

**Don't miss the  
Microsoft Loop  
train!**



# Pieter Op De Beeck

Trusted advisor @ **The Flow** (BE)

Married & father of 2

💻 17 years tech evangelist (*for life*)

👉 Active on LinkedIn  
→ [linkedin.com/in/pieteropdebeeck](https://linkedin.com/in/pieteropdebeeck)

🗓 ‘Viva Explorers’ Belgium (13/06)



**“... a relationship status  
on Facebook”**

**and**

**Microsoft Loop?**

Single  
Engaged  
Divorced



**It's Complicated**

Separated  
In a Relationship  
Married



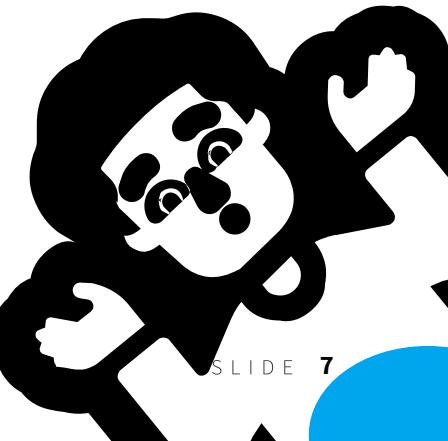


# Microsoft Loop



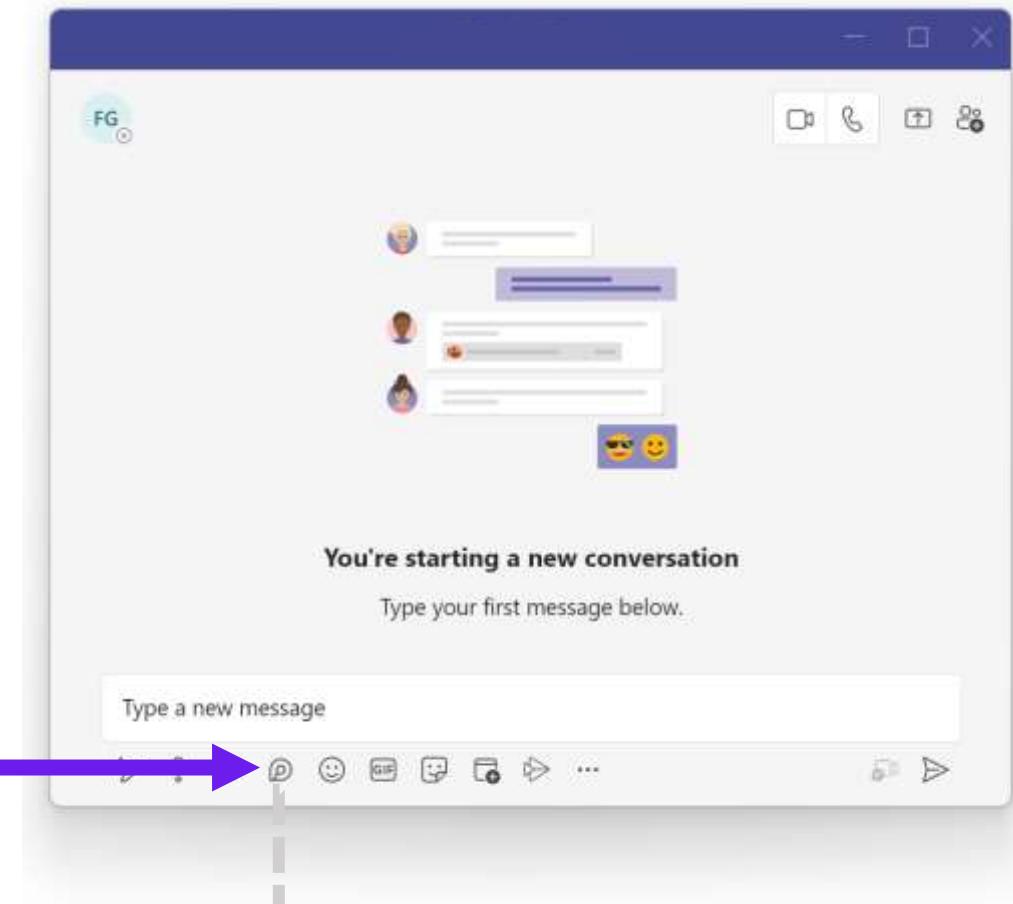
# Microsoft Loop?

**“Never heard of.”**

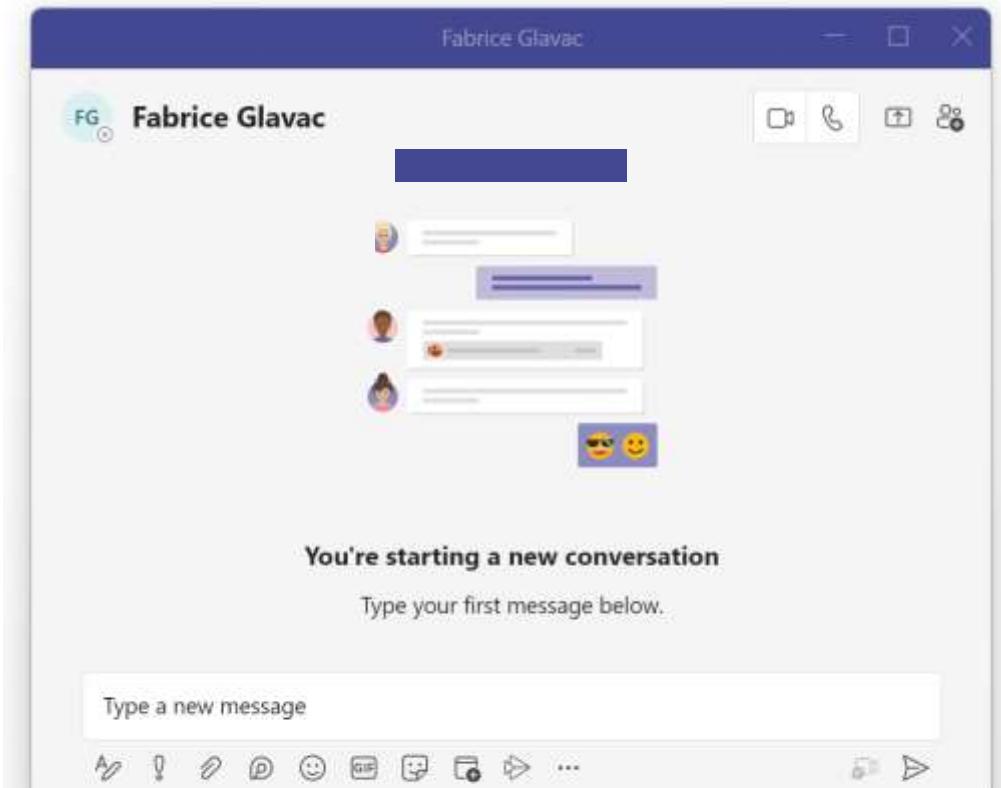


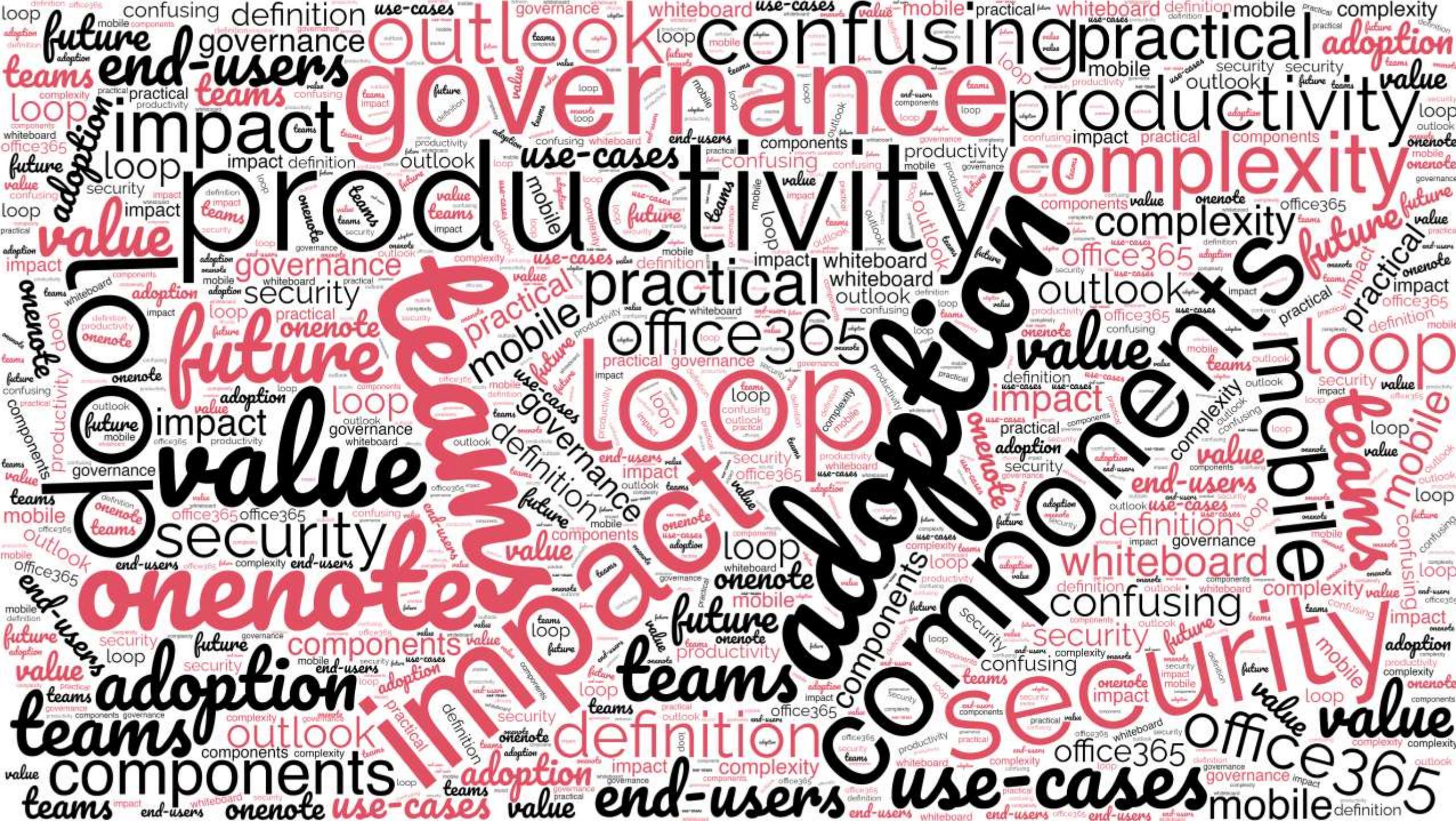
# Microsoft Loop?

“Oh, you mean  
*this* icon?”



