

SHADOW AI &

5 TIPS TO TAKE CONTROL OF AI IN YOUR BUSINESS



AI IS **ALREADY** IN YOUR BUSINESS

✓ Employees are already using AI tools—whether they're approved or not.


⚠ The risk? Data leaks, compliance issues, and security threats.


❓ The question is: Are you leading AI adoption or letting it happen in the shadows?




1

IDENTIFY SHADOW AI IN YOUR BUSINESS

 Survey employees: What AI tools are they using?

 Assess risks: Are they inputting sensitive company data into public AI models?

 Audit software: Check which AI-powered apps and services are in use.



2

IMPLEMENT APPROVED AI TOOLS

✓ Provide secure, enterprise-grade AI.




💡 Microsoft Copilot integrates AI within Microsoft 365, keeping your data safe.

🚀 When employees have a trusted AI solution, they won't need risky alternatives.



3

EDUCATE YOUR TEAM ON AI BEST PRACTICES

-  Set clear guidelines for AI use in your company.
-  Teach employees about data security risks when using AI.
-  Encourage innovation, but with safeguards in place!



4 AUTOMATE & OPTIMISE WORKFLOWS WITH AI

Use AI where it truly adds value:

- ✓ Automate repetitive tasks
- ✓ Improve customer interactions
- ✓ Enhance data analysis & reporting

💡 AI should enhance productivity—
not create security headaches.



5

STAY AHEAD OF AI TRENDS

AI is evolving fast! Stay ahead by:


- ✓ Training teams on AI tools
- ✓ Keeping up with AI policies & compliance
- ✓ Using AI within secure business ecosystems like Microsoft 365



TAKE CONTROL OF AI IN YOUR BUSINESS

 Want to harness AI securely and unlock its full potential?

 Learn how with our **Introduction to Microsoft Copilot** course!

 See the link in the comments for more information.