



Copilot

What's New

Agenda

- Ads, Ads, Ads
- **Admin and management capabilities**
 - Microsoft Purview AI Hub
 - Copilot extensions
 - Restricted SharePoint Search
 - New Copilot connectors
- **End-user capabilities**
 - Copilot in Viva Glint
 - Copilot in Planner
 - New prompts unique to roles and industries in Copilot Lab
 - Discover catch-up in Copilot chat
 - Draft and refine Word documents
 - Copilot in Loop components
 - Copilot in Forms

Michael Plettner

Managing Partner @ in2success GmbH




<https://bio.link/plemich>

TALK
Microsoft 365

 Microsoft Teams
User Group Germany



Ad: Talk Microsoft 365

- <https://talkm365.net> |  @talkm365
- Talk about Microsoft 365 topics
- Stream and Videos
 - <https://youtube.talkm365.net>
 - LinkedIn
- Podcasts
 - Podcast e.g. via Spotify, Apple Podcasts, etc.
[Talk Microsoft 365 \(letslisten.fm\)](https://letslisten.fm/talk-microsoft-365)



Ad: Decode AI

- Ralf Richter and I talk about AI topics
- With guests
- English and German
- Available: Wherever podcasts are available



Ad: Next Events

- Month of Copilot – Copilot Connection ([LINK](#))
- OKRvolution – 05.06. ([LINK](#))
 - Online with OKR Master Erno Marius
- Experts Live Germany in Erfurt – 11.06. ([LINK](#))
- Infinity 365 in Salzburg – 24.06. – 26.06. ([LINK](#))
- Weekly: Power Atelier ([LINK](#))

Quick notes from MS Build 2024

- Team Copilot
 - expands Copilot beyond a personal assistant to work on behalf of a team, improving collaboration and project management

Quick notes from MS Build 2024

- Agents: New custom copilots that automate business process



Redefine

Quick notes from MS Build 2024

- Create custom copilots from SharePoint
- Intelligent recap support for meetings with only transcription enabled
- Meeting organizers will be able to manage who can record and transcribe meetings
- Prevent users from sharing content in externally hosted meetings

Admin and Management capabilities



Microsoft Purview AI Hub (public preview)

The screenshot displays the Microsoft Purview AI Hub interface. The left sidebar contains navigation links: Home, AI Hub, Analytics, Policies, Alerts, and Activity explorer. The main content area is titled 'AI Hub' and includes a 'Get started' section with four tasks: activate Microsoft Purview Audit, install the browser extension, onboard devices, and extend insights for data discovery. A 'Data security investigations' card highlights the importance of protecting sensitive data in Copilot responses, showing 2.9K unlabeled files and 30 SharePoint sites. A bar chart lists the top 5 SharePoint sites with unlabeled files. A 'Get guided assist regulations' section provides steps for setting up sensitivity label policies.

AI Hub
Discover and secure all AI activity in Microsoft Copilot and other generative AI apps. Keep your data safe and stay on track with industry regulations. [Learn more](#)

Get started

- ☐ **Activate Microsoft Purview Audit**
Get insights into user interactions with Microsoft Copilot experiences.
- ☐ **Install Microsoft Purview browser extension**
Detect risky user activity and get insights into user interactions with other generative AI apps
- ☐ **Onboard devices to Microsoft Purview**
Protect sensitive data from leaking to other generative AI apps
- ☐ **Extend your insights for data discovery**
Discover sensitive data in user interactions with other generative AI apps

Recommendations

Data Security Investigations

Protect sensitive data referenced in Copilot responses

In the last 30 days, 2,932 unprotected files across 12 SharePoint sites were referenced in Copilot responses. Start a data investigation or take steps avoid potential oversharing of sensitive data.

[View details](#)

Unlabeled files in Copilot responses
Last 30 days

Unlabeled files: **2.9K**
SharePoint sites with unlabeled files: **12**

New AI regulations

Get guided assist regulations

Stay on track with with newly AI, such as ISO 42001 and NIS interactions, we've identified t regulations.

[View details](#)

Data security investigations

Protect sensitive data referenced in Copilot responses

Sensitivity labels help protect files by controlling user access to data. Copilot for Microsoft 365 honors the sensitivity label on files and only shows the user the files they already have access to.

Unlabeled files in Copilot prompts

Unlabeled files: **2.9K** | SharePoint sites with unlabeled files: **30**

Top 5 SharePoint sites with unlabeled files in Copilot prompts

Site	Count
Site 1	1,983
Site 2	1,538
Site 3	1,303
Site 4	1,303
Site 5	1,303

[View top 25 sites](#)

Steps

Set up sensitivity label policies:

1. **Create labels.** Go to Information Protection -> Labels. Click + **Create a label** and follow wizard. Repeat process for multiple labels.
2. **Deploy label policy.** Go to Information Protection -> Label Policy. Click **Publish label**.
3. **Manually apply labels.** Apply sensitivity labels on files using sensitivity label button in apps.
4. **Create auto-labeling policy.** Go to Information Protection -> Auto-labeling and click + **Create auto-labeling policy**.

Microsoft Purview AI Hub (public preview)

- Gain visibility into insights like
 - sensitive data shared with Copilot
 - total number of users interacting with Copilot
 - their associated risk level
- Insights into unlabeled files and SharePoint sites referenced
- AI Hub provides visibility into non-compliant use of AI interactions to gain insight into unethical use, such as regulatory collusion, money laundering, targeted harassment, and more
- Guided assistance for emerging AI regulations like EU AI Act, NIST AI RMF, ISO/IEC 23894:2023 and ISO/IEC 42001

Automate tasks across your enterprise with Copilot extensions

- Soon, admins will be able to create Copilot extensions using Microsoft Graph connectors from Microsoft 365 admin center
- Rollout is planned for July

Create Copilot extension

Copilot extension uses connections you provide to create responses, and can find more information on the internet.

