**Practice Prompts – Enterprise Human Resources Focus**

**HR Operations & Compliance**

Copilot in PowerPoint:

* Design a compliance status report for HR operations. Use charts to visualize audit findings and corrective actions. Summarize key compliance deadlines and responsibilities.
* Create a slide deck on policy updates affecting employee management. Highlight major changes with clear visuals. Include a summary of required next steps for staff.
* Present an overview of HR service delivery metrics. Use infographics to illustrate resolution rates and satisfaction scores. Highlight areas needing improvement.
* Generate a summary of recent training and compliance initiatives. Illustrate participation rates and outcomes. Emphasize ongoing efforts and future plans.
* Develop slides tracking regulatory changes in employment law. Use timelines to show implementation progress. Summarize risks and mitigation actions.

Copilot Analyst:

* Assess employee onboarding processes for compliance with regulations. Identify gaps and propose solutions. Quantify impact on retention and engagement.
* Analyze HR audit results and identify recurring issues. Interpret trends and suggest targeted interventions. Advise on best practices for ongoing compliance.
* Review incident reports related to workplace safety and ethics. Benchmark against industry standards. Recommend steps for reducing compliance risks.
* Evaluate the effectiveness of policy communication channels. Compare usage and feedback across departments. Propose improvements for better awareness.
* Examine compensation practices for legal adherence. Analyze pay equity and transparency metrics. Suggest actions to address identified disparities.

Copilot Researcher:

* Research evolving regulatory requirements in HR operations. Summarize implications for organizational practices. Highlight resources for staying updated.
* Explore case studies on successful compliance management strategies. Identify key lessons and outcomes. Relate findings to current HR processes.
* Review literature on digital solutions for HR compliance. Synthesize benefits, challenges, and adoption rates. Recommend suitable technologies for our needs.
* Investigate trends in employee data privacy and security. Compile legal requirements and best practices. Suggest policy enhancements for protection.
* Gather insights on improving compliance training for staff. Summarize effective methods and metrics. Highlight applicability to our workforce.

**Talent Development & Engagement**

Copilot in PowerPoint:

* Create a presentation outlining talent development programs. Use visuals to highlight participation rates and outcomes. Summarize future growth opportunities for employees.
* Design a slide deck on employee engagement trends. Include charts showing survey results and engagement scores. Highlight key drivers and improvement actions.
* Present a summary of mentoring and coaching initiatives. Use timelines to illustrate program milestones. Showcase anecdotal success stories.
* Generate slides tracking progress in leadership development. Visualize competencies gained and promotion rates. Emphasize program impact on organizational culture.
* Develop an overview of learning paths and career growth. Use flowcharts to map opportunities for advancement. Summarize feedback from participants.

Copilot Analyst:

* Analyze employee engagement survey data for actionable insights. Identify patterns by department and tenure. Recommend targeted initiatives to boost engagement.
* Evaluate training program effectiveness using completion rates and feedback. Compare outcomes year over year. Advise on curriculum improvements.
* Review talent pipeline metrics and succession planning outcomes. Assess readiness for key roles and gaps to address. Suggest strategies for strengthening internal mobility.
* Assess participation in mentoring programs across teams. Quantify impact on retention and performance. Recommend expansion or modification of activities.
* Examine factors influencing career growth and advancement. Analyze promotion rates and barriers encountered. Propose interventions to support equitable opportunities.

Copilot Researcher:

* Research best practices in employee engagement and motivation. Summarize findings from leading organizations. Highlight approaches with proven success rates.
* Explore innovative talent development models in use globally. Synthesize lessons learned and implementation guidelines. Relate insights to our workforce needs.
* Review studies on the impact of mentorship on employee outcomes. Summarize results across different industries. Recommend enhancements for current programs.
* Investigate trends in leadership development for emerging leaders. Compile key competencies and training approaches. Suggest application in our organization.
* Gather data on effective career pathing and advancement strategies. Highlight tools and frameworks for mapping growth. Recommend suitable options for our staff.

**Strategic HR & Workforce Planning**

Copilot in PowerPoint:

* Design a workforce planning dashboard for executives. Use visuals to track headcount, turnover, and hiring trends. Summarize strategic priorities and projections.
* Present a slide deck outlining talent acquisition strategies. Highlight recruitment channels and success rates. Include future hiring forecasts.
* Create slides mapping skills gaps and development needs. Use heatmaps to visualize areas requiring attention. Summarize recommended training initiatives.
* Generate an overview of succession planning efforts. Illustrate readiness for key roles and associated risks. Emphasize strategic interventions underway.
* Develop slides showing workforce diversity and inclusion metrics. Use charts to depict progress and goals. Summarize next steps for further improvement.

Copilot Analyst:

* Analyze workforce demographic data for strategic insights. Identify trends in age, tenure, and skill distribution. Recommend actions to align with organizational goals.
* Evaluate effectiveness of recruitment campaigns. Compare applicant quality and conversion rates across channels. Advise on optimizing sourcing methods.
* Review skills inventory for key business units. Assess gaps in critical capabilities and training needs. Propose targeted upskilling initiatives.
* Assess succession planning metrics for leadership roles. Quantify readiness and risks associated with talent pipeline. Recommend steps to mitigate gaps.
* Examine workforce diversity data and inclusion efforts. Benchmark progress against industry standards. Suggest enhancements for equitable representation.

Copilot Researcher:

* Research strategic workforce planning frameworks used by top organizations. Summarize best practices and implementation strategies. Highlight relevant models for our context.
* Explore trends in talent acquisition and employer branding. Synthesize findings from recent studies. Relate implications to our recruitment efforts.
* Review literature on skills gap analysis and remediation. Summarize recommendations from experts. Suggest practical steps for closing identified gaps.
* Investigate succession planning approaches for leadership positions. Compile case studies and lessons learned. Recommend suitable strategies for our needs.
* Gather data on diversity and inclusion initiatives. Summarize impact and challenges reported by industry leaders. Recommend best practices for further advancement.