

- 19 -

Create & share
Component collections



MONTHLY MASTERY

FEATURE-A-DAY

with Copilot Studio



Sprinkled with holiday magic by
Katerina Chernevskaya



Component collection

What is it?

A Component collection is a **set of reusable components** (like topics, entities, and actions) that you can share across different Copilot Studio agents.

It promotes **modular development**, saves time, and ensures consistency across projects. Instead of rebuilding functionality repeatedly, you can use a library of ready-made components.



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Component collection

What's the difference?

Sharing components:

A Component collection allows you to share **just the reusable, essential parts**, keeping your agents lightweight and modular.

Sharing entire agent:

Sharing an entire agent exports **everything** (topics, entities, and configuration).



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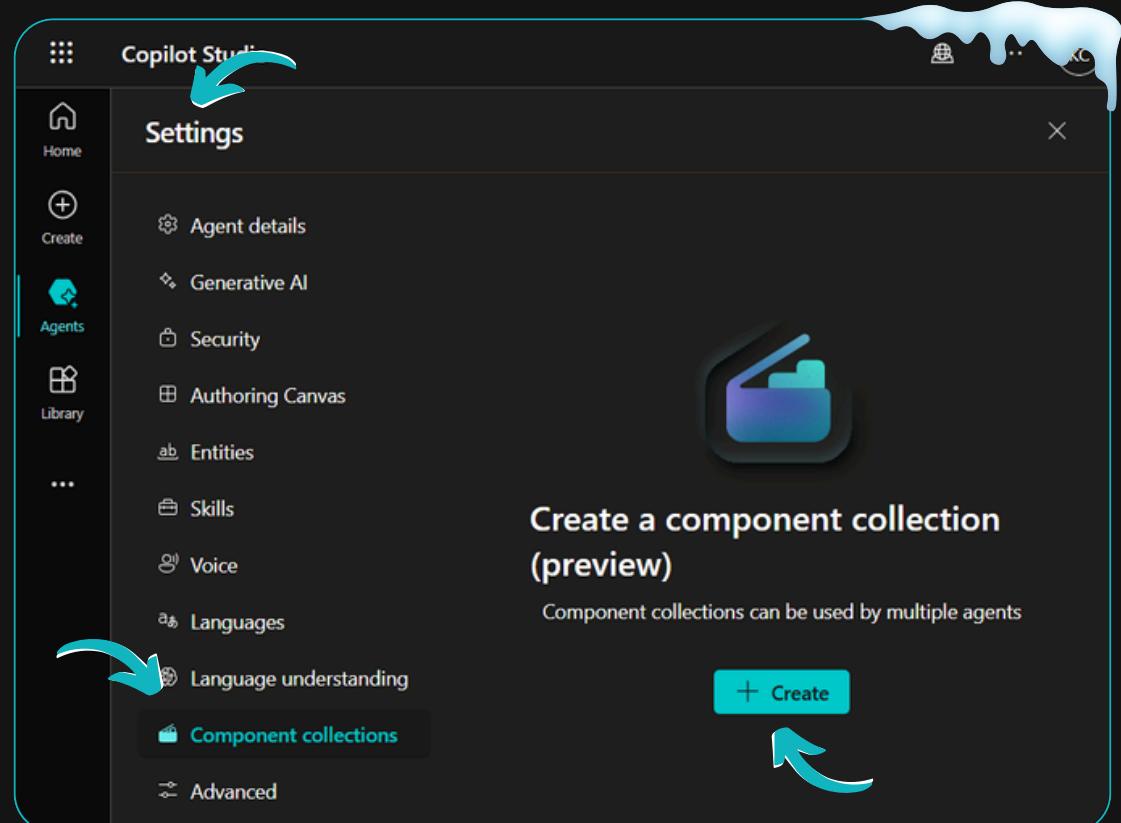
Component collection

Create a first collection

Navigate to your agent in Copilot Studio.

Go to **Settings** and open the **Component collections** section.

Click **+ Create** button.



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Component collection

Create a first collection

Provide a meaningful **name** and a clear **description** for the collection to define its purpose.

Choose the **solution** where the Component collection will be created.

Select the **components** you want to include in the collection.