Add connection(s) *

IThelpdeskWebsite X

Provide extension Details

Name *

@ Enter the name of Copilot extension

Description *

This Copilot extension uses the following sources for Knowledge sources: IThelpdeskWebsite connection, which is a Enterprise website connector, which is a type of knowledge based connector. Knowledge connector is a centralized repository of information that provides solutions, best practices, troubleshooting guides, and other relevant content. It serves as a valuable resource for users, IT professionals, and support teams within organizations. The data source

Give instructions to the extension *

You will prioritize search intent when interacting with the knowledge-based connectors. Understand user queries and identify relevant keywords or phrases related to the problem at hand. Provide clear and concise explanations, step-by-step instructions, and relevant details. Consider the recency of information. If the user asks for solutions, you should favor more recent content over outdated ones. Encourage users to rate the effectiveness of the information provided

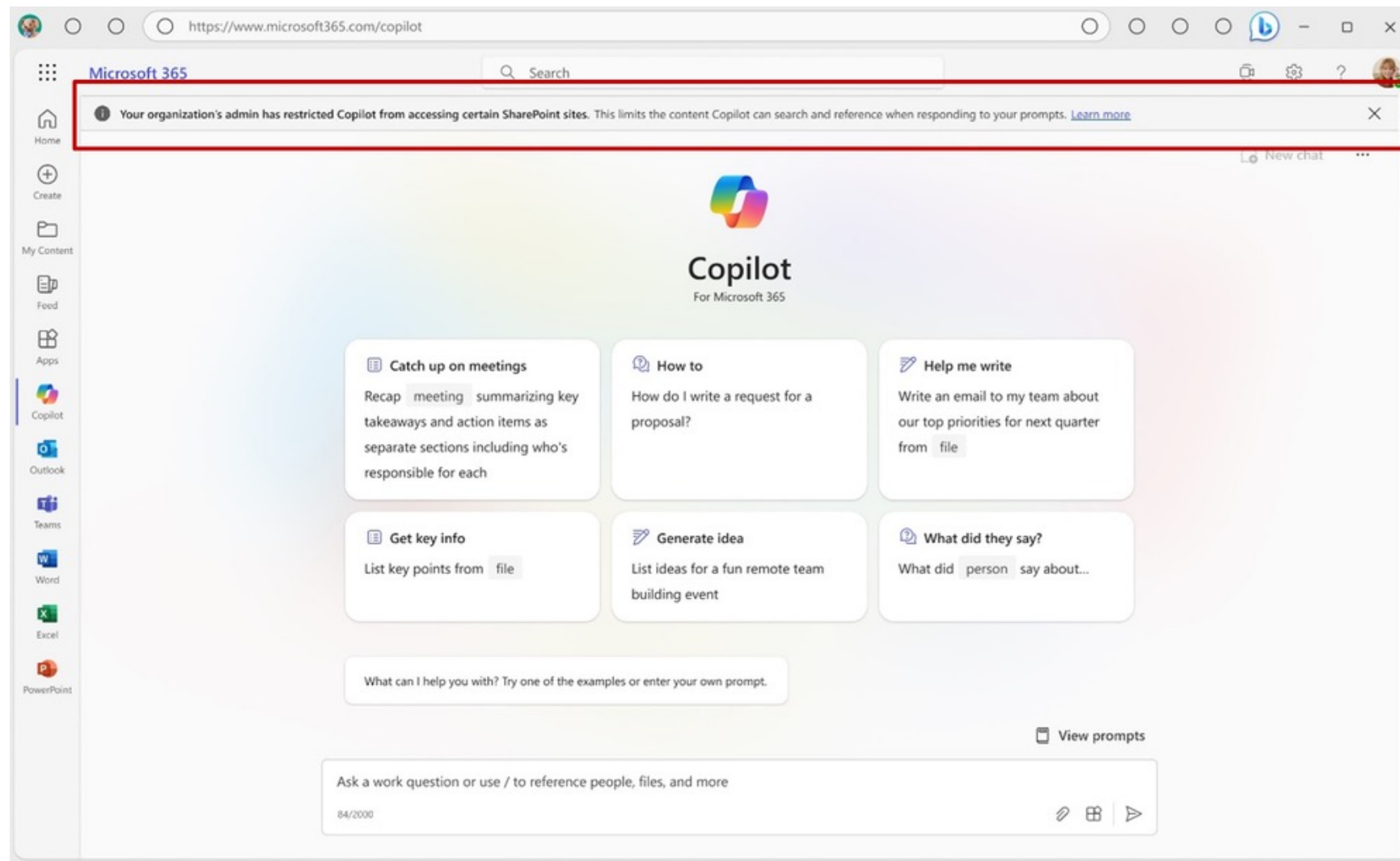
Conversation Starters *

Intranet Today	What is the latest on the intranet today?	X
Details Share	Share details on <placeholder>topic name</placeholder>	X
Contact Info	Share contact info for <placeholder>IT Support</placeholder>	X
Announcements	Show me the recent announcements on <placeholder>topic</placeholder>	X
Training List	List down all the training available on <placeholder>topic</placeholder>	X
Policy Query	What is the company policy on <placeholder>topic</placeholder>	X

