

# Microsoft 365 Copilot Readiness

Ease operational burden within daily Office 365 tasks and gain competitive advantage through Artificial Intelligence

## 64%

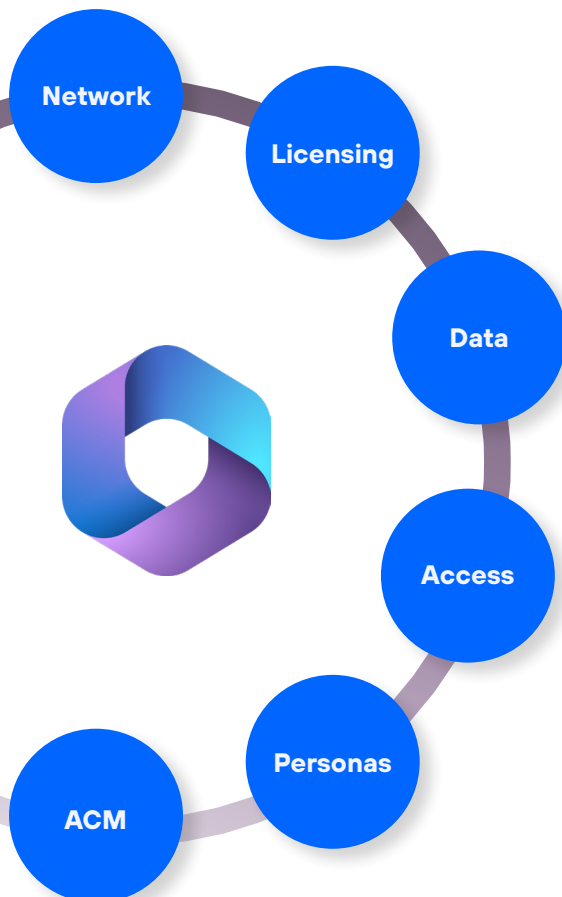
Of people have struggled with finding time and energy to get their work done.

## 70%

Share of people who would delegate as much as possible to AI to lessen their workloads.

## 3x

Time spent in Microsoft Teams meetings and calls has increased per week since February 2020.



## Overview

Microsoft 365 Copilot is a solution that helps users harness the power of AI with the Microsoft 365 apps they are already using. Copilot combines the power of large language models (LLMs) with individual users' data in the Microsoft Graph and Microsoft 365 apps, accessed through natural language, to turn words into the most powerful productivity tools on the planet.

In this series of workshops Telefónica Tech will introduce Microsoft 365 Copilot, help you understand how it can transform you and your employees' work experience as well as identify some of the precautions you should be aware of before using Copilot.

## Challenges

These readiness sessions help to identify and address the key challenges that you face in getting your organisation ready for Microsoft 365 Copilot, broken into three key areas the workshops focus on:

### Organisational Profile

This is the organisational impact of adopting Microsoft 365 Copilot

- Understand use cases
- Driving adoption
- Current license mix

### Productivity Tools

- Microsoft 365 Apps for Enterprise requirements
- Identity management
- Integration and deployment

### Data Security

- Data Privacy and Security
- Sharing permissions
- Data classification

Remember that successful adoption of Copilot involves collaboration between technical teams, management and end-users.

## OVERVIEW OF M365 COPILOT ASSESSMENT BASELINE RESULTS

## Approach



### Organisational Impact

Identify use cases and the need for adoption to make the most impact as well as the imperative for thorough data security.



### Technical Requirements

Understand the network, licensing, data governance, and access permissions required to ensure Copilot is used responsibly.



### Trusted Security

Learn about responsible, secure AI with a partner you can trust, including the Copilot Copyright Commitment.

## M365 Copilot Ready

## Assessment

- Copilot Overview – 1hr meeting
- Assessment and baseline prerequisites – 1hr meeting

The initial workshops illuminate the prerequisites for using Copilot and provides you with the understanding of what's required for the organisation, configuration of the productivity tools and changes to your data security policies and processes.

## Art of the possible workshops

- Collaborative workshops – up to 3 x 2hr meetings

The “Art of the Possible” workshops showcases how Copilot can:

1. Amplify human ingenuity with a Copilot for everyone: Copilot can help users generate content, code, data, insights, and more, using natural language and the power of LLMs. Copilot can also provide suggestions, recommendations, and commands to help users complete their tasks faster and easier.
2. Deliver transformational experiences by building your own intelligent apps: Copilot can help users create their own custom applications, workflows, and solutions, using natural language and the power of the Microsoft Cloud. Copilot can also integrate with existing Microsoft 365 apps and services, such as Teams, Outlook, Word, Excel, PowerPoint, and more.
3. Safeguard your business and data with the most trusted AI platform: Copilot can help users protect their data and privacy, by ensuring that their data is not used to train the AI models, and by providing the most comprehensive enterprise security and compliance controls. Copilot can also help users adhere to ethical and responsible AI principles, by providing transparency, accountability, and fairness.

The workshops demonstrate how Copilot can enable your organisation to achieve more with less effort and unleash your employees’ full potential with AI.

## Building the roadmap

- Presenting the roadmap of activities for copilot enablement – 2hr meeting

Telefónica Tech follow these sessions with a final workshop, presenting a plan to enable copilot within your organisation. The plan will take data from the assessment and combine with feedback from the “Art of the Possible” workshops to define and prioritise top scenarios to focus on as well as work on developing a solution plan, next steps, and any identified risks.



# Benefits

While the series of workshops will help you to understand how Copilot will transform your work culture, and empower your employees to achieve more with AI, Telefónica Tech will also illuminate the following:

- Why AI has changed productivity and how Microsoft is guided by its AI principles' and responsible AI standards.
- Understand the organisational impact of Copilot and the need to identify use cases and adoption programs.
- Understand the technical requirements for Copilot and how to take full advantage of its features.
- The need to build security and governance across your data sets including; identifying and classifying sensitive data, managing the data lifecycle, permissions, encryption and DLP.

Ultimately, you will receive a roadmap for the implementation of Microsoft 365 Copilot, that outlines the steps you should take for a successful deployment.

## Who should attend



Project **Executive Sponsor** and/or **Business Decision Makers** who can sign off on proposed scenarios and solutions



**CIO** and **Enterprise Architects** to provide architecture guidance and insights and to provide technical guidance and insights into currently deployed technologies



**Project Manager** to provide overall engagement project management tasks

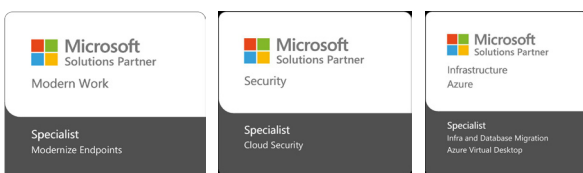


**Change Champions** to understand how Copilot can be adopted



**Knowledge workers** and **End User support** to provide insight into daily tasks and to identify relevant scenarios

## Why choose Telefónica Tech



Microsoft Partner  
Azure Expert MSP