



# TRANSFORM BUSINESS WORKFLOWS WITH GENERATIVE AI (AB-730)

Course Code: 834116

Discover how to apply generative AI to streamline daily tasks, enhance decision-making, and drive meaningful business outcomes.

Learners will understand how to use Microsoft 365 Copilot and its functionalities to improve their productivity. The course focuses on real-world use cases—no coding required—making it ideal for those who want to confidently integrate AI into their work.

## Who Needs to Attend

This course is designed for professionals from a wide range of business functions, such as marketing, sales, operations, product management, customer success, human resources, and finance. The course is suitable for those looking to enhance their productivity, streamline workflows, and confidently demonstrate AI skills in a modern workplace.

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CLASSROOM LIVE

\$675 USD

1 Day

## Classroom Live Outline

### **Module 1: Transform business workflows with generative AI**

- What is generative AI?
- Employ Copilot Chat as your AI assistant
- Draft and refine business content using Microsoft 365 Copilot
- Analyze and visualize data using Microsoft 365 Copilot
- Manage meetings and collaboration using Microsoft 365 Copilot
- Define the role you want Microsoft 365 Copilot to play in your business workflow

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VIRTUAL CLASSROOM LIVE

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Mar 2 - 2, 2026 | 9:00 AM - 5:00 PM EST

May 18 - 18, 2026 | 9:00 AM - 5:00 PM EDT

Jul 13 - 13, 2026 | 9:00 AM - 5:00 PM EDT

Sep 28 - 28, 2026 | 9:00 AM - 5:00 PM EDT

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