Publish Cancel

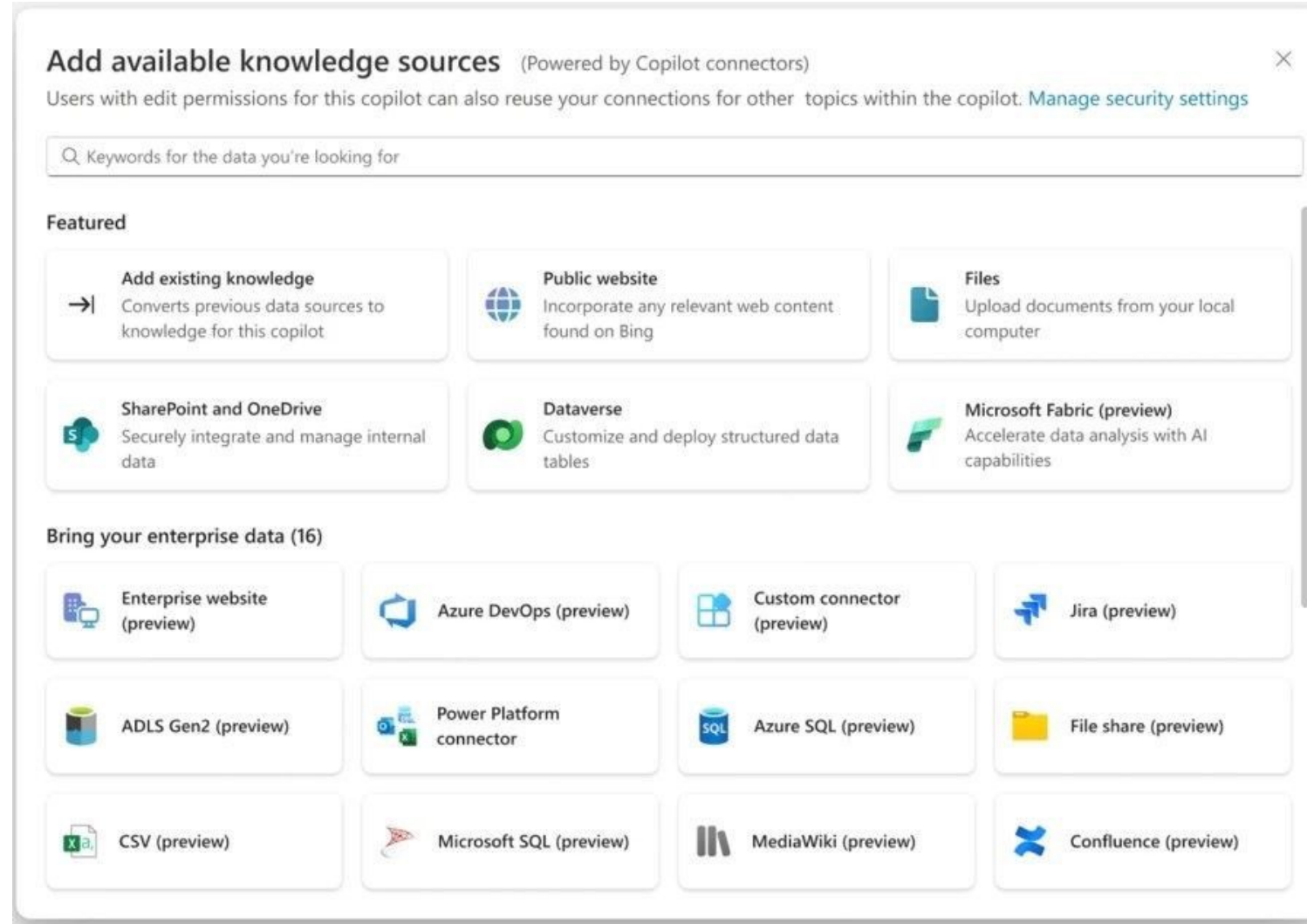
Review and audit site permissions with Restricted SharePoint Search

- review content management and data governance
- Turn off org-wide search restrict Enterprise Search and Copilot to curated set of SharePoint sites
- [Introducing Restricted SharePoint Search to help you get started with Copilot for Microsoft 365 - Microsoft Community Hub](#)



Integrate and innovate with new Copilot connectors

- Connectors include Power Platform, MS Graph, Power Query, (Microsoft Fabric coming soon)
- Ground Copilot in specific data sources including public websites, SharePoint, OneDrive, Dataverse tables, Fabric OneLake, MS Graph and 3rd party apps
- Admins can curate and manage available Copilot connectors
- Preview in June

