

Microsoft Copilot Champions Group Charter

A guide for Mytech team members who are interested in joining a collaborative group for Copilot

Introduction

Microsoft Copilot is a tool that helps users with various tasks in MS office applications, such as creating documents, presentations, spreadsheets, and emails. It is powered by a large-scale AI system that learns from billions of lines of public and private data. Copilot can help users with tasks such as generating summaries, charts, tables, and bullet points based on the context and intent of the data.

As a leading technology company, Mytech is always looking for ways to improve the productivity and quality of our work process. We believe that Copilot can be a game-changer for our team and clients. That is why we are inviting you to join this collaborative pilot group for Microsoft Copilot exploration, where you will have the opportunity to use the tool, provide feedback, and learn from each other.

Purpose

The pilot group explores the benefits and challenges of using Copilot in our daily work and shares insights and feedback with each other. By joining the pilot group, you will be able to:

- Be among the first to use Copilot and experience its features and capabilities
- Learn how to use Copilot effectively and efficiently for your specific tasks and projects in MS office applications
- Discover new ways of enhancing your productivity and quality of work with the help of Copilot
- Provide valuable feedback and suggestions to Microsoft to improve Copilot and make it more suitable for our needs
- Contribute to shaping Mytech's AI policy internally by sharing your ethical and social concerns and expectations regarding Copilot

Expectations

By joining the pilot group, you are expected to:

- Be curious and exploratory in using Copilot and trying out its different features and suggestions
- Invest some of your time and effort to learn and use Copilot regularly and consistently
- Capture your experiences and feedback using the tools and methods provided by the pilot group coordinator
- Share your experiences and feedback with the other pilot group members and with Microsoft in a constructive and respectful manner
- Learn from the other pilot group members and from Microsoft by listening to their perspectives and opinions
- Participate in regular check-in meetings over lunch, every other week, for a quarter, where you will discuss your progress, challenges, and insights with the pilot group
- Engage in the discussions and activities during the meetings and provide your input and feedback

Conditions

Joining the pilot group is optional and voluntary, and not everyone who applies will be selected as we will be limiting the group to 12 people at a time. To be eligible for the group and to maintain your Copilot license after the Champions Group has completed, we ask you to:

- Complete initial "[Get started with Copilot for Microsoft 365](#)" training

- Maintain your existing duties and responsibilities while participating in the pilot group
- Use Copilot with ethical standards and guidelines, and report any issues or concerns to the pilot group coordinator
- Demonstrate through Copilot use that you are working to find ways Copilot will bring value to your role and Mytech
- If at the end of the collaborative pilot, it is determined that Copilot is not a good fit for you or your role, we will re-assign the Copilot license.

Benefits

Joining the pilot group will provide you with several benefits, such as:

- Enhancing your skills and knowledge by using a cutting-edge AI tool
- Improving your productivity and quality of work by saving time and effort
- Expanding your network and collaboration with other professionals and teams in the organization
- Influencing the future development and direction of Copilot and AI in general
- Having fun and enjoying the learning and discovery process

Conclusion

We hope that you are interested and excited to join the pilot group for Copilot. We believe that this is a unique and valuable opportunity for you and for Mytech. If you want to be considered for the pilot group, please fill out [this form](#). We look forward to hearing from you and working with you on this pilot project.