



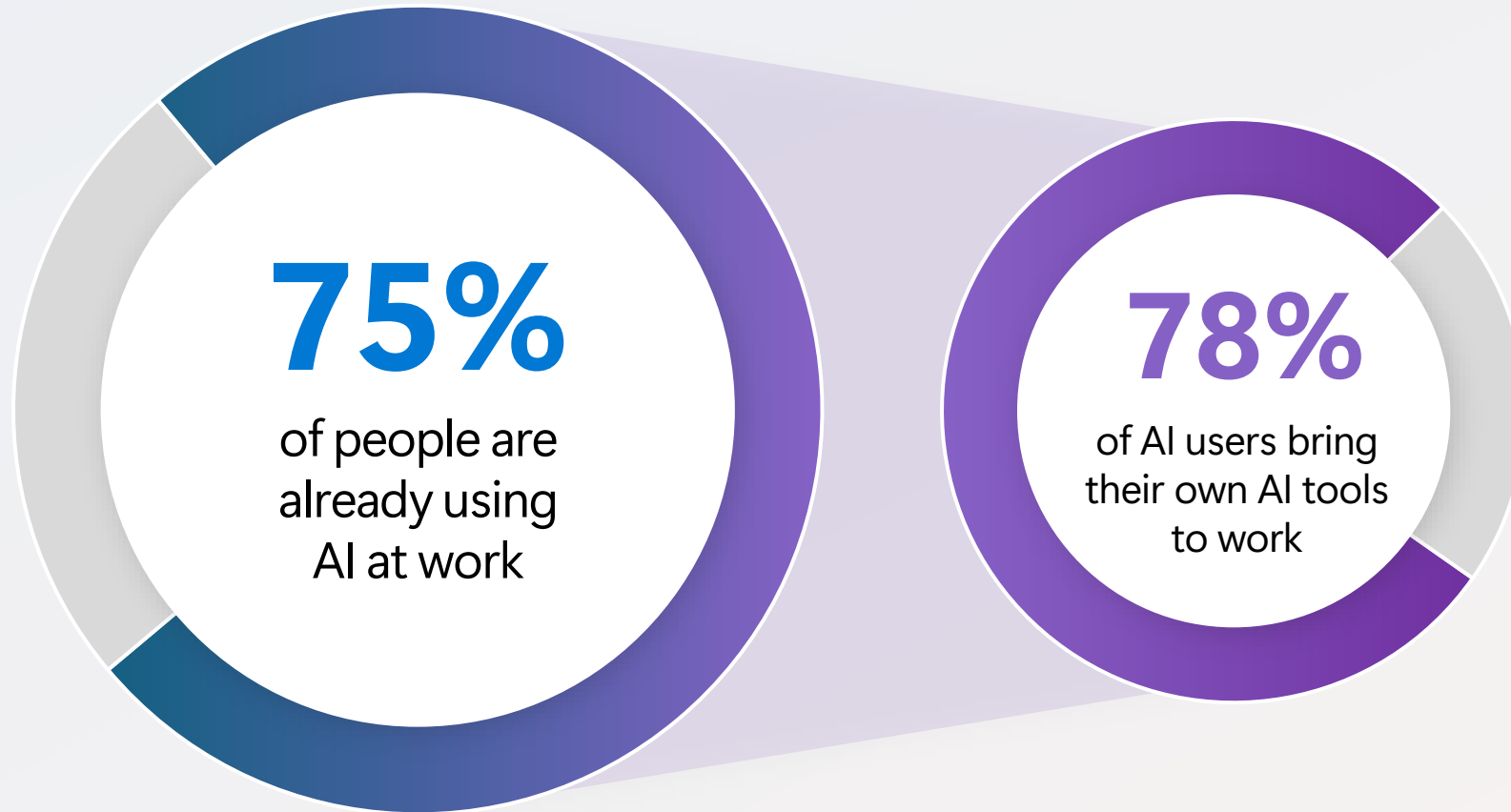
Microsoft 365 Copilot

Jevgeni Tkatsov 

Group Lead – Microsoft Commercial
ALSO Group



AI has come to work



Copilot for Microsoft 365



Your AI assistant at work



Copilot for Microsoft 365

Unlock productivity and unleash creativity

Natural Language



Prompt
Engineering

+



Microsoft Graph
- Your Data -

+



Microsoft 365
Apps

+



The
Internet



Copilot for Microsoft 365

Built on Microsoft's **comprehensive** approach



Security



Compliance



Privacy



Responsible AI

Introducing



Copilot Studio

Connect to data

Create and orchestrate
sophisticated logic

IT manageability
& control

MICROSOFT 365

Copilot Lab

More prompts to try

Work Personal

Apps

Categories

What's new?

What's the latest from , organized by emails, messages, and files?



Get key info

List key points from



Summarize

Provide a summary of my recent emails



Draft an FAQ

Create an FAQ based on



Where was I mentioned?

Summarize emails where I was mentioned recently. Make it detailed, highlighting the sender and categorizing by topic of the email.



