

Are you looking to do more with Microsoft 365 at your university?

Standout Education supports academic staff to improve learning outcomes, reduce workload, and increase student engagement – and with professional staff to improve communication, collaboration and productivity.

Contact us today to see how we can help your university!

Collaboration in Microsoft 365

Provide your staff with a comprehensive understanding of the range of Microsoft 365 tools that are available. Learn how to integrate apps such as **OneDrive**, **Teams** and **SharePoint** to create seamless workflow and maximise collaboration with colleagues.

Productivity in Microsoft 365

Dive into the Microsoft 365 apps that support staff members to work more efficiently and productively. Help staff to learn how to use tools such as:

- **Forms** - for surveys, registrations and data collection.
- **Lists** - to create, share and track data.
- **To Do** - for personal productivity.
- **Planner** - for planning events and projects, sharing goals and tracking progress with your team.



Microsoft 365 for Learning and Teaching

Discover the range of Microsoft 365 apps that help you improve learning outcomes and save you time. Learn how to use:

- **One Note** - for collaborative note-taking.
- **Teams** - for formal and informal teaching, collaboration and communication.



Microsoft Copilot

Find out how to use Microsoft Copilot, the innovative AI-powered assistant, to simplify workflow and boost productivity. Learn how Microsoft Copilot is used to generate new ideas, support planning & research, and to give quality feedback. Support staff to consider the ethical use of AI, to understand bias, and to effectively use AI to build an inclusive culture.

