



MS-4009: Extend Microsoft Copilot for Microsoft 365 with Copilot Studio

Course ID #: 7000-991-ZZ-Z

Hours: 7

Course Content

Course Description:

Learn how to create Copilot Studio actions that extend the knowledge and capabilities of Microsoft 365 Copilot with external data, tailored conversations, automated flows, and custom prompts.

Prerequisites:

Familiarity with Microsoft Copilot for Microsoft 365.

Topics:

Lesson 1: Microsoft 365 Copilot extensibility fundamentals

- Introduction
- Extension fundamentals
- Add knowledge with Graph connectors
- Add skills with plugins
- Build your own copilot
- Knowledge check
- Summary

Lesson 2: Introduction to Copilot Studio actions

- Introduction
- Copilot Studio actions user experience
- Types of Copilot Studio actions
- Develop Copilot Studio actions
- Test and publish Copilot Studio actions
- Knowledge check
- Summary

Lesson 3: Create prompt actions for Microsoft 365 Copilot in Copilot Studio

- Introduction
- What are prompt actions?
- Create a prompt action
- Exercise - Create a prompt action
- Knowledge check
- Summary

Lesson 4: Create connector actions for Microsoft 365 Copilot in Copilot Studio

- Introduction
- What are connector actions?
- Create connector actions
- Exercise - Create a connector action
- Knowledge check
- Summary



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Lesson 5: Create conversational actions for Microsoft 365 Copilot in Copilot Studio

- Introduction
- Explore conversational actions
- Create a conversational action
- Build a topic for a conversational action
- Publish and test a conversational action
- Exercise - Create a conversational action
- Knowledge check
- Summary

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