Describe concisely

Summarize level overview of [topic]



Write an intro

Prepare for a meeting

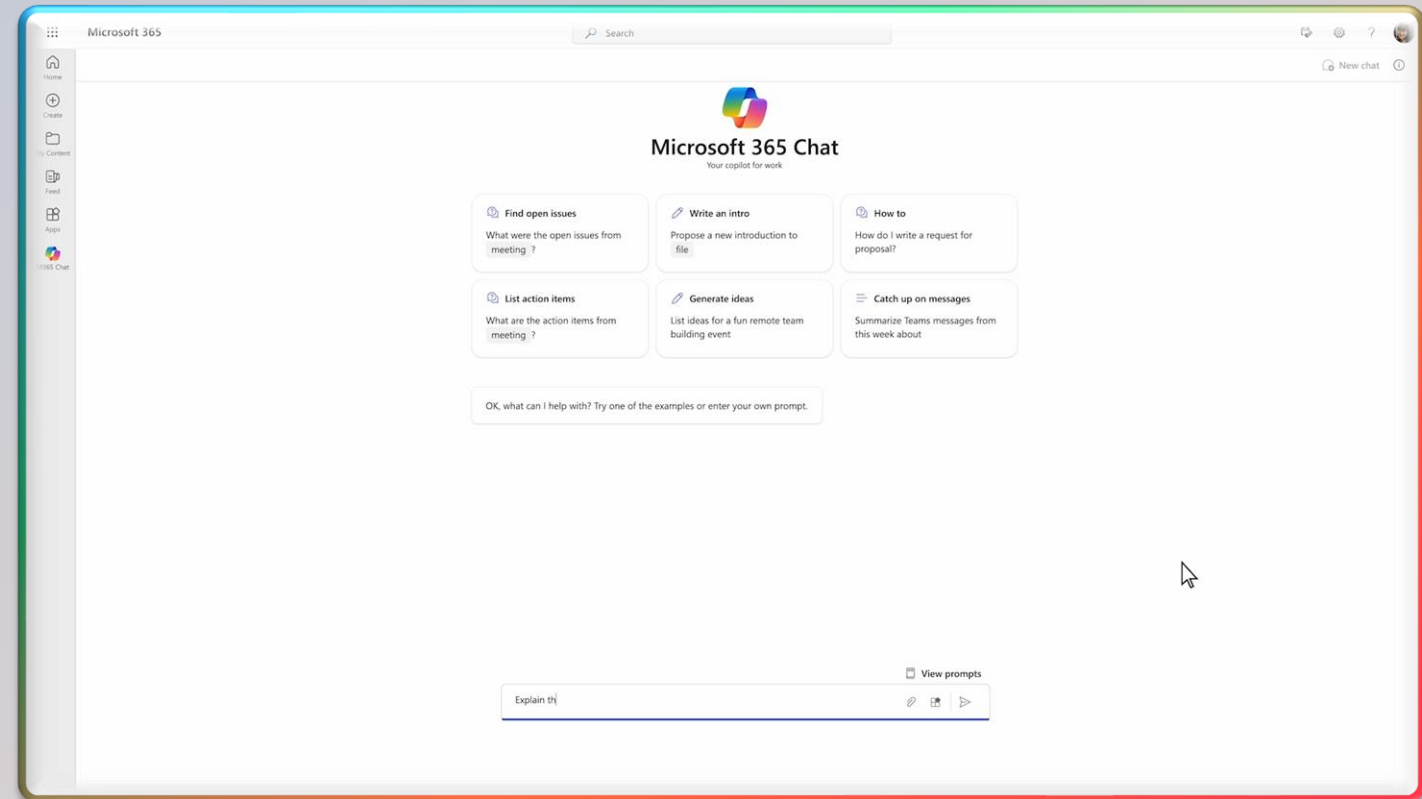
How to



Goes far beyond simple questions and answers to tame the complexity, eliminate the drudgery, and reclaim time at work.

With **Copilot** now you can

- Comb across all your work data to solve the most complex problems at work.
- Find whatever you need in your files (even if you forgot they existed), connect the dots across your content.
- Integrate with the apps you use to run your business.