# What comes to mind when thinking about **Microsoft Loop?**





# Impact

# Adoption

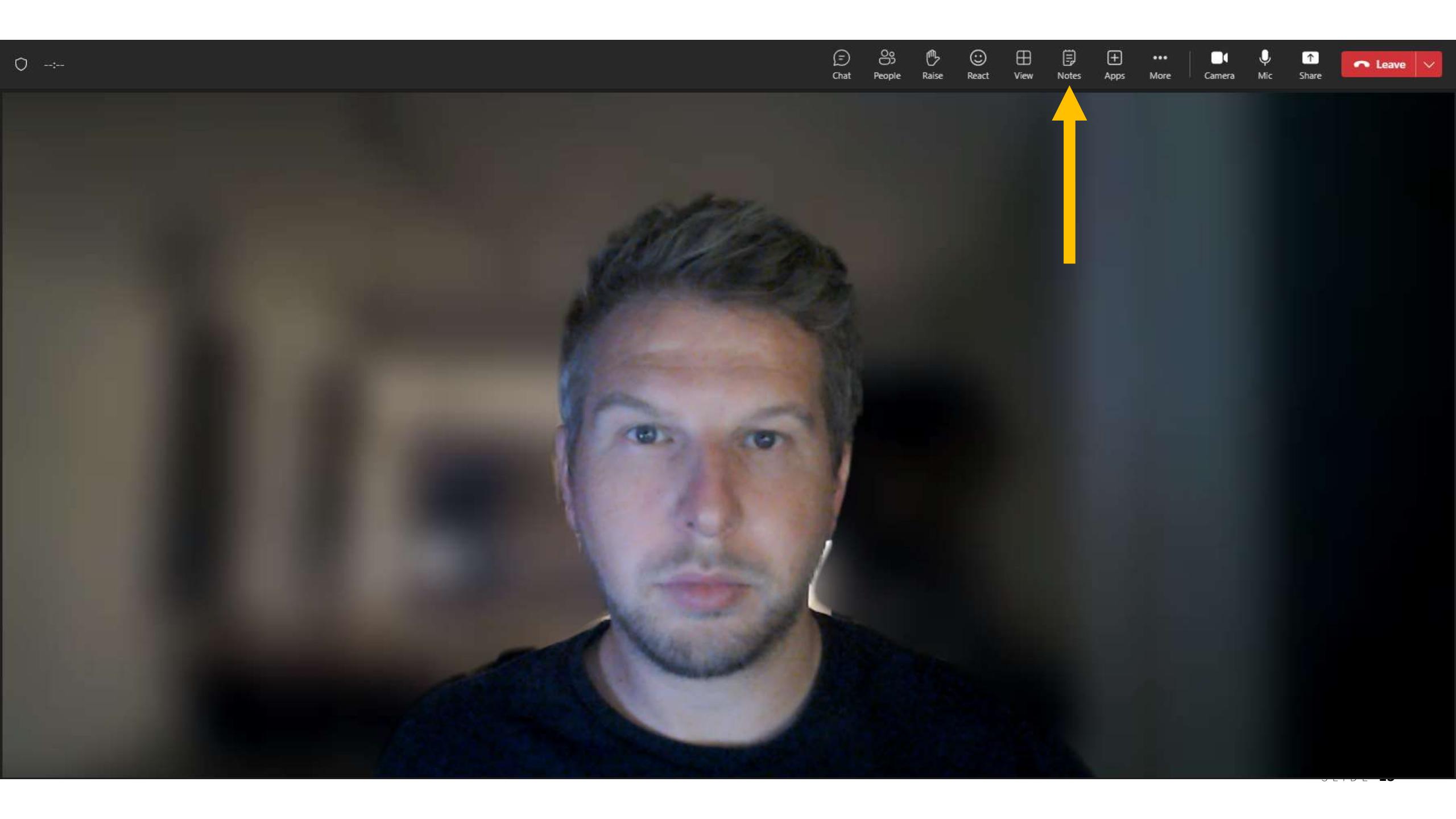
# Governance

# Security

# Use-cases

**Microsoft Loop:  
a gimmick,  
or here to stay?**





Chat

People

Raise

React

View

Notes

Apps

More

Camera

Mic

Share

Leave

A screenshot of a video conference interface showing a man in profile. The interface includes a toolbar at the top with icons for Chat, People, Raise, React, View, Notes (selected), Apps, More, Camera, Mic, Share, and Leave. On the right side, there's a sidebar titled "Meeting notes" with sections for "Agenda", "Meeting notes", and "Follow-up tasks".

**Meeting notes**

**Agenda**

- Stapler thief investigation: Catching the culprit!
- Chaos Coordinator' role: Embrace the madness!
- Cat email etiquette training: Avoid purr-sonal replies.
- Coffee debate: Caffeine breaks for productivity?

**Meeting notes**

- Add meeting notes

**Follow-up tasks**

+ Add a task

A screenshot of a video conference interface. The main frame shows a man with a beard and short hair, wearing a dark t-shirt, looking slightly to his right with a thoughtful expression. He is in a video conference call. The interface includes a top bar with various icons and buttons for Chat, People, Raise, React, View, Notes, Apps, More, Camera, Mic, Share, and Leave. On the right side, there is a sidebar titled "Meeting notes" which contains sections for "Agenda", "Meeting notes", and "Follow-up tasks".

**Meeting notes**

**Agenda**

- Stapler thief investigation: Catching the culprit!
- Chaos Coordinator's role: Embrace the madness!
- Cat email etiquette training: Avoid purr-sonal replies.
- Coffee debate: Caffeine breaks for productivity?

**Meeting notes**

- We talked about [this](#)
- We also mentioned that [topic](#)
- And we gave [Pieter](#) some home work which he [loves](#)

**Follow-up tasks**

- Some homework [@Joe Flow](#)  
Due [Thu, Jun 29 \(10d left\)](#)
- Create the presentation for next bi-weekly [meeting](#)  
Due [@Ann Flow](#)  
Due [Sat, Jul 1 \(12d left\)](#)

[+ Add a task](#)

## Meeting notes



### Agenda

- Stapler thief investigation: Catching the culprit!
- Chaos Coordinator role: Embrace the madness!
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- Coffee debate: Caffeine breaks for productivity?

### Meeting notes

- We talked about this
- We also mentioned that topic
- And we gave Pieter some home work which he loves

### Follow-up tasks

- Some homework 🧑
  - Assignee: @Joe Flow
  - Due Date: Thu, Jun 29 (10d left)
- Create the presentation for next bi-weekly meeting
  - Assignee: @Ann Flow
  - Due Date: Sat, Jul 1 (12d left)

+ Add a task

Outlook

The screenshot shows the Microsoft Outlook web interface. In the center, there's a list of tasks under the heading "Assigned to me". One task is highlighted with a yellow arrow pointing from the "Follow-up tasks" section in the meeting notes. The task details are as follows:

- Some homework 🧑**
- Meeting Notes 1
- Due Thu, June 29

Below the task list is the Outlook logo, which consists of a blue square with a white 'O' and an envelope icon.

## Meeting notes



### Agenda

- Stapler thief investigation: Catching the culprit!
- Chaos Coordinator role: Embrace the madness!
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- Coffee debate: Caffeine breaks for productivity?

### Meeting notes

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### Follow-up tasks

- Some homework 📚
  - 👤 @Joe Flow
  - 📅 Thu, Jun 29 (10d left)
- Create the presentation for next bi-weekly meeting
  - 👤 @Ann Flow
  - 📅 Sat, Jul 1 (12d left)

+ Add a task

Outlook

Assigned to me

Some homework 📚 Meeting Notes 1 Due Thu, June 29

My Day  
Important  
Planned  
Assigned to me  
Flagged email  
Task  
New list

Open >

Meeting Notes 1  
Plan  
Me  
Assignee  
Add note  
Some options aren't available for this task.

Created Today



Camera



Mic



Share

Leave

Microsoft 365

Meeting Notes 1

## Meeting notes



...

### Agenda

- Stapler thief investigation: Catching the culprit!
- Chaos Coordinator's role: Embrace the madness!
- Cat email etiquette training: Avoid purr-sonal replies.
- Coffee debate: Caffeine breaks for productivity?

### Meeting notes

- We talked about [this](#)
- We also mentioned that [topic](#)
- And we gave Pieter some home work which he [loves](#)

### Follow-up tasks

- Some homework 😊

[@Joe Flow](#)[Thu, Jun 29 \(10d left\)](#)

- Create the presentation for next bi-weekly [meeting](#)

[@Ann Flow](#)[Sat, Jul 1 \(12d left\)](#)[+ Add a task](#)

Home



Create



My Content



Feed



Apps



Admin



Visio



Yammer



Power BI

## Agenda

- Stapler thief investigation: Catching the culprit!
- Chaos Coordinator's role: Embrace the madness!
- Cat email etiquette training: Avoid purr-sonal replies.
- Coffee debate: Caffeine breaks for productivity?

## Meeting notes

- We talked about [this](#)
- We also mentioned that [topic](#)
- And we gave Pieter some home work which he [loves](#)

## Follow-up tasks



### Task

- Some homework 😊

### Assigned to

[@Joe Flow](#)

### Due date

[Thu, Jun 2](#)

- Create the presentation for next bi-weekly [meeting](#)

[@Ann Flow](#)[Sat, Jul 1](#)[J 1 A 1](#)[+ Add a task](#)

## Meeting notes



...

### Agenda

- Stapler thief investigation: Catching the culprit!
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- Some homework
  - @Joe Flow
  - Thu, Jun 29 (10d left)
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  - @Ann Flow
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+ Add a task

# Meeting notes

- We talked about this
- We also mentioned that topic
- And we gave Pieter some home work which he loves



@

Insert person

Ignore once

# Follow-up ta

*Small, flexible teams*

# The purpose

**Microsoft Loop** delivers a  
**co-creation platform** syncing up  
**your teams, documents, and tasks**  
across all your devices.



# The definition

**Microsoft Loop** is a **flexible canvas**  
with **portable** **components** that  
**stay in sync** while **moving freely**  
across Microsoft 365 apps.



Is it an APP?  
Is it a service?

Microsoft Loop is a service but soon  
will be wrapped in a dedicated app.

*in public preview*



**Level 1**

**Level 2**

**Level 3**



*in public preview*

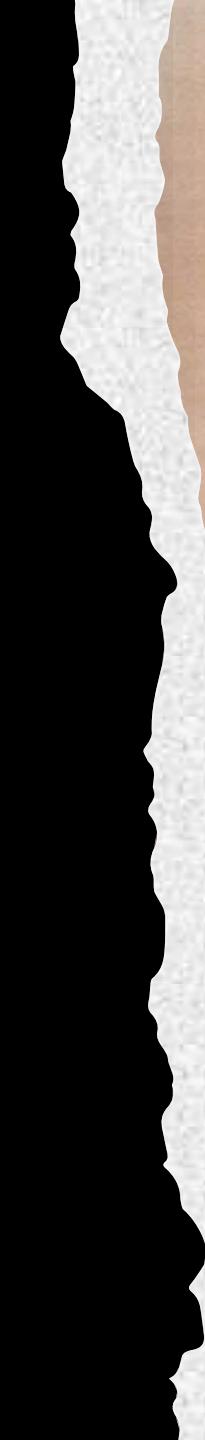
**Workspaces**

**Pages**

**Components**

*The core*

Where did  
**Microsoft Loop**  
come from?



**Remember  
this one?**

# Dear Microsoft,

WOW. BIG NEWS! CONGRATULATIONS on today's announcements. We're genuinely excited to have some competition.

We realized a few years ago that the value of switching to Slack was so obvious and the advantages so overwhelming that every business would be using Slack, or "something just like it," within the decade. It's validating to see you've come around to the same way of thinking. And even though — being honest here — it's a little scary, we know it will bring a better future forward faster.

However, all this is harder than it looks. So, as you set out to build "something just like it," we want to give you some friendly advice.

First, and most importantly, it's not the features that matter. You're not going to create something people really love by making a big list of Slack's features and simply checking those boxes. The revolution that has led to millions of people flocking to Slack has been, and continues to be, driven by something much deeper.

Building a product that allows for significant improvements in how people communicate requires a degree of thoughtfulness and craftsmanship that is not common in the development of enterprise software. How far you go in helping companies truly transform to take advantage of this shift in working is even more important than the individual software features you are duplicating.

Communication is hard, yet it is the most fundamental thing we do as human beings. We've spent tens of thousands of hours talking to customers and adapting Slack to find the grooves that match all those human quirks. The internal transparency and sense of shared purpose that Slack-using teams discover is not an accident. Tiny details make big differences.

Communication is essential. Communication is what humans do on the

We are deeply committed to making our customers' experience of their existing tools even better, no matter who makes them. We know that playing nice with others isn't exactly your MO, but if you can't offer people an open platform that brings everything together into one place and makes their lives dramatically simpler, it's just not going to work.

\*\*\*

Third, you've got to do this with love. You'll need to take a radically different approach to customer support and partnering with customers to help them adjust to new and better ways of working.

When we push a same-day fix in response to a customer's tweet, agonize over the best way to slip some humor into release notes, run design sprints with other software vendors to ensure our products work together seamlessly, or achieve a 100-minute average turnaround time for a thoughtful, human response to each support inquiry, that's not "going above and beyond." It's not "us being clever." That's how we do. That's who we are.

We love our work, and when we say our mission is to make people's working lives simpler, more pleasant, and more productive, we're not simply mouthing the words. If you want customers to switch to your product, you're going to have to match our commitment to their success and take the same amount of delight in their happiness.

\*\*\*

One final point: Slack is here to stay. We are where work happens for millions of people around the world.

