

MASK-62 - MOC MS-4018 - DRAFT, ANALYZE, AND PRESENT WITH MICROSOFT 365 COPILOT

Categoria: **Applied Skills**

INFORMAZIONI SUL CORSO



Durata:
1 Giorni



Categoria:
Applied Skills



Qualifica Istruttore:
Microsoft Certified
Trainer



Dedicato a:
Utente Esperto



Produttore:
Microsoft

OBIETTIVI

This course directs users to learn common prompt flows in Microsoft 365 apps including PowerPoint, Word, Excel, Teams, and Outlook. It also introduces Microsoft 365 Copilot Chat and discusses the difference between work and web grounded data.

PREREQUISITI

Students should have basic functional experience with Microsoft 365 services

CONTENUTI

Introduction to Microsoft 365 Copilot

Build effective presentations with AI

Draft impactful documents using AI

Make your meetings more productive with AI

Uncover new data insights with AI

From inbox to impact: Improve your email workflows with AI

Unlock productivity and unleash creativity with AI powered chat

INFO

Materiale didattico: Materiale didattico ufficiale Microsoft in formato digitale

Costo materiale didattico: incluso nel prezzo del corso a Calendario

Natura del corso: Operativo (previsti lab su PC)