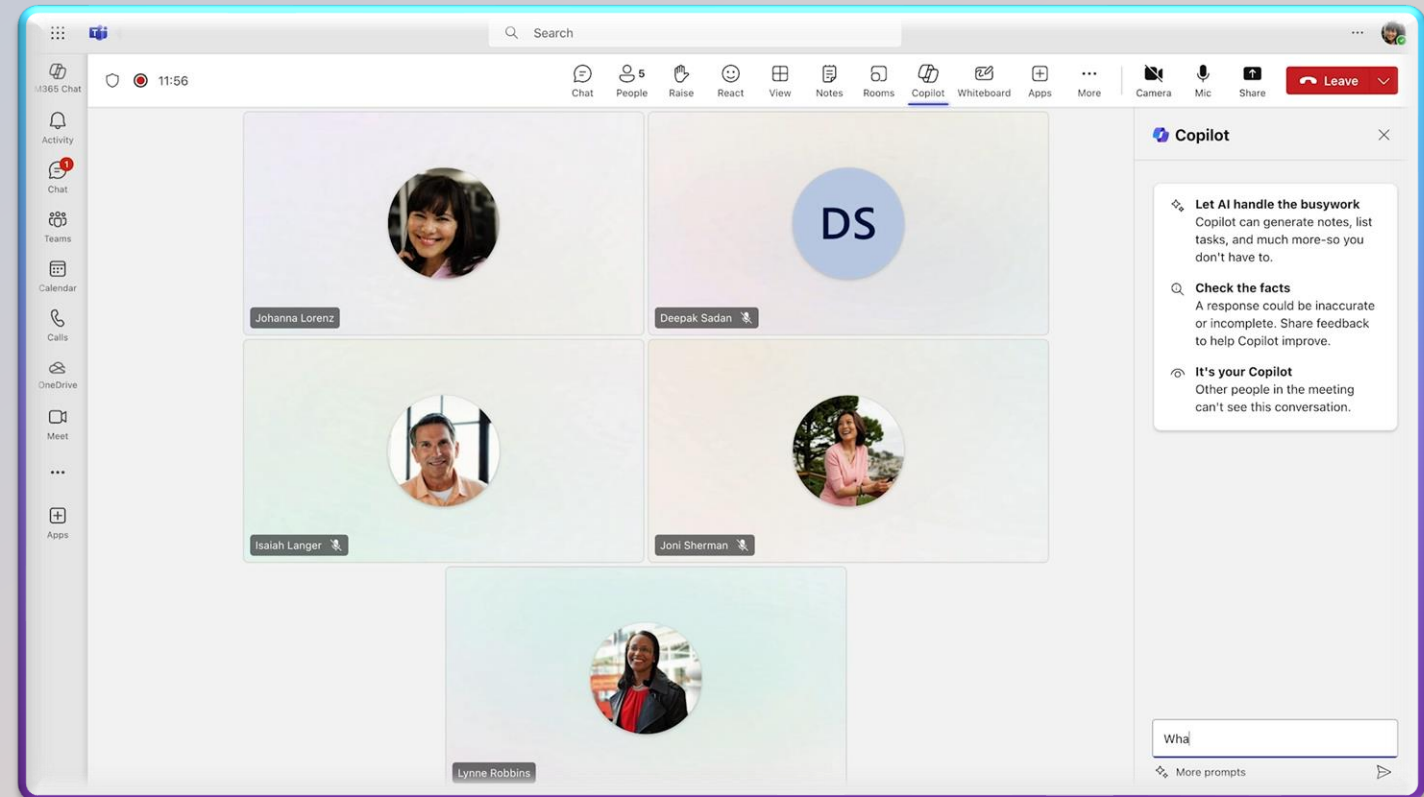


Copilot in Teams

Copilot helps you run effective meetings, get up to speed, organize key discussion points, and summarize actions.

With **Copilot** now you can:

- Summarize what you've missed in a meeting.
- Create a table of pros and cons for *[topic]*.
- What decisions were made, and what are some suggested next steps?



Intelligent recap in Copilot

- Built-in and automated
- Standardized
- Video, speaker, and chapter markers
- Available after meeting only

The screenshot displays a Microsoft Teams meeting interface. At the top, a purple callout box labeled "Intelligent recap" points to the "Recap" tab in the meeting header. The meeting title is "Product roadmap discussion" and the time is "Jan 21, 2023 10:00 - 11:00". Below the header, there is a video player showing a "Product Roadmap Discussion" with a timestamp of "2023-05-13 02:12 UTC". A list of speakers is shown below the video, including Mona Kane, Babak Shammass, Daniela Mandera, Amanda Brady, and Bruno Zhao. To the right of the video, there is a "Content" section with links to "Product Roadmap...", "Marketing budget...", and "Marketing demo f...". Below this, there are tabs for "Notes", "AI notes", "Mentions (3)", and "Transcript". The "AI notes" tab is selected, showing a section titled "Meeting notes" with three bullet points: "Serena wants to look at the product roadmap before she and Danielle commit to more feature enhancements.", "Danielle explains that they are on track for new product release in December. But they will need to keep an eye on beta testing results. She will follow up on that.", and "Danielle explains that they are managing the capacity well. There could be a problem if they get a surge of users. Babak will make sure that they have the necessary provisions to handle an influx of users if the need arises." Below the notes, there is a "Follow-up tasks" section with two items: "Danielle will follow up on feature enhancement prioritization" and "Jon Shammass will double check with Amanda regarding the ETA for the new product". To the right of the meeting interface, a blue callout box labeled "Copilot in Teams" points to the Copilot sidebar. The Copilot sidebar shows a prompt: "Create a table with pros and cons of option 1". Below the prompt, it says "Copilot 11:43 AM" and "Pros and cons of option 1: Drive campaign traffic to generic Sign up page:". A table is displayed with two columns: "Pros" and "Cons". The table contains the following data:

Pros	Cons
Wider range of potential leads	Less persuasive
Simpler, faster sign-up process	Difficult to segment audience
Streamlines multiple campaigns	Less engaging

Below the table, there are buttons for "Copy", "References", and "AI-generated". At the bottom of the Copilot sidebar, there is a text input field with the placeholder "Ask a question about this meeting" and a send button.

