



pro·duhk·tiv

Copilot QuickStart for Organizations

(CQS4P)

Copilot Foundations

- Foundational Copilot training for leadership and/or AI council
- 3-hour session designed for up to 20 learners
- Focus on real-world workflows to accelerate confident, day-to-day Copilot usage
- Covers Copilot in Edge, Outlook, Teams, Word, PowerPoint, Excel, and OneDrive

Copilot Practice Strategy/Planning Session

- 4-hour strategic planning session focused on Copilot deployment strategy
- Guided discussion aligning to business goals and Copilot use cases
- Copilot readiness and adoption briefing to identify practical rollout and usage opportunities
- Leave with a clear, outlined deployment roadmap designed to drive measurable productivity gains and streamline everyday work across the organization

v.3.26