Microsoft

Copilot Employee Communications

Sample of real assets Microsoft Corporate used for its own Copilot for Microsoft 365 deployment and adoption. It consists in a series of weekly communications posted on various VIVA Engage employee communities
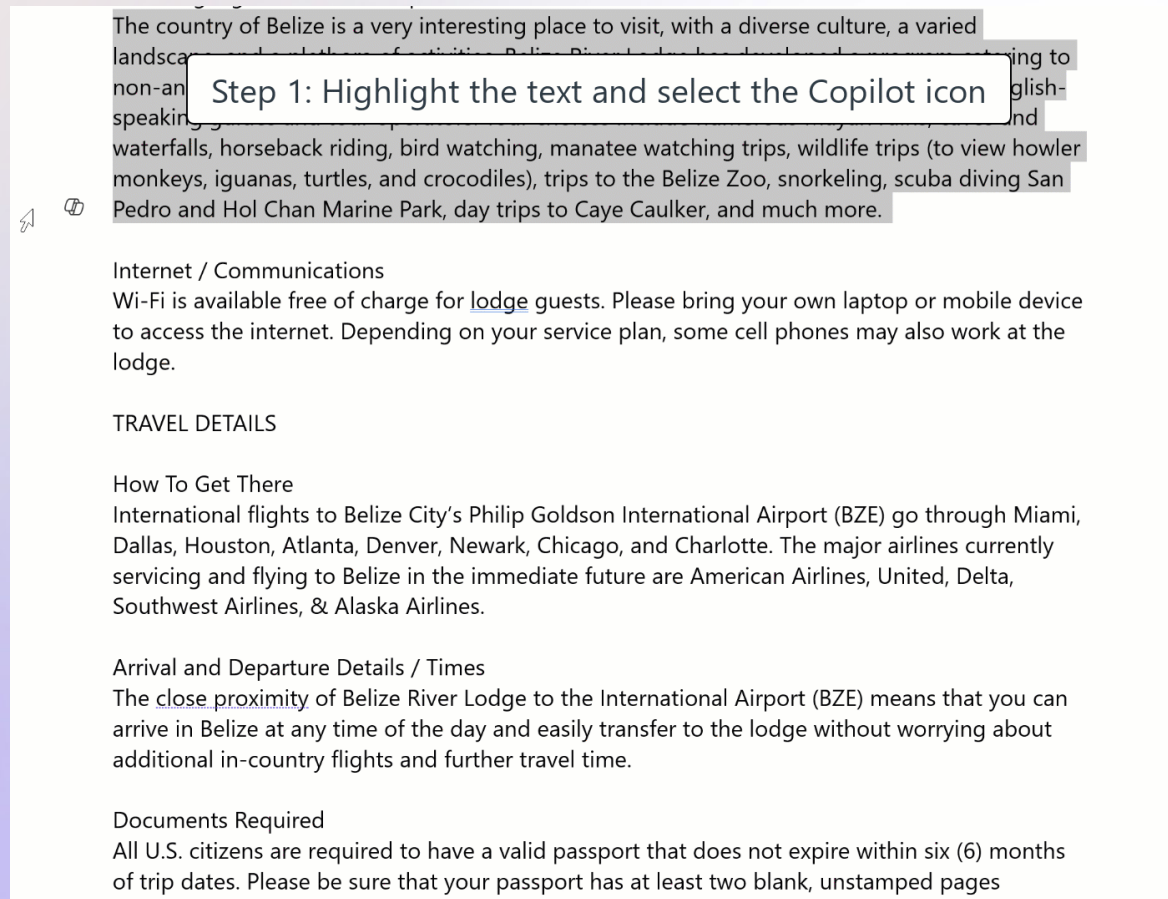
Did you know?