- On-demand
- Based on unique prompts
- Conversational interaction, with citations.
- Available real-time (during and after meeting)

Use **built-in meeting summaries** and **ask any question** about the meeting

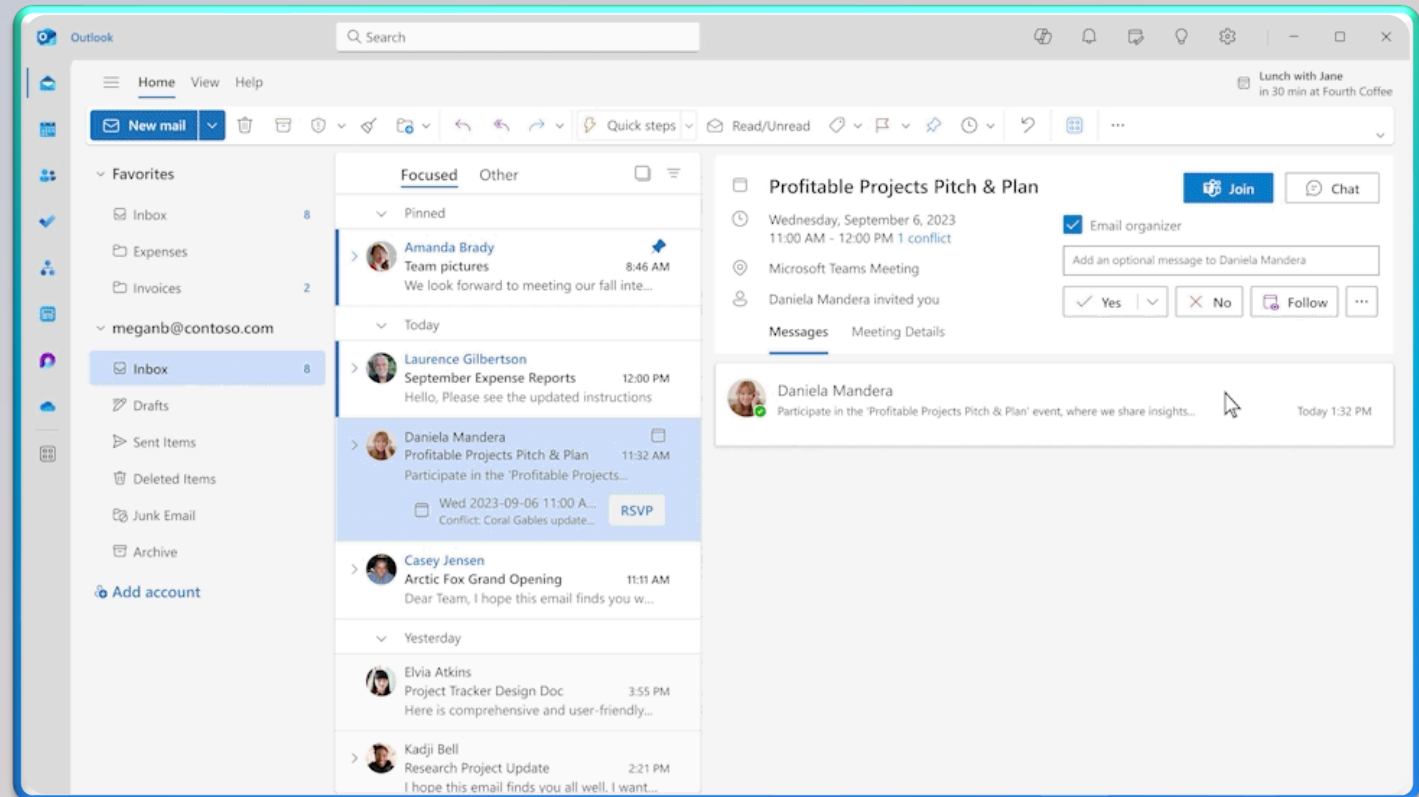
*Intelligent recap is also available in Teams Premium

Copilot in Outlook

Helps you stay on top of your inbox and create impactful communication in a fraction of the time.

With **Copilot** now you can:

- Summarize an email thread and suggest action items, replies, and follow-up me
- Choose “Sounds like me” to match your unique writing style and voice.
- Follow along with a Teams meeting right from Outlook. Organizer will be notified to record it and Copilot will notify you when the recording is ready.

