

Microsoft

Exam Questions AB-730

AI Business Professional



NEW QUESTION 1

You have a Microsoft 365 Copilot license.
You plan to run several prompts.

What should you use to ensure that Copilot generates the best response for each prompt? More than one answer choice may achieve the goal. To answer, select the Best options in the answer area.

NOTE: Each correct selection is worth one point.

Answer Area

Prompt 1: From /Feedback_Q1–Q3.xlsx, consolidate all the sheets, categorize the feedback by theme, compute the positive/negative sentiment by product line, and visualize the top five drivers.

The Analyst agent
 Chat
 The Researcher agent

Prompt 2: Using our SharePoint folder '/Go-To-Market/2025' and reputable web sources, produce a 1-page brief about AI trends that includes five key insights, citations, and callouts on gaps/risks.

The Analyst agent
 Chat
 The Research agent

Prompt 3: For a VP, prepare a polished executive email that distills the strategic priorities, critical decisions, and immediate next steps from the attached Strategic_Plan_2025.docx, ensuring that the tone aligns with senior leadership's communication standards.

The Analyst agent
 Chat
 The Researcher agent

- A. Mastered
- B. Not Mastered

Answer: A

Explanation:

Answer Area

Prompt 1: From /Feedback_Q1–Q3.xlsx, consolidate all the sheets, categorize the feedback by theme, compute the positive/negative sentiment by product line, and visualize the top five drivers.

The Analyst agent
 Chat
 The Researcher agent

Prompt 2: Using our SharePoint folder '/Go-To-Market/2025' and reputable web sources, produce a 1-page brief about AI trends that includes five key insights, citations, and callouts on gaps/risks.

The Analyst agent
 Chat
 The Research agent

Prompt 3: For a VP, prepare a polished executive email that distills the strategic priorities, critical decisions, and immediate next steps from the attached Strategic_Plan_2025.docx, ensuring that the tone aligns with senior leadership's communication standards.

The Analyst agent
 Chat
 The Researcher agent

NEW QUESTION 2

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 Area

Statements

	Yes	No
Microsoft 365 Copilot uses contextual information from your organization to suggest prompts.	<input type="radio"/>	<input type="radio"/>
Microsoft 365 Copilot can use contextual information from your organization to train the large language model. (LLM).	<input type="radio"/>	<input type="radio"/>
Microsoft 365 Copilot uses contextual information from your organization to augment a prompt, before sending the prompt to the large language model (LLM).	<input type="radio"/>	<input type="radio"/>

- A. Mastered
- B. Not Mastered

Answer: A

Explanation:

Microsoft 365 Copilot is designed to be helpful by using work context—for example, the files you have access to, recent activity, meetings, emails, and SharePoint/OneDrive content—to suggest relevant prompts and help you start tasks faster. It also uses this context to augment your prompt before it is sent to the LLM. This is the grounding approach (often described as retrieval-augmented generation): Copilot retrieves relevant organizational content you’re permitted to access and adds it as supporting context so responses are accurate and business-relevant. However, Microsoft 365 Copilot does not use your organization’s contextual data to train the underlying foundation model. That separation is critical for enterprise privacy and compliance: your prompts, responses, and tenant data are used to generate the answer for your session and permissions, but are not used to improve or retrain the base LLM. This approach supports responsible AI, protects confidential business information, and ensures outputs respect access controls.

NEW QUESTION 3

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?

- 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.

=====

NEW QUESTION 4

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 Area

Statements

	Yes	No
Microsoft 365 Copilot can surface data from Microsoft Teams chats.	<input type="radio"/>	<input type="radio"/>
Microsoft 365 Copilot can schedule, draft, and send emails based on certain conditions.	<input type="radio"/>	<input type="radio"/>
Microsoft 365 Copilot can summarize, draft, and answer questions about content from Microsoft Teams meetings.	<input type="radio"/>	<input type="radio"/>

- A. Mastered
- B. Not Mastered

Answer: A

Explanation:

Microsoft 365 Copilot can use Microsoft Graph-grounded data (based on the user's permissions) to help users work with Microsoft 365 content. This includes surfacing and summarizing information from Teams chats, so statement 1 is true. Copilot can also summarize and generate content related to Teams meetings (for example, meeting recap details, key discussion points, and follow-up actions when meeting artifacts such as transcript/notes are available), and it can answer questions and draft related content—so statement 3 is true.

