Getting Started with Microsoft Copilot

The Problem

Microsoft 365 Copilot is transforming how organisations work, boosting productivity through automation and content creation so employees can focus on strategic initiatives. It also streamlines communication by managing email overload, suggesting responses, summarising threads, and prioritising messages.

Before deploying Copilot, several prerequisites are recommended. AI output is only as good as the data it uses, so information must be well-organised and accessible to ensure accurate, relevant results. Confirming security permissions on sensitive content builds confidence by preventing unauthorised access.

Addressing technical architecture and security is only part of the challenge - clear communication and training on Copilot's capabilities are equally vital for successful adoption.

The Solution

Microsoft Copilot Readiness Assessment

If you're interested in working with Copilot but not sure if your organisation is ready, worry not, we can help get you started. Our Microsoft Copilot Readiness engagement will provide:

- **A clear understanding of Copilot's potential** within your organisation.

- **Identification of key factors** to address before Copilot deployment.

- Assurance that **sensitive data is managed and secured.**

- **Clear communications and training plan** for Copilot deployment to employees.

The Engagement

Our review goes beyond technical configuration to include communications, training, and governance. We believe strong governance underpins every successful Microsoft Copilot deployment, giving organisations the confidence to fully adopt the technology. Overview of the main topics addressed:

- **Identify Copilot Use Cases** across the organisation.

- **Highlight high-impact users** or departments to maximise license value.

- **Review tenant security,** focusing on data sharing, permissions, and access.

- **Review Purview sensitivity labels** to protect confidential data.

- **Design Copilot security**, data, and governance controls.

- **Provide a report of workshop** discussions, decisions, and recommendations.

- **Provide an implementation proposal** if required.