

Microsoft Excel Power User Test

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description microsoft 365 copilot is revolutionizing workplace productivity by integrating powerful ai directly into applications copilot is on track to be one of the most successful solutions of microsoft by expanding the capabilities of those who have it and giving a competitive edge to users who have not yet begun their generative ai journey this book is a step by step guide to learning how to use the latest microsoft ai solutions to improve your productivity experiences in each of the core microsoft applications such as excel word powerpoint onenote outlook teams along with loop and whiteboard it begins with introduction to ai fundamentals like ml and nlp then guides you through the technical setup and prompt engineering crucial for maximizing copilot's potential explore application specific chapters detailing prompt driven workflows learning to manipulate data generate content and enhance collaboration security and compliance are thoroughly covered addressing data classification dlp policies and microsoft purview integration you will also gain insights into future ai trends and access a comprehensive reference of productive prompts by the end of this book you will possess a technical understanding of microsoft 365 copilot enabling you to confidently implement its features to streamline your workflow and adapt to the evolving landscape of ai powered productivity readers will learn how to utilize microsoft 365 purview compliance solutions to help organizations improve the security and compliance aspects of the microsoft 365 copilot solutions what you will learn ai fundamentals copilot architecture prompt engineering and core microsoft 365 integration effective prompt creation mastering syntax avoiding errors and optimizing copilot responses application specific copilot usage of word excel powerpoint teams outlook loop onenote and whiteboard excel data analysis visualization and manipulation through advanced copilot prompting onenote insight extraction note analysis and summarization using copilot's capabilities powerpoint presentation generation design and content refinement using ai

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dive into the business intelligence bi features in sharepoint 2010 and use the right combination of tools to deliver compelling solutions this practical guide helps you explore several bi application services available in sharepoint 2010 and microsoft sql server 2008 r2 you ll learn each technology with step by step instructions and determine which ones work best in specific bi scenarios whether you re a sharepoint administrator sql server developer or business analyst choose the bi tools that meet your needs and learn how they work together examine the bi lifecycle from determining key performance indicators to building dashboards take microsoft excel further gain more control and functionality with web based excel services mash up data from multiple sources using powerpivot for excel 2010 create data visualizations with objects context and metrics using microsoft visio services build dashboards scorecards and other monitoring and analysis tools with performancepoint services use sharepoint to view bi reports side by side no matter which tools were used to produced them your companion web content includes interactive exercises that help you try out concepts or techniques code samples that enable you to work with the exercises

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