MS-4007 Microsoft 365 Copilot User Enablement Specialist

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

Duration: 4.00 hours (1 days) **3.3 CPD Hours** **Rating:** ⭐ 4.6 (5,878 reviews)

Course Information

Delivery Format:	Instructor Led - Online
Certification:	Microsoft Applied Skills: Microsoft 365 Copilot User Enablement Specialist
Related Exam:	MS-4007

Course Overview

Learn the knowledge and skills to drive enablement of Microsoft 365 Copilot across your organization. Explore effective strategies, including the Microsoft 365 Copilot user enablement framework to help you create and implement a robust adoption plan.

About This Course

Learn the knowledge and skills to drive enablement of Microsoft 365 Copilot across your organization. Explore effective strategies, including the Microsoft 365 Copilot user enablement framework to help you create and implement a robust adoption plan.

Who Should Attend

This course is designed for user enablement specialists, business leaders, managers, IT professionals, consultants, or anyone involved in the adoption of Microsoft Copilot 365 within their organization.

Prerequisites & Entry Requirements

General Prerequisites:

Get started with Copilot for Microsoft 365

Detailed Course Outline

1 - Introduction to Microsoft 365 Copilot

- What is Microsoft 365 Copilot?
- Explore how Microsoft 365 Copilot works
- Explore the core components of Microsoft 365 Copilot
- Examine how Microsoft is committed to responsible AI

2 - Explore the possibilities with Microsoft 365 Copilot

- Compose and summarize documents with Microsoft 365 Copilot in Word
- Summarize and draft emails with Microsoft 365 Copilot in Outlook
- Design captivating presentations with Microsoft 365 Copilot in PowerPoint
- Analyze and transform data with Microsoft 365 Copilot in Excel
- Elevate productivity with Microsoft 365 Copilot in Teams
- Empower your workflow with Microsoft 365 Business Chat

3 - Optimize and extend Microsoft 365 Copilot

- Examine the art and science of working with AI
- Review best practices for using Microsoft 365 Copilot
- Examine how to build an effective prompt
- Review prompting best practices
- Extend Microsoft 365 Copilot

4 - Explore user enablement strategies for adopting Microsoft 365 Copilot

- Describe the importance of user enablement
- Describe the journey to becoming an AI-powered organization
- Describe the people first strategy
- Describe the Microsoft 365 Copilot user enablement framework
- Discover how a global organization empowered its employees by adopting Microsoft 365 Copilot

5 - Envision a successful adoption of Microsoft 365 Copilot

- Assemble your team
- Secure sponsors and stakeholders
- Create an AI council
- Define a strategy
- Identify and prioritize scenarios
- Define success criteria, KPIs and success measurement plan
- Assess your organization’s readiness

6 - Onboard and empower your employees to use Microsoft 365 Copilot efficiently

- Establish a Microsoft 365 Copilot Center of Excellence
- Build your Champions and Early Adopters programs
- Build your engagement strategy
- Build your training strategy

7 - Drive value and maximize the impact of Microsoft 365 Copilot within your organization

- Collect and analyze feedback
- Review success measures and user survey results
- Measure and report Microsoft 365 Copilot usage
- Conduct health service reviews

8 - Extend and optimize Microsoft 365 Copilot in your organization

- Describe how to enhance Microsoft 365 Copilot
- Design scenarios using the Modern Collaboration Architecture framework
- Deliver business process transformation with Copilot Studio

Certification Path

Microsoft Applied Skills: Microsoft 365 Copilot User Enablement Specialist

Exam: MS-4007

Frequently Asked Questions

Q: What delivery options are available for MS-4007 Microsoft 365 Copilot User Enablement Specialist?

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: What certification does this course prepare me for?

The MS-4007 Microsoft 365 Copilot User Enablement Specialist course helps prepare you for the Microsoft Applied Skills: Microsoft 365 Copilot User Enablement Specialist certification path.

Q: Which exam does this course prepare me for?

This course prepares you for the MS-4007 official exam. You can take this exam at any exam center across United Kingdom including London, Manchester, Birmingham, Edinburgh, or live online wherever you are located.

Q: How many CPD hours does this course provide?

The 1-day MS-4007 Microsoft 365 Copilot User Enablement Specialist course provides up to 3.3 CPD hours of structured learning. CPD certificates can be provided upon request.

Q: What is the duration of the MS-4007 Microsoft 365 Copilot User Enablement Specialist training?

The training takes place over 1 day(s), with each day lasting approximately 4.00 hours including breaks for lunch and refreshments.

Q: Do you provide corporate training for MS-4007 Microsoft 365 Copilot User Enablement Specialist?

Yes, we provide corporate training, dedicated training, and closed classes for MS-4007 Microsoft 365 Copilot User Enablement Specialist. 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: Why choose Nexus Human for MS-4007 Microsoft 365 Copilot User Enablement Specialist?

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 MS-4007 Microsoft 365 Copilot User Enablement Specialist training. Please note that only one discount code can be used per booking and cannot be combined with other special offers.

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