Did you know ... that you can view your **chat history** in Copilot? Give it a try and let us know what you think.
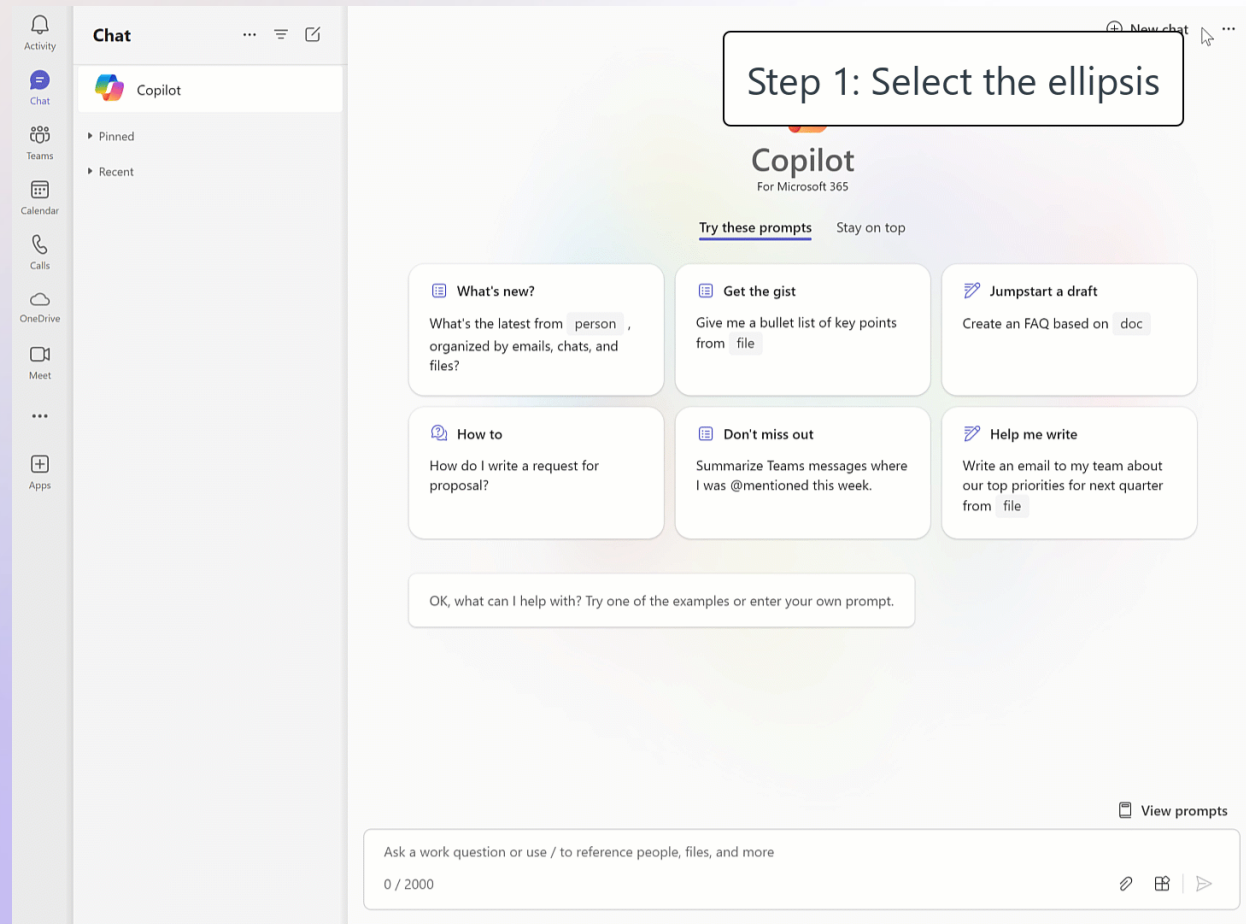
Did you know?

Did you know ... that Copilot in Word lets you change text into a table? Give it a try and let us know what you think.

The country of Belize is a very interesting place to visit, with a diverse culture, a varied landsca... and a plethora of activities. Belize River Lodge has developed a program catering to non-an... glish-speaking... nd waterfalls, horseback riding, bird watching, manatee watching trips, wildlife trips (to view howler monkeys, iguanas, turtles, and crocodiles), trips to the Belize Zoo, snorkeling, scuba diving San Pedro and Hol Chan Marine Park, day trips to Caye Caulker, and much more.

Step 1: Highlight the text and select the Copilot icon

Internet / Communications
Wi-Fi is available free of charge for lodge guests. Please bring your own laptop or mobile device to access the internet. Depending on your service plan, some cell phones may also work at the lodge.

TRAVEL DETAILS

How To Get There
International flights to Belize City's Philip Goldson International Airport (BZE) go through Miami, Dallas, Houston, Atlanta, Denver, Newark, Chicago, and Charlotte. The major airlines currently servicing and flying to Belize in the immediate future are American Airlines, United, Delta, Southwest Airlines, & Alaska Airlines.

Arrival and Departure Details / Times
The close proximity of Belize River Lodge to the International Airport (BZE) means that you can arrive in Belize at any time of the day and easily transfer to the lodge without worrying about additional in-country flights and further travel time.

Documents Required
All U.S. citizens are required to have a valid passport that does not expire within six (6) months of trip dates. Please be sure that your passport has at least two blank, unstamped pages

Did you know?