You can see Slack at work in nearly every newsroom, and every technology company across the country. Slack powers the businesses of architects and film labs. It's the only tool preferred by both late night comedy writers and risk & compliance officers. It is in some of the world's largest enterprises as well as thousands of businesses on the main streets of

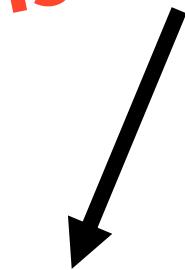


**Hello,  
little one**



Microsoft Teams

This pixel  
is Slack today



slack

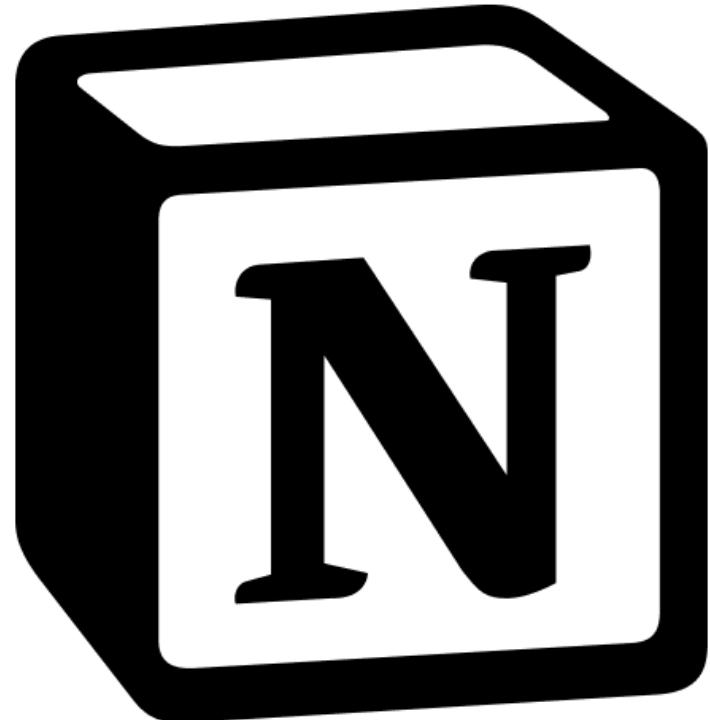


Microsoft Teams

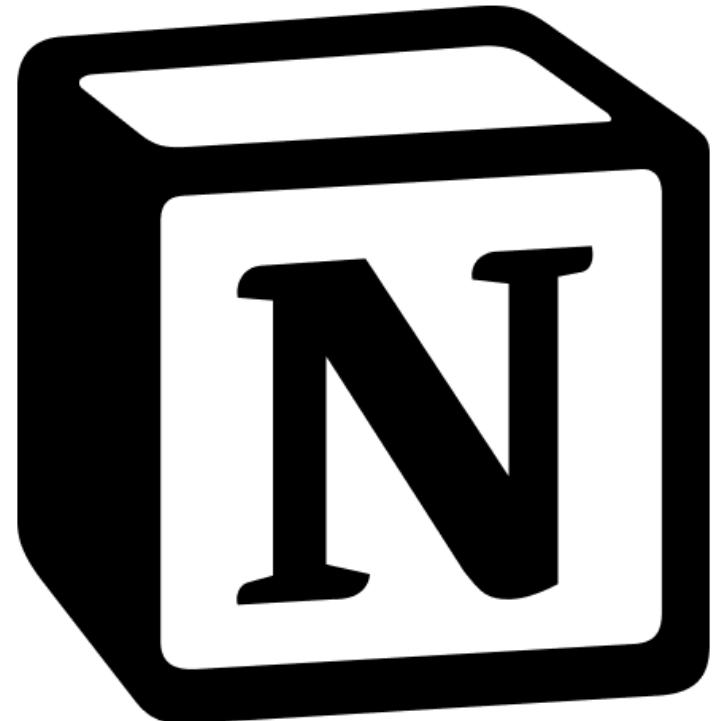
**270.000.000 users**

*in six(!) years*

# Notion

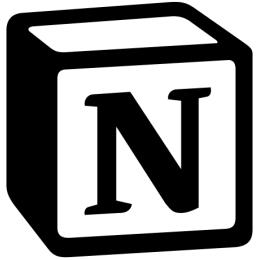


**Notion**



**Microsoft Loop**





Acme Inc.

Share Updates Favorite ...

Acme Inc.

Quick Find All Updates Settings & Members

WORKSPACE

- Acme Inc.
- Tasks
- Meeting Notes
- Docs
- Design
- Engineering
- Product
- HR
- Marketing
- Support
- Sales

SHARED

DDIVUATE

+ New page

Acme Inc.

**Company**

- What's New
- Mission, Vision, Values
- Company Goals
- Employee Directory
- Office Manual

**Benefits**

- Benefits Policies
- Vacation Policy
- Expense Policy



Microsoft Loop

VanArsdel Marketing

Sales Opportunities

Budget and Financial Projection

Pricing Strategy

Marketing

Project Overview

Marketing Guidelines for V...

Weekly Brainstorm Meeting

Creative Brief

Brainstorming

Alpine Ski House

Retrospective Retreat

Alpine Ski House (ID: 487...)

Designs

Mood Board

Retrospective Retreat

Erik Nason Keiko Tanaka Colin Ballinger

Retrospective Retreat

Keynote Speakers

Hey dream team! The annual Retrospective Retreat is just around the corner. Let's rally and find some awesome keynote speakers for the event!

Keynote	Speaker	Details	Status
"Why Storytelling Matters."	Erik Nason	Senior VP, VanArsdel Marketing	Emailed
"Present Powerfully"	Keiko Tanaka	Associate, VanArsdel Legal	In Progress
	Colin Ballinger	Associate, VanArsdel Legal	On Hold

+ Add a row

A screenshot of a Mac OS X desktop. At the top, there's a window titled "Acme Inc." with a small house icon. The desktop has a dark theme with red, yellow, and green window control buttons. On the left, a sidebar shows a tree icon next to "Acme Inc." and a dropdown arrow. Below it is a "WORKSPACE" section with a tree icon next to "Acme Inc.", followed by a list of other workspace categories: Tasks, Meeting Notes, Docs, Design, Engineering, Product, HR, Marketing, Support, and Sales. At the bottom, there's a "SHARED" section with a plus sign and "New page".

A screenshot of the Acme Inc. workspace. At the top, there's a large black cube icon with a white stylized letter "N" on it, and a smaller house icon below it. The main title "Acme Inc." is in a large, bold, sans-serif font. Below the title, there are two main sections: "Company" and "Benefits". The "Company" section includes links for "What's New" (star icon), "Mission, Vision, Values" (flag icon), "Company Goals" (muscle icon), "Employee Directory" (phone icon), and "Office Manual" (book icon). The "Benefits" section includes links for "Benefits Policies" (person icon), "Vacation Policy" (vacation icon), and "Expense Policy" (credit card icon).

A screenshot of a Microsoft Teams meeting interface. At the top, there's a purple and blue "P" icon. The top bar includes "Share", "Updates", "Favorite", and a three-dot menu. Below the bar, there's a video feed showing a close-up of a leaf. To the right of the video, there's a "Live" button and a list of participants: Jason, Keiko Tanaka, Colin Ballinger, and others. A "Note Speakers" section is visible with a message about finding keynote speakers for the annual Retrospective Retreat. At the bottom, there's a table titled "Speaker" with columns for "Name", "Speaker", "Details", and "Status". The table lists three speakers: Erik Nason (Senior VP, VanArsdel Marketing, Emailed), Keiko Tanaka (Associate, VanArsdel Legal, Not Yet Reached), and Colin Ballinger (Associate, VanArsdel Legal, Not Yet Reached). A question mark icon is in the bottom right corner.

Microsoft Loop

VanArsdel Marketing

- > Sales Opportunities
- ✓ Budget and Financial Projection
- Pricing Strategy

✓ Marketing

- > Project Overview 3 6 2
- Marketing Guidelines for V...
- Weekly Brainstorm Meeting
- Creative Brief
- Brainstorming

Acme Inc.

- Tasks
- Meeting Notes
- Docs
- Design
- Engineering
- Product
- HR
- Marketing
- Support
- Sales

Alpine Ski House

- Retrospective Retreat 2
- Alpine Ski House (ID: 487...)

Designs

- Mood Board

SHARED

New page

Retrospective Retreat

# Retrospective Retreat

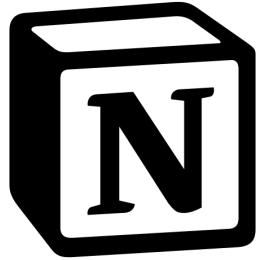
Erik Nason Keiko Tanaka Colin Ballinger

## Keynote Speakers

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Keynote	Speaker	Details	Status
"Why Storytelling Matters."	Erik Nason Senior VP, VanArsdel Marketing	Emailed	EH
"Present Powerfully"	Keiko Tanaka Associate, VanArsdel Legal	AM	AM
Karla	Colin Ballinger	CS	CS

Add a row



**Workspaces  
Pages  
Blocks**



**Workspaces  
Pages  
*Blocks* Components**

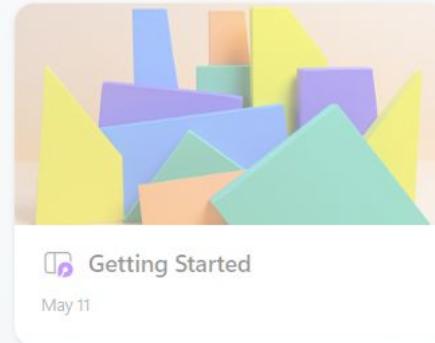
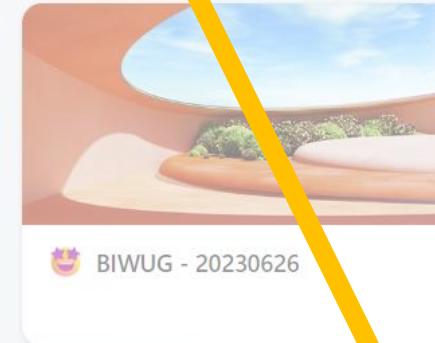
# Microsoft Loop application



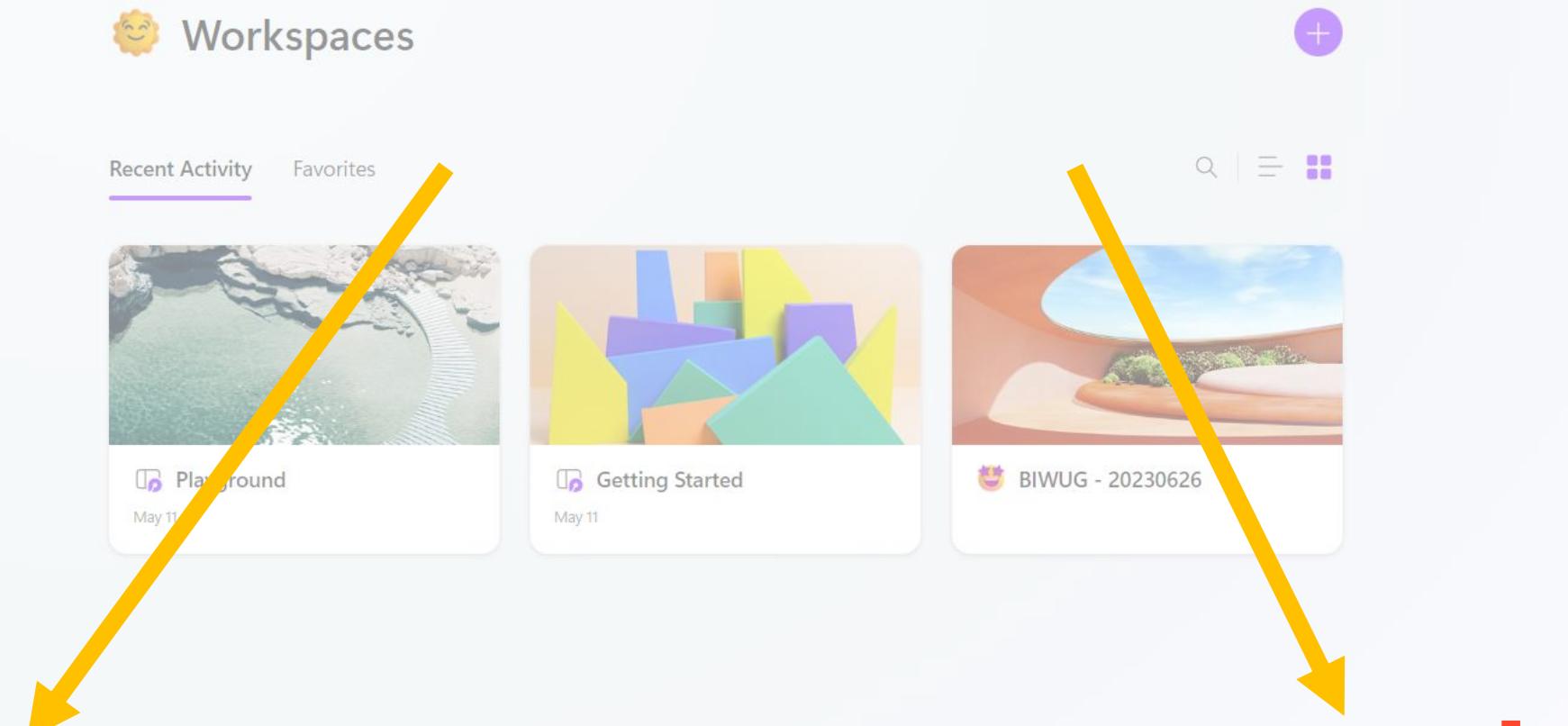
Workspaces



Recent Activity   Favorites

Playground  
May 11Getting Started  
May 11

BIWUG - 20230626



# Personal

account

# Work

(M365 work or school account)

