

FIRST CAMPUS · A FIRST TECHNOLOGY DIVISION

From zero to confident on built-in Copilot Chat.



First Campus · First Digital

First Campus (a First Technology division)

DELIVERED BY

Users on built-in Copilot Chat, no licence needed

FOR

Plan → Zero to Hero → Engage, then The AI Guy

JOURNEY

• Hands-on

• Modular

• Copilot Chat

• No licence needed

FIRST CAMPUS · 4 SESSIONS × 1.5 HOURS, HANDS-ON + DEMOS

Zero to Copilot Chat Hero

The reduced Zero to AI Hero journey for teams on the built-in Copilot Chat, no licensed Copilot required: plan and switch on, four core modules, then a community that keeps adoption going.

01

THE PROGRAMME

Plan and switch on Copilot Chat, run the four core modules, then stand up a community that keeps adoption going. A managed-service enablement track follows.

02

THE CURRICULUM

STEP 1 · PLAN & SETUP

Setup & schedule

- › A one-hour pre-planning session with system owners, learning leads and Copilot Champions
- › We switch Copilot Chat on and confirm it is configured to best practice, including the organisational pin
- › We ensure the course is aligned to the specific audience and technical level
- › Agree the delivery schedule, nominate champions and define success criteria

STEP 2 · CORE TRACK

From Zero to Copilot Chat Hero

- › Art of the Possible: Copilot from zero to hero, business-safe AI and how to ground it
- › Art of Prompting: why context matters, the GCSE framework, and everyday productivity
- › Team Working: human-in-the-loop, and building an agent that follows group instructions
- › Hack the AI: system instructions and security-by-obscurity, in a hands-on group activity

STEP 3 · ENGAGE

Set up the community & reporting

- › Champion Engage: set expectations, provide resources and empowerment plans, stand up community portals
- › Copilot Analytics: review usage data, enforce success criteria and schedule the follow-up
- › Two sessions of two hours, for system owners and Copilot Champions

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MANAGED SERVICE

The AI Guy check-ins

- › One hour every second week across four months, for everybody and champions
- › Months 1 and 2, Recap Knowledge: revisit the content and work through real challenges
- › Months 3 and 4, Update Knowledge: explore the latest Copilot features and where to go next

03

WHO IT IS FOR

Teams on Copilot Chat

A structured path from no knowledge to confident everyday use of the built-in Copilot Chat, no licensed Copilot needed.

System owners & champions

A planned rollout, an active community and the analytics to prove adoption.

Businesses starting out

A low-barrier first step that gets everyone productive before investing in licensed Copilot.

- ✓ A modular, hands-on path, not a one-off lecture
- ✓ Half of every session is practical
- ✓ No licensed Copilot required, it runs on built-in Copilot Chat
- ✓ A managed-service follow-up so adoption sticks

Ready to book, or want it tailored to your team?

Talk to us at info@firsttech.digital or +27 10 501 0800.

[Let's Talk →](#)