



# Copilot Flight Plan: Take-Off

Take off on your journey to deploying Copilot for Microsoft 365

## The Challenge

The integration of AI with Copilot for Microsoft 365 offers enhanced productivity and insights but presents challenges in adoption, security, and compliance, potentially hindering its benefits due to increased risks.

The main issues are around how to:

- Maximizing the business value of Copilot for Microsoft 365
- Handling increased data compliance and security risks
- Setting boundaries and policies for usage
- Steering innovation and integrations with copilot
- Monitoring data access and exfiltration

## Deliverables

- Configuration and support documents
- Training
- Copilot support chatbot

## Timeline

- 4 Weeks

## The Solution

Spyglass's Copilot for Microsoft 365 Take-Off (Deployment) is focused on achieving three things: protecting data and identities, training, and support.

### Data Governance

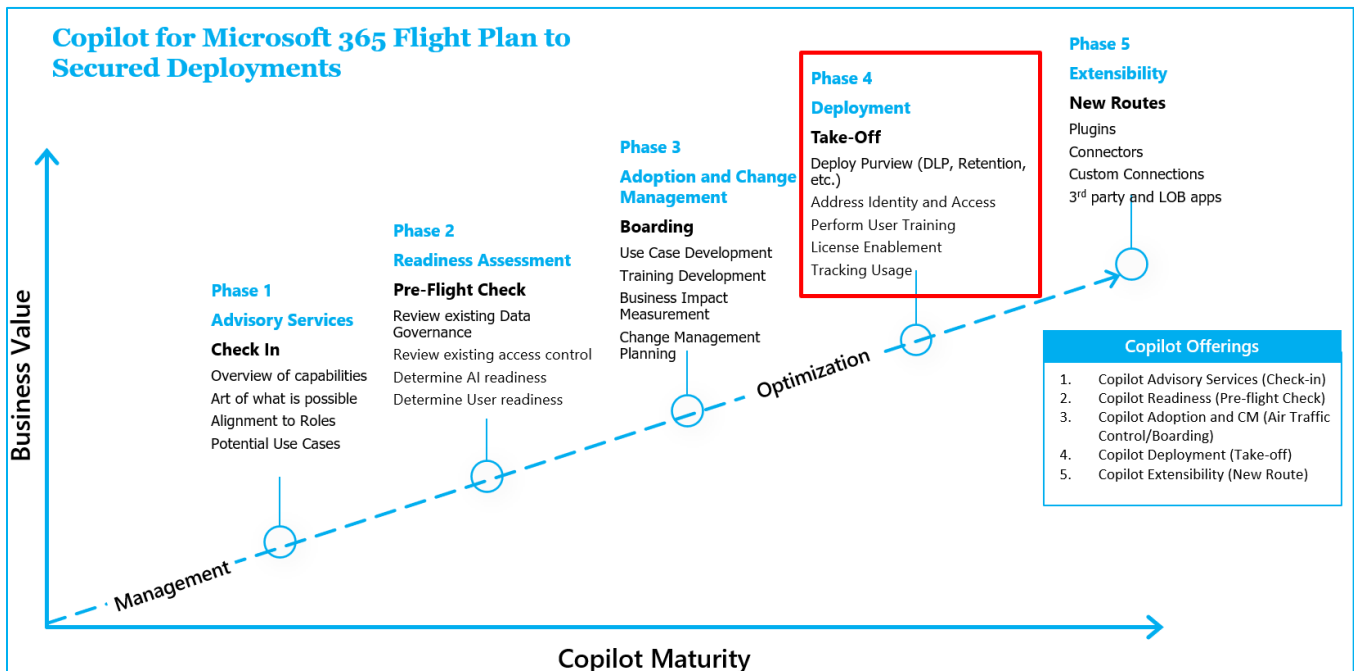
- Data loss prevention and retention
- Labelling and classification
- Insider Risk Management
- Data permission review and remediation

### Training and Support

- Train users, admins, and support staff
- Usage reporting
- Chatbot creation for Copilot for M365 support

### Identity Governance

- RBAC
- Conditional access policies
- External access and sharing



## Spyglass MTG Copilot Flight Plan

Copilot for Microsoft 365 is a whole new way to work thanks to the integration of AI into our normal business tasks that allow us to be more productive and bring forth new insights from the documents we interact with. These new capabilities also bring challenges to adoption, security, and compliance within our environments.

Spyglass's Copilot for Microsoft 365 Flight Plan provides a systematic way to tackle introducing AI capabilities into an environment at any point in the AI journey including:

- **Check-In** – The initial step to determine how Copilot for Microsoft 365 can benefit users and processes that includes:
  - Overview of Copilot for Microsoft 365 capabilities
  - Whiteboarding of what is possible
  - How it could align with existing roles
  - Discussing potential use cases and personas
- **Pre-Flight Check** – Now that capabilities align with potential use cases and personas, it is time to start looking at how ready the environment is by looking at:
  - Existing Identity and Data Governance requirements and capabilities
  - Readiness for AI
  - Readiness for users to adopt
- **Boarding** – This stage of the journey is taking all of the validation from phase 1 and 2 and putting it into action by:
  - Creating Use Cases
  - Developing Training
  - Understanding Business Impacts
  - Planning for Support
  - Defining Controls
- **Tak-off** – At this point, Copilot is ready to lift off and be consumed by users and controls put in place:
  - Data Governance using Purview
  - Identity controls using Entra ID
  - Delivering User and Admin training
  - Tracking and reporting on Copilot for Microsoft 365
  - Enablement of Users
- **New Routes** – helps to establish customize experiences for users and processes while leveraging the power of AI focused on productivity. This can leverage plugins, connectors, and even tie in with existing Line of Business applications. This is the phase of the Flight Plan that really personalizes the experience for user groups and business units.



### Spyglass MTG Can Help!

We can help you take off on your journey to deploying Copilot for Microsoft 365. [Contact us today!](#)

### About Spyglass MTG- A Women Owned/Women Led Company

For over 15 years, we've partnered with Microsoft to expertly deliver their vast and ever-evolving suite of enterprise solutions to clients. Specializing in Data, AI, and Security services on the Microsoft clouds, we can help you select, architect, implement, migrate to, and manage your Microsoft products. With Spyglass as your trusted ally, you can securely harness the power of Microsoft technology to drive strategic business decisions, optimize processes, predict customer behavior, spot market trends, and empower your business to stay ahead in today's competitive landscape.



Infrastructure Azure  
Data & AI Azure  
Digital & App Innovation Azure  
Modern Work  
Security