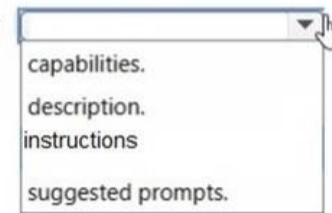
Statement 2 is false because, while Copilot can draft emails and help prepare messages, it does not independently schedule and send emails automatically based on conditions as a native Copilot function. Conditional sending is typically handled through workflow automation tools (for example, Power Automate) and still requires appropriate configuration, permissions, and governance. In enterprise environments, this separation helps reduce risk by ensuring that automated outbound communication remains controlled, auditable, and compliant.

NEW QUESTION 5

Select the answer that correctly completes the sentence.

Answer Area

You are creating an agent in the Microsoft 365 Copilot app. The agent persona must be warm and friendly. To set the persona, you should modify the



- A. Mastered
- B. Not Mastered

Answer: A

Explanation:

The correct answer is instructions because an agent's persona—such as being warm, friendly, formal, or analytical—is defined through its behavioral and communication guidance. In Microsoft 365 Copilot, the Instructions field controls how the agent responds, including tone, style, personality, response structure, and interaction patterns.

The description typically explains what the agent does, not how it communicates. Capabilities define what tasks the agent can perform, such as summarizing documents or analyzing data. Suggested prompts provide example user queries but do not control the agent's personality or communication style.

To establish a warm and friendly persona, the instructions should explicitly state guidance such as: "Respond in a supportive, conversational tone. Use clear and positive language. Be encouraging and approachable." This ensures consistent tone across all interactions.

Defining persona through instructions reflects prompt engineering best practices in generative AI, enabling predictable behavior, improved user experience, and alignment with organizational communication standards within Microsoft 365 Copilot environments.

NEW QUESTION 6

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.

- 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.

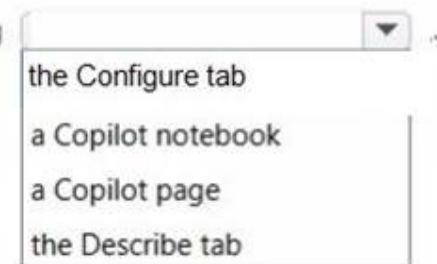
Therefore, to fulfill the requirement of producing both textual and visual marketing collateral, the most essential addition to the custom agent is an image generator.

NEW QUESTION 7

Select the answer that correctly completes the sentence.

Answer Area

When you are creating an agent in Microsoft 365 Copilot, you can leverage generative AI to build the agent by using



- A. Mastered
- B. Not Mastered

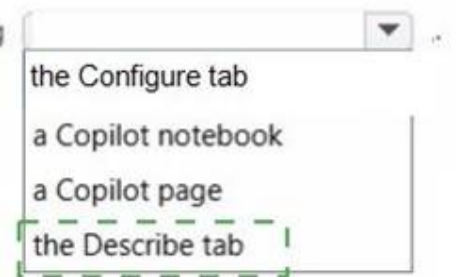
Answer:

A

Explanation:

Answer Area

When you are creating an agent in Microsoft 365 Copilot, you can leverage generative AI to build the agent by using



NEW QUESTION 8

You use Microsoft 365 Copilot.
 You regularly upload the same five files to Copilot chats.
 You need to simplify referencing the files in the chats.
 What are two ways to achieve the goal?

- A. Send a prompt that includes the files, and then save the prompt.
- B. Create a notebook that references the files.
- C. Ask the data engineers to create a fine-tuned model.
- D. Create an agent that has a knowledge source.
- E. Zip the documents and upload the ZIP file to the chats.

Answer: BD

Explanation:

Microsoft 365 Copilot provides structured ways to persist and reuse knowledge sources to avoid repeatedly uploading the same files. Creating a notebook that references the five files (Option B) allows those documents to remain attached within a persistent workspace. Copilot can then consistently ground responses in those files without re-uploading them for every conversation. Creating an agent with a defined knowledge source (Option D) also provides a reusable solution. By configuring the five files as part of the agent's knowledge base, the agent can automatically reference them in future interactions. Saving a prompt does not persist file attachments. Fine-tuning models is not part of standard Microsoft 365 Copilot user workflows. Uploading a ZIP file does not improve reference management and may reduce accessibility of individual documents. Therefore, the correct solutions are to create a notebook that references the files and to create an agent with a knowledge source.

