

# ENHANCING TEAM INTERACTIONS USING COPILOT

correlation.:one



# WARM-UP BREAKOUT ACTIVITY

5 MINUTES



Imagine 3 months from now. All your team members are using Copilot daily.

How has the collaboration between team members improved?



**SHARE SPECIFIC FEATURES YOU THINK  
WILL ENHANCE YOUR TEAM!**

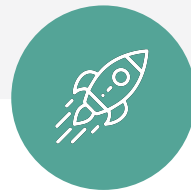
# OPPORTUNITIES TO APPLY COPILOT IN TEAMS



## TEAM INTERACTIONS


**EXAMPLE: REAL-TIME MEETING SUMMARIZATION:** Provides real-time summaries of meetings, including key points and action items. This provides real-time summaries of meetings, including key points and action items.

 "Recap this meeting"



## TEAM PERFORMANCE

**EXAMPLE: TASK CREATION AND ASSIGNMENT:** Creates and assigns tasks based on meeting discussions. This enhances clarity and accountability by detailing specific post-meeting actions.

 "Summarize everyone's post-meeting actions"

# PROMOTING COLLABORATION WITH COPILOT



## **STREAMLINED COLLABORATION**

Breaks down silos by providing a unified communication platform.



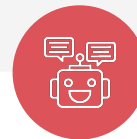
## **KNOWLEDGE TRANSFER**

Automates information sharing by centralizing data and making it accessible to all team members.



## **INFORMED DECISION MAKING**

Aligns goals through data-driven insights.



## **PERSONALIZED ENGAGEMENT**

Enhances communication with real-time translation and automated summaries.

# USE CASE: AUTOMATING MEETING SUMMARIES USING COPILOT



## AUTOMATED MEETING SUMMARIES

A leading use case is to generate concise summaries of cross-functional meetings, ensuring everyone is aligned, and ensure important information and action items don't get lost in the shuffle.

The screenshot displays a Microsoft Teams meeting titled "Product roadmap discussion". The meeting is scheduled for January 21, 2023, from 10:00 to 11:00. The main content area shows a "Product roadmap" slide with a timeline from Month 1 to Month 12. The timeline is divided into several phases: Market Research and Customer Feedback (Month 1), Phase 1 (Months 2-3), Launch Preparation (Months 4-6), Phase 2 - Testing (Months 7-9), and Launch (Months 10-12). Below the timeline, there are sections for "Speakers", "Topics", and "Chapters". The "Chapters" section lists four items: "Product roadmap review", "Agenda", "Our vision", and "New product roadmap".

On the right side of the meeting interface, there is a "Content" section with tabs for "Notes", "AI notes", "Mentions (3)", "Transcript", and "Chat". The "AI notes" tab is selected, showing "AI-powered notes and tasks, created for you." Below this, there are "Suggested notes" and "Suggested tasks".

**Suggested notes:**

- > **Serena** wants to look at the product roadmap before she and **Danielle** commit to more feature enhancements.
- > **Danielle** explains that they are on track for new product release in December. But they will need to keep an eye on beta testing results. She will follow up on that.
- > **Danielle** explains that they are managing the capacity well. There could be a problem if they get a surge of users. **Babak** will make sure that they have the necessary provisions to handle an influx of users if the need arises.

**Suggested tasks:**

- **Danielle** will follow up on feature enhancement prioritization
- **Jon Shammass** will double check with **Amanda** regarding the ETA for the new...

