

Copilot Sessions @ MHC



SESSION DESCRIPTION

This session introduces **Copilot**, MHC's preferred large language model (LLM). **Dave Borella** (ITS) will kick things off by explaining what Copilot is and why it was selected as MHC's AI assistant.

Carly Ridgewell will then walk through how Copilot is embedded in Microsoft 365 tools like Outlook and Teams, highlighting how it can be used to streamline tasks, boost productivity, and simplify everyday workflows. She'll also introduce Copilot's intelligent agents—tools that retain context across interactions to support continuity, provide relevant suggestions, and act as collaborative partners in your day-to-day work.

The session will wrap up with a Q&A, followed by a **hands-on lab** in the library from 1–2 p.m., where attendees can explore Copilot at their own pace, ask questions, and dive deeper into specific use cases with support from Carly Ridgewell, Dave Borella and Mike Lydic.

SESSION DETAILS

Copilot @ MHC:

What It Is, Why It Matters, and How to Use It

Date: Tuesday, October 28

Time: 12:15 PM – 12:45 PM

Room: S159

Copilot in Action:

Hands-On Workshop

Date: Tuesday, October 28

Time: 1:00 PM – 2:00 PM

Room: Library Computer Lab