

ales Metrics

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Copilot in PowerPoint

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Agenda

01	What is a Copilot?
02	M365 Copilot vs Copilot Chat
03	M365 Copilot in PowerPoint Demo
04	How to use Copilot Chat to Plan Presentations
05	Q&A



What is a Copilot?

An experience using generative AI to assist humans with complex cognitive tasks

Chat using natural language (and code)

You determine, guide, and approve the output

Its value increases with complexity

Copilot is not Autopilot.



Microsoft 365 Copilot

Embedded across Microsoft 365 apps







Microsoft 365 Copilot Chat



Microsoft 365 Copilot Chat GCC

Bringing AI to everyone through a simple UI with chat and agents and solid ROI since you only pay for what you use.

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Enterprise Data Protection

Enterprise data protection (EDP) for Microsoft 365 Copilot ensures that your organization's data is secure, private, and compliant with various regulations. Here are some key aspects of EDP:

1. Data Security: Your data is protected with encryption both at rest and in transit. Microsoft employs rigorous physical security controls and ensures data isolation between tenants

2. **Privacy:** Microsoft does not use your data for any purpose other than what you instruct. This includes compliance with GDPR, the EU Data Boundary, and other privacy regulations.

3. Access Controls: Copilot respects your organization's identity model and permissions. It inherits sensitivity labels, applies retention policies, supports audit interactions, and follows administrative settings

4. Al and Copyright Protection: Microsoft safeguards against AI-related risks such as harmful content and prompt injections. Additionally, there are measures to detect protected material and address copyright concerns

5. **Data Usage:** Prompts, responses, and data accessed through Microsoft Graph are not used to train foundation models. This ensures that your proprietary data remains confidential and is only used to generate relevant responses within your organizational context

Enterprise Data Protection (EDP) terms and conditions and associated Product Terms are part of the existing prenegotiated State Term Contract for Microsoft products, including M365 Copilot Chat.

Enterprise data protection in Microsoft 365 Copilot and Microsoft 365 Copilot Chat | Microsoft

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	consumer version					
	Copilot	Copilot Chat				
What does this Copilot look like?	Hey, how can I help?	SigninRequired				
	• + Message Copilor	Si View prompts				
	A basic chat and prompting experience, with an option to sign in (to get to Copilot Chat).	A more advanced chat experience once you have signed in, that gains a few more internal capabilities.				
Who can use this Copilot?	Available to the Entire World	Available to <u>All of Your</u> Users				
·	This is available to any user in the world, and there is no need to sign in to use it.	This is available to all internal users who have an M365 licenses (note, Copilot license is not required). Users must be signed in to use Copilot Chat.				
What data can this Copilot use?	Uses <u>only</u> Public Data	Uses Public Data + some files per day*				
use:	This free version of Copilot is only able to use knowledge that is publicly available on the web for any responses.	This secure internal version of Copilot also uses public knowledge from the web. BUT users can upload a <u>limited</u> number of individual files directly into Copilot Chat*.				
Where does this Copilot operate?	It is not recommended to use Public	Operates inside of your M365 Tenant				
	Copilot for any business purposes. It operates outside of your tenant and is not subject to any of your security and	Subject to your security and compliance policies, and allows for limited* use of Agents.				
	compliance policies.	* Limits apply to non-licensed users, and subject to change.				
Where do	via Web Site (not signed in)	🔰 🔁 🚦 via Web, Edge, or Windows (when signed in)				
you use this Copilot?	via Edge Browser (not signed in)	via Copilot Chat in Teams (when signed in)				
Copilot?	via M365 app on Windows (not signed in)	via Copilot Chat Button in Outlook (when signed in)				

Enterprise Solutions

via Copilot Chat Web Site (when signed in)

M365 Copilot 🕫 Present in Teams 🛛 🖓 🖂 Share M365 Copilot icense Required 行 0 0 Work Designer Copilot Add-ins Copilot What do you want this email to say? uggested prompts Si View prompt Short and friendly message Message Copilo @ Request information Add content / Give update 0 0 3

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In addition to Copilot Chat, even more internal capabilities, and you'll also see Copilot buttons and skills throughout the different M365 apps.

Only Available to Your Copilot Licensed Users

Only users who specifically have the M365 Copilot license will be able to use these features. Users must be signed in to use Copilot Chat and the Copilot capabilities throughout the M365 apps.

Uses Public Data + YOUR Content

Along with Copilot Chat (which adds the ability to use internal knowledge), enables AI productivity skills with unlimited analysis of your emails, files, meetings, calendar, and internal content.

Operates inside of your M365 Tenant + Apps

Subject to your security and compliance policies, and allows for wide scale use of Agents.

via Web, Edge, or Windows (when signed in)





via all the Microsoft 365 Office and Cloud Apps (new capabilities continuing to roll out)

The Biggest Limitation is You



The art and science of prompting



To get the best response, it's important to focus on some of the **key elements** when phrasing your Copilot prompts.



The art and science of prompting

Following up on

collaborate with

Copilot, to gain

tailored responses.

more useful,

your prompts

helps you



3. Keep the conversation going



Generating content ideas

Lead with broader requests, then give specific details about the content.

Gaining insights

Ask for a summary of a specific file, then ask relevant questions to gain deeper insights.

Enabling insightful meetings

Request a meeting recap, then ask for more information about what you should know.



Storytelling assistance

Ask Copilot to write a story, then guide it by giving more specific, relevant details.

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Translating languages

Ask Copilot to translate a sentence to one of the supported languages, then ask for more context or a regional dialect.



Solving technical problems

Present a technical problem, then narrow it down, or ask for step-by-step guidance.



Thank you!

Please fill out the survey

https://aka.ms/NCDIT

NC DIT Innovation Summit Follow-Up

