EXTEND MICROSOFT 365 COPILOT IN COPILOT STUDIO (MS-4022)

Course Code: 834104

Use Copilot Studio to build declarative agents, add knowledge, add actions, and publish agents to Microsoft 365 Copilot.

Prerequisites

- Familiarity with Microsoft 365 Copilot.
- Familiarity with options for extending Microsoft 365 Copilot.

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CLASSROOM LIVE	$675 USD	1 Day

Classroom Live Outline

Module 1: Introduction to declarative agents for Microsoft 365 Copilot

- What are declarative agents?
- How declarative agents work
- When to use declarative agents

Module 2:Build your first declarative agent for Microsoft 365 Copilot by using Copilot Studio

- Create a declarative agent
- Exercise - Create a declarative agent
- Add custom knowledge
- Exercise - Add custom knowledge
- Add starter prompts
- Exercise - Add starter prompts

Module 3: Introduction to actions for declarative agents in Copilot Studio

- Actions and agents
- Types of Copilot Studio actions
- Action development considerations
- Extend declarative agents with actions

Module 4: Extend declarative agents with prompt actions in Copilot Studio

- What are prompt actions?
- Create a prompt action
- Exercise - Create a prompt action

Module 5: Extend declarative agents with connector actions in Copilot Studio

- What are connector actions?
- Create connector actions

- Exercise - Create a connector action

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Feb 16 - 16, 2026 | 9:00 AM - 1:00 PM EST

Jun 12 - 12, 2026 | 9:00 AM - 1:00 PM EDT

Aug 14 - 14, 2026 | 9:00 AM - 1:00 PM EDT

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