CRAFT EFFECTIVE PROMPTS FOR MICROSOFT COPILOT FOR MICROSOFT 365 (MS-4005)

Course Code: 834046

. Discover ways to craft effective and contextual prompts for Microsoft 365 Copilot that create, simplify, transform, and compile content across Microsoft 365 applications

Learn the importance of providing a clear goal, context, source, and expectation in your prompt for the best results. This course covers real world scenarios and examples using Copilot in Microsoft 365 apps like Word, Excel, PowerPoint, Teams, Outlook, OneNote, and Chat.

What You'll Learn

Students will learn,

- Get started with Microsoft 365 Copilot
- Craft effective prompts for Microsoft 365 Copilot

Who Needs to Attend

Learners should be familiar working in Microsoft 365 apps like Word, Excel, and PowerPoint. This course is intended for all types of users working with Microsoft 365 Copilot.

Visit us at www.globalknowledge.com or call us at 1-866-716-6688.

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