Microsoft 365 Copilot technical overview for IT professionals Training

Duration: **1 Day**

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Overview

This course provides IT professionals with a comprehensive technical understanding of Microsoft 365 Copilot. Participants will gain insights into Copilot's architecture, licensing, administrative settings, extensibility, security, compliance, deployment considerations, monitoring, governance, and adoption. The course introduces Copilot's features, responsible AI principles, data processing, auditing, and governance, equipping IT professionals to manage and optimize Copilot for their organizations.

Key focus areas include Microsoft 365 Copilot architecture, security, compliance, governance, deployment readiness, licensing management, and extensibility. Hands-on labs are not included in this course.

Prerequisites

Participants should have:

- A working knowledge of Microsoft 365 services.
- Familiarity with IT administration, governance, and compliance concepts.
- Understanding of Microsoft 365 security, compliance fundamentals, and data protection policies.

Target Audience

This course is designed for:

- IT professionals responsible for managing Microsoft 365 environments.
- Administrators and technical leads overseeing Microsoft 365 security, compliance, licensing, and AI adoption.
- Organizations seeking to understand the technical landscape of Microsoft 365 Copilot.

What You Will Learn

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

- Describe the key features and capabilities of Microsoft 365 Copilot.
- Understand Microsoft's Responsible AI approach, content filtering, and auditing mechanisms.
- Understand Microsoft 365 Copilot's architecture and data flow.
- Assess security, compliance, data residency, and governance considerations.
- Navigate IT professional readiness tasks for Microsoft 365 Copilot deployment and licensing management.
- Manage Copilot settings, user permissions, web search availability, diagnostics, and monitoring tools.
- Understand Microsoft 365 Copilot's auditing, regulatory compliance, and governance policies.