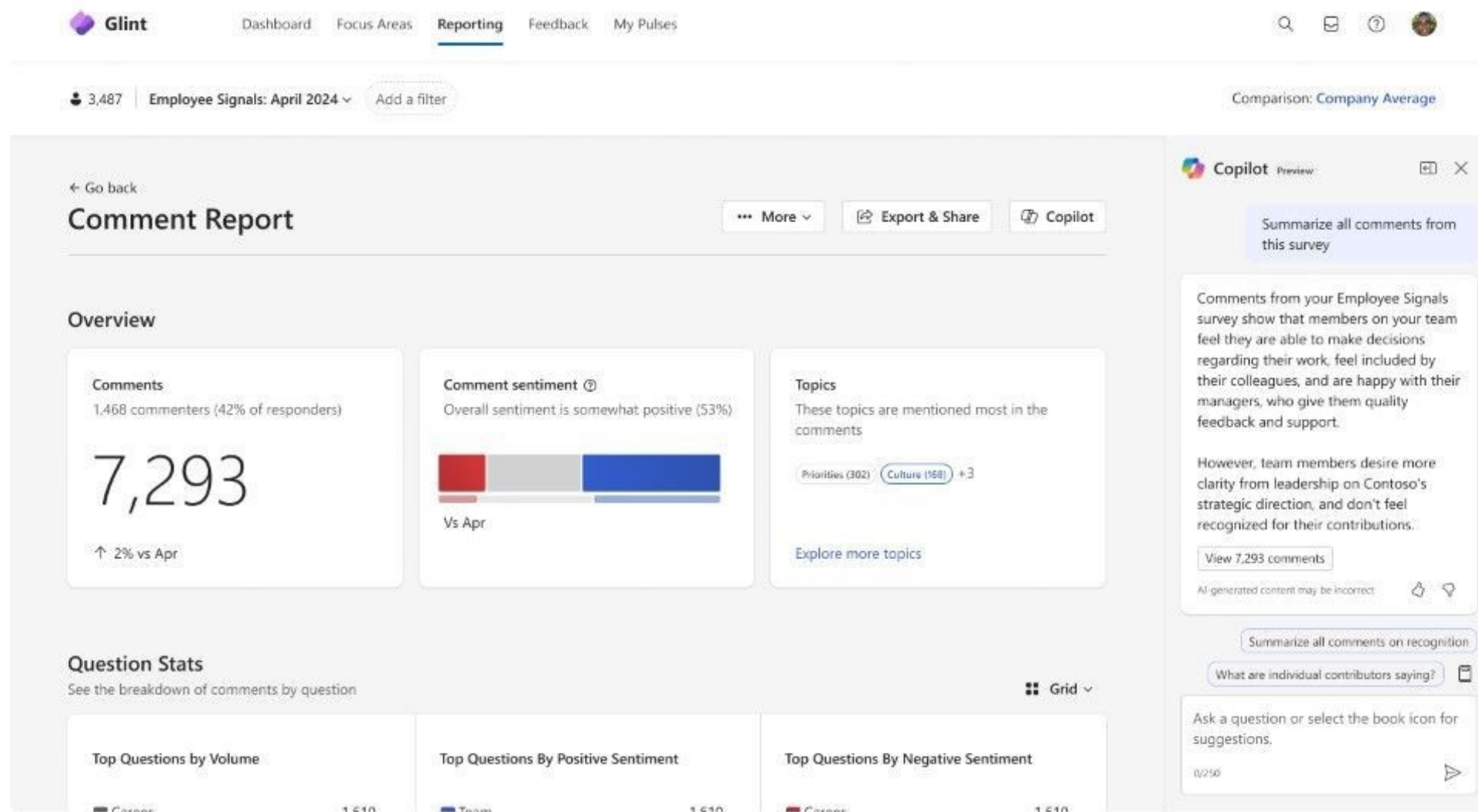


End-user capabilities



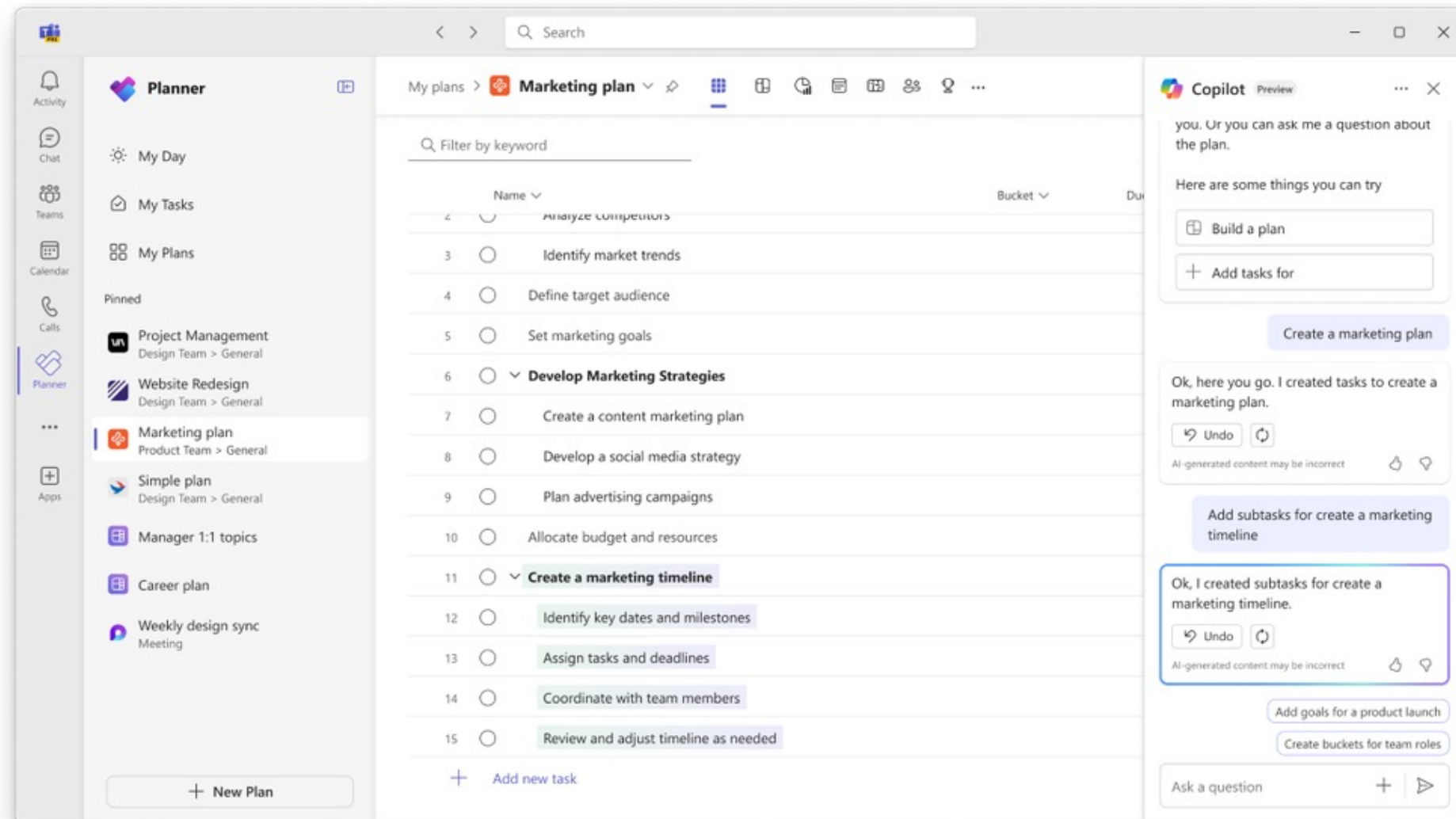
Act on employee comments and suggestions instantly with Copilot in Viva Glint

