

# MICROSOFT COPILOT

WEB



SERIES

POWERED BY  throttlenet<sup>®</sup>  
backbone of everything

# Presenters



**Aaron Oliver**  
**Cloud Solutions Manager**



**Chris Montgomery**  
**Director of Sales**

# Today's Agenda



- Features and Integrations of Microsoft Copilot AI
- Benefits for Business Owners
- What Copilot AI Means for Your Business
- What are Users Saying?
- How to Get Started
- Pricing and Purchase Information
- Q&A (Use Q&A Button)

# Using Copilot in Excel



Can you show a graphic explaining margin for the items sold and the cost of shipping of those items

I analyzed data in A1:J7, and here's what I found:

Item	Cost Per Item	Percent Markup	Total Sold	Total Revenue	Shipping Charge/Item	Shipping Cost/Item	Profit per Item (incl. shipping)	Returns	Total Income
[Item 1]	\$10.00	100.00%	15	\$300.00	\$10.00	\$5.75	\$14.25	2	\$196.75
[Item 2]	\$11.50	75.00%	18	\$362.25	\$10.00	\$5.75	\$12.88	1	\$224.63
[Item 3]	\$13.00	65.00%	20	\$429.00	\$10.00	\$6.25	\$12.20	0	\$244.00
[Item 4]	\$5.00	90.00%	50	\$475.00	\$5.00	\$3.50	\$6.00	3	\$300.00
[Item 5]	\$4.00	90.00%	42	\$319.20	\$5.00	\$3.25	\$5.35	3	\$218.40
<b>Total</b>				<b>\$1,885.45</b>				<b>6</b>	<b>\$1,183.78</b>

Are there any outliers in my data?

Ask a question, or tell me what you'd like to do with A1:J7



# Using Copilot in Excel



The screenshot shows Microsoft Excel with a PivotTable and a PivotChart. The PivotTable data is as follows:

Item	Sum of Profit per Item (incl. shipping)	Sum of Shipping Cost/Item
[Item 1]	\$14.25	\$5.75
[Item 2]	\$12.88	\$5.75
[Item 3]	\$12.20	\$6.25
[Item 4]	\$6.00	\$3.50
[Item 5]	\$5.35	\$3.25
<b>Grand Total</b>	<b>\$50.68</b>	<b>\$24.50</b>

The PivotChart is a horizontal bar chart titled "Chart Title" comparing the two metrics for each item. The x-axis ranges from \$0.00 to \$16.00. The legend indicates that red bars represent "Sum of Profit per Item (incl. shipping)" and blue bars represent "Sum of Shipping Cost/Item".

