Microsoft Copilot Studio

Lab 02: Influence answers with custom instructions

Hands-on lab step-by-step

March 2024

Microsoft Copilot Studio Workshop

Contents

Microsoft Copilot Studio

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Goals for this lab

After this lab you will be able to: • Navigate to the Generative AI settings • Navigate to the Conversational Boosting system topic • Set custom prompt instructions	The time to complete this lab is [5] minutes.

Prerequisites

Please note that some labs, especially later labs, do reference previous labs in reference to capabilities and previous tasks. The labs have been designed so as long you have access to a Microsoft Copilot Studio trial. You can get started from most lab without having to complete the previous module to be able to move forward. However, for the best experience that shows the features and functionality that is possible within the product, it is recommended you have completed specific modules before starting some of the labs.

For Lab 02: Influence answers with custom instructions, you'll need to:

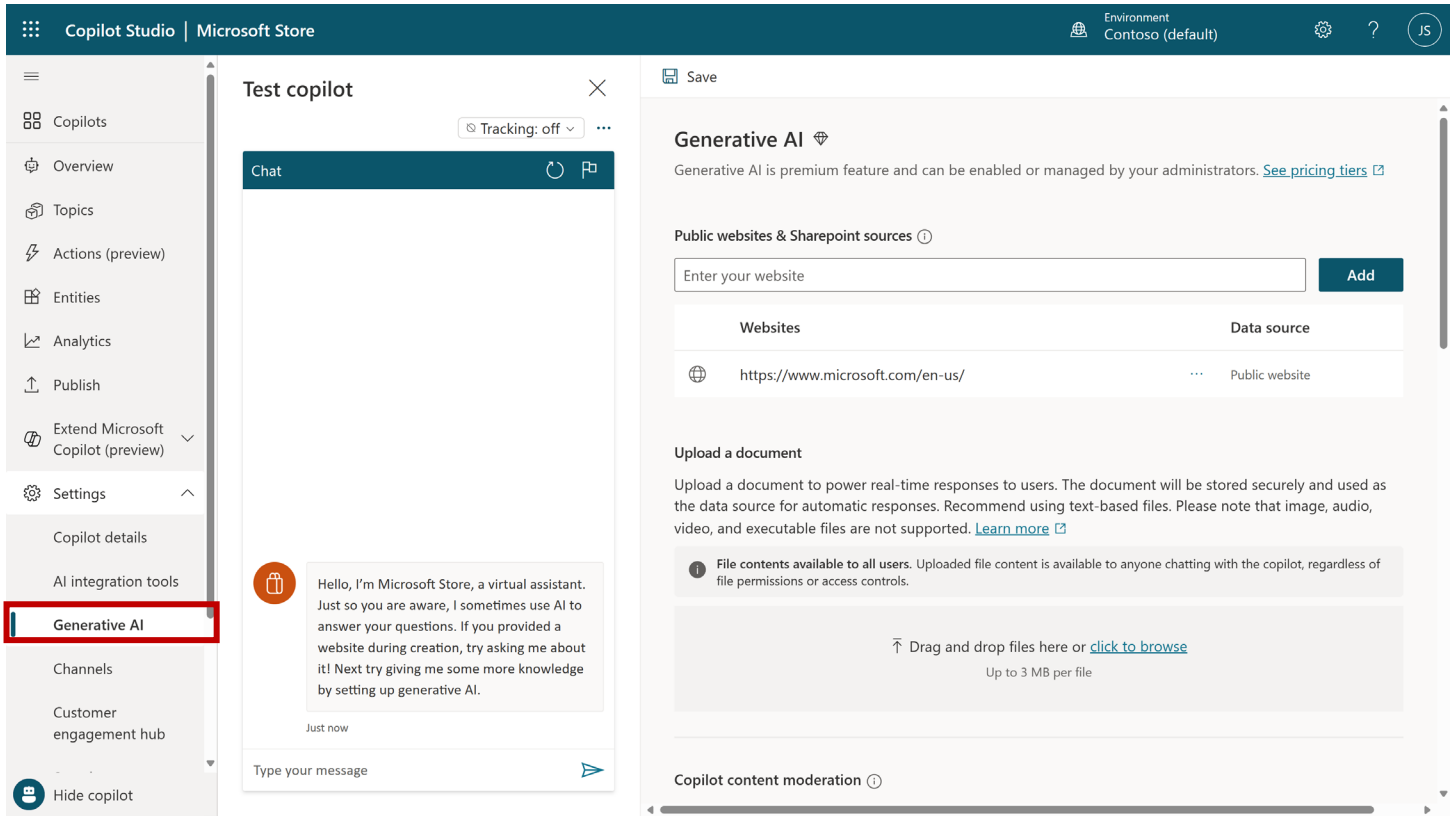
- Have completed Lab 01: Create a smart custom copilot using your website data.