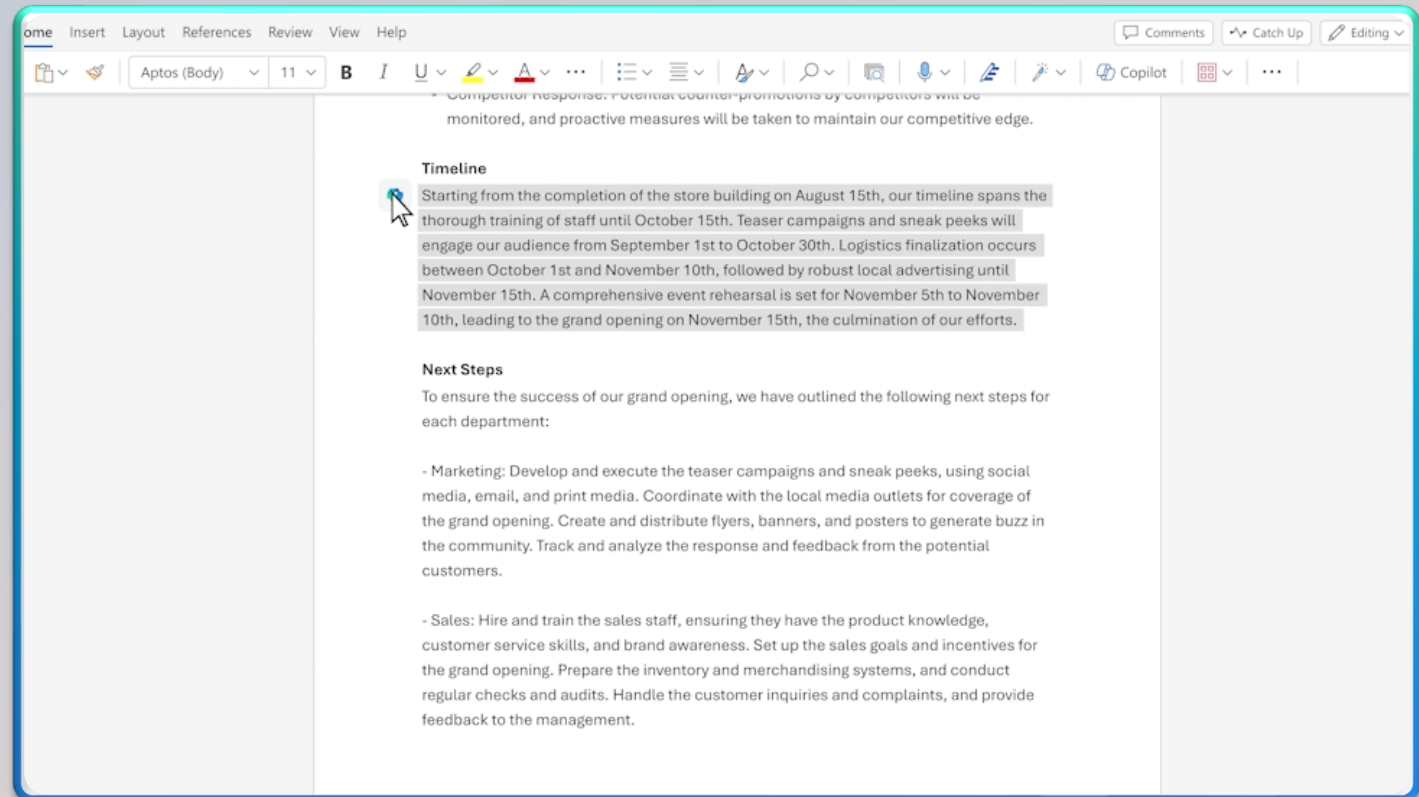


Copilot in Word

Transforms the writing process to make you more creative and efficient.

With **Copilot** now you can:

- Create a summary of any document to share as a recap or quickly get up to speed.
- “Rewrite” a paragraph or save time on formatting by asking Copilot to generate a table from your copy.
- Create custom graphics right in the document with Microsoft Designer, which will pull from stock images, or your own uploads in the chat.

