

# COURSE OVERVIEW

## Course name

(MS-4019) Transform your everyday business processes with no-code agents



**DURATION: 1 Day**

### Gauteng

3rd Floor, 34 Whiteley Road,  
Melrose Arch  
Johannesburg 2196

### Gauteng

192 on Bram  
192 Bram Fischer Drive Ferndale,  
Randburg Johannesburg 2160

### Cape Town

1st floor, TBE, 3 Bridgeway  
Bridgeway Precinct,  
Century City 7411

### Durban

9 Mountview Close Broadlands  
Mount Edgecombe  
Durban  
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## COURSE OVERVIEW

A no-code agent is a software tool that allows users to create and automate tasks or workflows without needing to write any code. This makes it easy for people without programming skills to develop and deploy solutions quickly and efficiently.

This Learning Path examines no-code agents in Microsoft 365 Copilot Chat and SharePoint and explores how Microsoft 365 business users can create, manage, and use them.

## COURSE OBJECTIVES

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

- Describe how no-code agents benefit your business
- Enhance collaboration with no-code agents
- Build IT governance controls for no-code agents
- Build and manage no code agents in Copilot Chat, SharePoint and Teams
- Share no-code agents with others

## AUDIENCE

Administrators, business users, developers and student who want to create, manage, and use no-code agents in Microsoft 365 Copilot Chat and SharePoint

## PREREQUISITES

- Participants should have basic functional experience with Microsoft 365 services
- Participants must have a proficient understanding of general IT practices

## CONTENT

### Module 1: Get started with no-code agents

*This module examines how no-code agents act as AI-powered assistants embedded within SharePoint and Microsoft Copilot Chat, providing real-time support by offering suggestions, automating processes, and helping users navigate through complex tasks.*

- What are no-code agents
- Who can create and use no-code agents?
- Benefits of using no-code agents
- Enhance collaboration using no-code agents
- IT governance controls for no-code agents

### Module 2: Build and manage a no-code agent

*This module guides you through the foundational concepts and practical steps required to create, test, and manage no-code agents in Microsoft 365 Copilot Chat and SharePoint.*

- The tools used to create no-code agents
- Components of a no-code agent
- Create no-code agents in Copilot Chat
- Create no-code agents in SharePoint
- Exercise: Create instructions for no-code agent scenarios
- Exercise: Create starter prompts for no-code agent scenarios
- Test and edit no-code agents
- Manage no-code agents

## Module 3: Use no-code agents in SharePoint

*This module explores the capabilities of no-code agents in SharePoint and Microsoft 365 Copilot Chat and how they can streamline work processes and enhance operational efficiency.*

- Share a no-code agent with others
- Share a no-code agent in Microsoft Teams
- Interact with no-code agents in SharePoint sites
- Explore practical no-code agent use cases for business users
- How Power Automate no-code flows integrate with SharePoint no-code agents

### 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