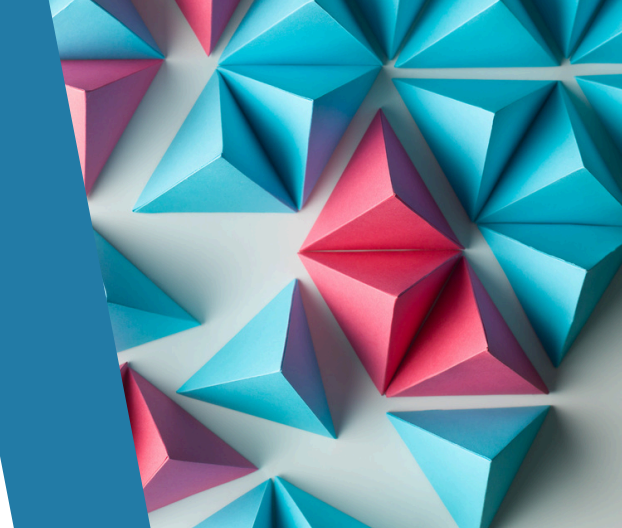


COPILOT ACADEMY

A dynamic 21-day adoption event designed to empower individuals and businesses with the skills needed to maximize productivity, saving valuable time using **Microsoft 365 Copilot**.



Getting Your Wings

Introduction to Microsoft 365 Copilot

Foundational Course - 3 hours - Hybrid (live virtual with on-demand supporting content)

Available Use Case Sessions

Each session is approximately 1 hour (learners attend any/all)

Executive

Sales

Marketing

Finance

HR

Operations

IT

Includes Instructor engagement and support all four days

Course End Celebration Session (1 hour)

Two weeks of adoption support and encouragement

Delivery Options

We offer this course both in-person and online in a blended learning format.

In-person

- Face-to-face training
- Personalized assistance and support
- Access to online content
- Traditional classroom setting and interactions

Virtual

- Meetings held on Microsoft Teams
- Support through virtual channels
- Access to online content
- Learners engage online, accessing digital resources