The screenshot shows a two-step wizard for creating a component collection. The first step, "Step 1 of 3: Display details", includes fields for Name (elf-components), Description (Main Christmas Tree toys.), and Solution (JingleBot). The second step, "Step 2 of 3: Add contents to collection", lists components from the JingleBot solution: new-request, notify, output-test, send-to-Santa-demo, and test. The "Actions" filter is selected. A large blue arrow at the bottom right points to the right, indicating the next step.

Step 1 of 3: Display details
Name and describe your collection

Name *
elf-components

Description *
Main Christmas Tree toys.

Solution *
If no solution is selected, one will automatically be created for you.
JingleBot

Step 2 of 3: Add contents to collection
Select contents from this agent that you would like to move to the collection. Note that if content has dependencies, they will be added to the collection as well.

All Topics Actions Knowledge

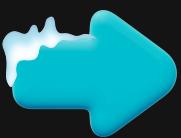
Search components

Name	Type
<input checked="" type="checkbox"/> new-request	Action
<input checked="" type="checkbox"/> notify	Action
<input type="checkbox"/> output-test	Action
<input checked="" type="checkbox"/> send-to-Santa-demo	Action
<input type="checkbox"/> test	Action

Back Next Cancel



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Component collection

Create a first collection

Review selected components and click Create button to craft your Component collection.

Step 3 of 3: Review contents
Review the contents of your collection

Name	Type
new-request	Action
notify	Action
send-to-Santa-demo	Action

Back Create Cancel



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Component collection

Review the collection

Open your new Component collection to review its **details**, the included **components**, and the **agents** where the components are installed.

The screenshot illustrates the process of managing component collections in Copilot Studio. On the left, the 'Settings' page shows a 'Component collections' section with a 'New' button and a preview of an existing collection named 'elf-components'. This collection is described as 'Main Christmas Tree toys.' On the right, the 'elf-components' collection details page is shown, featuring sections for 'Details' (Name: elf-components, Description: Main Christmas Tree toys., View Solution (JingleBot)) and 'Components' (a list of three actions: notify, new-request, send-to-Santa-demo). A large blue arrow points from the 'New' button on the left to the collection details on the right, indicating the flow of creating and reviewing collections.



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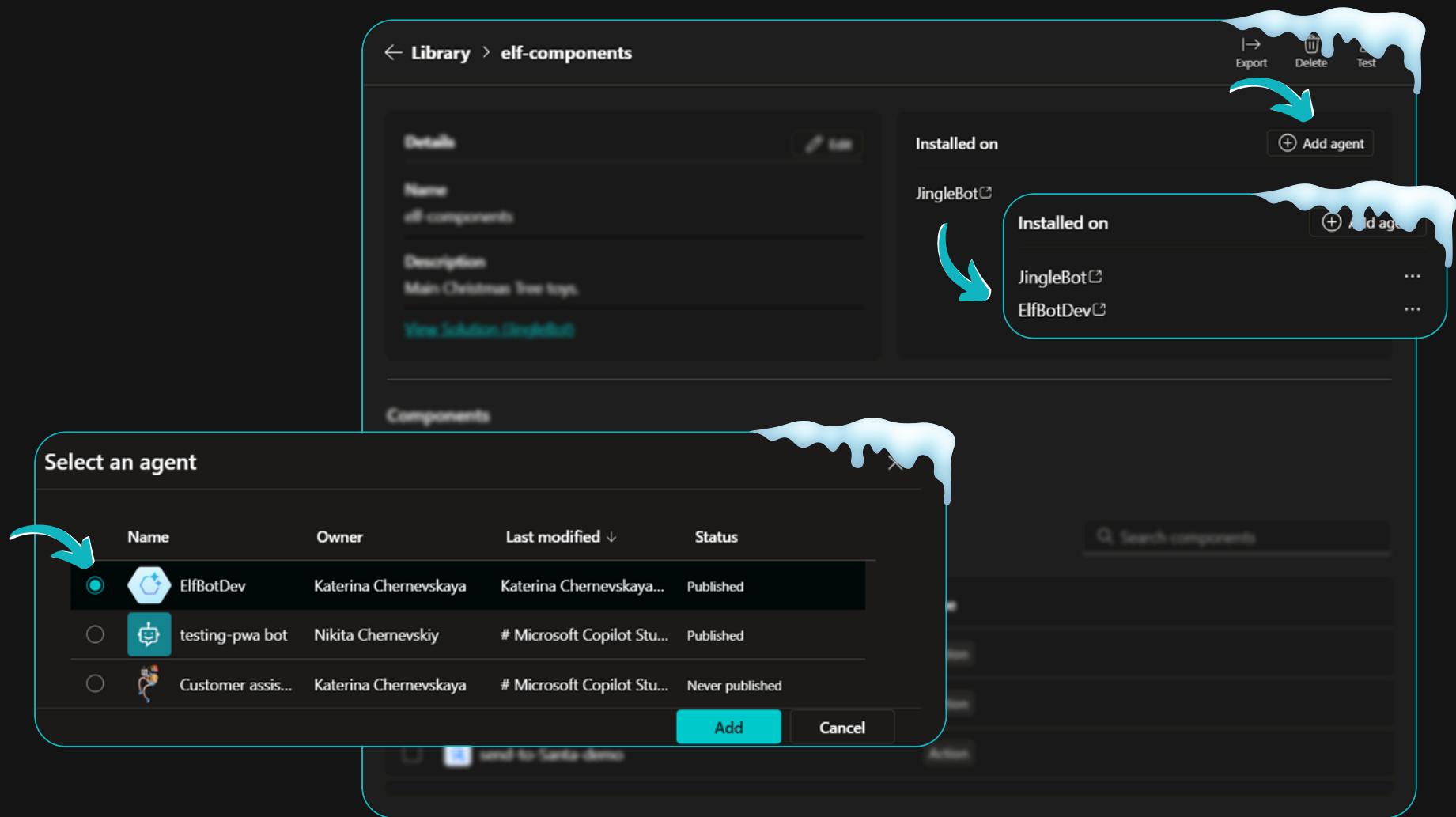