in public preview

<https://loop.microsoft.com>

 Workspaces[Recent Activity](#)[Favorites](#) |   Playground

May 11

 Getting Started

May 11

 BIWUG - 20230626

Let's focus on the  
work-Loop application





Loop

Preview

## ☀️ Workspaces

Recent Activity

Favorites



Playground

May 11



Getting Started

May 11

Let's focus on the  
work-Loop app



New tab

Ctrl+T

New window

Ctrl+N

New InPrivate window

Ctrl+Shift+N

Zoom

—

100%

+



Favourites

Ctrl+Shift+O

History

Ctrl+H

Downloads

Ctrl+J

Apps



Extensions

Print

Ctrl+P

Web capture

Ctrl+Shift+S

Web select

Ctrl+Shift+X

Find on page

Ctrl+F

More tools



Settings

Help and feedback



Close Microsoft Edge

Manage apps

Install Microsoft Loop

Installed apps

Planning

Outlook

Your available apps

TEAMS ) ARVESTA

TFL

VITO

HubSpot

MAIL

**Collaboration-canvas**

**Speed & ease of use**

**Currently a separate  
(siloed) collaboration  
app**

**No link between Loop  
workspaces and  
Teams workspace 😞**

# Quick demo

## of the Loop app

# Live components

Loop components



**components**

**are the core  
of Microsoft Loop**



# Compo-what?

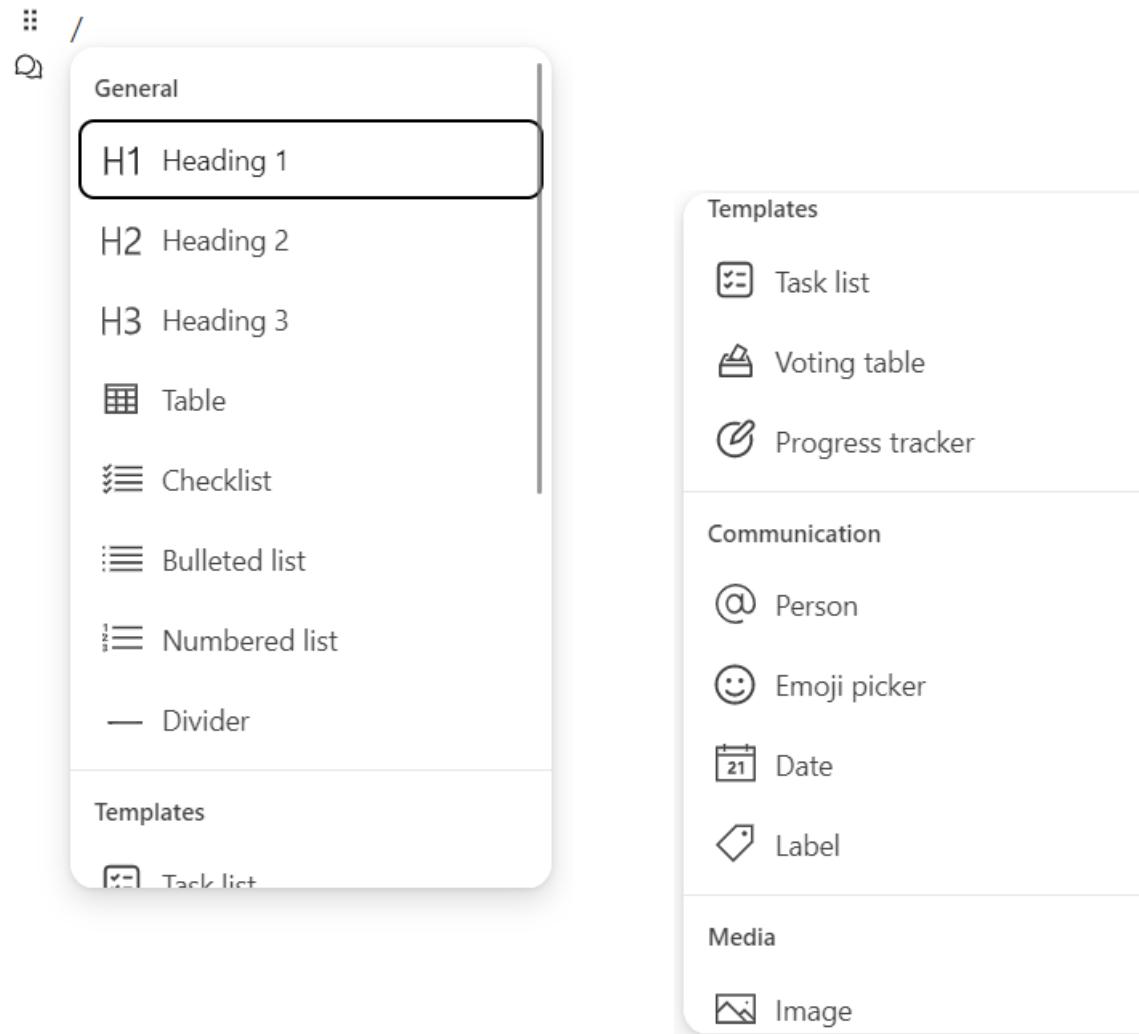


# Available components (today)

Depending on where you create  
a loop component, the list will  
be longer / shorter

So go to the [Microsoft Loop](#) app to  
see all available components

# Available components (today)



# Available components (tomorrow ☺)

AI



Copilot

General

H1 Heading 1

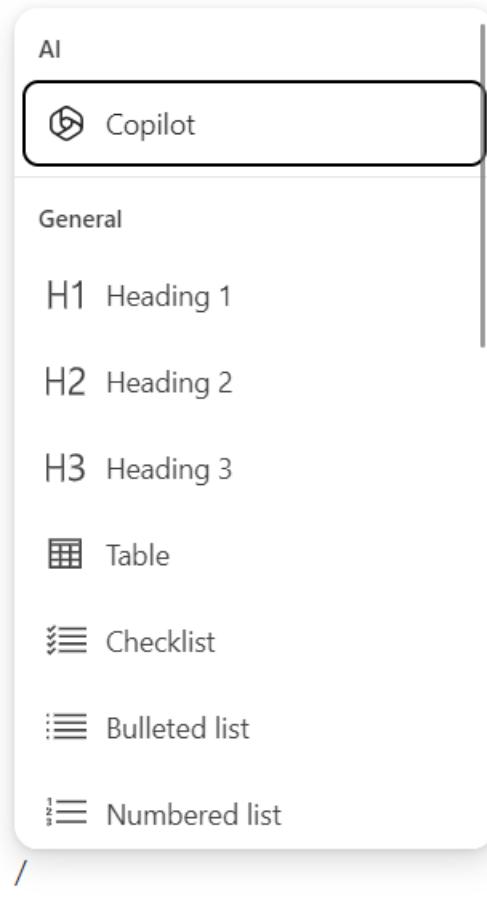
H2 Heading 2

H3 Heading 3



Table

# Available components (tomorrow ☀)



**Copilot** PREVIEW

Jumpstart collaboration with a spark of AI

Cycle through examples with the buttons below for some inspiration - or just start writing.

Create    Brainstorm    Blueprint    Describe

Blueprint a way to make a compelling argument in a PPT deck »

AI generated content may be sensitive or factually incorrect. Be sure to verify information and its sources, and use your judgement.

<https://df.loop.microsoft.com>



# Interesting components

## Bullet list

- One
- Two
- Three

## Checklist

- One
- Two
- Three

## Numbered list

1. One
2. Two
3. Three

# Interesting components

**Table**

1	Column 1	Column 2
2	Three	Two
3	Five	Four
4	Seven	Six

+ New

# Interesting components

## Voting table

↑↓ ⌛ ↔

	Idea	Pros	Cons	Votes
1	My idea	<ul style="list-style-type: none"><li>• this</li><li>• and this</li><li>• and that</li></ul>	<ul style="list-style-type: none"><li>• no cons</li></ul>	<span>+1</span>
2	Benjamin's idea	<ul style="list-style-type: none"><li>• Add pros</li></ul>	<ul style="list-style-type: none"><li>• Add cons</li></ul>	<span>+0</span>
3	Laura's idea	<ul style="list-style-type: none"><li>• Add pros</li></ul>	<ul style="list-style-type: none"><li>• Add cons</li></ul>	<span>+0</span>

+ New

# Interesting components

The image shows a screenshot of the Microsoft To Do app. On the left, there's a section titled "Tasks" with three radio button options: "One", "Two", and "Three". Below this is a "+ Add a task" button. In the center, there's a "Assigned to" section with a tooltip that reads: "People you've mentioned will only see components shared with them and they won't be notified until you grant them access. Click to resolve." Below the tooltip is a "Shared Test" button with a plus sign. At the bottom of the central column are counts for Jobs (J 1), Lists (L 1), and Subtasks (S 1). To the right of the main interface, there's a cartoon illustration of a man with a mustache, looking overwhelmed with his hand on his forehead. He has several thought bubbles around him containing text like "OH MY GOD", "All", "Take", and "en r". At the bottom right, there are two large, stylized blue checkmark icons.

→ It generates a hidden Planner

→ It shows up in Microsoft To Do

# Interesting components

## My personal favourite

### Progress tracker



	Work area	Owner	Progress	End date	Blockers
1	Area one	@Joe Flow	Completed	Sun, 2 Apr	<input type="radio"/> Add blockers
2	Area two	@Lea Smith	In progress	Fri, 2 Jun	<input type="radio"/> Add blockers
3	Area three	@Lea Smith	Completed	Fri, 3 Mar	<input type="radio"/> Add blockers
4	Area four	@Joe Flow	Off track	Sat, 29 Jul	<input checked="" type="radio"/> Not enough resources <input type="radio"/> Need more budget!

