Microsoft Copilot Studio

Lab 08: Using Topic Inputs

Hands-on lab step-by-step

January 2025

UDPP Copilot Studio Workshop

Contents

Microsoft Copilot Studio

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Goals for this lab

After this lab you will be able to: • Understand the basics of Topic Inputs • Be able to create topic inputs as way to capture user inputs	The time to complete this lab is [25] minutes.

Prerequisites

Labs have been designed to be completed with only a Microsoft Copilot Studio trial. You can start most labs without having to complete the previous module but note that some exercises may reference previous labs. To fully experience the features and functionality of the product, it is recommended that you make sure to have completed all pre-requisites below before starting this lab.

For this lab you need:

- A computer with internet access.
- Be able to log into the provided Microsoft tenant (some companies enforce users to only connect to their company tenant) or your own enterprise tenant with a Copilot Studio User License (or trial)
- **Generative AI should be set to "Generative" (in Settings, Generative AI)**

Topic Inputs

Think of a topic input as a list of variables or information that you need to collect for a topic to be able to execute. Topic inputs can collect information that is not provided by the user as part of their initial question and can also provide the ability to go back and update the answers to questions previously answered. Topic inputs are a new way to collect information that makes collecting data from the user much more effective than doing traditional question nodes.

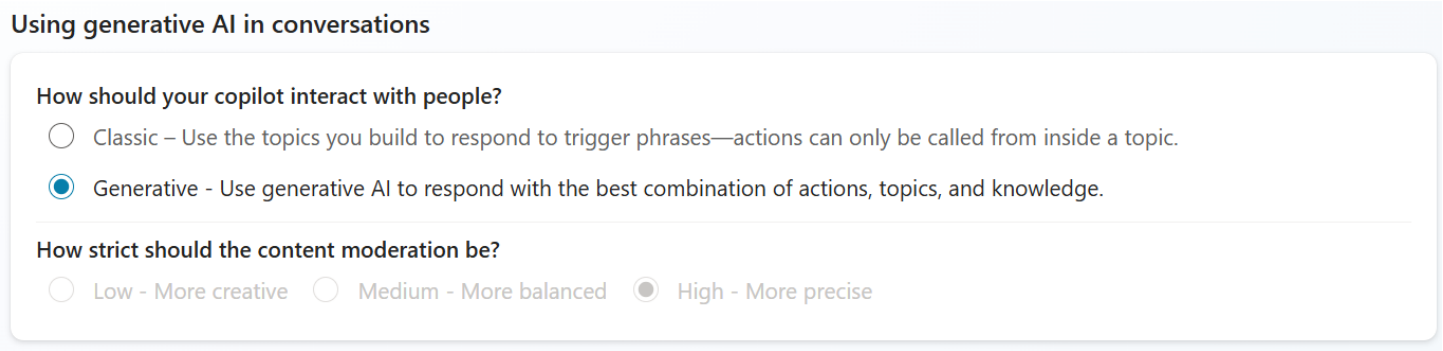
Topic Inputs uses GPT models to generate questions when the inputs are not detected and to help with entity extraction of the information provided by the user. Topic Inputs cannot be used with topics if the Generative AI feature of orchestration is not enabled.

Keep in mind that a user can pass the information for any topic input at any time in the collection process to allow the conversation to be extremely flexible and natural with the user.

Task 1: Enable Generative AI in conversations

Here are the steps to configure your Copilot to use **Generative mode** for the orchestration (if needed):

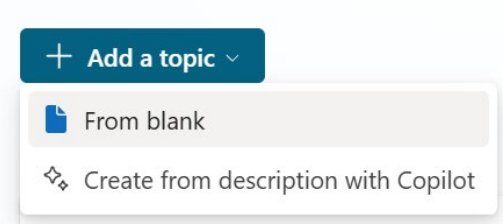
1. Go to **Settings**
2. Select **Generative AI**
3. Select **Generative** for **How should your agent interact with people?**



4. **Save**
5. Close Settings by clicking the **X** in the upper right-hand corner

