55616 Microsoft Copilot Overview for IT Professionals

Category: AI, Data & Analytics | **Vendor:** Microsoft

Duration: 8.00 hours (1 days) **6.5 CPD Hours** **Rating:** ⭐ 4.6 (5,878 reviews)

Course Information

Delivery Format: Instructor Led - Online

Course Overview

This one day course focuses on the core concepts of Microsoft Copilot, its benefits and methods to enable effective use of these revolutionary technologies in organisations.

About This Course

This course is intended for anyone who is looking at deploying Copilot in their organisation and would like to start by gaining a better understanding of what is on offer and the different components available within the Copilot suite.

Who Should Attend

This course is intended for anyone who is looking at deploying Copilot in their organisation and would like to start by gaining a better understanding of what is on offer and the different components available within the Copilot suite.

Detailed Course Outline

Lesson 1: What is Copilot

- History of AI
- What is Microsoft Copilot
- How Does Microsoft Copilot Work
- Vocabulary
- Key components of Microsoft Copilot
- How Does Microsoft 365 Copilot Work
- Semantic Index
- What Copilots exist

Lesson 2: Copilot in Microsoft Edge & Windows 11

- Copilot in Edge
- Manage Bing Chat Enterprise within Copilot in Edge
- Enable Windows Copilot in Windows 11
- Copilot in Windows
- Interact with Copilot in Windows
- Chatting with Copilot in Windows
- How Copilot in Windows can help you be more efficient
- Manage Windows 11 Copilot

Lesson 3: Copilot in Microsoft 365

- The Microsoft 365 Copilot System: Enterprise-ready AI
- Get ready for Microsoft 365 Copilot Prerequisites
- Prepare your data for Copilot searches
- Data governance considerations
- Microsoft 365 Copilot Licences
- How does Microsoft 365 Copilot help me
- Microsofts commitment to responsible and ethical AI

Lesson 4: Copilot in Microsoft 365 Apps for Enterprise

- Copilot in Microsoft 365 Apps for Enterprise
- Compose and summarize documents with Copilot in Word
- Summarize and draft emails with Copilot in Outlook
- Design captivating presentations with Copilot in PowerPoint
- Analyze and transform data with Copilot in Excel
- Elevate productivity with Copilot in Team
- Copilot in Loop
- Expand functionality with Microsoft 365 Chat

Lesson 5: Optimize and Extend Microsoft 365 Copilot

- Review best practices for using Microsoft 365 Copilot
- Prompting Advice
- Understanding Copilots Limitations
- Extend Microsoft 365 Copilot with plugin
- Explore Microsoft Graph connectors
- Extend Copilot for your scenario

Lesson 6: Copilot for Dynamics 365

- Microsoft Sales Copilot
- Sales Copilot Architecture Overview
- Sales Copilot User Experience
- Copilot for Customer Service

Lesson 7: Other Copilots

- Security Copilot
- Copilot Studio
- Copilot for Power BI
- Github Copilot

Additional Course Details

Nexus Humans 55616 Copilot for Microsoft 365 training program is a workshop that presents an invigorating mix of sessions, lessons, and masterclasses meticulously crafted to propel your learning expedition forward.

This immersive bootcamp-style experience boasts interactive lectures, hands-on labs, and collaborative hackathons, all strategically designed to fortify fundamental concepts.

Guided by seasoned coaches, each session offers priceless insights and practical skills crucial for honing your expertise. Whether you're stepping into the realm of professional skills or a seasoned professional, this comprehensive course ensures you're equipped with the knowledge and prowess necessary for success.

While we feel this is the best course for the 55616 Copilot for Microsoft 365 course and one of our Top 10 we encourage you to read the course outline to make sure it is the right content for you.

Additionally, private sessions, closed classes or dedicated events are available both live online and at our training centres in Dublin and London, as well as at your offices anywhere in the UK, Ireland or across EMEA.

Frequently Asked Questions

Q: What delivery options are available for 55616 Microsoft Copilot Overview for IT Professionals?

We offer multiple delivery formats:

- Live Instructor-Led Classroom Online (Virtual/Live Online)
- Traditional Instructor-Led Classroom Training (ILT)
- On-site delivery at your offices anywhere in United Kingdom
- Private dedicated courses customized for your team

Q: How many CPD hours does this course provide?

The 1-day 55616 Microsoft Copilot Overview for IT Professionals course provides up to 6.5 CPD hours of structured learning. CPD certificates can be provided upon request.

Q: What is the duration of the 55616 Microsoft Copilot Overview for IT Professionals training?

The training takes place over 1 day(s), with each day lasting approximately 8.00 hours including breaks for lunch and refreshments.

Q: Do you provide corporate training for 55616 Microsoft Copilot Overview for IT Professionals?

Yes, we provide corporate training, dedicated training, and closed classes for 55616 Microsoft Copilot Overview for IT Professionals. Training can take place anywhere in United Kingdom including London, Manchester, Birmingham, Edinburgh, or live online allowing teams from across United Kingdom or internationally to attend.

Q: What related terms do people search for?

Popular related searches include: AI CoPilot Microsoft CoPilot ChatGPS MSCopilot Co-Pilot

---

Q: Why choose Nexus Human for 55616 Microsoft Copilot Overview for IT Professionals?

Nexus Human is recognized as one of the leading training providers. Our trainers have won multiple awards including:

- Small Firms Best Trainer Award
- National Training Partner of the Year (Ireland) - Multiple Years
- Global Top 30 Instructor Awards (2012, 2019, 2021)
- Tech Excellence Award Nominations
- Learning Performance Institute (LPI) External Training Provider Sponsor 2024

Q: Are there any discount codes available?

Yes! Use discount code **PENPAL5** when booking your 55616 Microsoft Copilot Overview for IT Professionals training. Please note that only one discount code can be used per booking and cannot be combined with other special offers.

Nexus Human

Professional Training & Development

Email: info@nexushuman.com

Website: www.nexushuman.com

Phone: +353 1 889 8700 (Ireland) | +44 20 8142 8961 (UK)

© 2026 Nexus Human. All rights reserved. This brochure was generated on 14/11/2026.