J 2 L 2

+ New

# Interesting components

## My personal favourite

Progress tracker

↑ ↗ ↘ ↙

	Work area	Owner	Progress	End date	Blockers
1	Area one	@Joe Flow	Completed	Sun, 2 Apr	<input type="radio"/> Add blockers
2	Area two	@Lea Smith	In progress	Fri, 2 Jun	<input type="radio"/> Add blockers
3	Area three	@Lea Smith	<input type="radio"/> Not started		<input type="radio"/> Add blockers
4	Area four	@Joe Flow	<input type="radio"/> In progress		

+ New

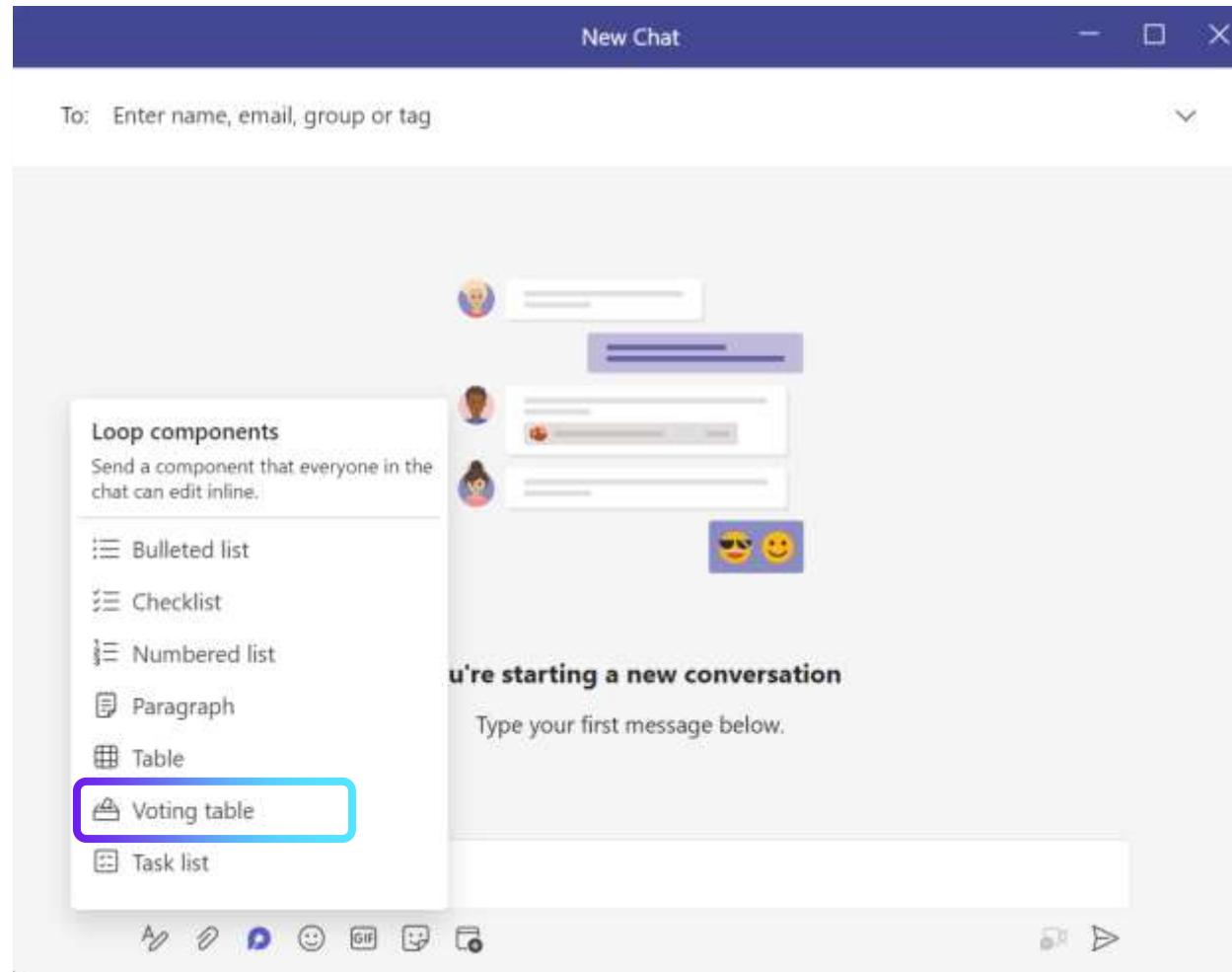
2 2 L 2

Option  
In progress

Colour

Label group  
Progress

Delete option



(today.)  
**Most**  
**Components**  
**start in**  
**Teams chat**

# Teams

The screenshot shows a Microsoft Teams chat window. At the top, the navigation bar includes 'Ann Flow' (profile), 'Chat', 'Files', 'Organisation', 'Activity', 'LinkedIn', and a '+' icon. The main area shows a message from 'Ideation for event 5062023' at 20:26. The message content is a table-based ideation tool titled 'Ideation for event 5/06/2023'. The table has four columns: 'Idea', 'Pros', 'Cons', and 'Votes'. Row 1: Idea 'Amazing idea n°1', Pros 'this is good.', 'This is also amazing.', Cons 'This not so much.', Votes +1. Row 2: Idea 'Amazing idea n°2', Pros 'Add item', Cons 'Add item', Votes +0. Row 3: Idea 'And another one, n°3', Pros 'Add item', Cons 'Add item', Votes +1. A context menu is open over the first row, showing options 'Insert date' and 'Ignore once'. Below the table, there's a '+ New' button. At the bottom, a message input field says 'Type a new message'.

AF Ann Flow Chat Files Organisation Activity LinkedIn +

Today

20:26

Ideation for event 5062023 20:26

**Ideation for event 5/06/2023**

	Idea	Pros	Cons	Votes
1	Amazing idea n°1	<ul style="list-style-type: none"><li>this is good.</li><li>This is also amazing.</li></ul>	<ul style="list-style-type: none"><li>This not so much</li></ul>	+1
2	Amazing idea n°2	<ul style="list-style-type: none"><li>Add item</li></ul>	<ul style="list-style-type: none"><li>Add item</li></ul>	+0
3	And another one, n°3	<ul style="list-style-type: none"><li>Add item</li></ul>	<ul style="list-style-type: none"><li>Add item</li></ul>	+1

+ New

Type a new message

# Teams

Ann Flow Chat Files Organisation Activity LinkedIn +

Today

20:26

P Ideation for event 5062023

Ideation for event 5/06/2023

Copy link

	Idea	Pros	Cons	Votes
1	Amazing idea n°1	<ul style="list-style-type: none"><li>this is good.</li><li>This is also amazing.</li></ul>	<ul style="list-style-type: none"><li>This not so much</li></ul>	+1
2	Amazing idea n°2	<ul style="list-style-type: none"><li>Add item</li></ul>	<ul style="list-style-type: none"><li>Add item</li></ul>	+0
3	And another one, n°3	<ul style="list-style-type: none"><li>Add item</li></ul>	<ul style="list-style-type: none"><li>Add item</li></ul>	+1

+ New

Type a new message

# Outlook

Message Insert Format text Options

Segoe UI 10 B I U S ...

Send To Lea Smith x yzx@theflow.com x Bcc Cc

Please submit your ideas

Draft saved at 8:28 PM

Hey all, this is what Ann and I came up with earlier today during a quick brainstorm. Please add your submissions and opinions in the Loop component below.

Cheers!

# Outlook

Message Insert Format text Options

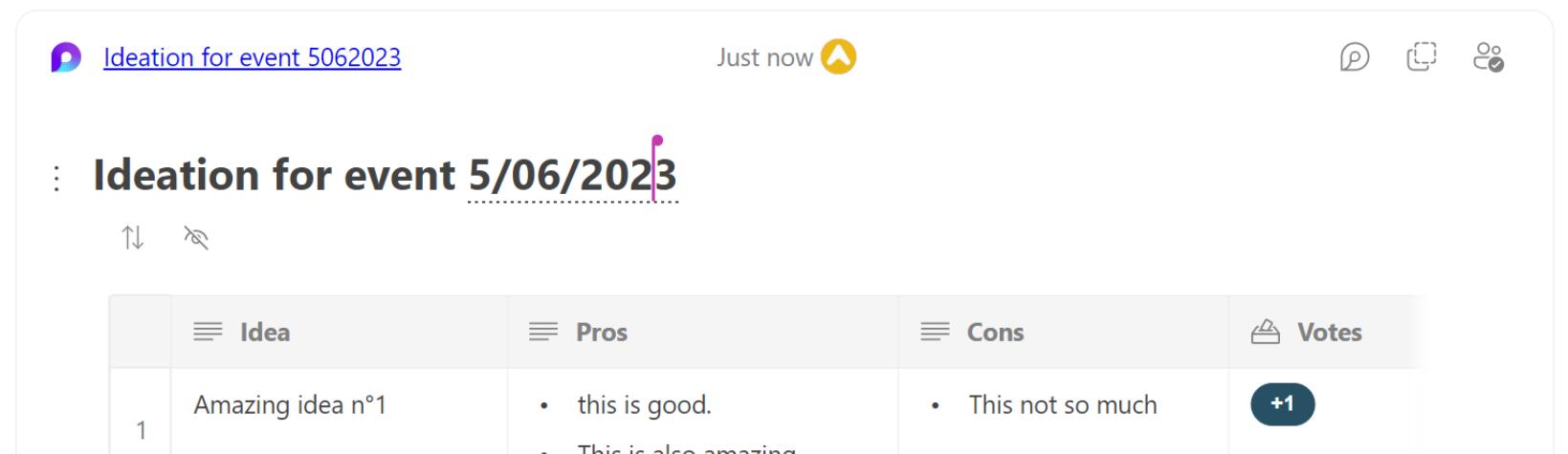
Segoe UI 10 B I U S ... Ø ⊞ ⊞ ⊞ ⊞ ⊞ ...

Send To Lea Smith x yzx@theflow.com x Bcc Cc

Please submit your ideas Draft saved at 8:28 PM

Hey all, this is what Ann and I came up with earlier today during a quick brainstorm. Please add your submissions and opinions in the Loop component below.

Cheers!

  
P Ideation for event 5062023 Just now A  
Ideation for event 5/06/2023  
Idea Pros Cons Votes  
1 Amazing idea n°1 • this is good. • This not so much +1  
This is also amazing



A screenshot of a digital whiteboard application titled "Ideation for event 5/06/2023". The interface includes a header with a timestamp (20:26), a title bar with a link icon and the event name, and a footer with a timestamp (20:32) and icons for a user profile, a group, and a file.

The main content area displays a table with three rows:

	Idea	Pros	
1	Amazing idea n°1	<ul style="list-style-type: none"><li>this is good.</li><li>This is also amazing.</li></ul>	<ul style="list-style-type: none"><li>This not so much</li></ul> <button>+1</button>
2	Amazing idea n°2	<ul style="list-style-type: none"><li>Add item</li></ul>	<ul style="list-style-type: none"><li>Add item</li></ul> <button>+0</button>
3	And another one, n°3	<ul style="list-style-type: none"><li>Add item</li></ul>	<ul style="list-style-type: none"><li>Add item</li></ul> <button>+1</button>

Below the table is a "+ New" button. To the right of the table is a modal window titled "People outside this chat with the link have access" containing three user icons (AF, AP, A) and a cursor icon pointing at the window.

## “internal” users only (for now!)

20:32  

People outside this chat with the link have access

AF  A

Pros

• this is good.	• This not so much	+1
• This is also amazing.		
• Add item	• Add item	+0
• Add item	• Add item	+1

# Whiteboard

The image shows a digital whiteboard application interface. At the top, there's a navigation bar with icons for home, back, forward, and a dropdown menu labeled "Whiteboard". On the far right of the header is a three-dot menu icon.

On the left side, there's a vertical toolbar with three icons: a play button, a brush, and a plus sign.

The main workspace has a title "Event brainstorm" in large pink text. Below it is a card titled "Ideation for event 5062023" with a timestamp "Just now".

Three sticky notes are visible:

- Sticky 1** (pink): No content shown.
- Sticky 2** (light blue): Contains two red hearts.
- Sticky 3** (light purple): Contains a yellow smiley face emoji.

A color palette at the top has seven entries: black, red, green, yellow, grey, pink, and blue. A search bar with a magnifying glass icon and a close button are also present.

A central table titled "Ideation for event 5/06/2023" is displayed. It has columns for "Idea", "Pros", and "Cons". The first row contains the text "Amazing idea n°1" with a yellow fist emoji, followed by two bullet points: "this is good." and "This is also amazing.". The second row contains the text "Amazing idea n°2" with a red question mark emoji, followed by one bullet point: "Add item". The third row contains the text "And another one, n°3" with a red line through it, followed by two bullet points: "Add item" and "Add item".

In the bottom left corner, there's a small logo consisting of overlapping circles in purple, blue, and yellow.