Component collection

Install to an agent

The component collection can be installed on **multiple** agents.

To install the collection on another agent, click the **Add agent** button and select the desired target agent.



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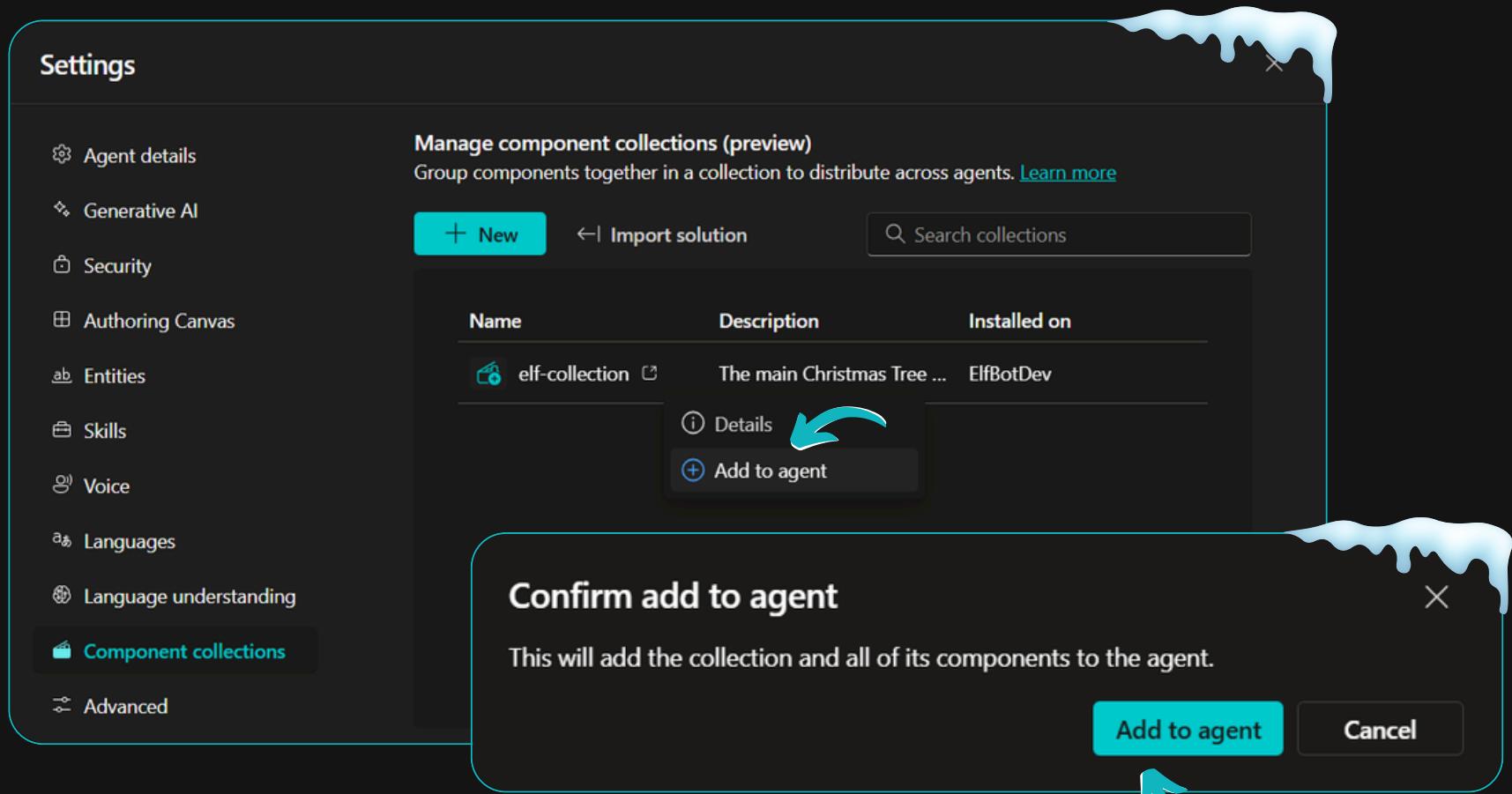


