AI in M365 Is More Than Copilot Chat

Copilot isn't just a chat tool; it's an AI assistant built into every corner of Microsoft 365 to support a wide range of everyday tasks.

AI embedded in everyday apps

- **Word** drafts documents, rewrites content, improves clarity and adjusts tone on command.
- **Excel** generates formulas, spots trends, summarises data and creates visuals instantly.
- **PowerPoint** turns written content into polished slides and suggests designs.
- **Outlook** summarises long email threads, proposes concise replies and creates schedules.

AI in meetings and collaboration

- Teams provides intelligent recaps of meetings.
- Action items, decisions and follow-up tasks are created automatically.
- Shared content becomes easier to find through context-aware search.

AI behind the scenes

- Search becomes faster and more intuitive.
- Recommendations appear based on what you're working on.
- Microsoft Graph connects related content across files, meetings, chats and emails.