# Teams

Ideation for event 5/06/2023

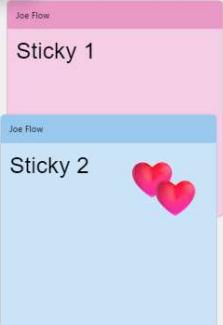
	Idea	Pros	Cons	Votes
1	Amazing idea n°1	<ul style="list-style-type: none"> <li>this is good.</li> <li>This is also amazing.</li> </ul>	<ul style="list-style-type: none"> <li>This not so much</li> </ul>	+1
2	Amazing idea n°2	<ul style="list-style-type: none"> <li>Add item</li> </ul>	<ul style="list-style-type: none"> <li>Add item</li> </ul>	+0
3	And another one, n°3	<ul style="list-style-type: none"> <li>Add item</li> </ul>	<ul style="list-style-type: none"> <li>Add item</li> </ul>	+1

+ New

Whiteboard

# whiteboard

Event brainstorm



Ideation for event 5/06/2023

Sticky 2

Ideation for event 5/06/2023

Just now

Ideation for event 5/06/2023

Just now

Sticky 3

	Idea	Pros	Cons
1	Amazing idea n°1	<ul style="list-style-type: none"> <li>this is good.</li> <li>This is also amazing.</li> </ul>	<ul style="list-style-type: none"> <li>This not so much</li> </ul>
2	Amazing idea n°2	<ul style="list-style-type: none"> <li>Add item</li> </ul>	<ul style="list-style-type: none"> <li>Add item</li> </ul>
3	And another one, n°3	<ul style="list-style-type: none"> <li>Add item</li> </ul>	<ul style="list-style-type: none"> <li>Add item</li> </ul>

# Outlook

Message Insert Format text Options

Segoe UI 10

Send

To Lea Smith yzx@theflow.com

Cc

Please submit your ideas

Draft saved at 8:28 PM

Hey all, this is what Ann and I came up with earlier today during a quick brainstorm. Please add your submissions and opinions in the Loop component below.

Cheers!

Ideation for event 5/06/2023

Just now

Ideation for event 5/06/2023

	Idea	Pros	Cons	Votes
1	Amazing idea n°1	<ul style="list-style-type: none"> <li>this is good.</li> <li>This is also amazing.</li> </ul>	<ul style="list-style-type: none"> <li>This not so much</li> </ul>	+1

Where else  
are they  
used?



# Microsoft Loop components



**Teams chat**



**Outlook**



**Whiteboard**

**Word (online)**



Comments

Catch up

Editing

Share

Loop Components

New Comment

Header &amp; Footer

Page Numbers

Equation

Symbol

Emoji

...

Checklist

Task list

Learn More

74%



See 52 Editor suggestions

## Project Radia

Use this page to coordinate the creation of this document and related activities. We can share this Loop component with members from outside the project team.



### Project Radia - Proposal

- Outline project brief
- Book resources
- Schedule kick-off meeting

Proposal document - [Project Radia - Proposal](#)

#### Outline project brief

Project Radia is an initiative to improve sustainability in our production processes and

# Microsoft Loop components



**Teams chat**



**Outlook**

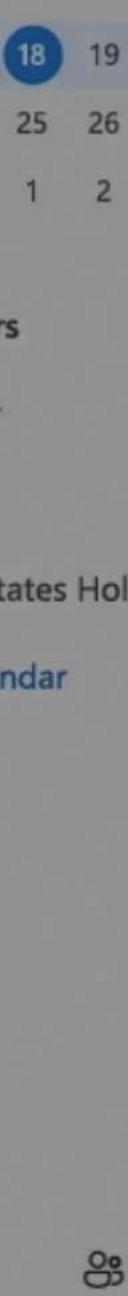


**Whiteboard**



**Word (online)**

**Outlook / Teams  
meeting invites**



18 19  
25 26  
1 2

Remind me: 15 minutes before ▾

Add a description or attach documents

U v 📸 😊 A

Marketing Sync.note Just now ...

Agenda

- Review latest designs for margins Kat 10 minutes
- Mobile redlines share-out. Wanda 45 minutes

Notes

Tasks

9a

10a 10:00 AM - 11:00 AM E

11a

12p

1p FOCUS time at my desk  
32/3K

2p

3p

4p



22:06

Chat

People

Raise

React

View

Notes

Apps

More

Camera

Mic

Share

Leave



## Meeting notes



MB

X

### Agenda

- Setup and introductions, @Daniela Mandera, 5 min
- CXE updates from Tues meeting @Bruno Zhao, 40 min

### Meeting notes

- Leverage agile frameworks to provide a robust synopsis for high level overviews.
- Show more demos about the new features in next sync meeting.
- Add meeting notes

### Follow-up tasks

- + Add a task



Beth Davies

## Meeting notes

X



...

### Agenda

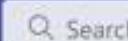
- Setup and introductions,  
@Daniela Mandera, 5 min
- CXE updates from Tues meeting  
@Bruno Zhao, 40 min

### Meeting notes

- Leverage agile frameworks to provide a robust synopsis for high level overviews.
- Show more demos about the new features in next sync meeting.
- Add meeting notes

### Follow-up tasks

+ Add a task



## Marketing Sync

Chat Files Details Whiteboard

Join

Close

RSVP Copy link Forward Show as: Busy Category: None

Hide meeting info

Let's gather today to talk about the agenda items for our upcoming review. Making this bi-weekly for the coming few weeks. Setting up time to talk about the following items:

1. Sales in July
2. Marketing objectives
3. New Leadership
4. Project Management
5. Improvements in Sales and Marketing sector
6. File cleanup

Show join info

Marketing Sync General



### Agenda

- Setup and introductions, @Daniela Mandera, 5min
- CXE updates from Tues meeting, @Bruno Zhao, 40min

### Meeting notes

- Leverage agile frameworks to provide a robust synopsis for high level overviews.
- Show more demos about the new features in next sync meeting.

### Follow-up tasks

+ Add a task

### Tracking



Daniela Mandera  
Organizer



4 Accepted 1 Tentative 0 Declined



Aadi Kapoor  
Accepted



Babak Shammas  
Unknown



Beth Davies  
Accepted



Serena Davis  
Accepted



Bruno Zhao  
Accepted



Charlotte de Crum  
Tentative

Search

Marketing meetings Chat Files Details Recap +

Jan 21, 2023 10:00 - 11:00 Open in Stream

Content

See all

VanArsdelPitchDe... Marketing budget... Marketing demo...

Notes

Transcript

Marketing Sync General

Agenda

- Background – 5 min
- Progress discussion – 25 min

Notes

- New product release is on track.
- There's discussion around potential commitment to more feature enhancements. Danielle will follow up.

+ Add notes

Follow-up tasks

Task	Assigned to	Due date
Check on incoming shipments	@Assignee	Date

+ Add a task

This feature does **not** require Teams Premium license.



Search



## Marketing meetings

Chat

Files Details

Recap



Close



...



Jan 21, 2023 10:00 - 11:00

Open in Stream



## When this will happen:

**Targeted Release and Preview:** We will begin rolling out early May (previously late April) and expect to complete by mid-May (previously early May).

**Standard Release:** We will begin rolling out **late May and expect to complete by early June.**

### Content



VanArsdelPitchDe...



Marketing budget...

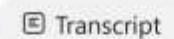


Marketing demo...

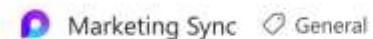
See all



Notes



Transcript



Marketing Sync



General



### Agenda

- Background – 5 min
- Progress discussion – 25 min

### Notes

- New product release is on track.
- There's discussion around potential commitment to more feature enhancements. Danielle will follow up.

[+ Add notes](#)

### Follow-up tasks

#### Task

#### Assigned to

#### Due date



@Assignee



Date

[+ Add a task](#)

The screenshot shows the Microsoft Outlook web interface for a user named Daniela Mandera. The calendar view is for the week of October 10-16, 2022. A specific meeting is highlighted on Tuesday, October 10, from 10 AM to 12 PM.

**Meeting Details:**

- Title:** Sales Analysis Review
- Organizer:** Daniela Mandera
- Date:** Monday, 5/29/2022 1:00 PM - 2:00 PM
- Location:** Conf Room 32/14
- Participants:** You're the organizer. Accepted: 2, Tentative: 1

**Action Buttons:**

- Join
- Chat
- Edit
- Cancel

A red box highlights the meeting description and the "View meeting recap" link, which is being clicked by a cursor. The "View meeting recap" link is underlined and has a blue background.

**Calendar View:**

- Left Sidebar:** Shows the month of May and a list of Calendars: Calendar, Birthday, United States Holiday.
- Top Bar:** Shows the URL https://outlook.office365.com/mail/, the title "Outlook", a search bar, and various navigation icons.
- Right Side:** Shows other scheduled events like "Intern Meet & Greet", "Team Lunch Waitrose", and "Focus Time Water Cafe".

A screenshot of the Microsoft Outlook web interface. The main window displays a meeting titled "Sales Analysis Review - Meeting - Calendar · daniela.mandera@contoso.com". The meeting is listed as "Accepted" and has passed on Monday, May 29, 2022, from 1:00 PM to 2:00 PM. It is located in "Conference Room 32/14". A file named "FY 2022 Plan.pptx" (10MB) is attached. The meeting summary states: "Let's gather today to talk about sales updates with the leadership team and planning for the next ...". Below this, there is a "Meeting recap" section with a "Transcript" and "Attendance" link. A large red arrow points to the "Notes" section, which contains two bullet points: "Organically grow the holistic world view of disruptive innovation via workplace diversity." and "Leverage agile frameworks to provide a robust synopsis for high level overviews.". To the right of the main window, a sidebar shows the organizer as Daniela Mandera and attendees: Aadi Kapoor (Required), Ray Tanaka (Required), and Mona Kane (Optional). Other calendar items like "Laundry" and "Team Lunch" are also visible.

Email: Daniela Mandera - Outl... https://outlook.office365.com/mail/

Outlook Search

New event Today 2022, May 29 - April 4 Week Share Print

Sales Analysis Review - Meeting - Calendar · daniela.mandera@contoso.com

[Event] Scheduling Assistant Insert Review

✓ Accepted ✓ Join Teams Meeting Response Options Busy No Reminder Categorize Delete

This event has passed.

**Sales Analysis Review**

Monday, 5/29/2022 from 1:00 PM to 2:00 PM View Series Show all instances

Join Conference Room 32/14

FY 2022 Plan.pptx 10MB

Let's gather today to talk about sales updates with the leadership team and planning for the next ... [Read more](#)

Meeting recap

Transcript Attendance

Sales Analysis Review.note Just now

Agenda

Notes

- Organically grow the holistic world view of disruptive innovation via workplace diversity.
- Leverage agile frameworks to provide a robust synopsis for high level overviews.

