

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>
PREPARE FOR ARRIVAL		WHEELS DOWN	
<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 "Pre-flight Inspection" Workshop

1 day | 5 - 10 Participants | In-Person or Virtual | \$10K\*

Join Slalom for this one-day workshop focused on helping to identify the **opportunities** and **use cases** for Microsoft 365 Copilot within your organization and build a plan to **demonstrate value** through a structured proof of value pilot.

#### WORKSHOP OUTCOMES

1. Understand the opportunities and use cases for Microsoft 365 Copilot
2. Create a high-level business case to quantify the opportunity
3. Identify any potential organizational blockers
4. Develop the roadmap and next steps for deployment - aligning to Slalom's Preparing for Takeoff offering

#### Who Should Attend

Business & technology leaders who would help support a proof of value pilot of Microsoft 365 Copilot within their organization.

#### ACTIVITIES

##### Introduction - 15 minutes

Team introductions and overview of planned workshop activities & outcomes

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

Overview of Microsoft 365 Copilot's architecture, features, and live demonstration

##### Ideation & Prioritization Workshop - 60 minutes

Ideation activity to help identify key use cases & personas to target in a structured pilot

##### Governance Planning - 60 minutes

Identification of security, compliance, and governance that will be needed to support a pilot

##### Business Case & Pilot Planning - 90 minutes

Develop high-level business case, map out approval steps, and plan the pilot

##### Next Steps - 15 minutes

Recap of workshop activities, learnings, and confirm timing of "Preparing for Takeoff" Pilot