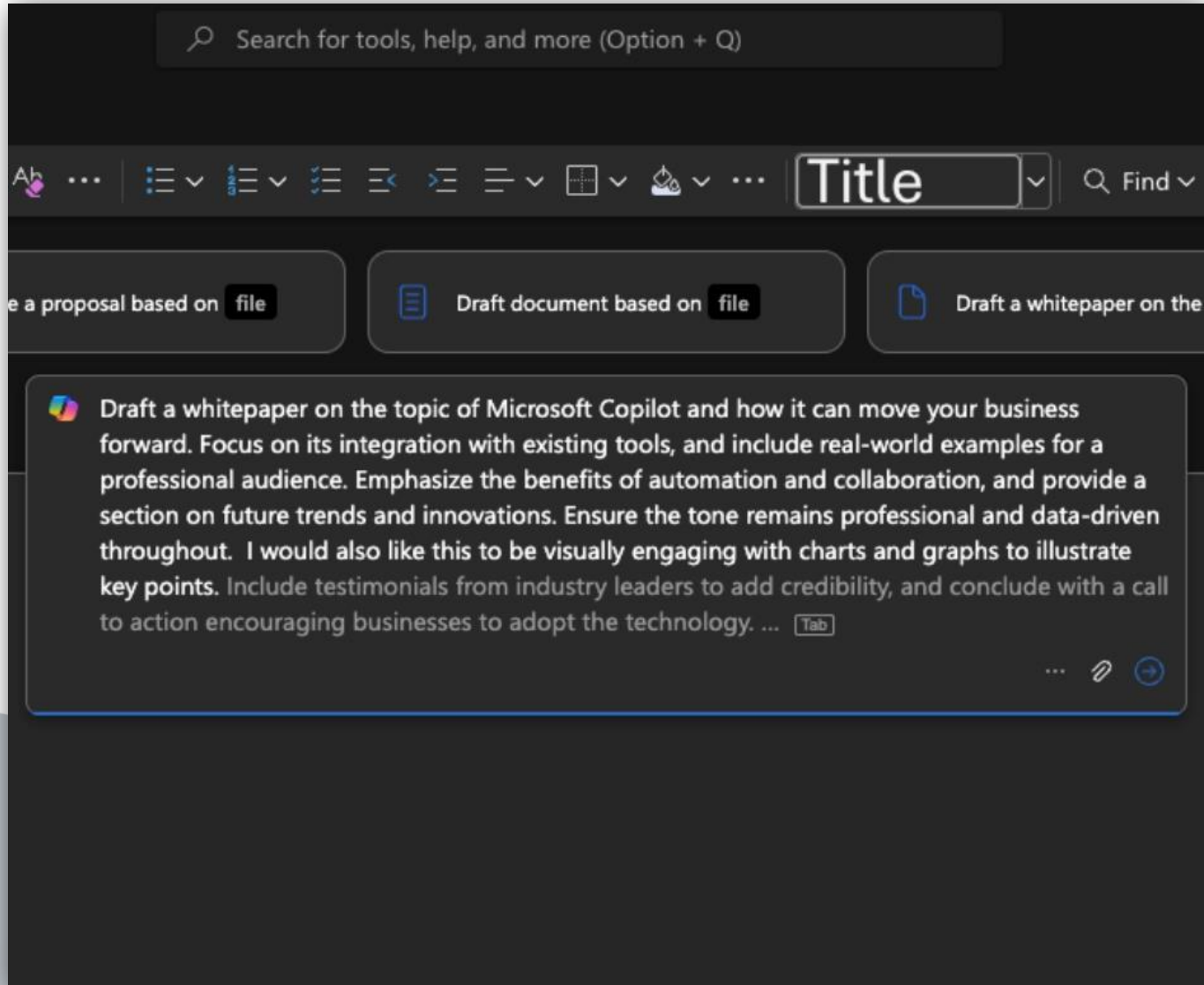
The Copilot sidebar on the right shows a generated PivotChart and the following text:

Here's a PivotChart based on your prompt. See the chart above this message for a visual explanation of the margin for the items sold and the cost of shipping of those items.

Buttons in the sidebar include "Add to a new sheet", "Go back to data", and "Undo".



# Using Copilot in Word



# Using Copilot in Word

A screenshot of a Microsoft Word document. The title bar shows 'Title' and various icons. The document content includes:

## Microsoft Copilot: Transforming Business Through Automation and Collaboration

Leveraging Integration, Real-World Examples, and Future Trends

### Introduction

Microsoft Copilot represents a paradigm shift in how businesses can achieve greater efficiency, productivity, and innovation. By seamlessly integrating with existing tools and leveraging the power of artificial intelligence (AI), Microsoft Copilot stands to revolutionize workplace automation and collaboration.

### Integration with Existing Tools

Microsoft Copilot is designed to integrate effortlessly with the Microsoft 365 suite, including Word, Excel, PowerPoint, and Teams. This integration ensures that users can leverage AI capabilities within familiar environments, thereby minimizing the learning curve and maximizing productivity.

#### Example 1: Word Integration

Incorporating Copilot into Word allows for advanced text generation and editing features. For instance, Copilot can draft emails, generate reports, and even summarize lengthy documents, all while maintaining a natural language flow and context.

#### Example 2: Excel Integration

Copilot's capabilities within Excel enable users to automate data analysis, generate predictive models, and create complex formulas with ease. Users can ask Copilot to identify trends, highlight anomalies, and visualize data in real-time.

#### Example 3: Teams Integration

Copilot enhances collaboration in Teams by facilitating meeting summaries, generating actionable insights from conversations, and providing instant access to relevant documents. This ensures that teams remain aligned and can make informed decisions