+ Add notes

Tracking

Organizer

Daniela Mandera

Attendees By response

Accepted: 2

Aadi Kapoor Required

Ray Tanaka Required

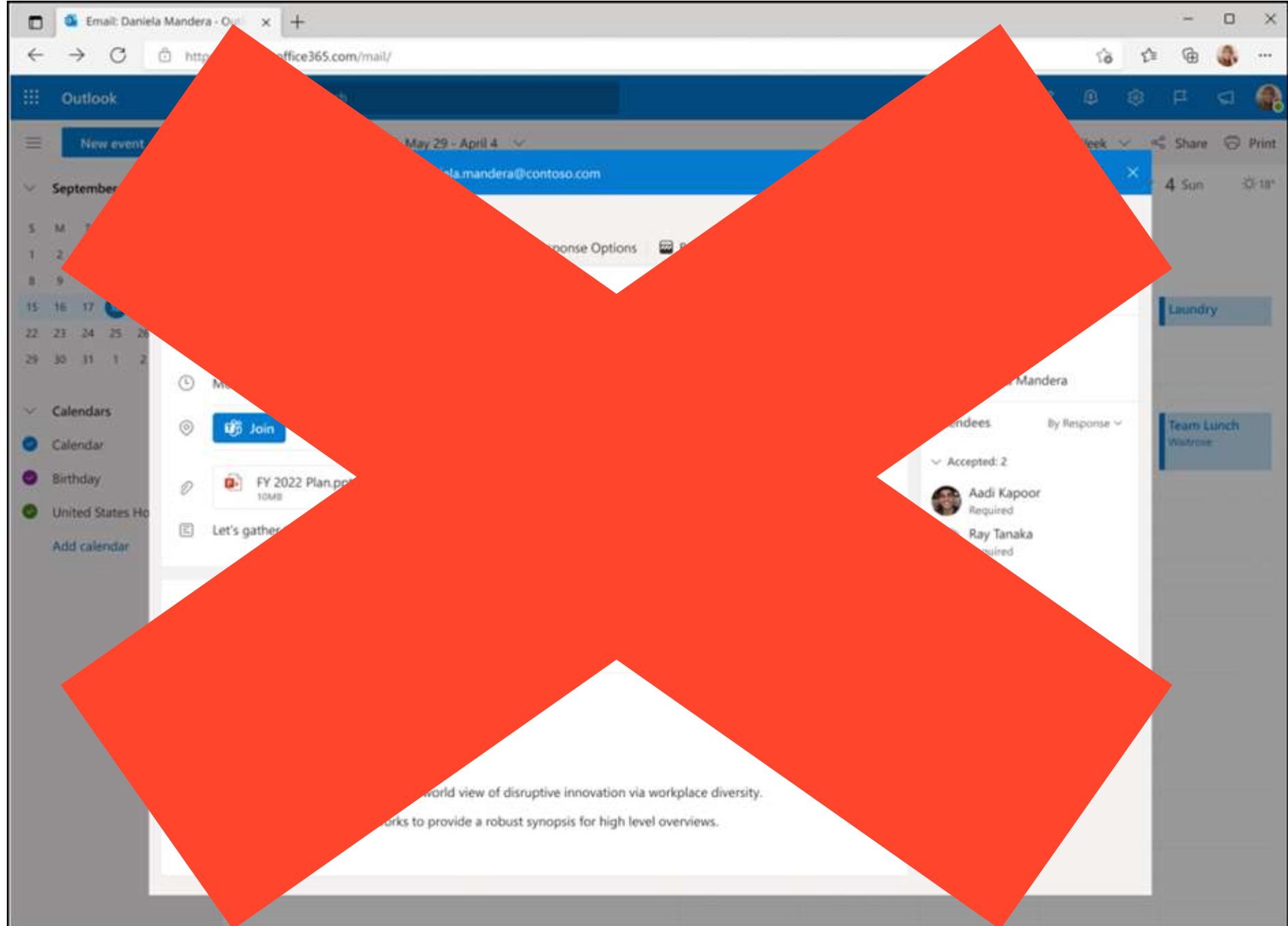
Tentative: 1

Mona Kane Optional

Laundry

Team Lunch Waitrose

4 Sun 18°



world view of disruptive innovation via workplace diversity.  
works to provide a robust synopsis for high level overviews.

Microsoft Loop

VanArsdel Marketing

100 Sales Opportunities

- Alpine Ski House
- Alpine Pitch
- Woodland Bank
- Relecloud
- Humongous Insurance
- Sales Strategy
- Budget and Financial Projection
- Pricing Strategy

Marketing

- Team Brainstorm
- Weekly Brainstorm Meeting
- Creative Brief
- Brainwriting Jam

Mobile phone + (123) 4567890

Budget amount \$2,000,000

Decision maker is identified

Budget is lower than average

Country/region is United States

## Alpine Ski House Status

Work area	Owner	Status	Due by	Blockers
Add a milestone	Kristal	Select Status	Date	<input type="checkbox"/> Add blocker
Add a milestone	You	Select Status	Date	<input type="checkbox"/> Add blocker
Add a milestone	Crystal	Select Owner	Select Status	<input type="checkbox"/> Add blocker

+ Add item

# Microsoft Loop components



**Teams chat**



**Outlook**



**Whiteboard**



**Office (online)**



**Outlook / Teams  
meeting invites**

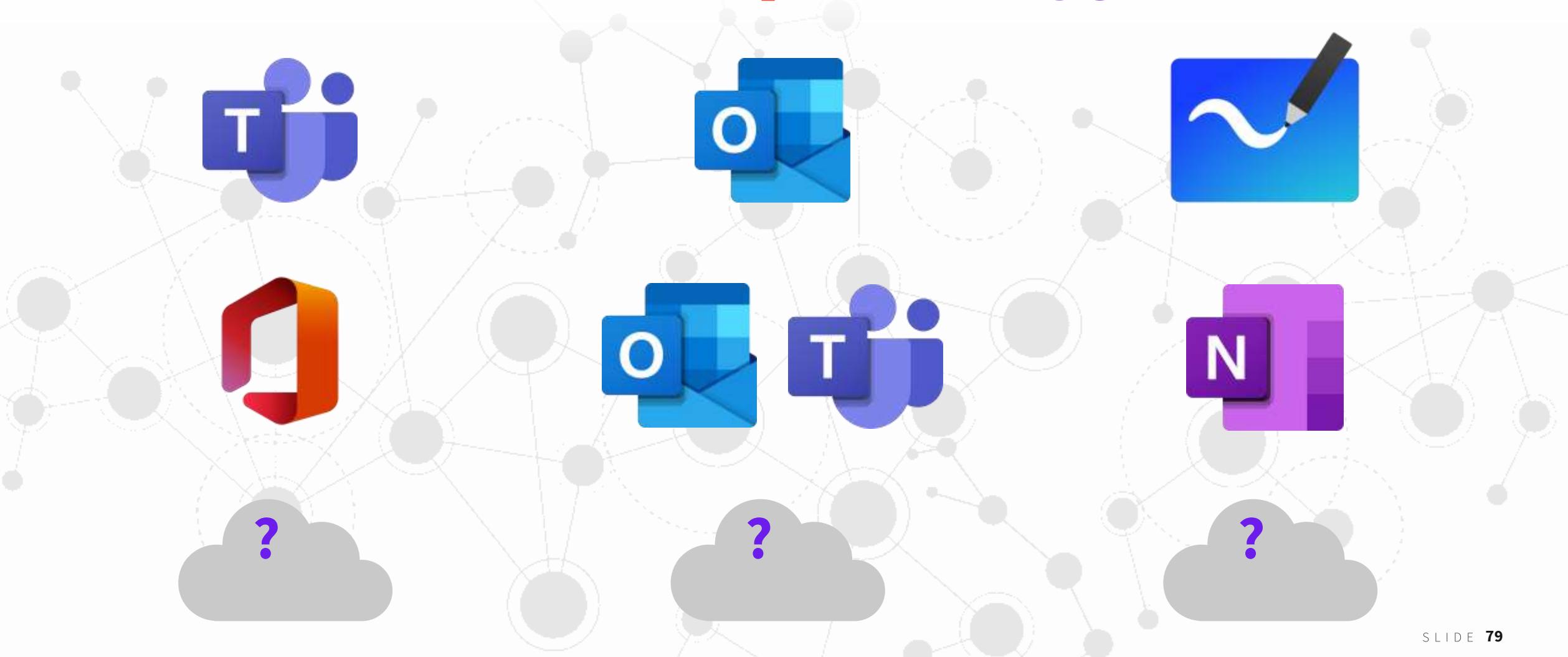


**OneNote**

# Microsoft Loop components



# This is why you should not miss the Microsoft Loop train



# This is why you should not miss the Microsoft Loop train



## Copilot

*Create a budget proposal for  
a research project|*

Copilot 11:15 AM



## Q1 Projections

Quarter	Revenue	Cost of Goods Sold	Gross Profit	Operating Expenses	EBITDA
Q1 2023	\$1,250,000	\$750,000	\$500,000	\$300,000	\$200,000

Here are some internal and external factors that may impact these projections.

**Risks:**

1. Production and supply chain disruptions remain an ongoing concern 1
2. Inefficient cost management as raw materials pricing increases
3. Quality control problems associated with compressed bamboo materials
4. Increased competition from other suppliers is having a downward affect on pricing

 Copy

1 reference ▾

AI-generated content may be incorrect.

What kind of supply chain risks could there be?

What were last quarter's earnings?



Ask a work question or make a request



A close-up portrait of a man with dark, curly hair and a neutral to slightly stern expression. He is wearing a bright teal-colored t-shirt. The background is plain white.

**How does it work?**

# How does it work?

- **Fluid Framework**
- **Build 2019**
- **Azure service**
- **10, 15, 20 millisecond latencies**

(not **hundreds** like “*real-time*” collaboration in Office Online)

**File Extension Change from .fluid to .loop**

MC533813 · Published 27 Mar 2023

# How does it work?

**Components are (currently) stored on OneDrive**  
= similar to sharing a file in Teams chat



**You are in charge**

# Components or Pages?

1. Click a Loop Component title
2. It will open in Office.com
3. Each Component is ‘embedded’ in a Loop Page.

→ Time to explore!

# Components or Pages?

A screenshot of a presentation slide titled "Components or Pages?". The slide content is a bullet list:

- one bullet
- second bullet
- third bullet
- fourth bullet
- et un cinquième pour mes amis français

The "Bullet list" button in the toolbar is highlighted with a red box. The slide has a light blue header bar with the time "12:56" and a footer bar with the time "12:55" and other icons.

# Components or Pages?

Microsoft 365 Bullet list

Home Create My Content Feed Apps Admin Visio Yammer Power BI

Bullet list

- one bullet
- second bullet
- third bullet
- fourth bullet
- et un ~~cinquième~~ pour mes amis français

# Components or Pages?

Microsoft 365 Bullet list

Home Create My Content Feed Apps Admin Visio Yammer Power BI

Bullet list

- one bullet
- second bullet
- third bullet
- fourth bullet
- et un cinquième pour mes amis français

Type / to insert an item

# Components or Pages?

Microsoft 365 Bullet list

Home Create My Content Feed Apps Admin Visio Yammer Power BI

Bullet list

- one bullet
- second bullet
- third bullet
- fourth bullet
- et un cinquième pour mes amis français

@Lea Smith Just so you know!

Voting table

↑ ↗ ← ↘

Idea	Pros	Cons	Votes
1 What's your idea?	<ul style="list-style-type: none"><li>Add pros</li></ul>	<ul style="list-style-type: none"><li>Add cons</li></ul>	+0
2 What's your idea?	<ul style="list-style-type: none"><li>Add pros</li></ul>	<ul style="list-style-type: none"><li>Add cons</li></ul>	+0

+ New

# OneDrive ... for now!

The screenshot shows the OneDrive web interface. The top navigation bar includes the OneDrive logo (highlighted with a red box), a search bar, and various file management buttons: + New, Upload, Share, Copy link, Sync, Download, and Automate. The left sidebar shows navigation links: Home, My files (which is selected and highlighted with a grey box), Shared, and Recycle bin. Below these are Quick access links for Work & Life, Sales, and Home, each with a small icon and a red box. The main content area displays a breadcrumb path: My files > Microsoft Teams Chat Files (highlighted with a red box). A table lists a single file: Bullet list.fluid, with details: Modified (A few seconds ago), Modified By (Joe Flow), File size (1.33 MB), and Sharing (Shared).

Name	Modified	Modified By	File size	Sharing
Bullet list.fluid	A few seconds ago	Joe Flow	1.33 MB	Shared

**Version history like any file**

# OneDrive ... for now!

The screenshot shows the OneDrive web interface. The left sidebar includes links for Home, My files (which is selected and highlighted in grey), Shared, and Recycle bin. The main area displays a file list under 'My files > Microsoft Teams Chat Files'. The table headers are Name, Modified, Modified By, File size, and Sharing. A single file, 'Bullet list.fluid', is listed. The 'Sharing' column for this file is highlighted with a red box.

Name	Modified	Modified By	File size	Sharing
Bullet list.fluid	A few seconds ago	Joe Flow	1.33 MB	Shared

# OneDrive ... for now!

The screenshot shows the Microsoft OneDrive web interface. On the left, there's a sidebar with navigation links like Home, My files, Shared, and Recycle bin. The main area shows a folder structure under 'My files > Microsoft' with a file named 'Bullet list.fluid'. A modal window titled 'Manage access' is open over the file, listing sharing details. It shows a copyable link: <https://theflownv-my.sharepoint.com/:fl/g/pe...>. Below it, it says 'People you specify can edit' and lists three users with 'Owner' status: 'admin', 'Joe Flow Digital Workplace Consultant', and 'Lea Smith Production Line Worker'. At the bottom of the modal is an 'Advanced' button. In the background, the main OneDrive interface shows a table with columns for 'Modified By', 'File size', and 'Sharing'. The 'Sharing' column for the 'Bullet list.fluid' file has a red box around it, highlighting the shared status.