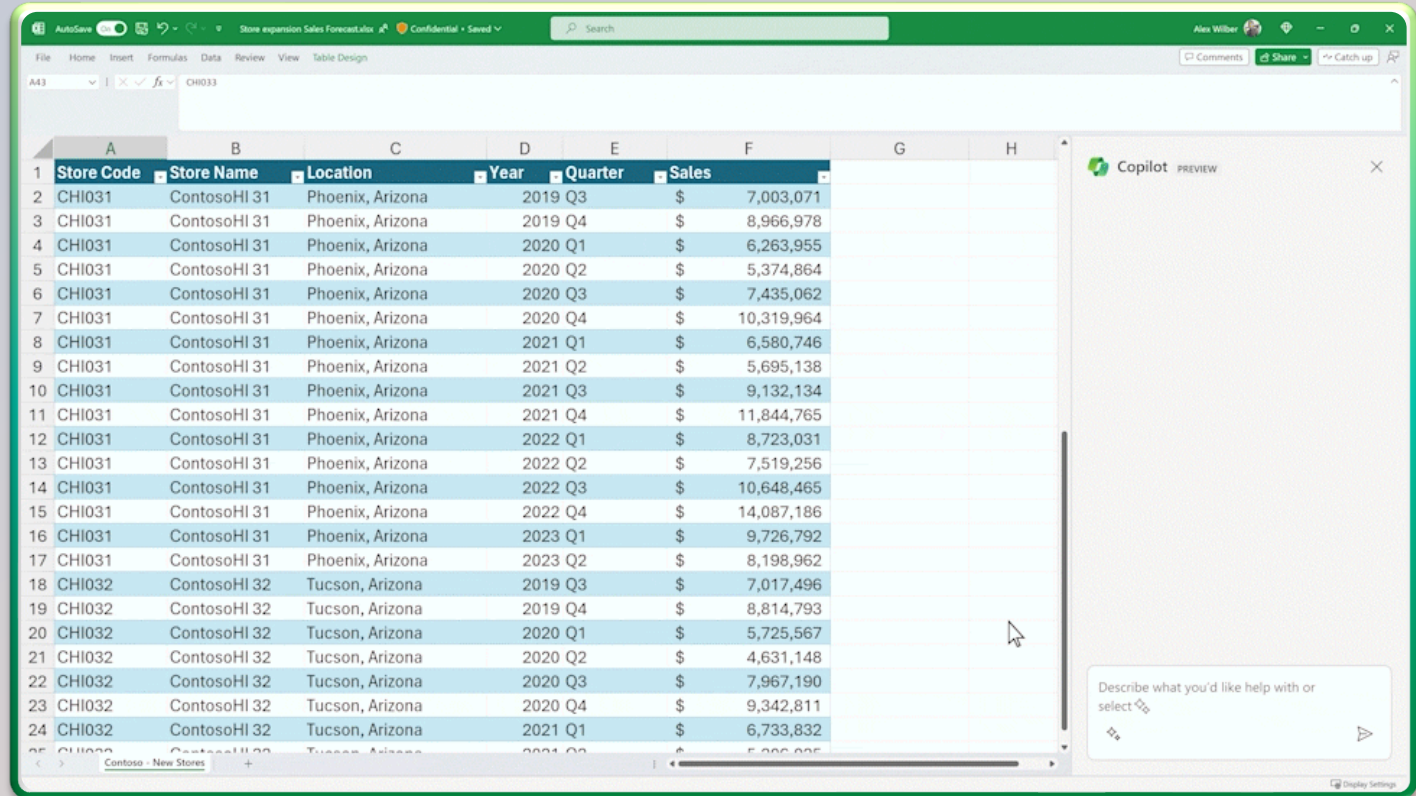


Copilot in Excel

Enables anyone to analyze and visualize data like a data analyst.

With **Copilot** now you can:

- Create powerful, professional visualizations, generate forecasts, and save time sorting through data with Python in Excel.
- Prompt: “make all cells red where the value is under 1000,” filter and sort your data
- Ask questions about your data to instantly uncover key insights.



The screenshot shows the Microsoft Excel interface with a data table and the Copilot sidebar. The table contains sales data for various store codes and locations over time. The Copilot sidebar is open on the right, showing a 'PREVIEW' section and a prompt input field.

