

MICROSOFT OFFICIAL CURRICULUM

Microsoft

MS-4022

Extend Microsoft 365 Copilot in Copilot Studio

Official Microsoft Learn-aligned instructor-led program for Extend Microsoft 365 Copilot in Copilot Studio.

AI

Intermediate

Microsoft 365 Copilot

DURATION

1 day

LEVEL

Intermediate

FORMAT

Virtual, On-site, or Hybrid

CERTIFICATION

MS-4022

AUDIENCE PROFILE

Built for these roles

MS-4022: Extend Microsoft 365 Copilot in Copilot Studio targets individuals interested in using Copilot Studio to build agents to improve individual and team productivity. Learners should be familiar with Microsoft 365 Copilot.

OVERVIEW

Executive overview

Unlock the full potential of Microsoft 365 Copilot by learning how to build intelligent agents using Microsoft Copilot Studio. MS-4022: Extend Microsoft 365 Copilot in Copilot Studio guides you through the process of creating low-code, declarative agents that enhance Copilot's capabilities with custom knowledge, tools, and connectors. You'll gain practical experience using Copilot Studio to build agents, configure custom knowledge and conversational instructions, set up agent tools, and publish your agents to Microsoft 365 Copilot environments. By the end of the course, you'll be equipped to create specialized agents that unlock more value for individuals and teams—enabling more personalized, efficient, and impactful Copilot experiences across your organization.

PROGRAM OUTCOMES

Capabilities your teams will gain

- Strengthen capability in ai scenarios
- Strengthen capability in microsoft 365 copilot scenarios
- Strengthen capability in role-based scenarios

TALK TO US

OFFICE

ENTERPRISE CUSTOMIZATION

Enterprise customization

Tailor this program to your organization's priorities: Builds current Microsoft credential readiness for Extend Microsoft 365 Copilot in Copilot Studio using the official Microsoft Learn outline.

Customization options

- 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

1

MODULE 1

Extend Microsoft 365 Copilot in Copilot Studio

Build agents that extend Microsoft 365 Copilot with additional knowledge and capabilities. Use Copilot Studio to build declarative agents, add knowledge, add tools, and publish agents to Microsoft 365 Copilot.

- Introduction to declarative agents for Microsoft 365 Copilot
- Build your first declarative agent for Microsoft 365 Copilot by using Copilot Studio
- Introduction to tools for declarative agents in Copilot Studio
- Extend declarative agents with prompt tools in Copilot Studio
- Extend declarative agents with connector tools in Copilot Studio

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](#)

vnodeites.com

TALK TO US

-  info@vnodeites.com
-  +91 9779 91 4792
-  WhatsApp · +91 9779 91 4792
-  +91 9419 11 4792

OFFICE

DLF Cyber City, Gurugram
Haryana — India
Azure · AI · Data · Power Platform