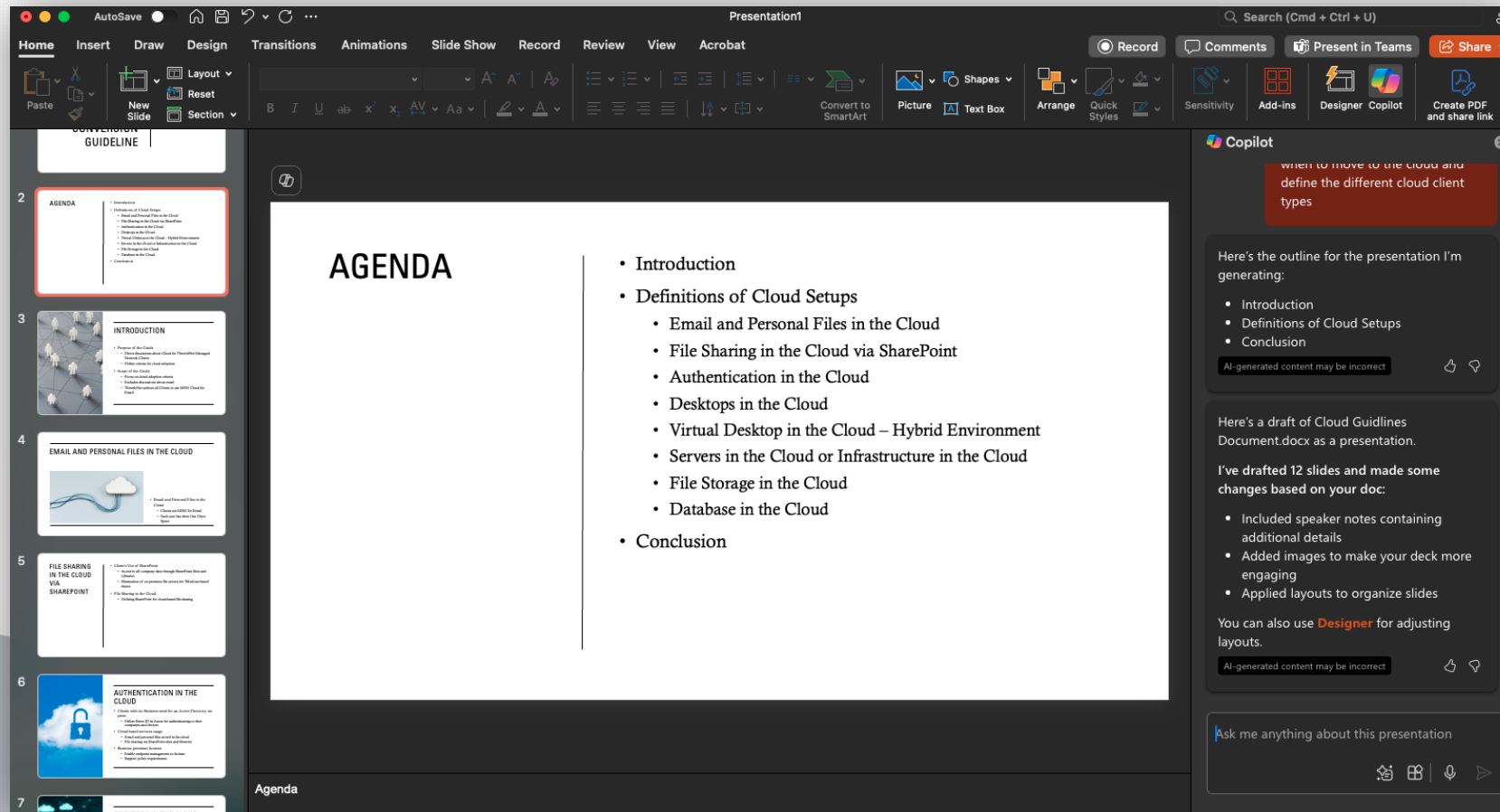


# Using Copilot to Create A PowerPoint

A screenshot of the Microsoft PowerPoint interface. The main slide area shows a title box with the text 'Click to add title' and a subtitle box with 'Click to add subtitle'. On the right side, the Copilot sidebar is open, displaying several prompts. The bottom-most prompt is circled in yellow and reads: 'Create a presentation from [Cloud Guidelines Document.docx](#) to show when to move to the cloud and define the different cloud client types'. The top of the interface shows the ribbon with tabs for 'Home', 'Review', 'View', and 'Acrobat', and various tool icons.