Modified By	File size	Sharing
Joe Flow	1.33 MB	Shared

# Where did they go?

1. → Office.com
2. My content
3. Filter
4. ‘Loop components’



# Here they are!

The screenshot shows the Microsoft 365 SharePoint interface. The left sidebar includes links for Home, Create, My Content (which is selected), Feed, Apps, Admin, Viva, Yammer, and Power BI. The main area displays a search bar with the query "Loop components". Below the search bar is a table with columns: Name, Modified, and Owner. The table lists five items:

Name	Modified	Owner
Ideation for event 5062023 Joe Flow's Files	13h ago	Joe Flow
Bullet list Joe Flow's Files	Thu at 16:59	Joe Flow
Test Joe Flow's Files	26 Feb	Joe Flow
Loop component 1 Joe Flow's Files	8 Feb	Joe Flow
Loop component Joe Flow's Files	6 Sept 2022	Joe Flow

To the right of the table is a filter panel titled "Filter by keyword" with the search term "Loop components" entered. The panel shows "1 filters applied" and "Clear all". It includes a section for "Type (1)" with checkboxes for Word, Excel, PowerPoint, Forms, OneNote, Visio, and Loop components (which is checked). There are also sections for "Activity" and "Time".

# Loop ❤️ SharePoint [UPDATE]



Jeff Teper • 1e

President - Microsoft Collaborative Apps and Platforms  
1 d • 0

...

Under the covers - how big leaps in the #SharePoint data structures, performance, personal and work identities, and compliance provided the content platform for the new Microsoft Loop. Great cross-Microsoft partnership. ❤️

Details from [Zach Rosenfield](#):

[Vertaling weergeven](#)



**Jeff Teper** • 1ste

President - Microsoft Collaborative Apps and Platforms

# Loop ❤️ Teams [UPDATE]



Pieter Op De Beeck • U

Trusted advisor / PM - Microsoft 365

21 u ...

That's absolutely amazing! Can you please give us a heads-up whether there will be a link between Loop Workspaces and Teams workspaces? (or Teams teams 😊 )

[Vertaling weergeven](#)

Interessant · 1 | Reageren · 1 reactie



Michelle L. Holtmann **Auteur**

Head of Product - Microsoft Loop

20 u ...

**Pieter**, let's just say Loop ❤️'s Teams and I think the future ahead is very bright. Thank you for your support and please keep following us and asking for features. We love our partners and customers.

[Vertaling weergeven](#)

Interessant · 1 | Reageren



**Michelle L. Holtmann** (She/Her)  
Head of Product - Microsoft Loop

# Loop ❤️ Co-pilot [UPDATE]

The screenshot shows the Loop application interface. On the left, there's a sidebar with 'Recent' and 'Ideas' sections, and a list of projects including 'Contoso Mark 8' (5 Members), 'Mark 8 Campaign Proposal Br...', 'IGNITE 3D Demo', 'Mark 8 - All hands demo', and 'Describing the performance'. The main area is titled 'Describing the performance' and features a 'Copilot' card. The card has a prompt: 'describe the best way to highlight ease of use when operating a quadcopter'. Below the prompt is a list of 6 numbered steps:

1. Make sure the quadcopter is simple to assemble. If it requires multiple steps, include an easy-to-follow manual with detailed instructions and visual aids.
2. Use intuitive controls that are easy to understand and remember, such as buttons for altitude, speed, direction, etc.
3. Use a remote controller that fits comfortably in the hands and has intuitive buttons.
4. Provide an interactive user guide or tutorial in the form of a video or app that explains how to use the quadcopter's features.
5. Include safety features such as a low battery indicator or auto-land option that will make it easy to avoid crashing the quadcopter.
6. Offer customer support that is available quickly and easily, so users can get help if they have any questions or issues.

Take  
control



# Managing Loop Components

## Microsoft governance documentation:

[Manage Loop experiences \(Loop app and Loop components\) in SharePoint](#)

[Learn how to enable the Microsoft Loop app, now in Public Preview - Microsoft Community Hub](#)

Configure	Setting Type	Specific Policy	Notes
Loop app	Cloud Policy, Primary	Create and view Loop files in Loop	*Loop app only checks the setting in this row
Loop experiences across Microsoft 365*	Cloud Policy, Primary	Create and view Loop files in Microsoft apps that support Loop	Applies to: - Outlook integration - Word for the web integration - Whiteboard integration  Does NOT apply to: - Loop app - Teams integration
Outlook integration of Loop experiences	Cloud Policy, Secondary	Create and view Loop files in Outlook	First checks Create and view Loop files in Microsoft apps that support Loop, then applies Create and view Loop files in Outlook if applicable
Teams integration	SharePoint property, Primary	See <a href="#">Settings management for Loop components in Teams</a>	*Teams only checks the setting in this row

# Managing Loop Components

## Powershell to the rescue

- |   |                                  |
|---|----------------------------------|
| 1. Check if enabled on tenant                                     | Get-SPOTenant                    |
| 2. Loop components in Teams                                       | IsLoopEnabled                    |
| 3. Microsoft Whiteboard on OneDrive                               | IsWBFuidEnable                   |
| 4. Microsoft Teams collaborative Meeting notes<br>+ later OneNote | IsCollabMeetingNotesFluidEnabled |

## Example

```
Set-SPOTenant -IsLoopEnabled $true
```

# Managing Loop Components

- <https://config.office.com>
- Create or manage existing policy
- (re)assign to group
- Select policies

# Managing Loop Components

Microsoft 365 Apps admin center

Home / Policy Management

Notifications

Basics

Scope

Policies

Review and publish

Configure Settings

Select policy settings for this configuration

Total 3 Baseline 0 Configured 0

3 Policies Filter Search

Policy	Platform	Application	Status	Area
Create and view Loop files in Microsoft apps that support Loop	Windows +3	Office	Not configured	None
Create and view Loop files in Loop	Windows +3	Office	Not configured	None
Create and view Loop files in Outlook	Windows +3	Outlook	Not configured	None

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# Managing Loop Components

Microsoft 365 Apps admin center

Home / Policy Management

☰

- Home
- Servicing
- Customization
- Device Configuration
- Policy Management
- What's New Management
- Health
- Inventory

Basics

Scope

Policies

Review and publish

Configur...

Select policy setting

Total 3 Baseli...

Policy

Create and view Lo...

Create and view Lo...

The screenshot shows the Microsoft 365 Apps admin center interface. The top navigation bar is black with the title "Microsoft 365 Apps admin center". Below the navigation bar, there is a sidebar with various administrative links: Home, Servicing, Customization, Device Configuration, Policy Management (which is currently selected), What's New Management, Health, and Inventory. To the right of the sidebar, the main content area is titled "Home / Policy Management". A vertical flow diagram on the right side illustrates the process: "Basics" (blue circle), "Scope" (blue circle), "Policies" (blue circle, currently active), and "Review and publish" (white circle). To the right of the flow diagram, there is a configuration panel with the heading "Configur..." and a sub-section "Select policy setting". At the bottom of the configuration panel, there are two summary numbers: "Total 3" and "Baseli...".

# Managing Loop Components

## Configure Settings

Select policy settings for this configuration



Total	Baseline	Configured	3 Policies	Filter	Search	≡
Policy	Platform	Application	Status	Area		
Create and view Loop files in Microsoft apps that support Loop	+3		Not configured	None		
Create and view Loop files in Loop	+3		Not configured	None		
Create and view Loop files in Outlook	+3		Not configured	None		

# Potential (future) use cases

Task management

Ideation & brainstorming

Wiki's

Weekly status reports

# Potential (future) use cases

Dynamic action list in a Word-document

O2O agreements, pinned in a Teams chat

Meeting preparation with multiple people

**Any** email-overload scenario (internal)

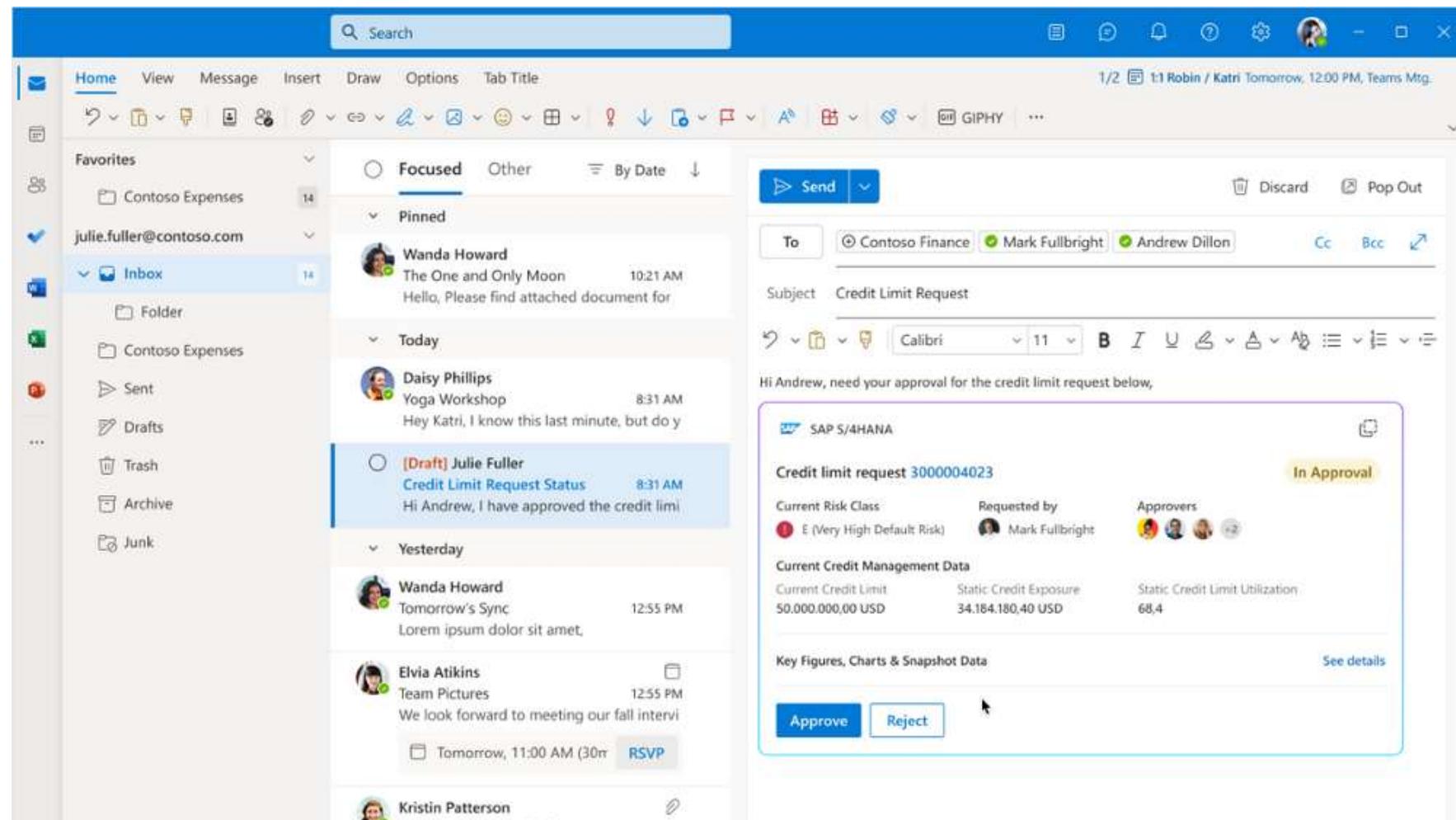
# Potential (future) use cases

## Adaptive cards

In public preview

# Potential (future) use cases

## Adaptive cards



# **Key take aways**

**Microsoft Loop App ➔ GAME CHANGER!!!**

**Governance & compliance updates**

**Task synchronization ➔ Currently rolling out!**

**Think ‘adoption’!**

# ACTION

1. Ask your organization to enable Loop (or use the Personal Loop environment)
2. Discover what you can do with Loop workspaces & pages
3. Launch a Loop component in Teams for any recurring meeting with outcomes



Try the new “Notes” in Teams meetings (if enabled!)

5. Follow the M365 Roadmap + tenant message center

→ or feel free to follow me on LinkedIn  



You didn't miss the  
Microsoft Loop  
train!

