



Copilot Flight Plan – Pre-Flight Check: Microsoft 365 Copilot Readiness

A readiness workshop to launch you into success

The Challenge

Microsoft 365 Copilot is a whole new way to work thanks to the integration of AI into our normal business tasks that allow us to be more productive and bring forth new insights from the documents we interact with. However, there are challenges that come along with these new capabilities including:

- Adoption
- Security
- Compliance
- Maintaining consistent controls and policies

The Solution

Spyglass’s Microsoft 365 Copilot Pre-flight Check (Readiness) Workshop is designed to accelerate the ability to integrate and consume Copilot across your enterprise and increase the power of M365 productivity while starting to secure data and identities in the environment. Readiness can focus on planning, strategy to implement, and/or the change management required to actually perform implementation of controls and solutions.

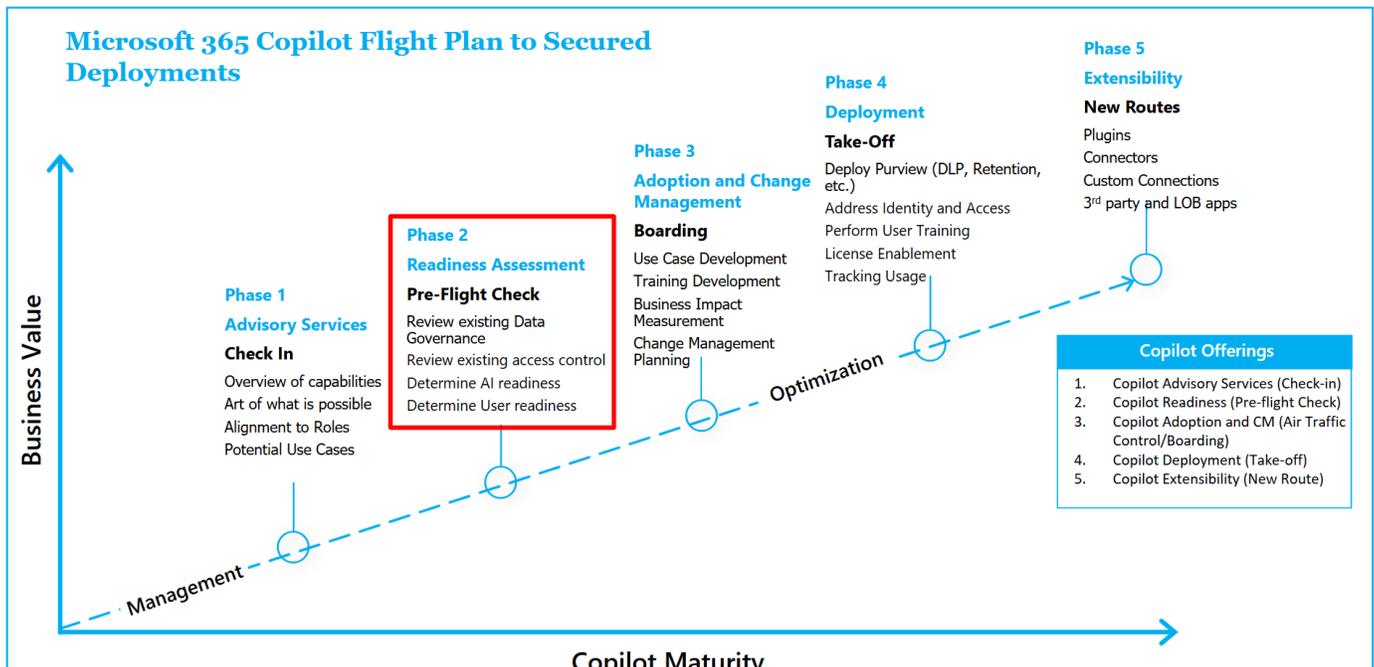
- Identity and Access Management (IAM) - The Readiness workshop covers IAM controls and processes to protect, monitor, and control access and information in Copilot.
- Data and Information Protection/Governance - The Readiness engagement establishes controls and requirements for data protection and governance in Copilot and its sources.
- Readiness – Deals with tackling:
 - o Cultural Readiness
 - o User Readiness
 - o Use Case review and ROI calculations
 - o Readiness planning

The Details

- 1 week*

Deliverables

- Recommendations and Next Steps



Spyglass MTG Copilot Flight Plan

Microsoft 365 Copilot is a whole new way to work thanks to the integration of AI into our normal business tasks that allow us to be more productive and bring forth new insights from the documents we interact with. These new capabilities also bring challenges to adoption, security, and compliance within our environments.

Spyglass's Microsoft 365 Copilot Flight Plan provides a systematic way to tackle introducing AI capabilities into an environment at any point in the AI journey including:

- **Check-In** – The initial step to determine how Copilot for Microsoft 365 can benefit users and processes that includes:
 - Overview of Microsoft 365 Copilot capabilities
 - Whiteboarding of what is possible
 - How it could align with existing roles
 - Discussing potential use cases and personas
- **Pre-Flight Check** – Now that capabilities align with potential use cases and personas, it is time to start looking at how ready the environment is by looking at:
 - Existing Identity and Data Governance requirements and capabilities
 - Readiness for AI
 - Readiness for users to adopt
- **Boarding** – This stage of the journey is taking all of the validation from phase 1 and 2 and putting it into action by:
 - Creating Use Cases
 - Developing Training
 - Understanding Business Impacts
 - Planning for Support
 - Defining Controls
- **Take-off** – At this point, Copilot is ready to lift off and be consumed by users and controls put in place:
 - Data Governance using Purview
 - Identity controls using Entra ID
 - Delivering User and Admin training
 - Tracking and reporting on Microsoft 365 Copilot
 - Enablement of Users
- **New Routes** – helps to establish customize experiences for users and processes while leveraging the power of AI focused on productivity. This can leverage plugins, connectors, and even tie in with existing Line of Business applications. This is the phase of the Flight Plan that really personalizes the experience for user groups and business units.

Spyglass MTG Can Help!

We can help you get ready for Microsoft Copilot. [Contact us today!](#)

About Spyglass MTG- A Women Owned/Women Led Company

For over 15 years, we've closely partnered with Microsoft to bring their vast and expanding suite of enterprise solutions to clients—from better apps to powerful analytics to cloud flexibility. We can help you enhance, implement, integrate, support and procure your Microsoft products. You'll solve business problems and leverage the platform to increase maximum business productivity and results within your organization.



Infrastructure Azure
Data & AI Azure
Digital & App Innovation Azure
Modern Work
Security