



Copilot Office Hours Engagement

Engagement Overview

Our Copilot Office Hours is a tailored engagement designed to empower your organization with the full capabilities of Microsoft 365 Copilot. This session offers hands-on experience, delivering in-depth knowledge and customized solutions to enhance productivity and streamline collaboration across your team.

What we cover:

- **Introduction to Generative AI and Microsoft 365 Copilot:** Understanding the basics and capabilities of Generative AI and Microsoft 365 Copilot.
- **Microsoft Data Protection and Privacy Policy:** Insights into Microsoft's comprehensive data protection measures and privacy standards.
- **Demonstrations:** Interactive demonstrations showcasing Copilot's integration with various Microsoft 365 apps.
- **Persona Workflows:** Tailored workflows and brainstorming sessions based on specific user personas.
- **Copilot in Microsoft 365:** Demonstrations in Word, PowerPoint, Excel, Outlook, Teams, and Business Chat.
- **Day in the Life Scenarios:** Illustrative examples showing the workflow of different user personas to stimulate creative thinking and application.



Upon completing the Copilot Office Hours engagement, you can expect:

- **Increased Productivity:** Experience up to 70% increased productivity and efficiency in tasks such as searching, writing, and summarizing.
- **Enhanced Understanding:** Gain a thorough understanding of how Microsoft 365 Copilot can be integrated into your daily operations, tailored to specific roles within your organization.
- **Improved Collaboration:** Learn how to leverage Copilot's features to facilitate better communication and collaboration across teams.
- **Actionable Insights:** Walk away with practical tips and knowledge that can be immediately applied to improve workflows and outcomes.



Elevate your productivity with Synergy Technical's Copilot Office Hours. Experience the future of work today! For more information and to get started, please contact us at info@synergytechnical.com.