MICROSOFT OFFICIAL CURRICULUM

Delegate work with AI

Official Microsoft Learn-aligned instructor-led program for Delegate work with AI.

Microsoft | AB-6008

DURATION	LEVEL	FORMAT	CERTIFICATION
1 day	Beginner	Virtual, On-site, or Hybrid	AB-6008

AUDIENCE PROFILE

Built for these roles

This course is designed for business users who want to use AI to save time, organize work, and delegate common tasks more effectively. Learners should be comfortable using Microsoft 365 apps and interested in applying AI to everyday workflows such as planning, research, meetings, inbox management, follow-up, and repeatable team processes.

OVERVIEW

Executive overview

In this course you'll learn how to use Copilot Cowork and Scout to move beyond one-off prompts and delegate larger work outcomes. This course covers the foundations of Cowork and Scout, how to frame goals, reclaim time across common weekly workflows, explore role-based use cases, and build toward repeatable work with scheduled prompts and custom skills.

View official source

READINESS

Prerequisites

- Relevant foundational experience in the target technology area.
- Comfort with hands-on labs in a cloud or GPU-accelerated environment.

PROGRAM OUTCOMES

Capabilities your teams will gain

- Strengthen capability in business user scenarios
- Strengthen capability in microsoft 365 copilot scenarios

ENTERPRISE CUSTOMIZATION

Enterprise customization

Tailor this program to your organization's priorities: Builds current Microsoft credential readiness for Delegate work with AI using the official Microsoft Learn outline.

- Align labs to your production environment and platform priorities
- Add readiness reviews and instructor-led practice sessions
- Extend into project-specific architecture or delivery coaching

CURRICULUM

Curriculum roadmap

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MODULE 1

Delegate work with AI

This learning path shows you how to delegate multistep work to Copilot Cowork, apply it to your everyday workflows, and set up recurring work to run on its own. It also highlights Autopilot's ability to delegate work, and showcases the difference between the two options.

- Get more done with Copilot Cowork
- From prompts to goals
- Work on repeat

PRIVATE DELIVERY

Plan a private cohort for your team

Scope delivery format, role mix, and rollout timeline with our solutions team.

Plan Private Delivery

Book advisory call