Task 2: Create Blank Topic

1. Go to **Topics** and select **Add Topic**
2. Select **From blank**

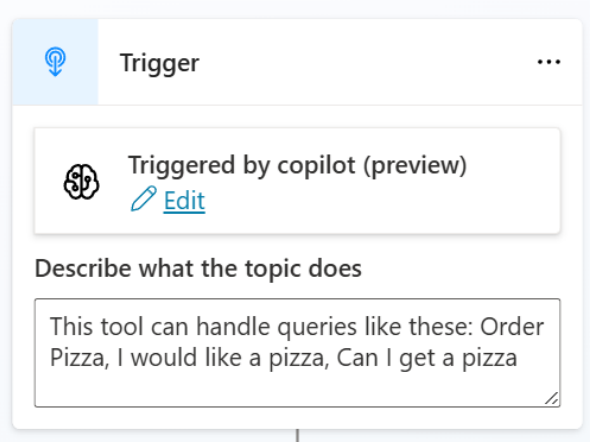


3. Name the topic
   `Order Pizza`

Task 3: Create Trigger Phrases

1. Go to **Trigger** and enter the following instructions to describe your topic to the orchestrator:

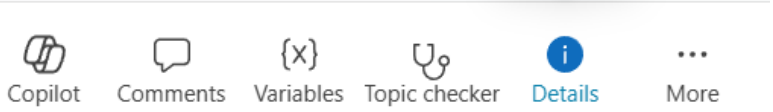
```
This tool can handle queries like these: Order Pizza, I would like a pizza,
Can I get a pizza
```



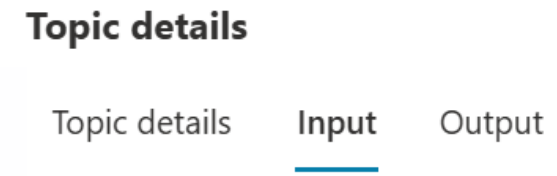
2. Click **Save** to save your topic.

