



REAL WORLD
TECHNOLOGY TRAINING & SOLUTIONS
"Training You Can Really Use"

Working with Copilot in Windows® and Microsoft Edge®

Duration: 1 Day

Method: Instructor-Led Training (ILT) | Live Online Training

Course Description

Microsoft® Copilot is an AI-powered productivity tool that leverages the power of large language models (LLMs) to help you navigate your daily workload, unlock creativity, and get answers. This course is designed to help participants work productively with Copilot, which is available as a built-in tool in Windows 11 and Microsoft Edge.

Target Audience

This course is intended for:

- People who are familiar with Windows 11 and want to develop the skills needed to put Copilot to work in their own tasks and workflows.

Prerequisites

To attend this course, candidates must:

- Have experience with web browsers and Internet search engines.
- Be comfortable using the Microsoft Windows operating system, including launching applications, accessing File Manager, using the Snap feature to view multiple apps simultaneously, switching between open apps, saving files, and copying and pasting text. Candidates can obtain this level of skills and knowledge by taking one of the following courses:
 - *Using Microsoft® Windows® 11*
 - *Using Microsoft® Windows® 10*



Microsoft Partner

Tel: 876-978-1107 / 876-978-1486

WhatsApp: 876-978-9353

E-Mail: training@RWTTTS.com | **Website:** www.RWTTTS.com





REAL WORLD
TECHNOLOGY TRAINING & SOLUTIONS
"Training You Can Really Use"

Course Objectives

Upon successful completion of this course, attendees will be able to:

- Use Copilot to streamline communication, power up your content creation, and maximize the potential of generative AI.
- Use Copilot and other AI tools available in the Windows 11 operating system.
- Use Copilot in the Edge browser.

Course Topics

Module 1: Using AI-Enhanced Tools in Windows 11

- Identify Generative AI Concepts
- Work with Copilot in Windows
- Use AI-Enhanced Apps

Module 2: Using Copilot in Edge

- Use Copilot Chat in Edge
- Use the Copilot Compose Tab
- Use Copilot on the Web

ACTIVITIES INCLUDED



Microsoft Partner

Tel: 876-978-1107 / 876-978-1486

WhatsApp: 876-978-9353

E-Mail: training@RWTTs.com | **Website:** www.RWTTs.com