Did you know ...that you can use Copilot to **organize your PowerPoint presentations**? Give it a try and let us know what you think.
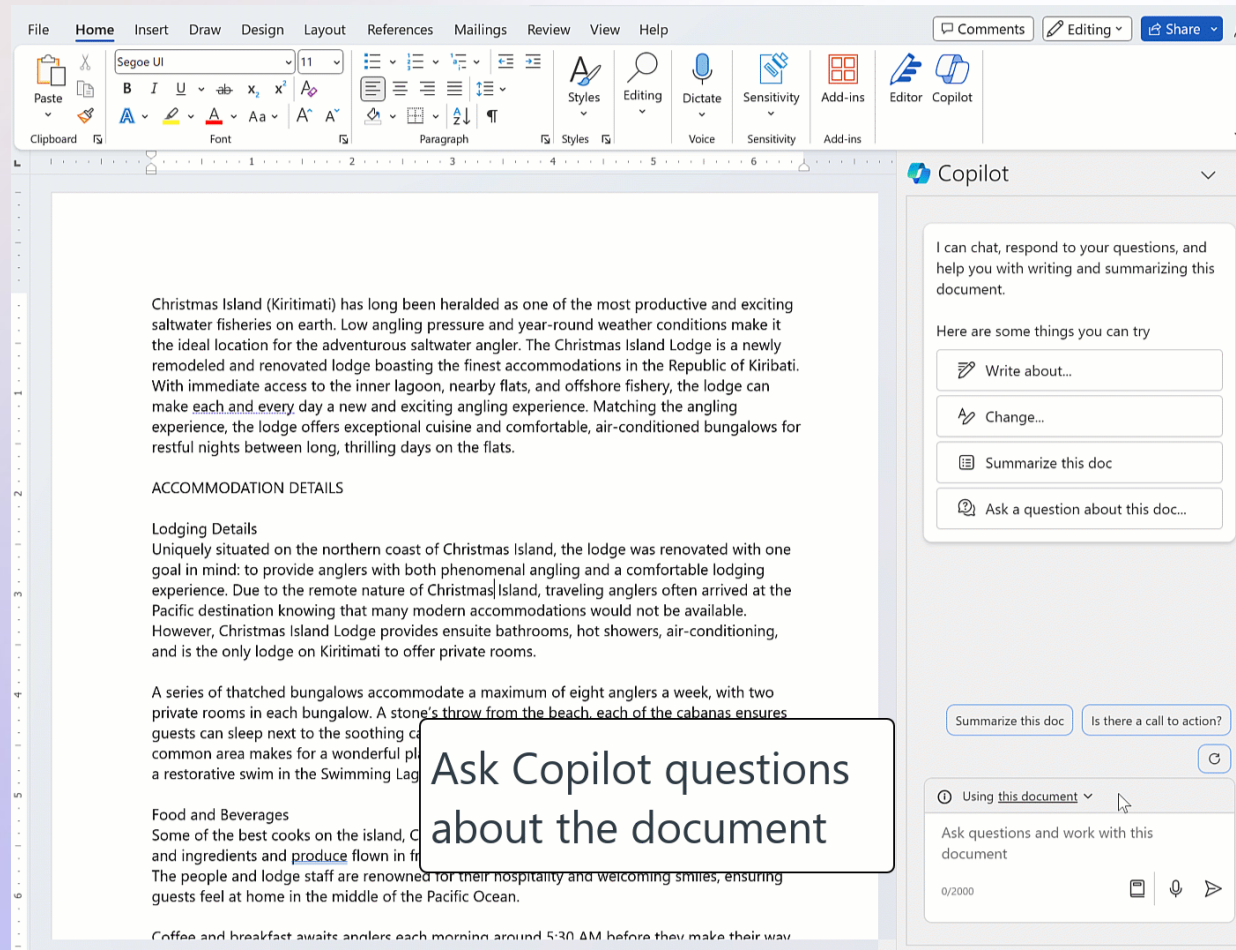
Did you know?