# USE CASE: GENERATING NEW IDEAS USING COPILOT

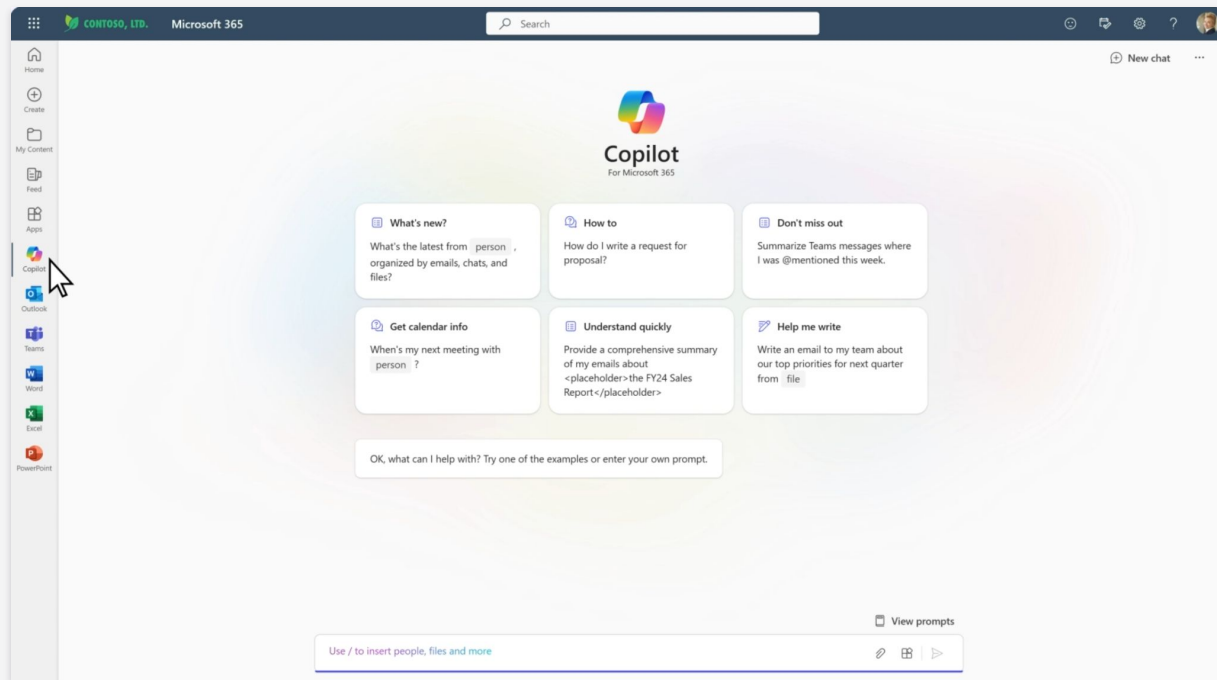


## IDEA GENERATION

Copilot Chat can suggest new ideas based on data and previous inputs, fostering creativity cross-functionally.

Stimulate creative thinking with AI-powered brainstorming

Generate novel ideas by combining team insights with external data



**COPILOT HELPS YOU FIND THE INFORMATION YOU'RE LOOKING FOR, CREATE ORIGINAL CONTENT, AND GET THINGS DONE QUICKLY.**

# EXAMPLE: DATA SHARING ACROSS TEAMS USING COPILOT



## IDENTIFY DATA NEEDS (ALL TEAMS)

Copilot in Excel helps identify trends, and insights from data within Excel making it easier to analyze data



## DEFINE DATA ACCESS (MARKETING)

Microsoft Fabric Copilot standardizes marketing data from multiple sources for analysis



## CONDUCT AUDITS (IT)

Microsoft Security Copilot can conduct regular security audits and identifies vulnerabilities

**COPILOT CAN PLAY A KEY ROLE IN BREAKING SILOS ACROSS TEAMS AND PROMOTING CROSS-FUNCTIONAL COLLABORATION**

# IDENTIFYING DATA NEEDS (ALL TEAMS)

The screenshot displays a Microsoft Excel spreadsheet titled "Workbook1 - Saved". The data table contains 18 rows of information, including Country, Customer, Product, Discount Band, Units Sold, Manufacturing Price, Sale Price, and Gross Sales. The Copilot sidebar on the right provides AI-generated insights and suggestions based on the data.