- Analyze data from Viva Glint comments
- Public Preview in June



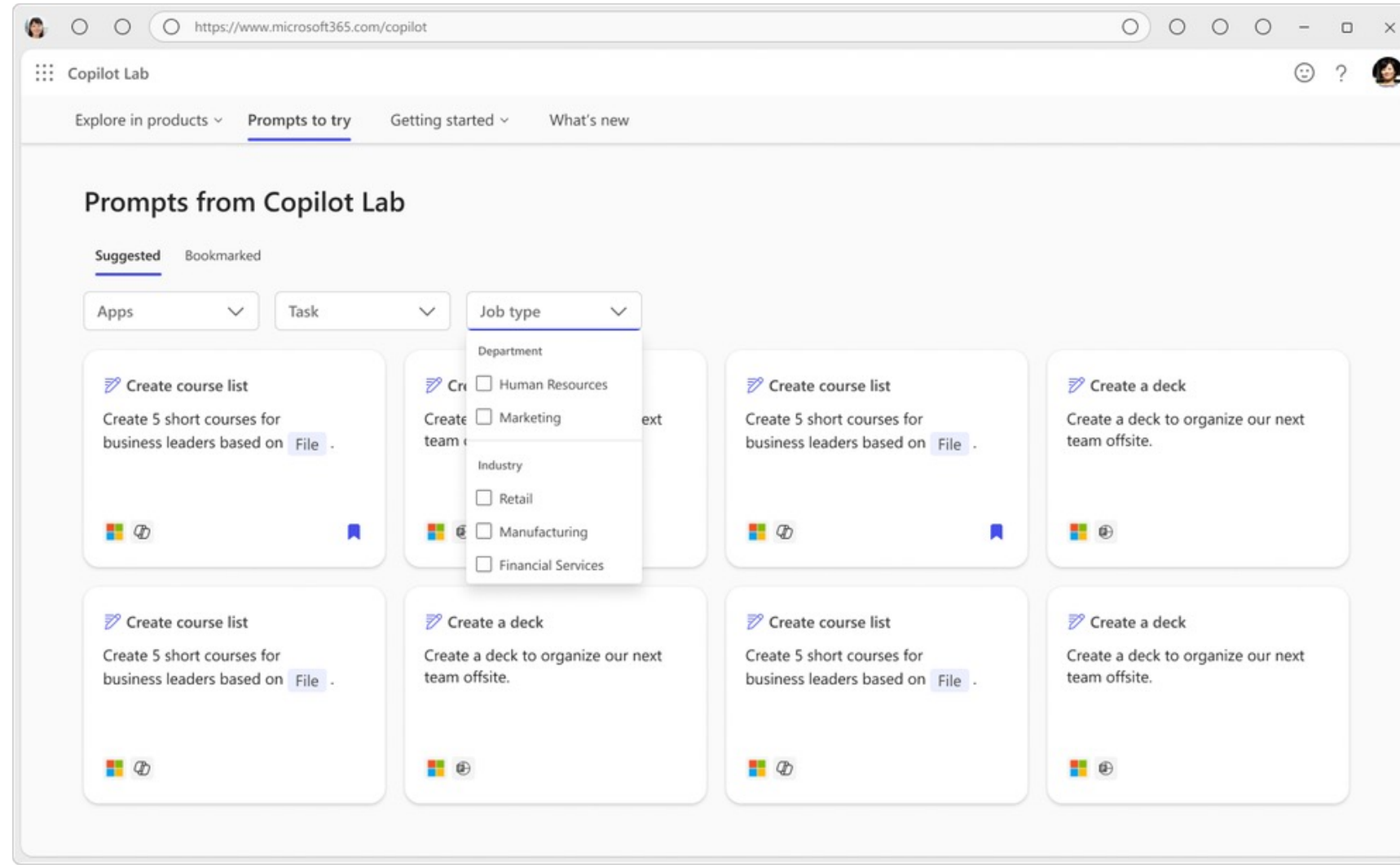
Transform the way your team works with Copilot in Planner

- Get started with a plan
- Manage your plan
- Track progress
- Preview is rolling out



