COURSE OVERVIEW

Course name

(MS-4017) Manage and extend Microsoft 365 Copilot

DURATION: 1 Day

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3rd Floor, 34 Whiteley Road,
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Johannesburg 2196

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COURSE OVERVIEW

This course examines how administrators can manage and extend Microsoft 365 Copilot to meet their business needs.

The course introduces you to Copilot, examines how to implement and administer it, and then explores the fundamentals of Copilot extensibility.

COURSE OBJECTIVES

By the end of this course, you will be able to:

- Prepare your organisation for Microsoft 365 Copilot

- Examine data security and compliance in Microsoft 365 Copilot

- Apply principles of Zero Trust to Microsoft 365 Copilot

- Manage Microsoft Copilot

- Extend Microsoft 365 Copilot

- Manage Microsoft 365 Copilot extensibility

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AUDIENCE

This course is designed for administrators, Microsoft 365 administrators, and IT professionals who are interested in learning how to manage and extend Microsoft 365 Copilot.

PREREQUISITES

Attendees should have basic functional experience with Microsoft 365 services.

CONTENT

Module 1: Prepare your organisation for Microsoft 365 Copilot

- Get ready for Microsoft 365 Copilot
- Implement SharePoint Advanced Management tools to prepare for Copilot
- Prepare for searches in Copilot
- Protect your Copilot data with Microsoft 365 security tools
- Assign your Microsoft 365 Copilot licenses
- Extend Microsoft 365 Copilot
- Drive Microsoft 365 Copilot adoption throughout your organisation

Module 2: Examine data security and compliance in Microsoft 365 Copilot

- How Microsoft 365 Copilot uses your proprietary business data
- How Microsoft 365 Copilot protect sensitive business data
- How Microsoft 365 Copilot uses Microsoft 365 isolation and access controls
- How Microsoft 365 Copilot meets regulatory compliance mandates

Module 3: Apply principles of Zero Trust to Microsoft Copilot

- Prepare for Microsoft Copilot Zero Trust security
- Apply Zero Trust principles to your Microsoft Copilot deployment
- Zero trust recommendations for your Copilot configuration

- Zero trust principles to your Microsoft 365 Copilot deployment
- Deploy or validate data protection
- Deploy or validate identity and access
- Deploy or validate App protection policies
- Deploy or validate device management protection
- Deploy or validate threat protection services
- Deploy or validate secure collaboration for Microsoft Teams
- Deploy or validate minimum user permissions to data

Module 4: Manage Microsoft Copilot

- Compare Microsoft Copilot and Microsoft 365 Copilot
- Explore Microsoft Copilot with commercial data protection
- Manage commercial data protection in Microsoft Copilot
- Manage Microsoft Copilot in Microsoft Edge
- Manage Microsoft Copilot on mobile devices

Module 5: Manage Microsoft 365 Copilot

- Manage Microsoft 365 Copilot settings
- Manage web access for Microsoft 365 Copilot
- Manage Copilot for Microsoft Teams meetings and events
- Explore Purview data protection for AI apps
- Secure data for AI apps using the Microsoft Purview AI Hub
- Monitor the value of Microsoft 365 Copilot through the Copilot Dashboard
- Track Microsoft Copilot readiness and usage across your organisation
- Monitor your Copilot interactions using a communication compliance policy
- Delete your Microsoft 365 Copilot interaction history

Module 6: Microsoft 365 extensibility fundamentals

- What is Copilot extensibility?
- What are agents?
- What are declarative agents?
- What are custom engine agents?
- Add knowledge with Graph connectors
- Add skills and plugins

Module 7: Microsoft 365 Copilot extensibility development paths

- Why extend copilot?
- Which path for extensibility should you choose?
- Which development approach should you take?
- What development tools are available to extend Microsoft 365 Copilot?
- How are companies extending Microsoft 365 Copilot?
- How can I secure my data and ensure privacy?

Module 8: Manage Microsoft 365 Copilot extensibility

- Manage Copilot agents in integrated apps
- Create a connection between a data source and a Microsoft Graph connector
- Monitor your Microsoft Graph connectors
- Manage how Microsoft Graph connector content is displayed in Microsoft 365 Copilot

DELIVERY METHOD

Our courses offer flexible delivery options:

- In-person classroom training at Impactful facilities in Johannesburg, Durban and Cape Town
- Virtual instructor-led training
- Nationally: On-site at the client

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