MS-4022: Extend Microsoft 365 Copilot in Copilot Studio

Course description

This course teaches makers how to build agents that extend Microsoft 365 Copilot with additional knowledge and capabilities. Learners will use Copilot Studio to build agents, add knowledge, add actions, and publish agents to Microsoft 365 Copilot.

Audience prerequisites

Before attending this course, students must have:

- Familiarity with Microsoft 365 Copilot

Estimated time	Module	Interactivity
Welcome and Introduction: 20-45 mins		
Presentation: 10-15 mins **Interactivity:** 5-25 mins	[Introduction to declarative agents for Microsoft 365 Copilot](#)	**Demo**: Using a declarative agent (5-10 mins) **Knowledge Check:** (3-15 mins)
Presentation: 10-15 mins **Interactivity:** 55-90 mins	[Build your first declarative agent for Microsoft 365 Copilot by using Copilot Studio](#)	**Lab**: Build your first declarative agent in Copilot Studio (50-70 mins) **Knowledge Check:** (3-15 mins)
Presentation: 10-15 mins **Interactivity:** 10-30 mins	[Introduction to actions for declarative agents in Copilot Studio](#)	**Discussion**: Copilot Studio actions (5-15 mins) **Knowledge Check:** (3-15 mins)
Presentation: 10-15 mins **Interactivity:** 30-60 mins	[Extend declarative agents with prompt actions in Copilot Studio](#)	**Lab**: Create a prompt action (20-30 mins) **Activity:** Explore sample prompts (5-15 mins) **Knowledge Check:** (3-15 mins)

Presentation: 10-15 mins Interactivity: 25-45 mins	Extend declarative agents with connector actions in Copilot Studio	Lab: Create a connector action (20-30 mins) Knowledge Check: (3-15 mins)
Conclusion: 10-30 mins	N/A	

Labs

Hosted lab deliveries: Labs must be completed within the lab environment provided by your lab hosting provider. Detailed step-by-step instructions are provided for each lab and presented as part of the UI experience within your lab environment.

Bring-your-own-environment deliveries: Access the lab instructions via GitHub here: MS-4022 Lab Instructions.