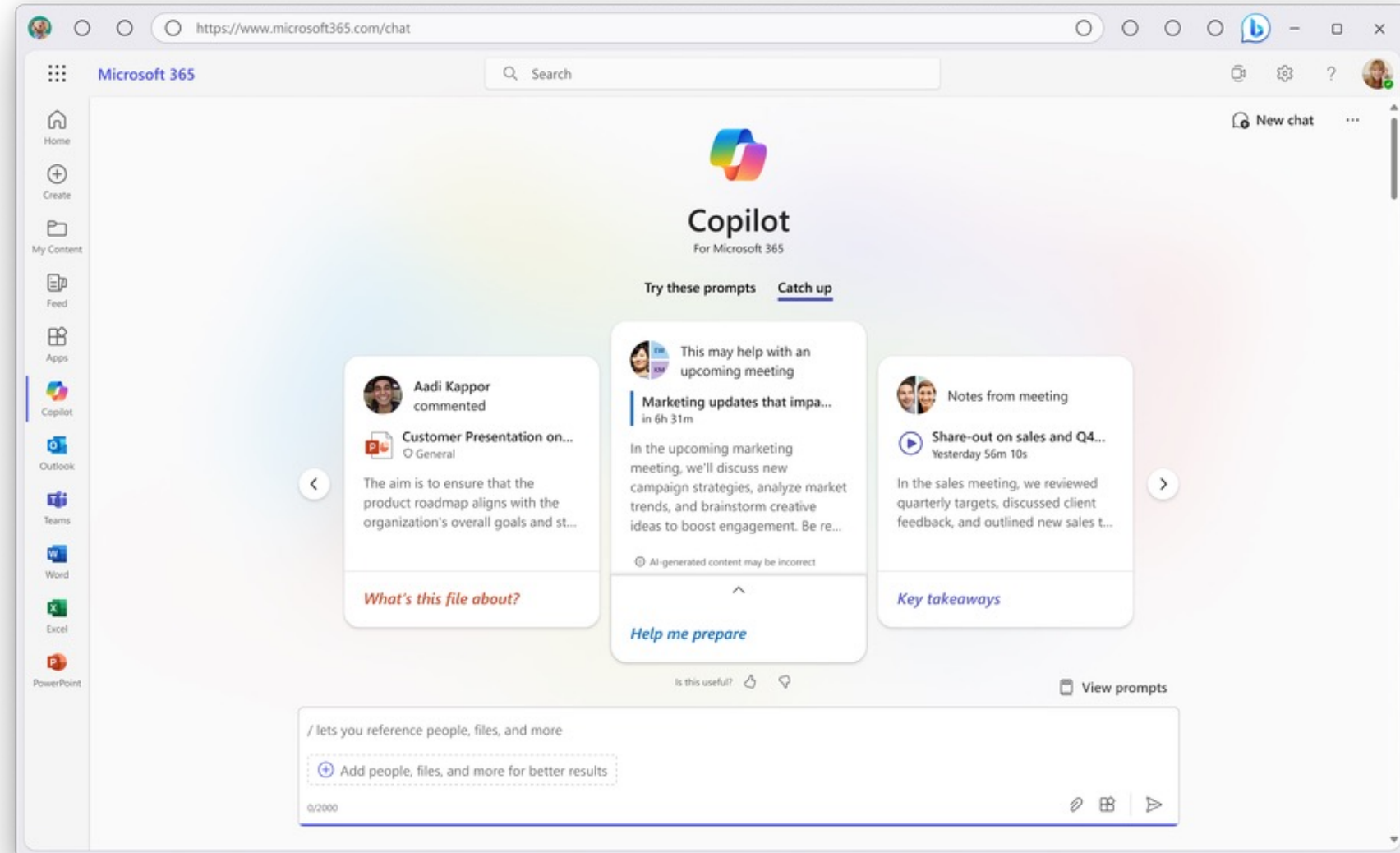
Explore new prompts unique to roles and industries in Copilot Lab

- Suggested prompts with industry specific details, best practices and context to reduce “trial and error”
- HR and Marketing roles, financial services, retail and manufacturing (more to come)