Task 3: Create Inputs for Topic

1. In the navigation menu, select **Details**



2. Then select **Input**.



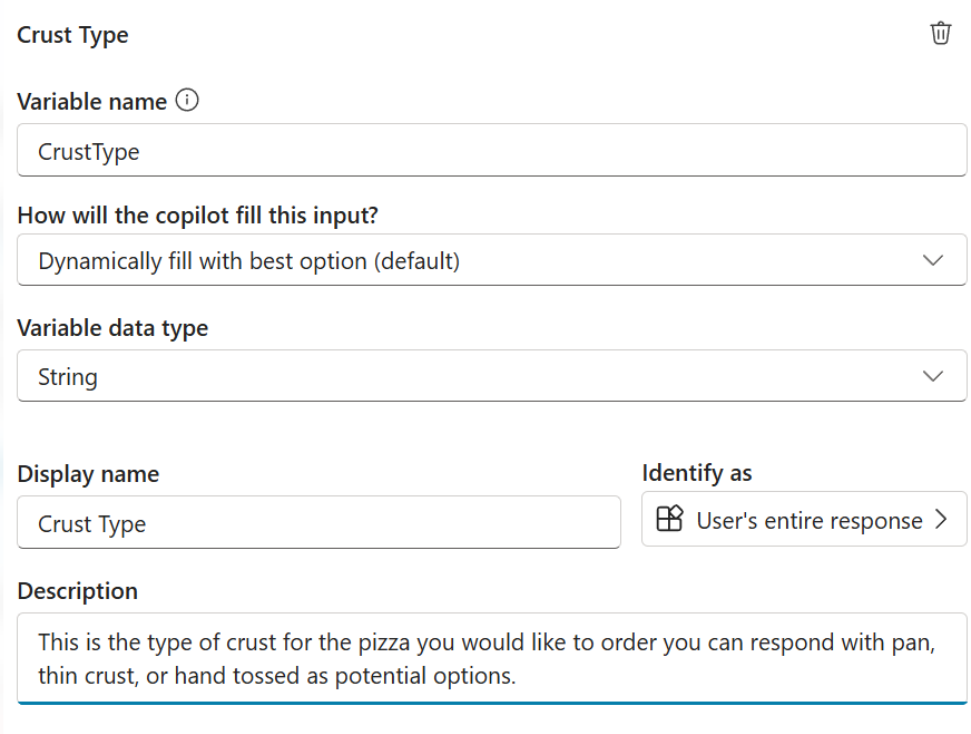
3. Select **Create a new variable**

4. Set Variable name to `CrustType`

5. Set Variable data type to `String` (if needed)

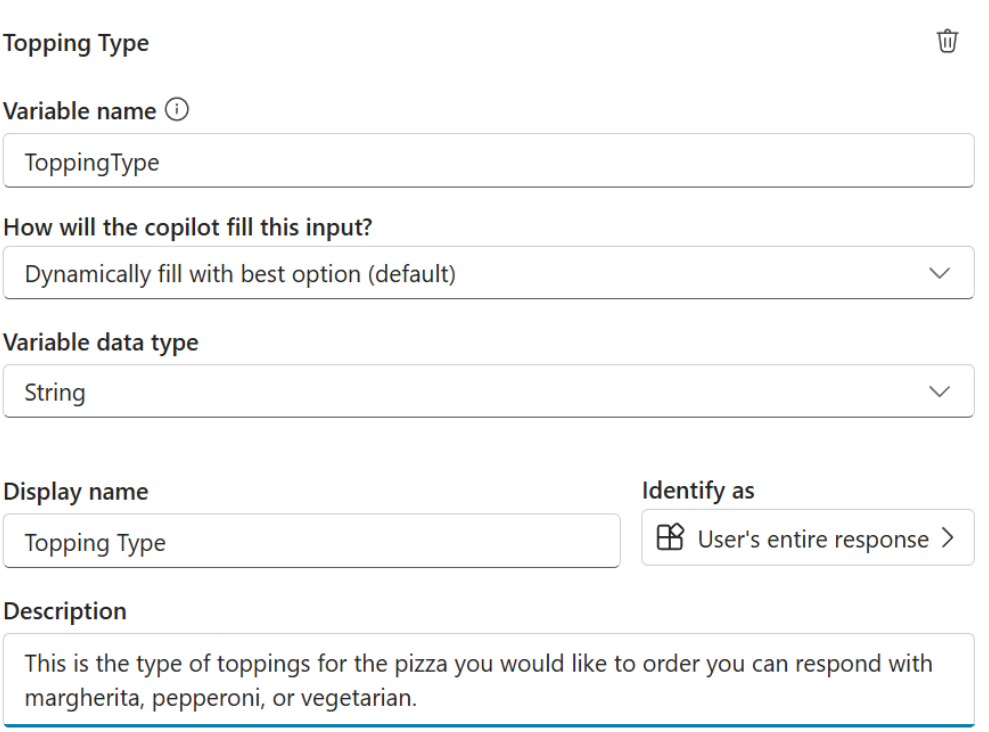
6. For Variable description put

```
This is the type of crust for the pizza you would like to order you can
respond with pan, thin crust, or hand tossed as potential options.
```



