**slalom** | **Microsoft**

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! |
|---|---|---|---|
| **Two-Hour Workshop** | **1-Day Workshop** | **8+ Week Pilot** | **12+ Week Project** |
| • Introduce & Overview to Gen AI & Microsoft 365 Copilot<br><br>• Demonstration of content creation & content summarization capabilities<br><br>• Ideation on potential tasks that could benefit from Copilot AI-assistance | • High-level current state Gen AI maturity assessment to support pilot cohort<br><br>• Review of current data security & content governance practices<br><br>• Identification of recommended pilot group & success measures<br><br>• Align on benefits and develop high-level business case | • Project & change management delivery of defined pilot<br><br>• Deliver prompt engineering training for how to engage with AI<br><br>• Measure success of pilot and build business case for larger organizational rollout<br><br>• Talent assessment to help inform skill gap and drive future growth | • Leveraging lessons learned from the pilot to help inform an organizational roll-out<br><br>• Execution of transformation plan to detail:<br>  o Change Management<br>  o Communication Plan<br>  o Center of Excellence<br>  o Business Measures |

| PREPARE FOR ARRIVAL | | WHEELS DOWN | |
|---|---|---|---|
| **6-8 Week Assessment*** | | **8+ Week Copilot CoE Enablement** | |
| • AI Workforce planning assessment to help identify gaps in people, processes, and overall technology<br><br>• Persona-based licensing and build vs buy recommendations (Copilot(s), Azure OpenAI, Syntex, etc.)<br><br>• Strategic operations repositioning | | • Establishing initial Copilot Governance & Operating Model<br><br>• Development of initial Copilot plug-ins to help prove out extensibility<br><br>• Creation of intake process & engagement model to help support aligning business needs to AI capabilities<br><br>• Enabling of Copilot Champions network to help scale adoption & use cases across the organization | |

## 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

1. Showcase Microsoft 365 Copilot capabilities  & high-level use cases
2. Review Microsoft 365 value proposition
3. 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