# Using Copilot to Create A PowerPoint



The screenshot shows the Microsoft PowerPoint interface with the Copilot sidebar open. The main slide is titled "AGENDA" and contains the following bulleted list:

- Introduction
- Definitions of Cloud Setups
  - Email and Personal Files in the Cloud
  - File Sharing in the Cloud via SharePoint
  - Authentication in the Cloud
  - Desktops in the Cloud
  - Virtual Desktop in the Cloud – Hybrid Environment
  - Servers in the Cloud or Infrastructure in the Cloud
  - File Storage in the Cloud
  - Database in the Cloud
- Conclusion

The Copilot sidebar on the right provides context and suggestions:

- when to move to the cloud and define the different cloud client types**
- Here's the outline for the presentation I'm generating:
  - Introduction
  - Definitions of Cloud Setups
  - Conclusion
- AI-generated content may be incorrect
- Here's a draft of Cloud Guidelines Document.docx as a presentation.
- I've drafted 12 slides and made some changes based on your doc:
  - Included speaker notes containing additional details
  - Added images to make your deck more engaging
  - Applied layouts to organize slides
- You can also use **Designer** for adjusting layouts.
- AI-generated content may be incorrect
- Ask me anything about this presentation



# Using Copilot in Outlook

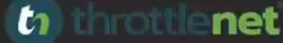


The screenshot shows the Outlook web interface in a Chrome browser. The main window is a new message composition screen. The recipient is 'Chris Montgomery'. The subject is 'Copilot Demo'. The body of the message contains the following text:

Type / to [Draft with Copilot](#)

[Book time to meet with me](#)

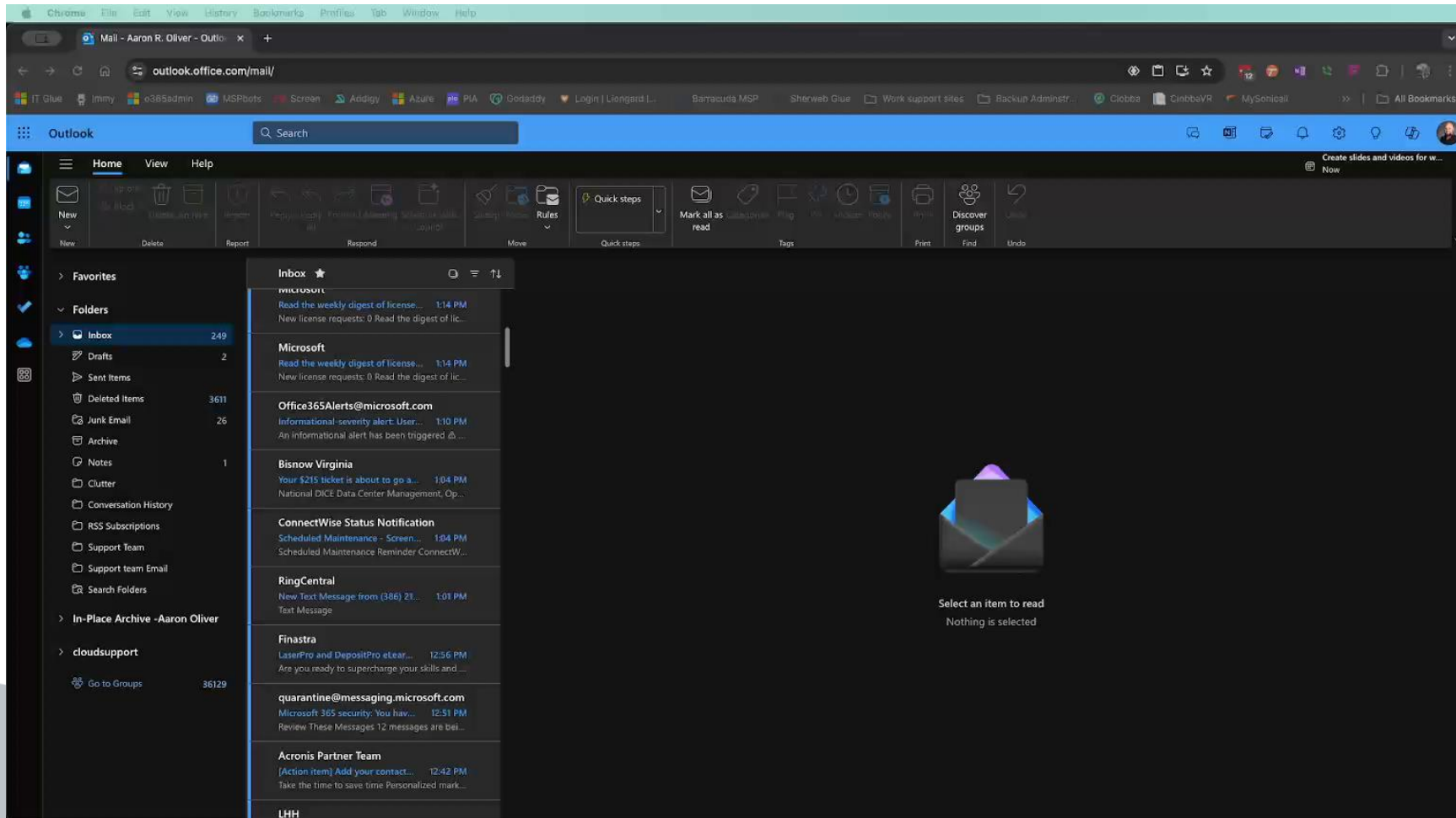
**Aaron Oliver**  
*Professional Services & Cloud Solutions Manager*