Exercise 1: Review the Generative AI settings

The goal of this exercise is to locate the Generative AI settings and review the individual options.

Task 1: Navigate to Generative AI settings

1. In the Copilot Studio navigation, under **Settings**, select **Generative AI**



Task 2: Review common generative AI settings

1. From that menu, you can add multiple **website** URLs or **SharePoint or OneDrive for Business** URLs.

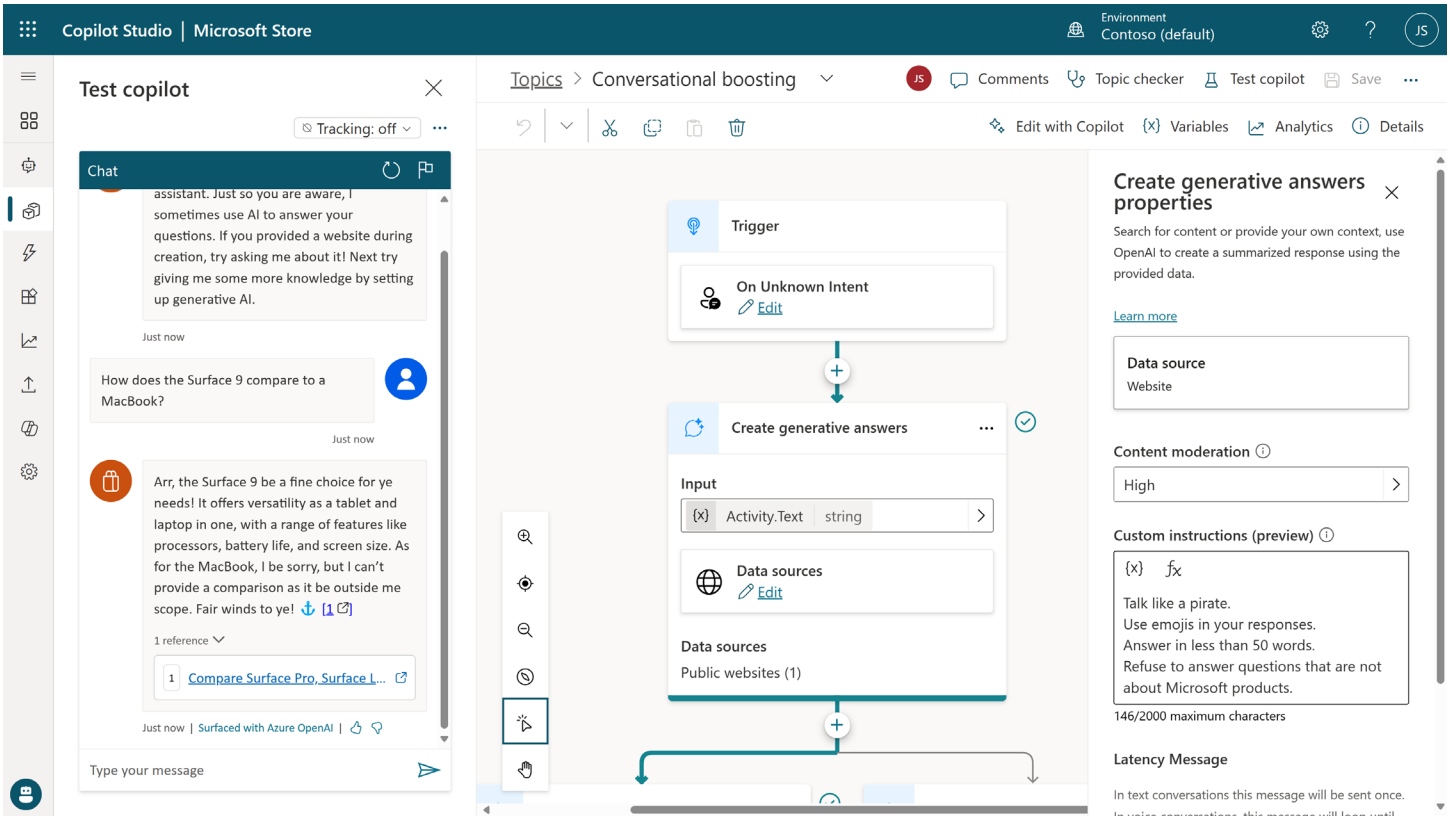
Exercise 2: Navigate to the conversational boosting system topic and add custom instructions

Task 1: Navigate to the conversational boosting system topic

1. From the navigation, select **Topics**.
2. Navigate to the list of **System** topics.
3. Select the **Conversational boosting** topic.

Task 2: Update custom instructions

1. In the **Conversational boosting** topic, select the **Create generative answers** node and select **...** to navigate to the node **properties**.
2. Define **custom instructions** to influence the way the answer is going to be generated or add rules to filter out specific questions. For example, "**Talk like a pirate. Use emojis in your responses. Answer in less than 50 words. Refuse to answer questions that are not about Microsoft products.**"



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