



Microsoft 365 Copilot Workshop

Overview

Microsoft 365 Copilot Workshop Goals

Grounded in business data, Microsoft 365 Copilot is designed to help organizations unleash creativity, unlock productivity, and level up skills.

01

Assess the needs of your employees

Identify the high-value Microsoft 365 Copilot scenarios for your organization across creativity, productivity, and skilling.

02

Accelerate outcomes using Microsoft 365 Copilot

Showcase Microsoft 365 Copilot in real-world scenarios.

03

Develop a solution plan for enhancing outcomes

Develop a plan to implement recommendations based on prioritized scenarios.



Microsoft 365 Copilot Workshop

Designed as a three-phase engagement, the Microsoft 365 Copilot Workshop helps customers assess their needs, prioritize Copilot scenarios, and define an actionable roadmap.



Customer Audience

Senior BDMs, Managers, End Users, LOB Leaders, and ITDMs

Partner Participants

Architects, User Experience Leads



Assess

Define scope, identify business stakeholders, and gather information on key business scenarios. Complete and review readiness assessment and guidance.



Art of the Possible

Showcase the intelligence added to employee experiences by unleashing creativity, unlocking productivity, and leveling up skills (included in the demos).



Build the Plan

Develop a plan to implement recommendations based on prioritized scenarios. Define next steps and timeline to develop and implement the solution.

Outcomes

Workshop outcomes

- Identify technical requirements for Microsoft 365 Copilot
- Identify participants for the Microsoft 365 Copilot Select Microsoft 365 Copilot scenarios
- Deliver a prioritized, actionable plan to quickly address employee needs by implementing and adopting Microsoft 365 Copilot





Assess

Scope

Goals: The Assess phase introduces you to the workshop, technical requirements for Microsoft 365 Copilot, the steps to take to become AI ready, and builds the Art of the Possible phase.

Scope: Complete the readiness assessment and deliver the assessment review and guidance.

We will achieve this in the following sessions:

- Identify key stakeholders
- Describe and discuss upcoming activities
- Microsoft 365 Copilot Overview
- Research customer challenges and opportunities
- Deliver Microsoft 365 pre-engagement kickoff
- Review assessment and deliver guidance
- Prepare for the Art of the Possible workshop





Art of the Possible

Scope

Goal: Deliver Microsoft 365 Copilot to leverage organizational data to add intelligence to the workforce.

Scope: The Art of the Possible for Microsoft 365 Copilot is a combination of presentations and demos that will educate and excite your organization on how to transform the employee experience with artificial intelligence integrated into Microsoft 365.

We will achieve this in the following sessions:

- AI-powered organization
- Responsible AI
- Microsoft 365 Copilot Overview
- Unleash creativity
- Unlock productivity
- Uplevel skills
- Better together with Teams Premium and Copilot in Teams
- Microsoft 365 Copilot personas





Build the Plan

Scope

Goal: Build a plan to design and implement Microsoft 365 Copilot experiences for your organization. You will summarize current customer challenges surfaced by Business Decision Makers and map them to personas.

Scope: Following the Art of the Possible, we want to define and prioritize top scenarios to focus on and work on developing a solution plan.

We will achieve this in the following sessions:

- Identify scenarios based on the customer's business decisions pain points.
- Discover personas and map them to the customer's business challenges.
- Provide a summary of prioritized scenarios.
- Deliver an overall plan to pilot Microsoft 365 Copilot, next steps, and identified risks.



Customer responsibilities

Access to teams during the workshop

Participation from stakeholders, BDMs, executives, Enterprise Architects, IT Leads, and knowledge workers is required for different sessions.

Assign a stakeholder to support the engagement

A stakeholder/sponsor is required to oversee and own the engagement process from the customer side.



Next steps

Agree to proceed with the sessions

Set a date for the workshop activities

Plan the sessions and coordinate with attendees.

Confirm participation from key stakeholders to complete the workshop as planned.





Thank you