Component collection

Install to an agent

Ensure that the collection has been added to the agent.

To verify, navigate to the **Component collection** under the **Settings** of your target agent, click on the **three dots** menu, and select **Add to agent** if this option is available.



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Component collection

Add components

By clicking **Add** button you can add new components.

← Library > elf-components

Installed on: SingleAgent

Components

Add ▾ + Add new ↗ Move to agent

+ Add from an agent

Name
notify
new-request
send-to-Santa-demo

Details

Name: elf-components

Description: Main Christmas tree toys.

View Solution (Blueprint)

Export Delete Test

Adding new components is like waiting for Santa's sleigh to arrive: it's not available just yet, but we're eagerly anticipating its arrival! 🎅🌟

Add new components to the collection

Topic	Action	Entity	Knowledge
Coming soon	Coming soon	Coming soon	Coming soon



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Component collection

Add components

You can add additional components from any agent where the component collection is [installed](#).

Step 1 of 3: Select an agent
Select which agent you would like to make the collection available to.

Name	Owner	Last modified	Status
<input checked="" type="radio"/> JingleBot	Katerina Chernevskaya	# Microsoft Copilot Studio 1 da...	Published
<input type="radio"/> ElfBotDev	Katerina Chernevskaya	# Microsoft Copilot Studio 1 da...	Published

Step 2 of 3: Add components to collection
Select components from this agent that you would like to move to the collection. If components have dependencies, they will be added to the collection.

All Actions Topics Knowledge Search components

Name	Type
<input checked="" type="checkbox"/> notify	Action
<input type="checkbox"/> Conversational boosting	Topic
<input checked="" type="checkbox"/> Letter to Santa	Topic
<input checked="" type="checkbox"/> dynamicPlan	Topic
<input type="checkbox"/> Thank you	Topic
<input type="checkbox"/> demo	Topic

[Back](#) [Next](#) [Cancel](#)



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Component collection

Benefits

Faster development

Save time by reusing existing components rather than building them from scratch.

Consistency

Ensure all your agents follow the same structure and logic.



Scalability

Modular design allows you to scale your solutions easily.

Flexibility

Share and update components without affecting the entire agent.

Maintenance

Components are easier to test, update, and debug when they are modular.



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Today's Task: Build & share your first Component collection



1. Create a Component collection

Build a small reusable collection of components, such as actions.

2. Add to another agent

Add the collection into another agent to reuse the components seamlessly.

3. Add additional components

Update your collection with new topics or actions as your project evolves, ensuring it stays relevant and modular.



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