



MICROSOFT TRAINING

DW-101: Microsoft 365 Copilot Deployment Workshop

Master Microsoft 365 Copilot deployment, configuration, and management. Empower your organization with AI-driven productivity tools.

DURATION

2 hours

LEVEL

Intermediate

FORMAT

Instructor-Led

- Globally Recognized Certification

- Expert-Led Hands-On Training

- Flexible Scheduling

Computer Pride | 1st Floor, ICEA Building, Kenyatta Avenue, Nairobi | www.computer-pride.co.ke

COURSE OVERVIEW

The DW-101: Microsoft 365 Copilot Deployment Workshop is an intensive 2-hour intermediate-level course designed for IT professionals seeking to master the strategic deployment and initial configuration of Microsoft 365 Copilot within their organizations. This workshop delves into the essential steps for preparing your Microsoft 365 environment, understanding key prerequisites, and navigating the administrative controls necessary to successfully integrate this transformative AI assistant. Participants will gain practical insights into the technical readiness required, data security considerations, and the foundational elements crucial for a smooth Copilot rollout, ensuring responsible AI adoption.

This workshop focuses on core Microsoft 365 services, including Microsoft Entra ID (formerly Azure Active Directory), SharePoint Online, OneDrive, Microsoft Teams, and Exchange Online, specifically through the lens of their interaction and readiness for Copilot. By completing this course, participants will be equipped to confidently plan, execute, and troubleshoot the initial phases of Copilot deployment, ensuring their organizations can leverage AI-powered productivity enhancements effectively and securely. It directly enhances an IT professional's ability to drive digital transformation and implement cutting-edge AI solutions, positioning them as invaluable assets in modern, AI-driven workplaces.

Duration	2 hours
Level	Intermediate
Vendor	Microsoft
Exam Code	DW-101

COURSE CURRICULUM

01 Module 1: Introduction to Microsoft 365 Copilot Readiness

- What is Microsoft 365 Copilot and its organizational impact
- Key components and service dependencies
- Overview of the Copilot deployment lifecycle
- Identifying organizational readiness for AI integration

02 Module 2: Core Microsoft 365 Prerequisites for Copilot

- Microsoft Entra ID (Azure AD) health and configuration
- SharePoint Online and OneDrive content readiness
- Microsoft Teams architecture and policies
- Exchange Online data governance and compliance
- Licensing requirements for Microsoft 365 Copilot

03 Module 3: Data Security, Compliance, and Governance

- Understanding Copilot's data privacy and security model
- Microsoft Purview and data loss prevention (DLP) considerations
- Information governance and retention policies
- Access controls and identity management best practices

04 Module 4: Planning Your Copilot Deployment

- Pre-deployment checklist and environmental assessment
- Phased rollout strategies and user segmentation
- Communication planning for end-users
- Monitoring and troubleshooting initial deployment issues

05 Module 5: Initial Configuration and Activation

- Accessing Copilot administration settings
- Enabling Copilot for specific users or groups
- Verification of successful deployment
- Basic post-deployment checks and next steps

CAREER PATHWAYS

Graduates of this program are prepared for the following roles:

- > **Microsoft 365 Administrator specializing in AI Integration**
- > **IT Project Manager for AI/Productivity Solutions**
- > **Cloud Infrastructure Engineer (M365 & AI Readiness)**

FREQUENTLY ASKED QUESTIONS

Q: What specific technical prerequisites should I meet before taking the DW-101 workshop to maximize my learning?

To get the most out of the DW-101 workshop, participants should have an intermediate understanding of Microsoft 365 administration, including familiarity with Microsoft Entra ID, SharePoint Online, Exchange Online, and Teams. Experience with Microsoft 365 security and compliance features, such as Microsoft Purview, will also be highly beneficial for grasping the advanced deployment considerations and data governance aspects.

Q: How will completing this workshop enhance my ability to lead or contribute to AI integration projects within my organization?

This workshop provides the crucial technical knowledge and strategic insights needed to confidently plan and execute the foundational deployment of Microsoft 365 Copilot. You will learn to assess organizational readiness, manage prerequisites across M365 services, and address critical data security and governance concerns, directly enabling you to steer successful AI-driven productivity initiatives and become a key technical resource for AI adoption and responsible AI implementation.

Q: Does this workshop cover how to create custom Copilot plugins or extend Copilot's functionality beyond its out-of-the-box capabilities?

No, the DW-101 workshop focuses specifically on the *deployment, readiness, and initial configuration* of the core Microsoft 365 Copilot service for end-users. It does not delve into developing custom plugins, extending Copilot's functionality via Microsoft Graph connectors, or advanced prompt engineering. These topics are typically covered in more advanced developer-focused or AI solution architect courses.

ABOUT COMPUTER PRIDE

**computerpride****East Africa's Premier IT Training Center**

With over 15 years of excellence, Computer Pride delivers globally recognized certification programs from leading technology vendors. Located on Kenyatta Avenue in Nairobi's CBD, our state-of-the-art facilities and expert instructors have empowered thousands of professionals across East Africa.

15+

Years of Excellence

10,000+

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50+

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Take the next step in your technology career.

Location

1st Flr, ICEA Building
Kenyatta Ave, Nairobi

Email

info@computer-pride.co.ke

Phone

+254 705 900 900

www.computer-pride.co.ke