

MCS Workshop Agent - Lab Setup Instructions

1. Open the Training Agent Portal

Go to <https://aka.ms/MCSWorkshopAgent> and click on 'Chat with training agent'.

2. Enter Your Access Code

When prompted, enter the code: ABC-0525-Z0K1 and click Submit.

3. Get Your User Account

Click 'Get user account', accept the consent, fill in your details, and click Submit.

4. Receive Your Credentials

Note down your training username and temporary password shown after submitting.

5. Set Up a New Browser Profile

Create a new browser profile to avoid conflicts with your main accounts.

6. Browse the Agent Portal Again

In the new profile, open <https://aka.ms/MCSWorkshopAgent>.

7. Open Microsoft Copilot Studio

In a new tab, go to <https://copilotstudio.microsoft.com>.

8. Sign in and Reset Password

Login with your training credentials, then follow the prompt to reset your password.

9. Access the Lab Guides

Browse <https://aka.ms/mcsworkshoplabs> for step-by-step lab instructions.

10. Follow the Lab Instructions

You are now all set to begin the lab exercises!