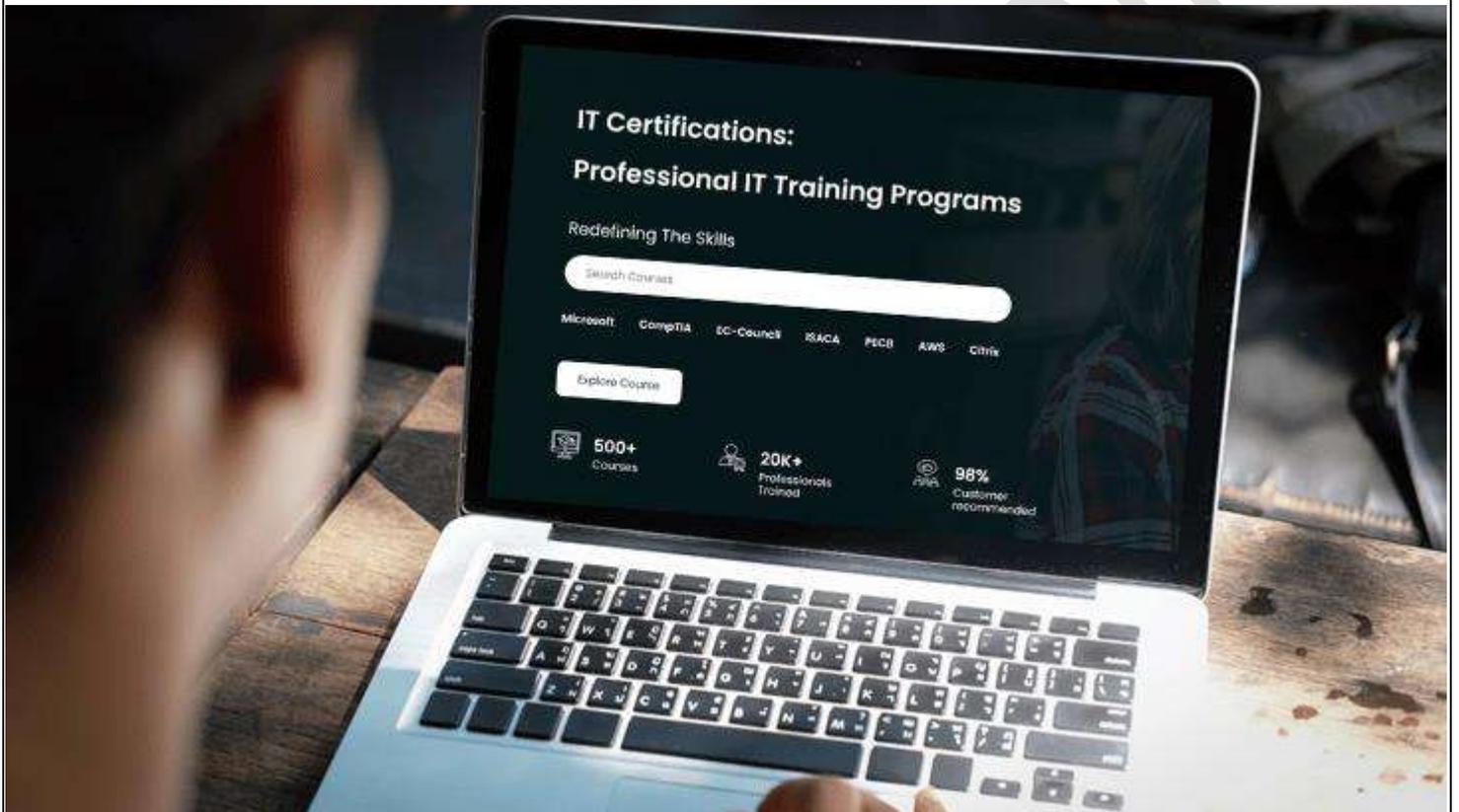




Redefining The Skills



MS-4022: Extend Microsoft 365 Copilot in Copilot Studio Training

DURATION: 0.5 DAY (4 HOURS)

Course Description

The MS-4022 course equips participants with the expertise to extend Microsoft 365 Copilot through declarative agents built in Copilot Studio. Participants will learn to evaluate, design, and implement agents customized to their organizational requirements. The curriculum covers configuring custom knowledge, prompt actions, and connector actions to enhance agent functionality. Through practical, hands-on labs, learners will create, test, and publish agents effectively, gaining the critical skills needed to drive automation and boost productivity within Microsoft 365.

Note: Students have to bring their own copilot license.

Who should attend this course?

- Power Platform Developer Consultant

What you will learn

- Evaluate when to use declarative agents to extend Microsoft 365 Copilot.
- Describe how declarative agent components work together.
- Design and build a declarative agent for a business scenario.
- Add custom knowledge and starter prompts to your agent.
- Create and configure prompt actions in Copilot Studio.
- Implement connector actions to enhance agent capabilities.
- Test and publish declarative agents in Microsoft 365 Copilot.

Prerequisites

Recommended

- Familiarity with Microsoft 365 Copilot.
- Familiarity with options for extending Microsoft 365 Copilot.

Curriculum

Module 1: Introduction to declarative agents for Microsoft 365 Copilot

- What are declarative agents?
- How declarative agents work
- When to use declarative agents

Module 2: Build your first declarative agent for Microsoft 365 Copilot by using Copilot Studio

- Create a declarative agent
- Exercise - Create a declarative agent
- Add custom knowledge
- Exercise - Add custom knowledge
- Add suggested prompts
- Exercise - Add suggested prompts

Module 3: Introduction to tools for declarative agents in Copilot Studio

- Tools and agents
- Types of agent tools
- Tool development considerations
- Add tools to declarative agents

Module 4: Extend declarative agents with prompt tools in Copilot Studio

- What are prompt tools?
- Create a prompt tool
- Exercise - Create a prompt tool

Module 5: Extend declarative agents with connector tools in Copilot Studio

- What are connector tools?
- Create and configure connector tools
- Exercise - Create a connector tool

For any query Contact Us – Microtek Learning