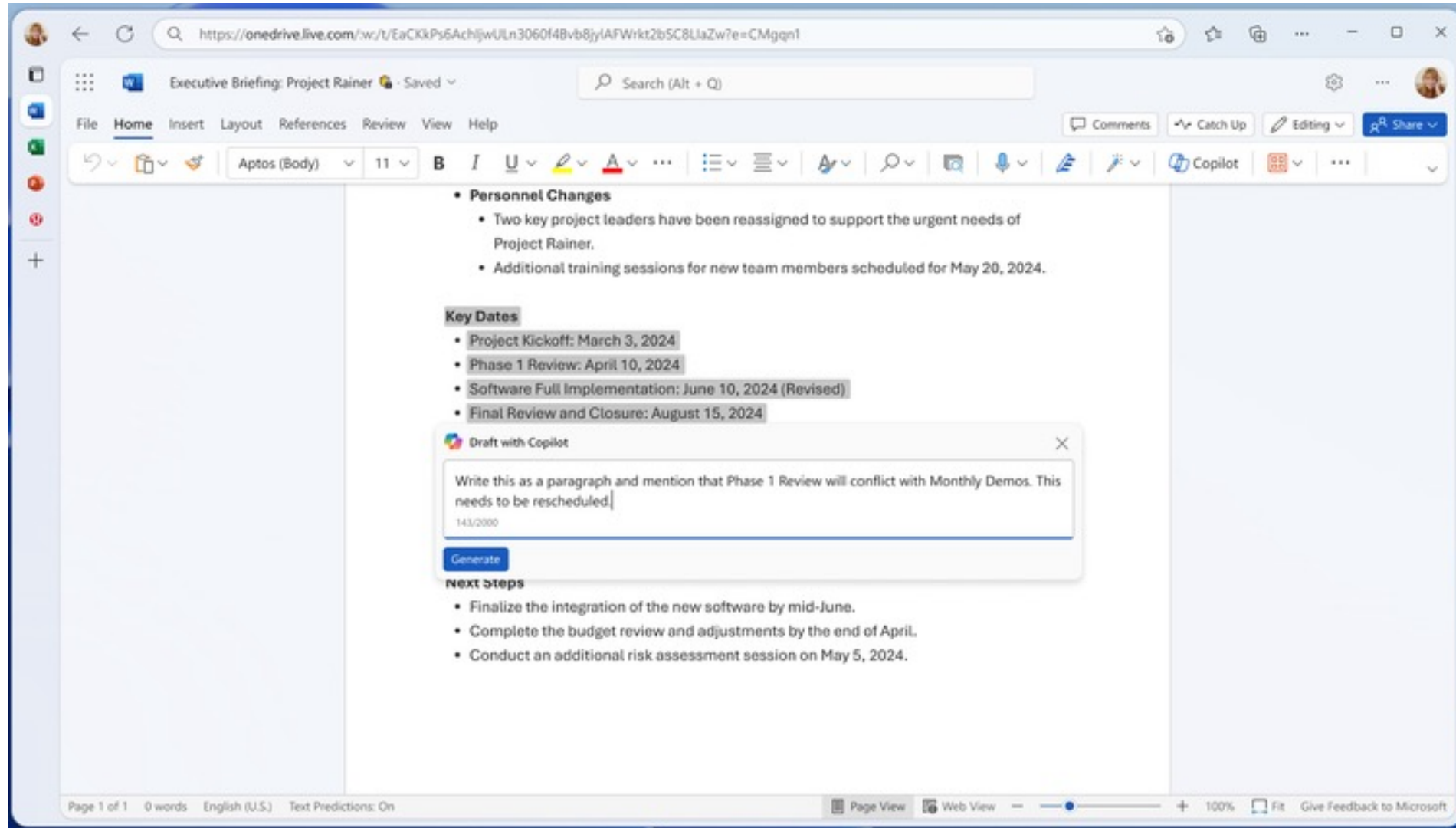
Discover catch-up in Copilot chat

- Rolling out this month

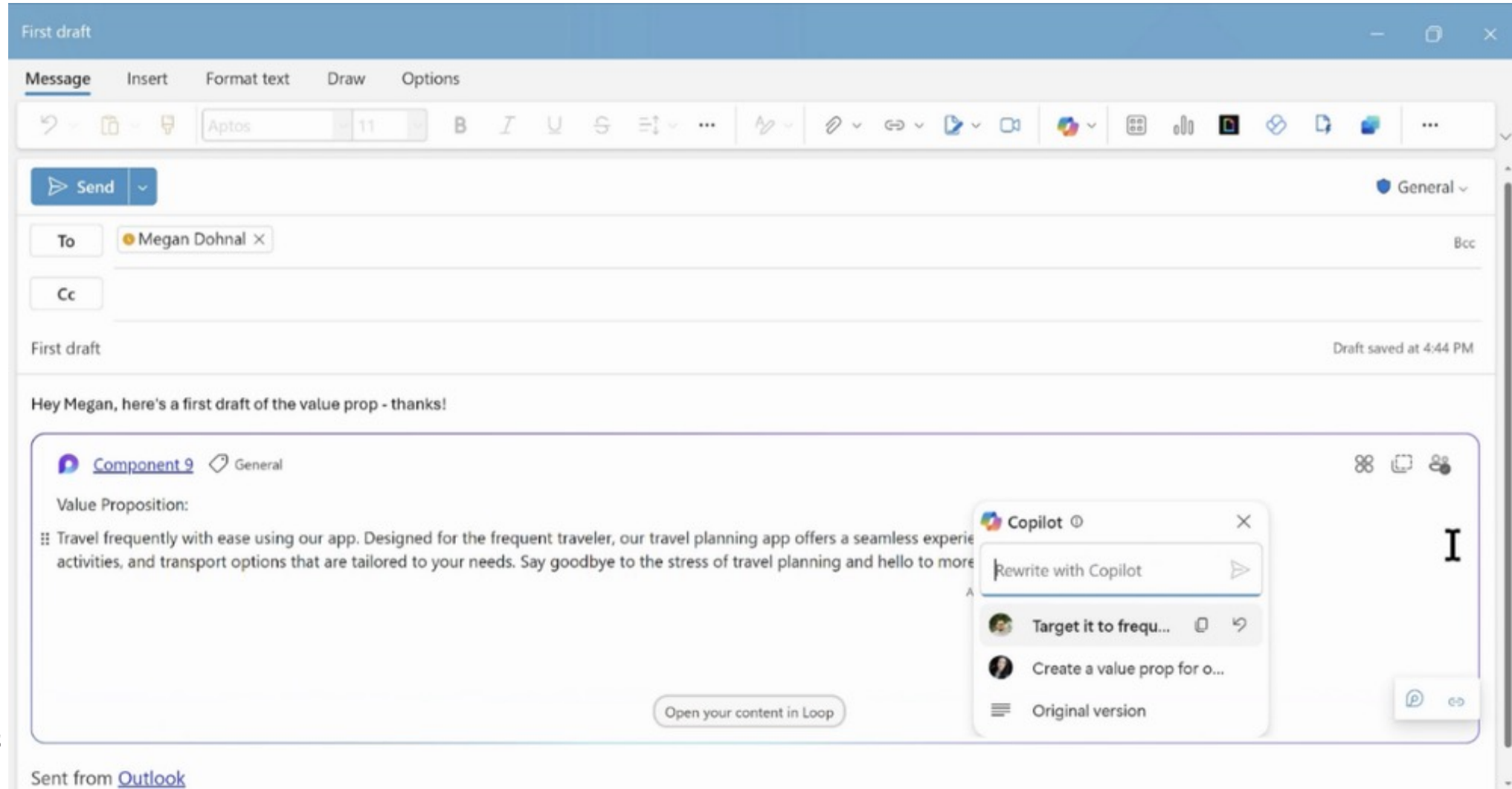


Improve the way you draft and refine your Word documents

- draft with Copilot based on a specific selection in your Word doc. This will help to:
- Refine, rewrite, or paraphrase an existing selection
- Elaborate on, expand upon, or explain your selected content in more detail
- Enhance your content with statistics and additional information