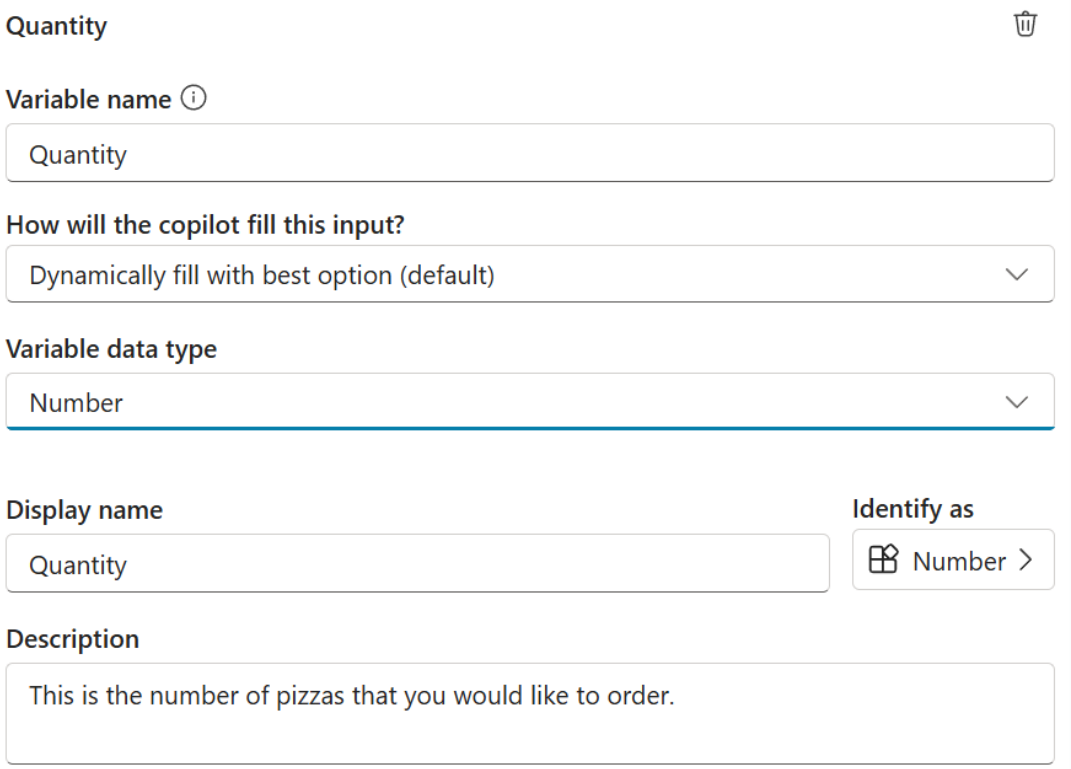
7. Select **Create a new variable**
8. Set Variable name to `ToppingType`
9. Set Variable data type to `String`
10. For Variable description put

```
This is the type of toppings for the pizza you would like to order you can
respond with margherita, pepperoni, or vegetarian.
```



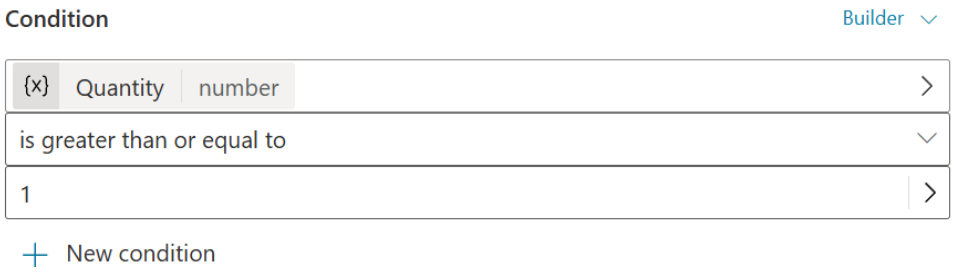
11. Select **Create a new variable**
12. Set Variable name to `Quantity`
13. Set Variable data type to `Number`

14. For Variable description put `This is the number of pizzas that you would like to order.`



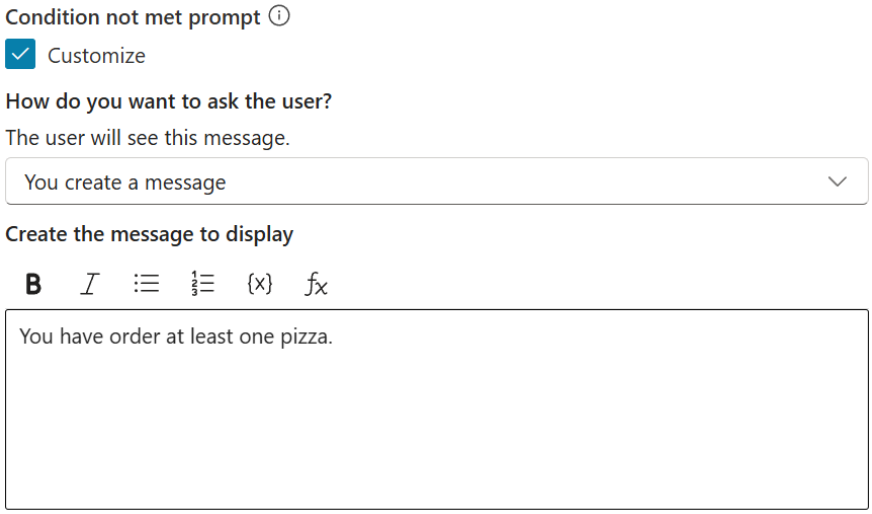
15. Click **Additional Settings** under Quantity variable

