

Elevate Your Productivity using Microsoft's AI offering – CoPilot

Do you ever wish for a personal assistant to make checking email, writing documents and managing spreadsheets easier? Microsoft CoPilot has entered the chat!

Their new AI feature, integrated into apps like Teams, Word, Excel, PowerPoint, and more, is designed to enhance your productivity and creativity effortlessly. Here's the Haber rundown on CoPilot.



CoPilot is your digital sidekick, ready to assist with various tasks by understanding your natural language commands. Powered by advanced language models, CoPilot uses AI (powered by their Graph platform) to connect with your data and your Microsoft 365 apps, making it a versatile and intelligent tool. The great news on this is that their language models are training on YOUR DATA ONLY and carries Microsoft's existing privacy and security.

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How CoPilot Boosts Your Tasks:

Writing Assistance: Say goodbye to writer's block! CoPilot helps you start, continue, or finish documents by generating text based on your topic, keywords, or outline. It also provides valuable feedback on your writing style, grammar, and tone.

Dynamic Presentations: Crafting engaging presentations becomes a breeze with CoPilot. It generates slides based on your content, theme, or audience, and even offers tips on delivery, pace, and tone for a polished presentation.

Meeting Efficiency: Preparing for meetings is streamlined with CoPilot. It generates agendas, summaries, action items, and reminders. Additionally, it assists with transcription, translation, or captioning, using advanced speech recognition and natural language processing.

Data Analysis Made Simple: Navigate through data complexities effortlessly. CoPilot helps you explore, visualize, or interpret data by generating charts, tables, or insights based on your data source, query, or goal. It's a valuable asset for automating, optimizing, or troubleshooting data workflows.

Continuous Learning: CoPilot isn't just a tool; it's your learning companion. Whether you want tutorials, quizzes, or summaries, CoPilot tailors content based on your interests, level, or objectives. It's an excellent resource for reviewing, reinforcing, or applying your newfound knowledge.

GETTING STARTED

Excited to try CoPilot? Therein is the catch...Despite early confirmation that CoPilot would be available to all businesses with Microsoft Business Premium, E3 and E5 licenses, they announced on the 1 November launch date that CoPilot is only offered to enterprise customers who have a minimum of 300 Microsoft 365 E3 or E5 subscriptions, and are willing to pay an additional \$30 per user per month. At the time of authoring this paper, there are no confirmed dates on when/if it will be offered to the wider Microsoft tenant base.

IN CONCLUSION

CoPilot is a game-changer, seamlessly integrating AI assistance into your Microsoft 365 experience. It's not a replacement for human intelligence but a valuable complement, enhancing your capabilities and potential.