



How can I use Copilot? [Faculty and Staff]

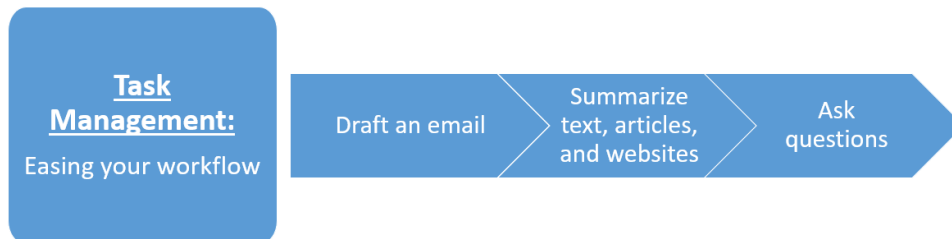
Samantha Starr - 2025-01-06 - Software

How can I use Copilot? For Faculty and Staff



CHARLES E. SCHMIDT COLLEGE OF MEDICINE + FLORIDA ATLANTIC UNIVERSITY

Task Management



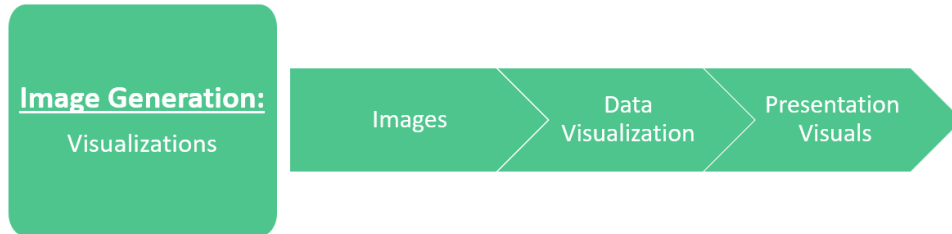
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Task Management Prompts

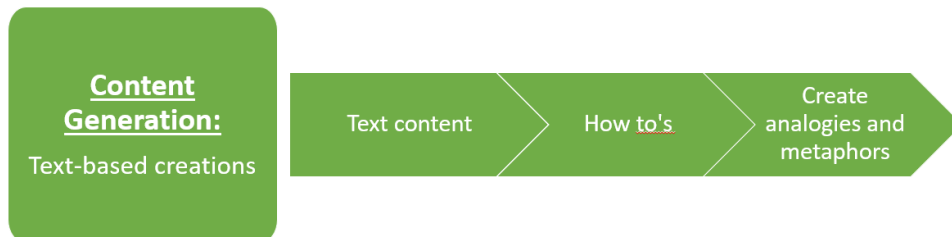
- Create Excel Sheets:** • Create a table with [data]
- Automate Time-consuming Tasks:** • Identify ways I can automate [task or process] to save time and boost productivity.
- Tool Comparisons:** • Compare different tools and software solutions for [specific purpose].
- Project Team Management:** • Provide a step-by-step guide on managing the project team for [Project], including setting goals and communication practices.



Image Generation



Content Generation





Content Generation Prompts

Text Content:

- Create a sliddeck of a new presentation on [subject] in the workplace with [number] example slides
- Generate a [number] question survey to provide [audience] at the end of a training session
- Create an outline for a project proposal on [task]

How To's:

- How do I [problem]?
- What is the best way to [task]?

Analogies:

- Provide me an analogy of [process]
- Provide me an analogy of how [system] works

Tags
copilot