16. Add Condition `Quantity is greater than or equal to 1`



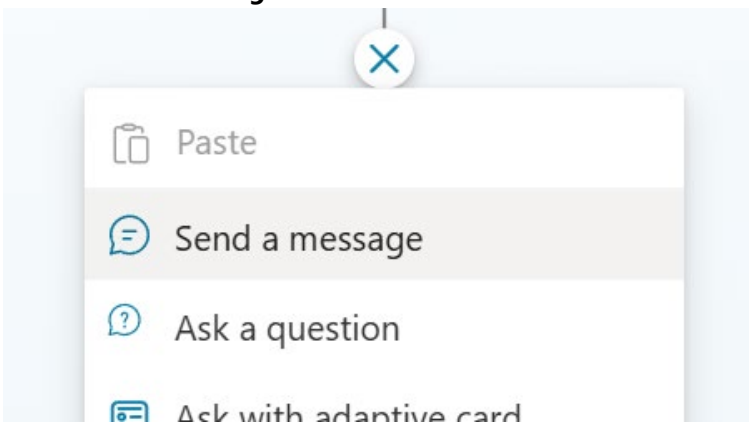
17. Add Condition not met prompt by selecting Customize

18. Add message of `You have order at least one pizza.`



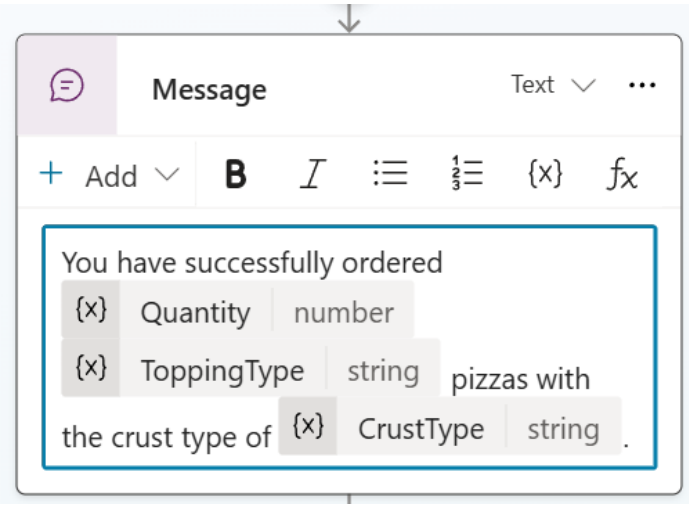
19. Click **Save**

20. Add a **Send a message** node



21. Insert the **following message** and **use the variables you created as inputs**.

```
You have successfully ordered {Topic.Quantity} {Topic.ToppingType}
pizzas with the crust type of {Topic.CrustType}
```

