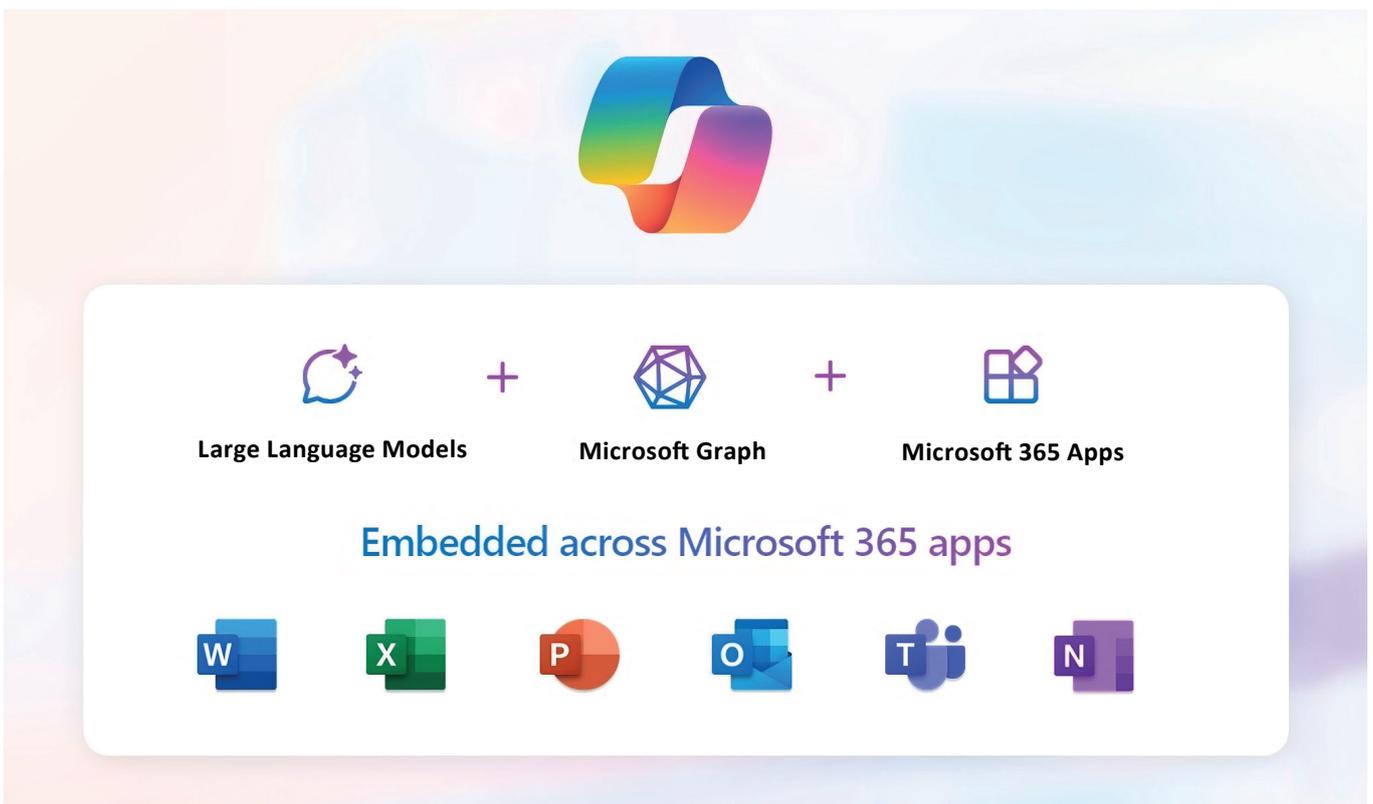


# Microsoft 365 Copilot Readiness Day.

Microsoft 365 Copilot Readiness Day will provide you with a comprehensive overview of Microsoft 365 Copilot including live demonstrations. We will also guide you through the necessary steps for secure implementation.

## Microsoft 365 Copilot Readiness Day offering

The Microsoft 365 Copilot Readiness Day is intended for companies that are not yet actively using Microsoft 365 Copilot. Participants will gain a solid understanding of the functions of Microsoft 365 Copilot and learn the necessary steps for successful implementation. Based on live use cases, you will get a concrete picture of functions, possibilities, and limitations.



## Microsoft 365 Copilot in brief

Microsoft 365 Copilot is an AI-powered productivity tool based on Chat-GPT. It coordinates rich language models with your organization’s data and the Microsoft 365 apps you use every day, such as Word, Excel, PowerPoint, Outlook, Microsoft Teams and more. The tool offers intelligent support in real time and will help you boost creativity, productivity and skills. Copilot helps to generate texts and images, create documents and presentations and summarize emails and meetings. Copilot is a whole new, unprecedented way of getting things done.

## The Microsoft 365 Copilot Readiness Day at a Glance

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The workshop will take place at your company and is comprised of the following three units.

### Introduction

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- Get an overview of existing Microsoft AI technologies and Copilot products.
- Understand what Microsoft 365 Copilot is, what features and functions it includes, how the product is licensed, and how Microsoft 365 Copilot can simplify your day-to-day business.
- Learn about Microsoft's privacy and security principles in Microsoft Copilot
- We will show you the available configuration options and explain their effects.

### Live Demo

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- Experience the use of Copilot functions within various Microsoft 365 apps (Word, Outlook, Microsoft Teams, M365 Chat and more).
- Get to know the capabilities of Microsoft 365 Copilot through various use cases and understand how users can be supported in these cases.

### Preparation fo Implementation

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- We will show you the necessary technical and organizational measures for implementing Microsoft 365 Copilot, including a review of requirements.
- We will discuss ways to review Microsoft 365 governance (data governance, membership structure, share settings) to identify oversharing and ensure a controlled rollout.

### Your benefits

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- Get all relevant information about Microsoft 365 Copilot from UMB's experienced experts.
- Understand how Microsoft 365 Copilot can simplify your daily business.
- Experience Microsoft 365 Copilot live without owning your own licenses.
- Get a detailed and structured plan for the implementation of Microsoft 365 Copilot.

### Price

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- CHF 2,900.-

# Sounds interesting? Contact us!

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We are happy to answer your questions about Microsoft 365 Copilot Readiness Day.

### Contact

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