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## Work smarter with AI (AI-3025)

**ID** AI-3025 **Price** on request **Duration** 1 day

### Prerequisites

Familiarity with Microsoft productivity applications, like Word, Excel, Outlook, and PowerPoint.

### Course Content

#### Work smarter with AI using Microsoft Copilot

Microsoft Copilot is an AI-powered assistant that you can use for personal projects and work.

- Introduction
- What is Microsoft Copilot?
- What can Microsoft Copilot do?
- How does Microsoft Copilot work?
- Use effective prompts
- Exercise - Explore Microsoft Copilot
- Knowledge check
- Summary



Training Centres worldwide



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