	A	B	C	D	E	F	G	H
1	Country	Customer	Product	Discount Band	Units Sold	Manufacturing Price	Sale Price	Gross Sales
2	France	VanArsdel	Biodegradable Cleaning Products	Low	4345	\$10	\$352	\$1,5
3	USA	VanArsdel	Biodegradable Cleaning Products	Low	4245	\$10	\$352	\$1,4
4	Australia	VanArsdel	Biodegradable Cleaning Products	None	4124	\$10	\$352	\$1,4
5	Mexico	VanArsdel	Biodegradable Cleaning Products	Medium	3954	\$10	\$352	\$1,3
6	France	Contoso Pharmaceuticals	Biodegradable Cleaning Products	Low	4952	\$10	\$127	\$6,2
7	France	Contoso Pharmaceuticals	Recycled Can	Low	4903	\$5	\$127	\$6,2
8	Canada	Proseware	Natural Personal Care Products	Low	1954	\$270	\$302	\$5,9
9	Canada	Proseware	Biodegradable Cleaning Products	High	1990	\$220	\$302	\$6,0
10	USA	VanArsdel	Compostable Food Packaging	Low	1254	\$3	\$380	\$4,7
11	USA	Proseware	Natural Personal Care Products	Medium	1465	\$224	\$302	\$4,4
12	USA	Proseware	Sustainable Snack Packaging	Medium	1410	\$120	\$302	\$4,2
13	Australia	Proseware	Natural Personal Care Products	Medium	1369	\$224	\$302	\$4,1
14	USA	VanArsdel	Compostable Food Packaging	Medium	1052	\$3	\$380	\$3,9
15	Canada	VanArsdel	Compostable Food Packaging	Low	980	\$312	\$380	\$3,7
16	Australia	Proseware	Sustainable Snack Packaging	Medium	1298	\$120	\$302	\$3,9
17	Australia	VanArsdel	Compostable Food Packaging	None	954	\$3	\$380	\$3,6
18	Canada	Contoso Pharmaceuticals	Biodegradable Cleaning Products	Low	2785	\$110	\$127	\$3,5

**Copilot**

You can always use the prompt guide for suggestions by selecting this button

What are the total sales for 'Otter Light Roast Whole Bean 12oz'?

Here's a PivotTable based on your prompt:

**Total Sales**

\$45,100

+ Add to a new sheet

AI-generated content may be incorrect

Are there any outliers in my data?

Ask a question or make a request about data in a table

0/2000



# IDENTIFYING DATA NEEDS (ALL TEAMS)

Queries [5]

Customers

Employees

Order\_Details

Orders

Shippers

Customers

3 steps

Employees

2 steps

Order\_Details

2 steps

```
1 let
2   Source = OData.Feed("https://services.odata.org/V4/Northwind/Northwind.svc/", null, [Implementation = "2.0"]),
3   #"Navigation 1" = Source[Name = "Customers", Signature = "table"]{Data},
4   #"Filter rows" = Table.SelectRows(#"Navigation 1", each [Country] = "Germany" or [Country] = "France" or [Country] = "Spain" or [Country] = "Italy" or [Country] = "United Kingdom")
5 in
6   #"Filter rows"
```

	CustomerID	CompanyName	ContactName	ContactTitle	Address	City	Region	PostalCode	Country
1	ALFKI	Alfreds Futterkiste	Maria Anders	Sales Representative	Obere Str. 57	Berlin	null	12209	Ge
2	BLAUS	Blauer See Delikatessen	Hanna Moos	Sales Representative	Forsterstr. 57	Mannheim	null	68306	Ge
3	BLONP	Blondesd père et fils	Frédérique Citeaux	Marketing Manager	24, place Kléber	Strasbourg	null	67000	Fri
4	BOLID	Bólido Comidas preparadas	Martin Sommer	Owner	C/ Araquil, 67	Madrid	null	28023	Sp
5	BONAP	Bon app'	Laurence Lebihan	Owner	12, rue des Bouchers	Marseille	null	13008	Fri
6	DRACD	Drachenblut Delikatessen	Sven Ottlieb	Order Administrator	Walsenweg 21	Aachen	null	52066	Ge
7	DUMON	Du monde entier	Janine Labruno	Owner	67, rue des Cinquante Otages	Nantes	null	44000	Fri
8	FISSA	FISSA Fabrica Inter. Salchichas S.A.	Diego Roel	Accounting Manager	C/ Moralzarzal, 86	Madrid	null	28034	Sp
9	FOLIG	Folies gourmandes	Martine Rancé	Assistant Sales Agent	184, chaussée de Tournai	Lille	null	59000	Fri
10	FRANK	Frankenversand	Peter Franken	Marketing Manager	Berliner Platz 43	München	null	80805	Ge
11	FRANR	France restauration	Carine Schmitt	Marketing Manager	54, rue Royale	Nantes	null	44000	Fri
12	FRANS	Franchi S.p.A.	Paolo Accorti	Sales Representative	Via Monte Bianco 34	Torino	null	10100	Ita