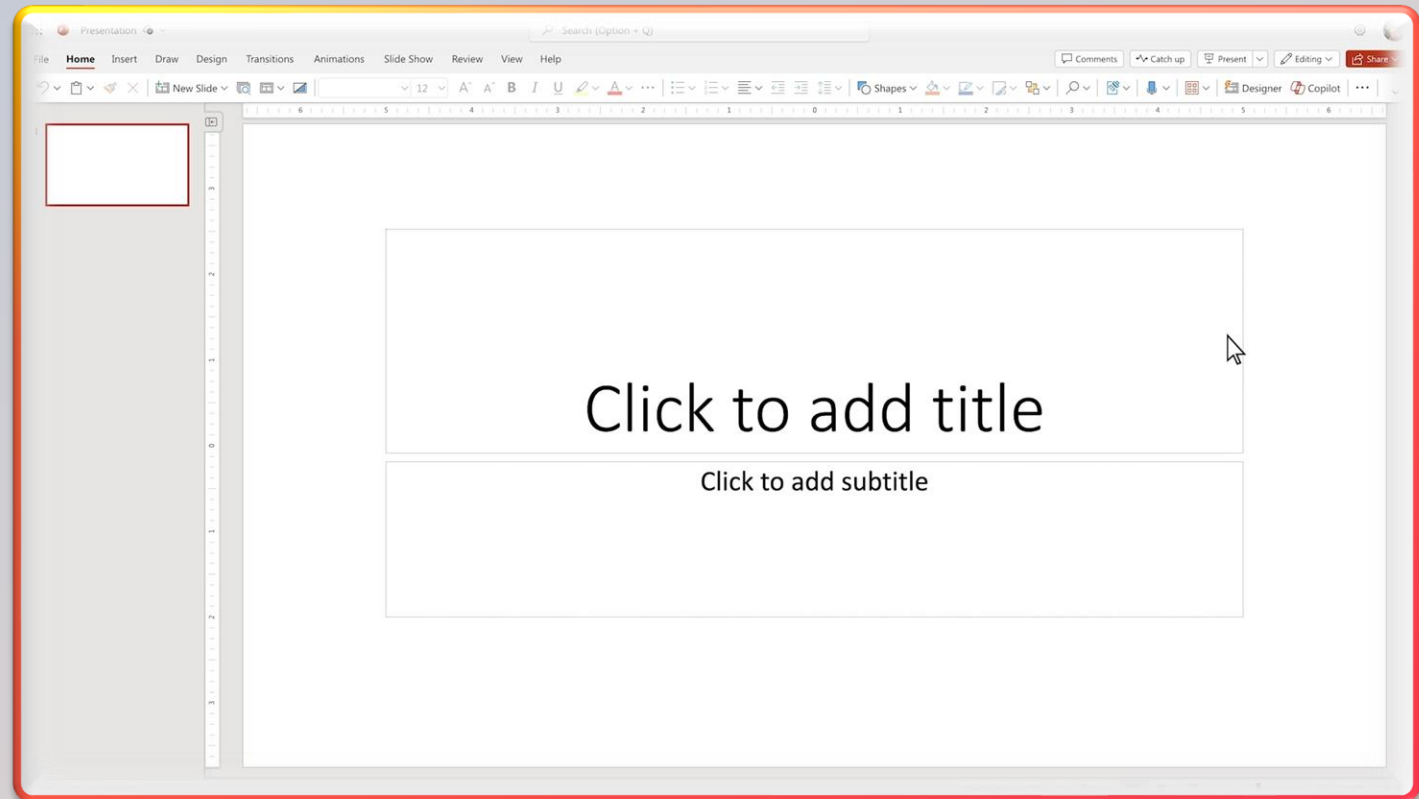
Store Code	Store Name	Location	Year	Quarter	Sales
CHI031	ContosoHI 31	Phoenix, Arizona	2019	Q3	\$ 7,003,071
CHI031	ContosoHI 31	Phoenix, Arizona	2019	Q4	\$ 8,966,978
CHI031	ContosoHI 31	Phoenix, Arizona	2020	Q1	\$ 6,263,955
CHI031	ContosoHI 31	Phoenix, Arizona	2020	Q2	\$ 5,374,864
CHI031	ContosoHI 31	Phoenix, Arizona	2020	Q3	\$ 7,435,062
CHI031	ContosoHI 31	Phoenix, Arizona	2020	Q4	\$ 10,319,964
CHI031	ContosoHI 31	Phoenix, Arizona	2021	Q1	\$ 6,580,746
CHI031	ContosoHI 31	Phoenix, Arizona	2021	Q2	\$ 5,695,138
CHI031	ContosoHI 31	Phoenix, Arizona	2021	Q3	\$ 9,132,134
CHI031	ContosoHI 31	Phoenix, Arizona	2021	Q4	\$ 11,844,765
CHI031	ContosoHI 31	Phoenix, Arizona	2022	Q1	\$ 8,723,031
CHI031	ContosoHI 31	Phoenix, Arizona	2022	Q2	\$ 7,519,256
CHI031	ContosoHI 31	Phoenix, Arizona	2022	Q3	\$ 10,648,465
CHI031	ContosoHI 31	Phoenix, Arizona	2022	Q4	\$ 14,087,186
CHI031	ContosoHI 31	Phoenix, Arizona	2023	Q1	\$ 9,726,792
CHI031	ContosoHI 31	Phoenix, Arizona	2023	Q2	\$ 8,198,962
CHI032	ContosoHI 32	Tucson, Arizona	2019	Q3	\$ 7,017,496
CHI032	ContosoHI 32	Tucson, Arizona	2019	Q4	\$ 8,814,793
CHI032	ContosoHI 32	Tucson, Arizona	2020	Q1	\$ 5,725,567
CHI032	ContosoHI 32	Tucson, Arizona	2020	Q2	\$ 4,631,148
CHI032	ContosoHI 32	Tucson, Arizona	2020	Q3	\$ 7,967,190
CHI032	ContosoHI 32	Tucson, Arizona	2020	Q4	\$ 9,342,811
CHI032	ContosoHI 32	Tucson, Arizona	2021	Q1	\$ 6,733,832

Copilot in PowerPoint

Copilot helps you turn your ideas into stunning presentations.

With **Copilot** now you can:

- Create a five-slide presentation based on a Word document, include relevant stock photos.
- Consolidate this presentation into a three-slide summary.
- Reformat these three bullets into three columns, each with a picture.

