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QUESTIONS & ANSWERS
DEMO VERSION
(LIMITED CONTENT)

Question 1

Question Type: Hotspot

Select the answer that correctly completes the sentence.



Answer:

See the Answer in the Premium Version!

Question 2

Question Type: Hotspot

For each of the following statements, select Yes if the statement is true. Otherwise, select No. NOTE: Each correct selection is worth one point.



Answer:

See the Answer in the Premium Version!

Question 3

Question Type: Hotspot

You create an agent in the Microsoft 365 Copilot app by using a template.

For each of the following statements, select Yes if the statement is true. Otherwise, select No.

NOTE: Each correct selection is worth one point.



Answer:

Question 4

Question Type: MultipleChoice

You use Microsoft 365 Copilot.

You need to delete all your conversations by using the least amount of effort.

What is the best approach to achieve the goal? More than one answer choice may achieve the goal. Select the BEST answer.

Options:

- A- the Microsoft 365 Copilot web app
- B- the My Account portal in Microsoft 365
- C- the Microsoft 365 Copilot desktop app
- D- the Settings app in Windows 11

Answer:

B

Explanation:

Microsoft provides centralized activity management controls through the My Account portal, which allows users to manage privacy settings, activity history, and data associated with Microsoft 365 services, including Copilot. When the requirement is to delete all conversations with minimal effort, the most efficient method is to use the account-level activity management tools rather than deleting conversations individually.

The My Account portal enables bulk management of Copilot activity data, allowing users to clear conversation history in a consolidated manner. This approach aligns with Microsoft's privacy-by-design framework, giving users control over their AI-generated interaction history without requiring administrative intervention.

Using the Copilot web or desktop app would typically require manually deleting conversations one at a time, increasing effort. The Windows 11 Settings app is unrelated to Microsoft 365 Copilot data management.

Therefore, to delete all Copilot conversations efficiently and with the least amount of effort, the correct approach is to use the My Account portal in Microsoft 365.

Question 5

Question Type: MultipleChoice

A colleague from another company shares a link to a prompt.

When you select the link, you receive the following response: "Prompt not found. Sorry, it looks like the prompt is no longer available."

What is a possible cause of the response?

Options:

- A- The prompt is a scheduled prompt.
- B- The prompt contains a reference to a file that you do NOT have access to.
- C- The prompt is outdated.
- D- The prompt contains a file that has a sensitivity label applied.
- E- The prompt is outside of your organization.

Answer:

E

Explanation:

Microsoft 365 Copilot operates within the security, compliance, and identity boundaries of a Microsoft 365 tenant. Shared prompts, prompt links, and Copilot artifacts are governed by organizational access controls and tenant isolation. If a prompt is created and shared from outside your organization, cross-tenant access may not be supported depending on the sharing configuration and administrative policies.

When a user attempts to open a prompt that resides in another organization's tenant without proper cross-tenant sharing permissions, Copilot cannot locate or validate the resource within the user's own environment. As a result, the system displays a "Prompt not found" message.

Option B would typically result in an access or permissions error rather than the prompt being unavailable entirely. Sensitivity labels and scheduled prompts do not inherently cause a "not found" error. Therefore, the most likely cause is that the prompt exists outside your organization's tenant boundary and is not accessible to you.

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Question 6

Question Type: MultipleChoice

You are creating a custom agent in the Microsoft 365 Copilot app for the marketing team at your company. The agent will be used to produce marketing collateral, including copy, logos, and artwork.

What should you add to the agent? More than one answer choice may achieve the goal. Select the BEST answer.

Options:

- A- a template
- B- a suggested prompt
- C- image generator
- D- code interpreter

Answer:

C

Explanation:

When building a custom agent in Microsoft 365 Copilot for marketing use cases, the required capabilities must align with the intended outputs. Marketing collateral includes written copy as well as visual assets such as logos and artwork. According to Microsoft AI Business Professional documentation, generative AI solutions that produce visual creative assets require integrated image generation capabilities powered by multimodal AI models.

Option C is correct because an image generator enables the agent to create visual marketing materials such as logos, artwork, and design elements. While templates and suggested prompts can improve usability and consistency, they do not provide the underlying capability to generate images. A code interpreter is designed for data analysis, calculations, or technical scripting tasks and is not relevant to creative marketing asset production.

Therefore, to fulfill the requirement of producing both textual and visual marketing collateral, the most essential addition to the custom agent is an image generator.

Question 7

Question Type: MultipleChoice

You create a Microsoft 365 Copilot notebook and add a file named Process.docx from a local folder. Yesterday, you updated Process.docx in the local folder. What will occur when you chat in the notebook?

Options:

- A- The chat will reference both versions of Process.docx.
- B- The chat will reference the most recent version of Process.docx.
- C- The chat will reference only the original version of Process.docx.

Answer:

C

Explanation:

Microsoft 365 Copilot notebooks use the version of a file that was uploaded or attached at the time it was added to the notebook. When a document such as Process.docx is added from a local folder, Copilot references that uploaded snapshot of the file. If the file is later modified locally, the notebook does not automatically sync or refresh with the updated local version unless the updated file is re-uploaded.

Microsoft guidance on grounding and file references explains that Copilot works with the specific content stored in Microsoft 365 or the attached artifact within the notebook session. Since the updated version remains in the local folder and was not reattached, Copilot continues to use the originally added version.

Therefore, during subsequent chats in the notebook, Copilot references only the original uploaded version of Process.docx.

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