

Copilot for Microsoft 365 User Enablement Specialist (MS-4007)

Duration: 1 Day **Course Code: M-MS4007** **Delivery Method: Virtual Learning**

Overview:

Discover how to successfully drive adoption of Microsoft Copilot for Microsoft 365 in your organization.

Learn how to drive adoption of Microsoft Copilot for Microsoft 365 using the Microsoft 365 adoption framework to create and implement a robust adoption plan.

This course has been created by Microsoft as a "Bring Your Own Environment" course, allowing individuals to use their personal devices and settings. If a student wants to complete the hands-on activities, the individual must bring their own CoPilot environment. Otherwise, demonstrations and lectures will be conducted by the instructor

Virtual Learning

This interactive training can be taken from any location, your office or home and is delivered by a trainer. This training does not have any delegates in the class with the instructor, since all delegates are virtually connected. Virtual delegates do not travel to this course, Global Knowledge will send you all the information needed before the start of the course and you can test the logins.

Target Audience:

Students wishing to drive adoption of Microsoft Copilot for Microsoft 365 using the Microsoft 365 adoption framework to create and implement a robust adoption plan.

Objectives:

- Students will learn to,
 - Explore adoption methods and strategies for the adoption of Microsoft Copilot for Microsoft 365
 - Envision a successful adoption of Copilot for Microsoft 365
- Onboard and empower your employees to use Copilot for Microsoft 365 efficiently
- Drive value and maximize the impact of Copilot for Microsoft 365 within your organization

Prerequisites:

Before starting this learning path, learners should finish the following training:

[Get started with Copilot for Microsoft 365 - Training | Microsoft Learn](#)

Content:

Module 1: Explore adoption methods and strategies for the adoption of Microsoft Copilot for Microsoft 365

- Describe the People First strategy and the three key principles within its framework.
- Describe the Microsoft 365 adoption framework.
- Describe the rapid adoption method.
- Discover insights from an organization who adopted Copilot for Microsoft 365 to transform their business.

Module 2: Envision a successful adoption of Copilot for Microsoft 365

- Understand the key roles needed to assemble the appropriate technology enablement team.
- Define a user experience strategy.
- Identify and prioritize scenarios.
- Establish success measures and reporting plan.
- Assess your organization's readiness.

Module 3: Onboard and empower your employees to use Copilot for Microsoft 365 efficiently

- Prepare your technical environment for Copilot for Microsoft 365.
- Build your own Microsoft Copilot Center of Excellence.
- Build a Champion and an Early Adopters Program.
- Build an engagement strategy.
- Build a training strategy and implement rapid adoption motions.

Module 4: Drive value and maximize the impact of Copilot for Microsoft 365 within your organization

- Gather feedback from users and stakeholders.
- Track end user adoption through distribution of surveys.
- Review and track adoption score and usage reports in the Microsoft 365 admin center.
- Encourage ongoing engagement of Copilot for Microsoft 365.

Further Information:

For More information, or to book your course, please call us on Head Office 01189 123456 / Northern Office 0113 242 5931

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