

Slalom is a purpose-led, global business and technology consulting company.

# Slalom's comprehensive approach to guiding our clients through all phases of their Microsoft 365 Copilot Journey!

CHECK-IN	PRE-FLIGHT INSPECTION	PREPARING FOR TAKEOFF	TAKEOFF!
<b>Two-Hour Workshop</b> <ul style="list-style-type: none"> <li>Introduce &amp; Overview to Gen AI &amp; Microsoft 365 Copilot</li> <li>Demonstration of content creation &amp; content summarization capabilities</li> <li>Ideation on potential tasks that could benefit from Copilot AI-assistance</li> </ul>	<b>1-Day Workshop</b> <ul style="list-style-type: none"> <li>High-level current state Gen AI maturity assessment to support pilot cohort</li> <li>Review of current data security &amp; content governance practices</li> <li>Identification of recommended pilot group &amp; success measures</li> <li>Align on benefits and develop high-level business case</li> </ul>	<b>8+ Week Pilot</b> <ul style="list-style-type: none"> <li>Project &amp; change management delivery of defined pilot</li> <li>Deliver prompt engineering training for how to engage with AI</li> <li>Measure success of pilot and build business case for larger organizational rollout</li> <li>Talent assessment to help inform skill gap and drive future growth</li> </ul>	<b>12+ Week Project</b> <ul style="list-style-type: none"> <li>Leveraging lessons learned from the pilot to help inform an organizational roll-out</li> <li>Execution of transformation plan to detail:                             <ul style="list-style-type: none"> <li>Change Management</li> <li>Communication Plan</li> <li>Center of Excellence</li> <li>Business Measures</li> </ul> </li> </ul>
<b>PREPARE FOR ARRIVAL</b>		<b>WHEELS DOWN</b>	
<b>6-8 Week Assessment*</b> <ul style="list-style-type: none"> <li>AI Workforce planning assessment to help identify gaps in people, processes, and overall technology</li> <li>Persona-based licensing and build vs buy recommendations (Copilot(s), Azure OpenAI, Syntex, etc.)</li> <li>Strategic operations repositioning</li> </ul>		<b>8+ Week Copilot CoE Enablement</b> <ul style="list-style-type: none"> <li>Establishing initial Copilot Governance &amp; Operating Model</li> <li>Development of initial Copilot plug-ins to help prove out extensibility</li> <li>Creation of intake process &amp; engagement model to help support aligning business needs to AI capabilities</li> <li>Enabling of Copilot Champions network to help scale adoption &amp; use cases across the organization</li> </ul>	

## Microsoft 365 Copilot "Check-in" Workshop

2 hours | 5 - 10 Participants | In-Person or Virtual | \$0\* Slalom Investment

Join Slalom for this half-day workshop focused on providing an **overview** of Microsoft's Generative AI capabilities including Microsoft 365 Copilot. Learn how to **harness this powerful companion tool** that enables people to leverage GenAI to assist with **content creation & summarization** using the combined power of LLM's, the Microsoft Graph, and Microsoft 365 application suite.

### WORKSHOP OUTCOMES

- Showcase Microsoft 365 Copilot capabilities & high-level use cases
- Review Microsoft 365 value proposition
- Confirm interest to proceed with Pre-flight Inspection workshop

### Who Should Attend

Business & technology leaders who are responsible for driving modern ways of working within their organization and specifically are interested in learning more about Microsoft's GenAI capabilities.

### ACTIVITIES

#### Introduction - 15 minutes

Team introductions and overview of planned workshop activities & outcomes

#### GenAI & Microsoft 365 Copilot Overview - 60 minutes

Generative AI overview including Microsoft's AI portfolio, and overview of Microsoft 365 Copilot's architecture, features & capabilities.

#### Microsoft 365 Copilot Value Proposition - 30 minutes

Review of Microsoft 365 Copilot pricing, identification of target personas for potential pilot applications, and discussion around who needs to be involved in planning a pilot.

#### Next Steps - 15 minutes

Recap of workshop activities, learnings, and confirm timing of "Pre-flight Inspection" workshop to align on pilot group and timing