**ThrottleNet**  
12970 Maurer Industrial Dr., Suite 150, St. Louis, MO 63127  
**Main: 314-961-1027**  
**Direct: 314-227-2624**  
**Service Desk: 866-418-9268**

At the bottom of the composition window, there is a tab labeled 'Copilot Demo'.

# Using Copilot in Outlook



# Using Copilot in Teams



The screenshot displays the Outlook calendar interface in a weekly view for the week of October 20-26, 2024. The interface includes a navigation bar with 'Home', 'View', and 'Help' tabs, and a search bar. The calendar grid shows various meetings and events, including:

- Monday, Oct 21:** "Planner updates and weekly schs" (8 AM - 9 AM), "Throttlenet challenges and service" (9 AM - 10 AM), "Co-Pilot Webinar (Finalizing Content)" (11 AM - 12 PM), "Following: Plancorp Weekly Check" (1 PM - 2 PM).
- Tuesday, Oct 22:** "Trem - Comp Day Vacation Calendar" (7 AM - 8 AM), "misc admin and assist aqam" (8 AM - 9 AM), "Professional Services weekly team" (9 AM - 10 AM), "Call with Aiden to go over teams" (10 AM - 11 AM), "Create slides and videos for webinar series" (11 AM - 12 PM), "Webinar Dry Run 1.0" (12 PM - 1 PM), "Following: Sales" (1 PM - 2 PM), "Following: DLT Information Sharing" (3 PM - 4 PM).
- Wednesday, Oct 23:** "Professional Services weekly team" (9 AM - 10 AM), "Call with Aiden to go over teams" (10 AM - 11 AM), "Create slides and videos for webinar series" (11 AM - 12 PM), "Webinar Dry Run 1.0" (12 PM - 1 PM), "October Birthda" (1 PM - 2 PM), "Following: Sales" (2 PM - 3 PM), "Managed Services Meeting" (3 PM - 4 PM).
- Thursday, Oct 24:** "Run all CW integration" (9 AM - 10 AM), "Webinar Dry Run 1.0" (12 PM - 1 PM), "October Birthda" (1 PM - 2 PM), "Following: Sales" (2 PM - 3 PM), "Managed Services Meeting" (3 PM - 4 PM).
- Friday, Oct 25:** "Weekly review and Planner updates & weekly issue tie up" (1 PM - 2 PM).

# Benefits for Business Owners



- Increased Efficiency
- Enhanced Productivity
- Better Decision Making with Data Driven Insights
- Improved Collaboration
- Cost Savings



# What Copilot AI Means For Your Business



- Time Savings
- AI Driven Competitive Edge
- Scalability
- User Friendly



# What are Users Saying?



- **87%** of surveyed users report higher productivity
- **79%** of users can focus more on significant tasks
- 1 in 3 users save **30 minutes** per day



# How to Get Started with Microsoft Copilot AI



- Evaluate Your Business Needs
- Train Your Team
- Implement Gradually
- Monitor and Optimize

# How Much Does Copilot Cost?



## Microsoft 365 Copilot

Pay yearly, \$360.00 user/year<sup>1</sup>

# \$30.00

user/month with an annual subscription

Contact your Microsoft representative to add Copilot to your existing subscription.

- ✓ Access Microsoft 365 Copilot in apps such as Word, Excel, PowerPoint, Outlook, and Teams<sup>2</sup>
- ✓ Use Business Chat and Copilot Pages to adopt new ways of working, grounded in your work data and AI
- ✓ Use Copilot Studio to create agents and automate business processes<sup>4</sup>
- ✓ Measure Microsoft 365 Copilot adoption and impact with the Copilot Dashboard for business leaders
- ✓ Experience enterprise-grade security, privacy, and compliance

A separate license for [a qualifying Microsoft 365 plan](#) is required.

# Questions?



**Contact Your vCIO to  
Get Started on Copilot!**

**ThrottleNet.com**

# MICROSOFT COPILOT

WEB



SERIES

POWERED BY  throttlenet<sup>®</sup>  
backbone of everything