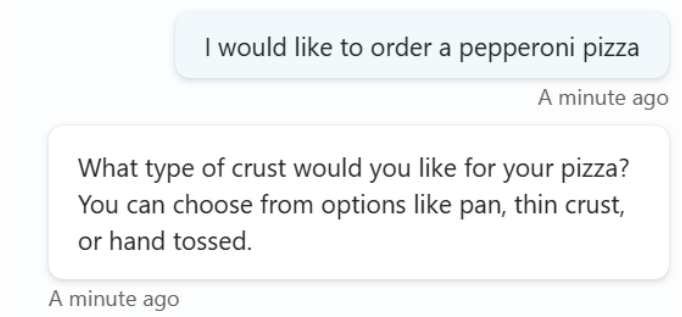


22. **Save** your topic

Task 2: Test your topic

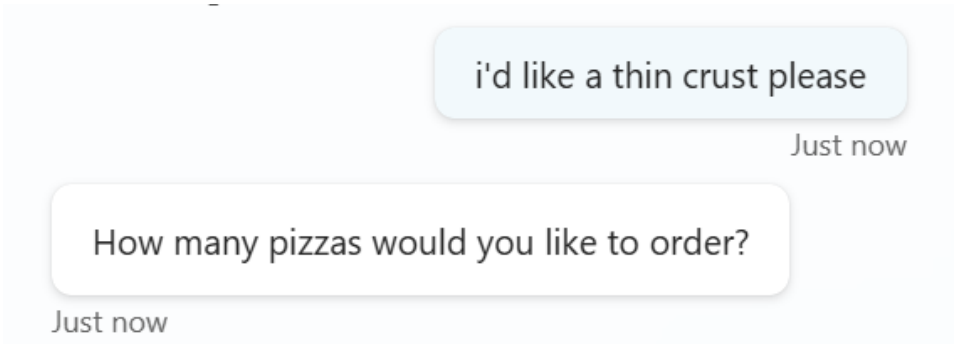
1. Try to order a pepperoni pizza

```
I would like to order a pepperoni pizza
```



2. Copilot will ask you the type of crust you want because it detects that the input is not there. Answer a value from the list:

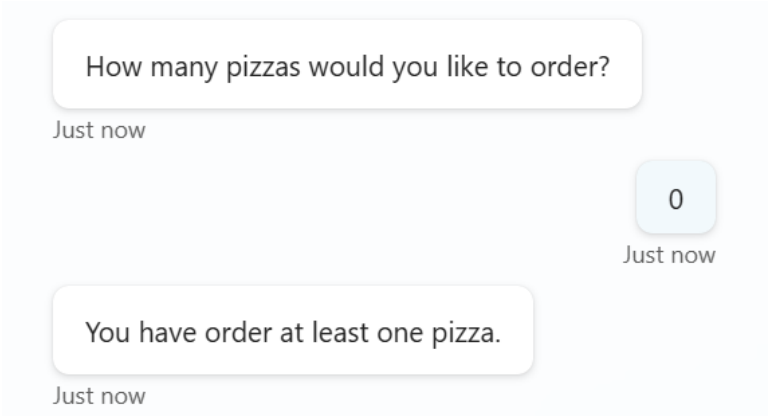
```
I'd like a thin crust please
```



3. Copilot will ask you how many you want, try answering 0

```
0
```

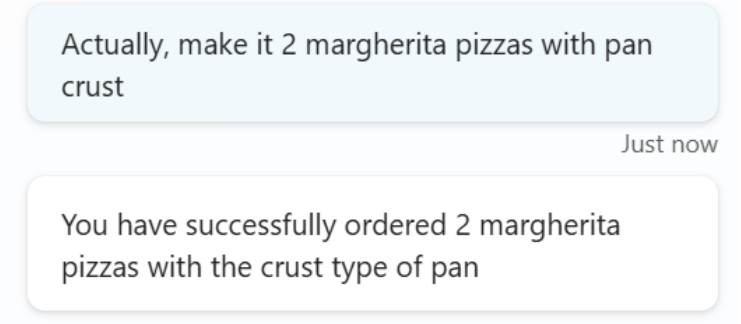
4. Copilot will refuse that quantity and show the custom error message



5. Now let's answer all questions at once:

```
Actually, make it 2 margherita pizzas with pan crust
```

6. Copilot will extract each entity and generate the output message:



Summary

Thank you for completing the lab 'Using Topic Inputs'. You have successfully:

- Created Topic Inputs
- Collected Inputs into variables and used them in a response
- Configured validation of inputs

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