Query settings

Properties

Name

Customers

Entity type

Custom

Applied steps

Source

Navigation 1

Filter rows

Data destination

No data destination

Copilot Preview

2:57 PM

What would you like to do?

I can transform your data or explain how it's being transformed.

Please try starting with this option to connect to your data:

Get data

3:01 PM

Only keep European customers.

3:01 PM

Here's a suggested step for your query "Customers":

Filter rows

Undo

Only keep European customers.

AI generated content can have mistakes. Make sure it's accurate and appropriate before using it. [Review terms](#)

# CONDUCTING AUDITS (IT)

Microsoft Security Copilot / Alert on compromised account and device on Contoso.com

How can I contain devices and accounts that are already compromised?

12:44 PM

To contain the devices and accounts that have already synced with the new compromised GPO policies, we need to isolate the affected devices from the network, revoke the access of the compromised accounts, and restore the original GPO policies.

> Isolate affected devices

DeviceId	DeviceName
e91bc329b87a388a184d318832474f9cf79961a	workstation9.contoso.com
26f96f104e8576d85be32d91d86e2fb988dcd52	workstation8.contoso.com
ef664d5377a41f99327fe872fd3d2ccb789962f	workstation7.contoso.com
2f1479223851e982bede38bbe39683e3a2a8e4cc	workstation5.contoso.com
62a91704992a8e9aad5c99050fc61571b75dBeef	workstation6.contoso.com

> Revoke access of compromised accounts

AccountDomain	AccountName	count_DeviceName
Contoso	eturner	96
Contoso	dtorres	2010
Contoso	gmounir	846
Contoso	aserra	74
Contoso	hmiura	76

> Restore original GPO policies

Sources

1: Microsoft Sentinel

Confirm

Off-target

Report

Pin

Type "/" or ask anything about security

Pin board

Share

Export

Alert on compromised account and device on Contoso.com

OneNote

WMI

PowerShell

AMSI

Kinsing

Muhstic

Sabsik

Wacatac

Summary

Pinned items (5)

Alert Summary

This alert indicates that a device belonging to Devon Torres, a user of the contoso.com domain, was targeted by an emerging, financially motivated activity group that uses OneNote attachments to deliver remote access malware. The alert provides details about the suspicious process (ONENOTE.EXE) that was launched from a downloaded file (SalesLeads (1).onepkg) and its parent process (explorer.exe), as well as the device's hostname (workstation8), OS version (Windows 21H2), and risk score (High). The alert also shows the device's last seen time, external and internal IP addresses, and antivirus status. The device has a user-defined tag (ContosoDemo) and is onboarded to Microsoft Defender for Endpoint (MDATP).

Attack Steps

The account dtorres@contoso.com was involved in a series of suspicious actions on the workstation8 host, indicating a possible compromise by a malware campaign.

The following attack steps were observed:

- Malicious OneNote package file downloaded
- Malicious scripts executed via WScript.exe
- Attempted AMSI tampering and process injection
- Suspicious Microsoft Defender Antivirus exclusion and startup folder addition
- Suspicious LDAP query and process discovery
- Suspicious WMI process creation
- Suspicious PowerShell command line and script execution

Attack Details

Malicious OneNote package file downloaded

# BREAKOUT ACTIVITY

10 MIN



Work with colleagues in your function on the following:

1. Pick one interaction that takes the most time in your group.
2. Examine how you might use Copilot to improve the efficiency and effectiveness of that interaction.
3. Identify how you would measure success.

# DEBRIEF



Which **INTERACTION** did you pick, and how would you use Copilot to improve it?



**HOW MUCH TIME COULD BE SAVED** each week if we can reduce time spent on that interaction?

# THANK YOU!

correlation: one

