How does Copilot work with PoliteMail?

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Applies To: PoliteMail Desktop PoliteMail Online

PoliteMail M365

Version: 4.9 5.0 5.1+

Copilot and PoliteMail FAQ

Is Copilot available for all versions of Outlook?

According to Microsoft, Copilot is available for the new Outlook for Windows, Outlook 365, and the classic Outlook for the Windows desktop. Copilot for the new Outlook will receive the most recent features first.

How to I enable Copilot for the Outlook desktop?

For Copilot to work, you will need a Copilot license and the Autodiscover V2 service (instructions on enabling this service may be found here). Once added, open Outlook and click on 'Account' under the 'File' menu. Once there, click on 'Update License'.

	Account			
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	Sign out	Microsoft 365 Apps for enterprise		
	Switch account	This product contains		
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	Manage Settings	Manage Account Switch License Update License		
	Office Background: Geometry	Microsoft 365 and Office Updates Updates are automatically downloaded and installed.		
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	Connected Services:	About Outlook Learn more about Outlook, Support, Product ID, and Copyright informatic		
	 OneDrive - PoliteMail Software 	About Version 2409 (Build 18025.20096 Click-to-Run)		
		Outlook Current Channel (Preview)		
	Sites - PoliteMail Software	What's New		
		See the most recently installed updates.		
	Add a service *	What's New		

What can Copilot do?

Here's a short, but certainly not exhaustive, list of common Copilot uses:

- If you have a long email thread with many replies, Copilot provides a **Summarize** button in the top right of the message.
- Copilot can **review** your email message and provide suggestions to give your message the tone and clarity you're looking for. This is called "Coaching by Copilot" and is found under the Copilot button in the Outlook ribbon.
- Copilot also offers "Draft with Copilot", which can help in **drafting** a new email or a reply from scratch. You select the tone and length.
- In the app bar on the left, the Copilot icon opens Copilot
 Chat, which allows you to "chat" with Copilot to do things, such as "set up a rule to...", "set up an automatic reply for...", "or summarize this email".

How does PoliteMail work with Copilot?

PoliteMail functions seamlessly when using Copilot. For example:

- You can use PoliteMail's Subject Suggester and Metrics, while at the same time using Copilot to work on the message body.
- If you have a Template and apply it to create a new message using the PoliteMail Builder, you can then modify the tone or length of the message to suit your needs.

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🤣 Hel	p me wri	te			
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The combination of both Copilot as well as PoliteMail make a powerful combination to maximize how your message is received and measured!