Transform your everyday business processes with agents (MS-4019)

ID MS-4019 **Price** CHF 690.—(excl. VAT) **Duration** 1 days

Who should attend

MS-4019: Transform your everyday business processes with agents is targeted to everyday Microsoft 365 business users. No programming experience is required to create Microsoft 365 Copilot Chat agents and SharePoint agents.

Course Content

Get started with agents

- Introduction
- What are agents?
- Agents and Access in Microsoft 365 Copilot
- Explore the benefits of using agents
- Enhance collaboration using agents
- Examine IT governance controls for agents
- Module assessment
- Summary

Explore prebuilt Microsoft 365 Copilot agents

- Introduction
- Examine the Analyst agent
- Exercise - Use the Analyst agent
- Examine the Researcher agent
- Exercise - Use the Researcher agent
- Examine the Prompt Coach agent
- Examine the Idea Coach agent
- Examine the Writing Coach agent
- Exercise - Use an agent of your choice
- Module assessment
- Summary

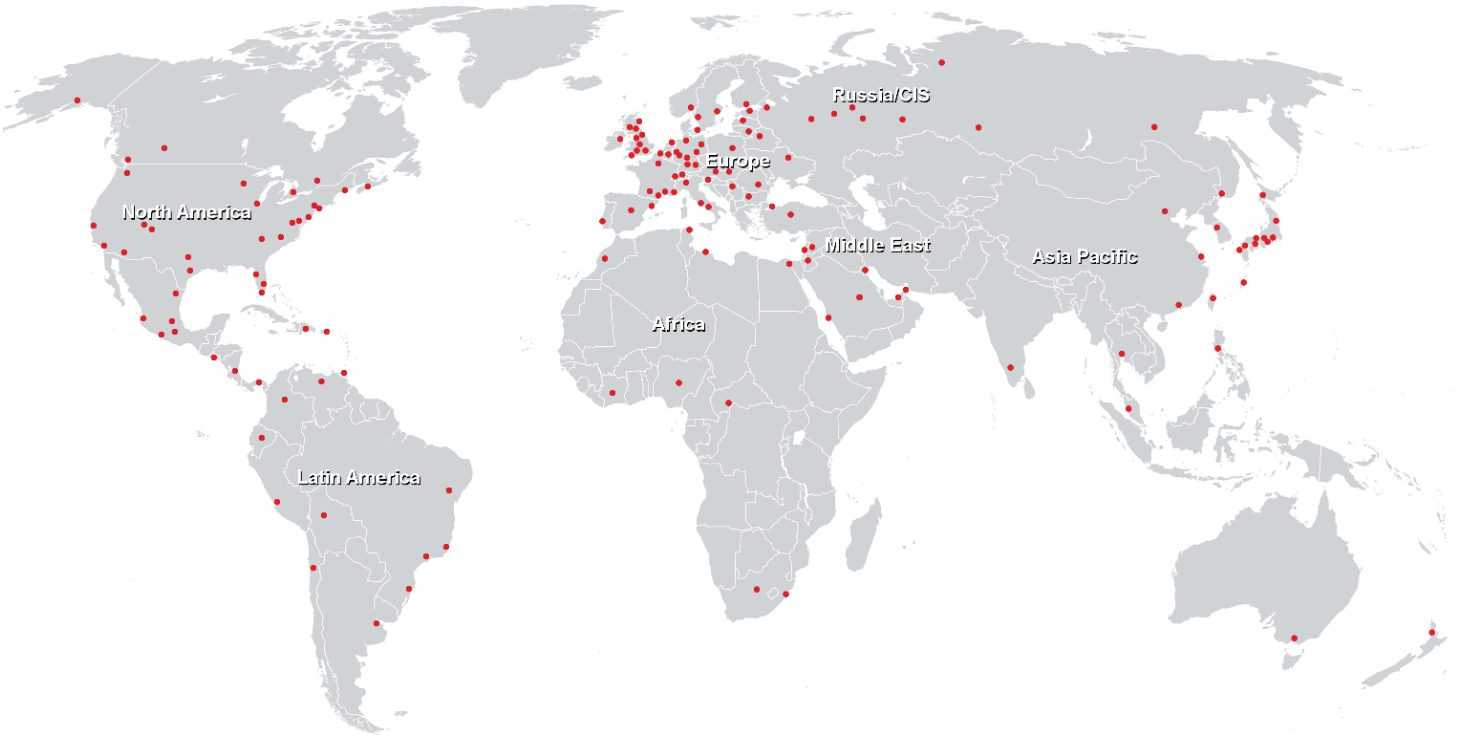
Build and manage an agent

- Introduction
- Examine the tools used to create agents
- Explore the components of an agent
- Create an agent in Copilot Chat - Part 1
- Create an agent in Copilot Chat - Part 2
- Exercise - Create a Copilot Chat agent
- Create an agent in SharePoint
- Exercise - Create a SharePoint agent
- Test and edit your agents
- Manage your agents
- Module assessment
- Summary

Share and use agents

- Introduction
- Share an agent with other users
- Share an agent in Microsoft Teams
- Interact with agents
- Module assessment
- Summary

Training Centres worldwide





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