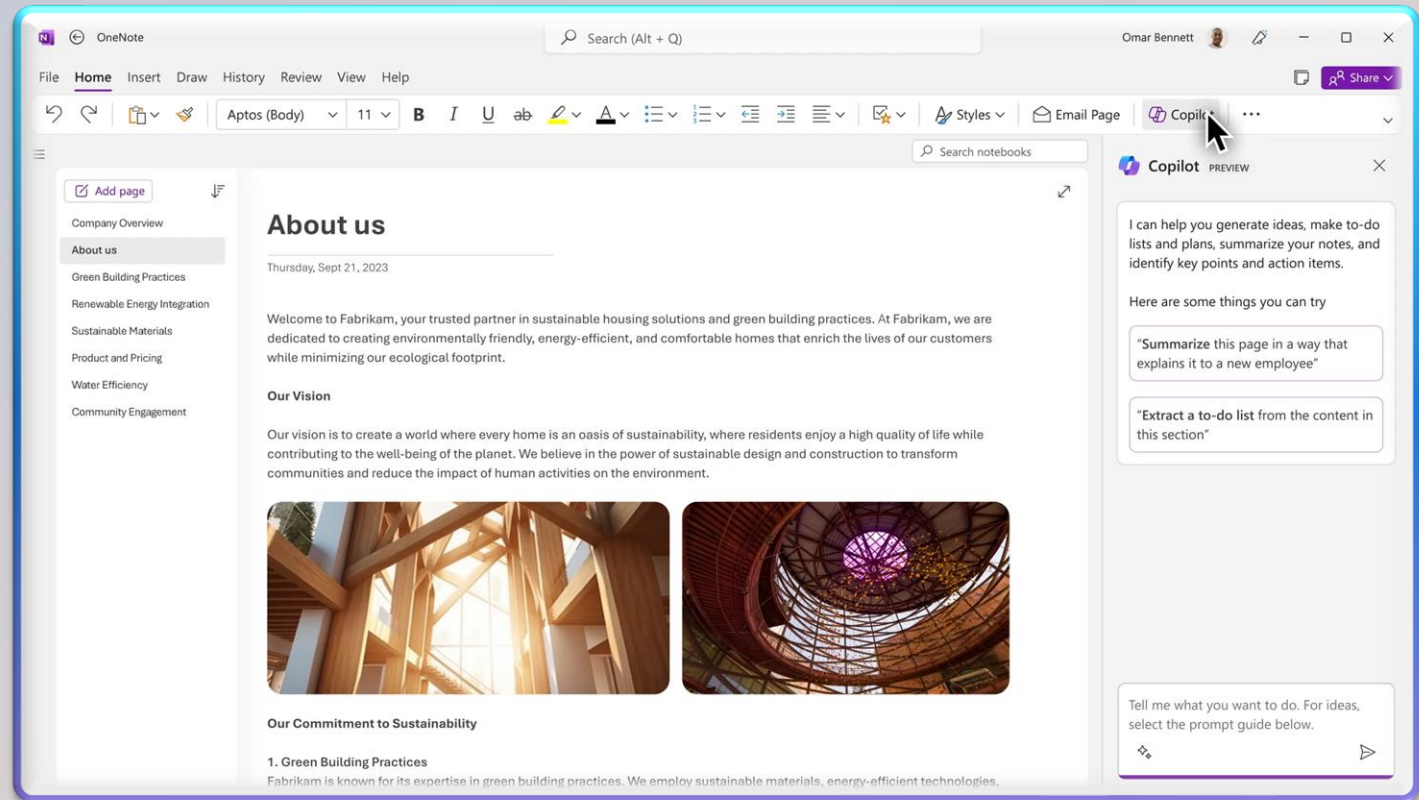


Copilot in OneNote

Helps you find all the insights and information you need.

With **Copilot** now you can

- Ask open-ended questions related to an individual file or get a summary of the content, without ever opening a file across OneDrive and SharePoint.



Microsoft's AI principles



Fairness



Reliability
& Safety



Privacy &
Security



Inclusiveness



Transparency



Accountability

Microsoft Cloud — AI you can trust

Your data is **your** data.

Your data is **not** used to train the OpenAI foundation models without permission.

Your data is **protected** by the most comprehensive enterprise compliance and security controls.

Next Steps & Resources

- ✓ **Schedule a call with your reseller:** run a readiness assessment to make sure that technical requirements are met, attend an envisioning session to identify use cases that facilitate the creation of an adoption plan.
- ✓ Learn how [Copilot for Microsoft 365 works](#)
- ✓ Join the [Copilot for Microsoft 365 Community Hub](#)
- ✓ Leverage the [Resources for Adoption](#)
- ✓ [Introduction to Copilot for Microsoft 365 Learning Path](#)



Microsoft Copilot

Copilot

Copilot for Microsoft 365

Free

€30

Foundational Capabilities

Web grounding

Commercial Data Protection

Enterprise-Grade Data Protection

Graph Grounding

Microsoft 365 Apps

Copilot Studio





Copilot for Microsoft 365

€1 per user per day*



Generally Available

* Calculated from SRP €30 price divided by average days per month



Copilot for Microsoft 365

SPECIAL OFFER FOR YOUR ORGANIZATION

ALL ORDERS WITH 10+ SEATS

PROMO 15% OFF

TERMS & CONDITIONS: Campaign period until 31.12.2024; All purchases with at least 10 seats; Discounts 15% applies to all purchases within campaign period (price will be protected until end of commitment).

Thank you