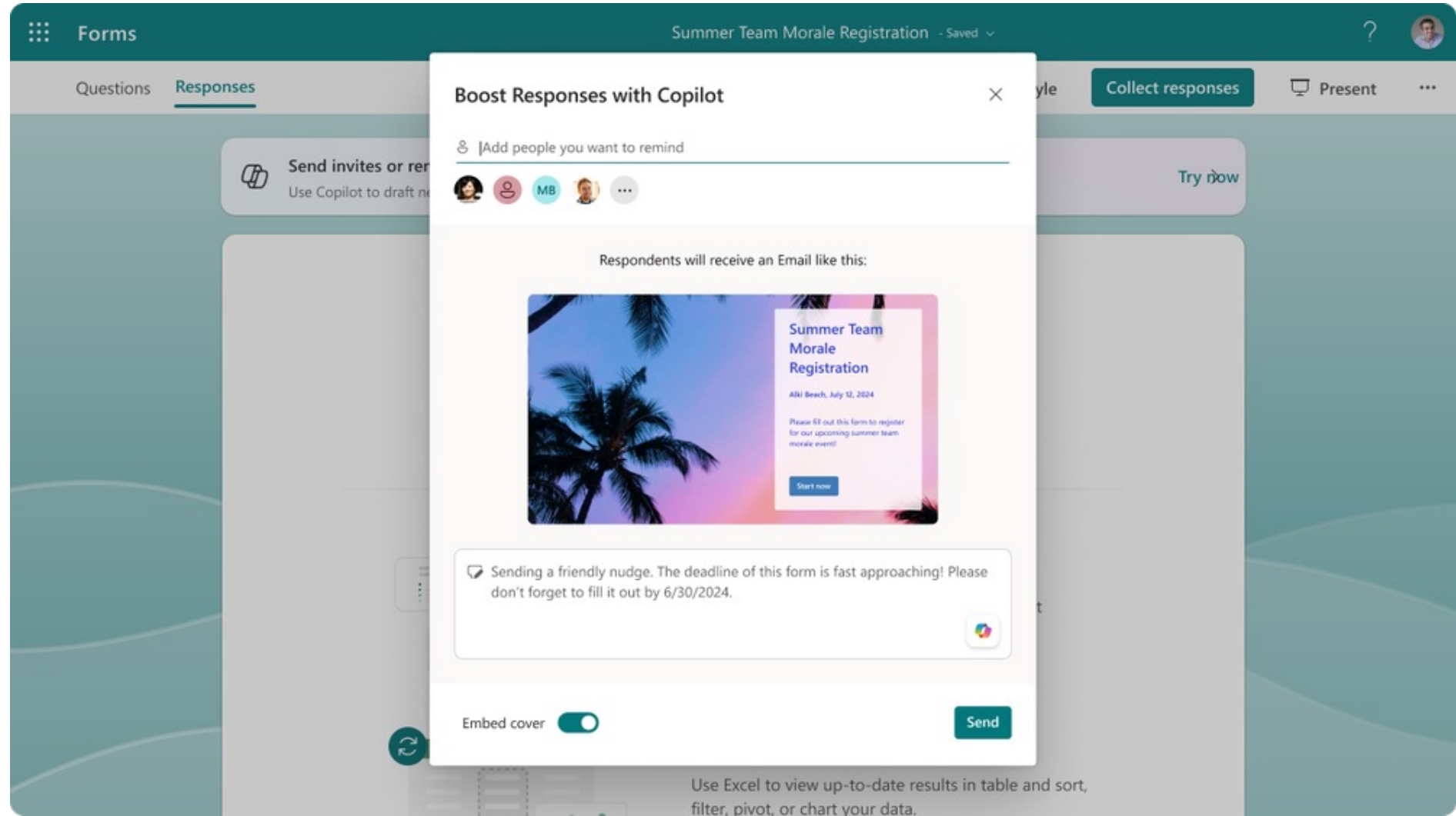


Collaborate without switching context with Copilot in Loop components



Boost response rates with Copilot in Forms

- Write reminders
- Review forms insights



From the meeting

Reference Links / additional sources

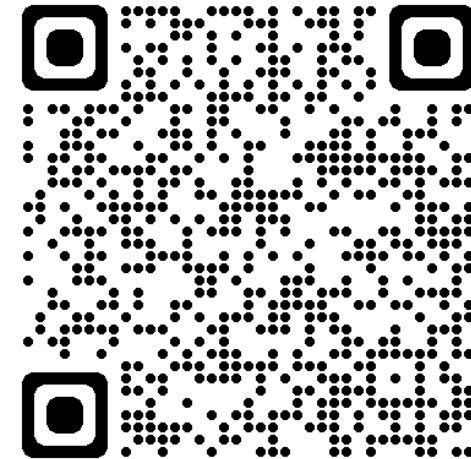
- What's New in Copilot | May 2024
 - <https://techcommunity.microsoft.com/t5/copilot-for-microsoft-365/what-s-new-in-copilot-may-2024/ba-p/4155445>
- Copilot in Planner (preview) begins roll out to the new Microsoft Planner in Teams
 - <https://techcommunity.microsoft.com/t5/planner-blog/copilot-in-planner-preview-begins-roll-out-to-the-new-microsoft/ba-p/4119094>
- New Agent capabilities in Microsoft Copilot unlock business value
 - <https://www.microsoft.com/en-us/microsoft-365/blog/2024/05/21/new-agent-capabilities-in-microsoft-copilot-unlock-business-value/>
- MS Build – Book of news
 - <https://news.microsoft.com/build-2024-book-of-news/>

Thank you! – Lets connect



Michael Plettner

Co-Founder, CEO und Managing
Consultant bei in2success GmbH



<https://twitter.com/plemich>