Did you know ...that the copilot experience is also available for **www.microsoft365.com**?
Similar to the Experience you know, use the prompt guides, Sparkle icon, or ask questions
directly (and follow-up on those questions). Give it a try and let us know what you think!
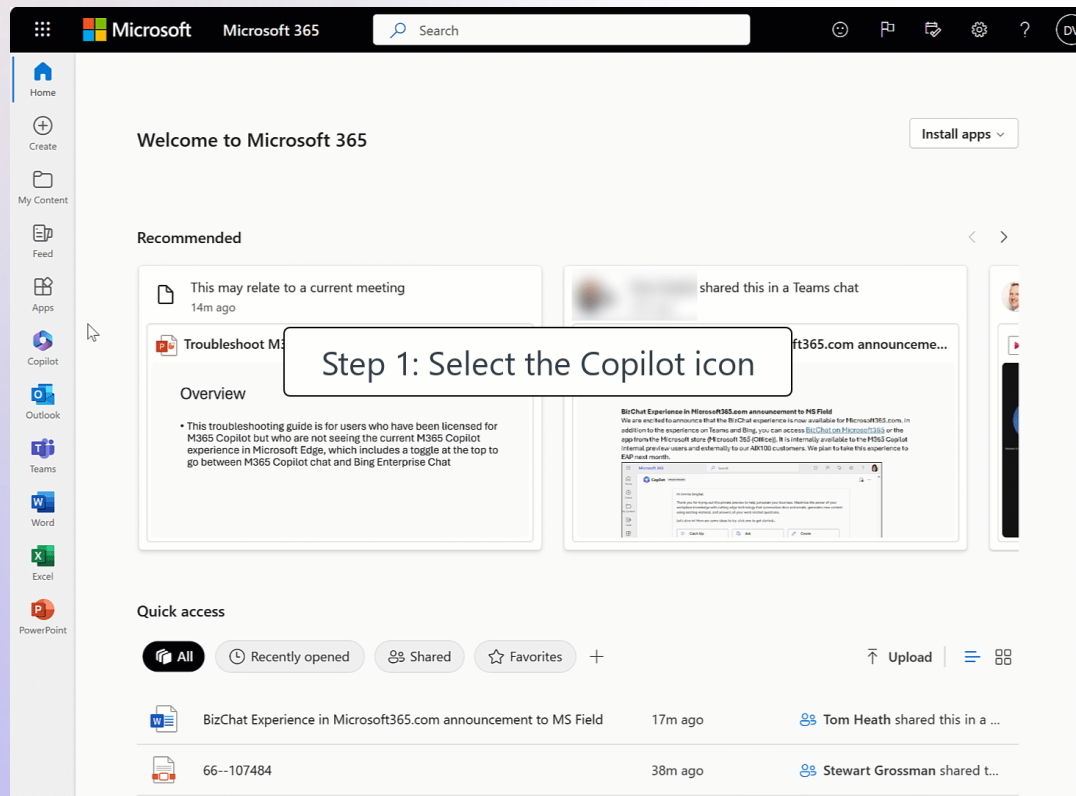
Did you know?

Did you know … that you can ask Copilot questions about the document **AND** about people and files across your organization. Give it a try in Word, PowerPoint, and Excel, and let us know what you think.

Ask Copilot questions about the document

Did you know?

Did you know ... that you can use M365 Chat to quickly get caught up on work? Try the following prompts (and also explore some of the others) and let us know what you think.

Prompt guide > Catch up > Provide a detailed summary of my recent emails about...
Prompt guide > Catch up > What's the latest from person, organized by emails, chats, and files?
Prompt guide > Catch up > Summarize emails where I was mentioned recently. Make it detailed, highlighting the sender and categorizing by topic of the email.
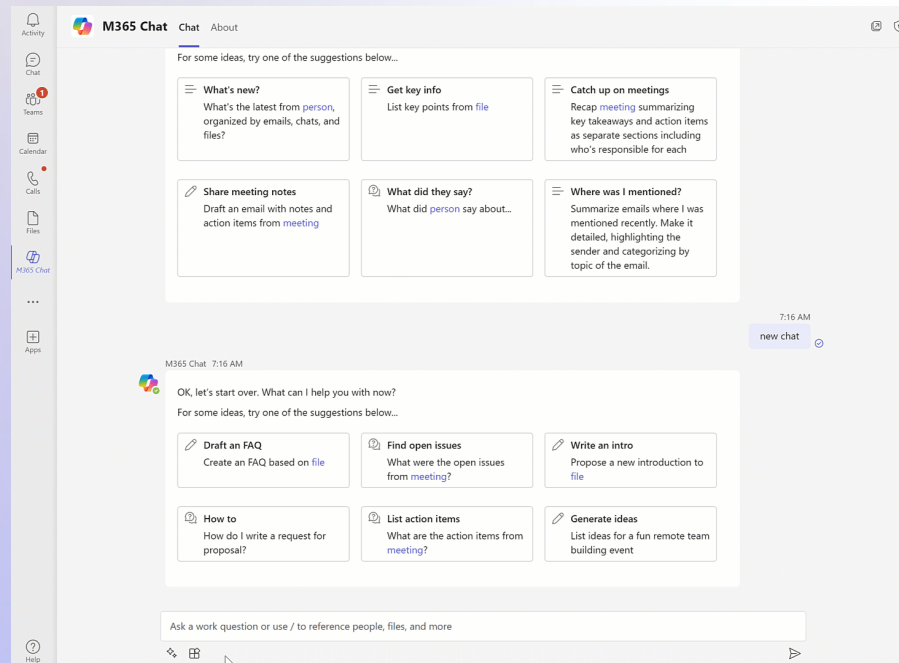
Did you know?

Did you know ... you can enable web search in Microsoft 365 Chat with the **Web content** plugin? Give it a try and let us know what you think.