity, productivity, and skills. Copilot combines the power of large language models (LLMs) with your organisation's data to turn your words into one of the most powerful productivity tools on the planet.

There are several variations of Copilot including integrations with Power Platform, Viva and Security. The focus of this readiness assessment is to explore opportunities and build a plan for M365 Copilot which works alongside Microsoft 365 Apps such as Word, Excel, PowerPoint, Outlook, Teams, and more.



## Assess

Define scope, identify business stakeholders, and gather information on key business scenarios. Complete and review readiness assessment and guidance.

- Pre-engagement assessment (to be completed before kick-off)
- Assessment review
- 60-minute project kick-off
- Preparing workshops



## Art of the possible

Showcase the intelligence added to employee experiences by unleashing creativity, unlocking productivity, and leveling up skills (included in the demos).

- 120-minute Art of the Possible workshop



## Build the Plan

Develop a plan to implement recommendations based on prioritized scenarios. Define next steps and timeline to develop and implement the solution.

- 90-minutes build the plan & scenario workshop
- Creation of final report
- 60-minute report presentation and handover session

**Investment:** \$7,410.00 AUD ex. GST

Note: This workshop is based on the Microsoft approach and materials. Funding available for eligible customers.

**Contact the Rapid Circle team to begin  
your M365 Copilot journey today**



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