



Document Generated: 02/17/2026

Learning Style: Virtual Classroom

Technology: Microsoft

Difficulty: Beginner

Course Duration: 1 Day

Manage and Extend Microsoft 365 Copilot (MS-4017)



About This Course:

MS-4017: Manage and Extend Microsoft 365 Copilot is a one-day instructor-led training course designed for administrators and IT professionals responsible for managing and extending Microsoft 365 Copilot to align with organizational needs

Course Objectives:

- Gain a foundational understanding of Microsoft 365 Copilot, its features, and its role in enhancing productivity across Microsoft 365 applications.
- Learn how to effectively implement and administer Copilot within your organization's Microsoft 365 environment, ensuring optimal configuration and management.
- Explore the basics of extending Copilot's capabilities to meet specific business requirements, including integrating third-party applications and customizing functionalities.

Audience:

This course is tailored for administrators, Microsoft 365 administrators, and IT professionals interested in learning how to manage and extend Microsoft 365 Copilot.

Prerequisites:

This course is designed for administrators, Microsoft 365 administrators, and IT professionals who are interested in learning how to manage and extend Microsoft 365 Copilot.

Course Outline:

- **Implement Microsoft 365 Copilot**
- **Examine data security and compliance in Microsoft 365 Copilot**
- **Apply principles of Zero Trust to Microsoft Copilots**
- **Manage Microsoft Copilot**
- **Manage Microsoft 365 Copilot**
- **Microsoft 365 Copilot extensibility fundamentals**

- **Choose a Microsoft 365 Copilot extensibility development path**
- **Manage Microsoft 365 Copilot extensibility**