NEW QUESTION 9

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.

- 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

A.

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.

NEW QUESTION 10

You receive several images from a colleague. You suspect that the images were generated by using Microsoft 365 Copilot. What can you use to verify whether the images were AI-generated?

- A. file names
- B. watermarks
- C. content credentials
- D. file descriptions

Answer: C

NEW QUESTION 10

You are comparing the difference between Microsoft 365 Copilot and Microsoft 365 Copilot Chat.
 What is available in both versions?

- A. the Researcher agent
- B. Copilot Pages
- C. Copilot Notebooks

Answer: B

NEW QUESTION 11

You are using Microsoft 365 Copilot to enhance your productivity in Microsoft Outlook. Which two tasks can you achieve by using Copilot in Outlook? Each correct answer presents a complete the solution. NOTE: Each correct selection is worth one point.

- A. Insert a custom HTML signature that has specific formatting.
- B. Generate a draft response to an email based on the context of the conversation.
- C. Create a summary of unread emails in your inbox.
- D. Customize the folder structure to organize your emails.

Answer: BC

NEW QUESTION 13

HOTSPOT

Select the answer that correctly completes the sentence.

Answer Area


From Microsoft 365 Copilot, you can use  to help users begin conversations with an agent and guide the users to use the agent more effectively.

- A. Mastered
- B. Not Mastered

Answer: A

Explanation:

Answer Area

From Microsoft 365 Copilot, you can use  to help users begin conversations with an agent and guide the users to use the agent more effectively.

NEW QUESTION 17

HOTSPOT

You are a business user who uses Microsoft 365 apps and services, including Microsoft Teams. You have a work account. You want to use Microsoft 365 Copilot to help with meetings. 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 Area

Statements	Yes	No
Copilot can answer questions about Teams meetings that you are NOT invited to.	<input type="radio"/>	<input type="radio"/>
Copilot can provide summaries and answer questions about chat messages, channel posts, and Teams meetings.	<input type="radio"/>	<input type="radio"/>
Copilot can provide a summary of all the upcoming Teams meeting details you are invited to next week.	<input type="radio"/>	<input type="radio"/>

- A. Mastered
- B. Not Mastered

Answer: A

Explanation:

Answer Area

Statements

Copilot can answer questions about Teams meetings that you are **NOT** invited to.

Yes

No

Copilot can provide summaries and answer questions about chat messages, channel posts, and Teams meetings.

Copilot can provide a summary of all the upcoming Teams meeting details you are invited to next week.

NEW QUESTION 18

You have a Microsoft 365 subscription.

You do NOT have a Microsoft 365 Copilot license.

When you send a prompt in Microsoft 365 Copilot Chat, which three sources does Copilot Chat use to respond? Each correct answer presents part of the solution.

NOTE: Each correct selection is worth one point.

- A. chat data in Microsoft Teams
- B. your organization's databases
- C. the prompt context
- D. organizational data in Microsoft 365
- E. internet search data
- F. the conversation history

Answer: CEF

NEW QUESTION 19

HOTSPOT

Select the answer that correctly completes the sentence.

Answer Area

▼

- Microsoft Defender for Cloud
- Microsoft Entra ID
- Microsoft Intune
- Microsoft Purview

enables organizations to apply governance policies to conversations generated by using Microsoft 365 Copilot.

- A. Mastered
- B. Not Mastered

Answer: A

Explanation:

Answer Area

▼

- Microsoft Defender for Cloud
- Microsoft Entra ID
- Microsoft Intune
- Microsoft Purview

enables organizations to apply governance policies to conversations generated by using Microsoft 365 Copilot.

NEW QUESTION 24

.....

Thank You for Trying Our Product

We offer two products:

1st - We have Practice Tests Software with Actual Exam Questions

2nd - Questions and Answers in PDF Format

AB-730 Practice Exam Features:

- * AB-730 Questions and Answers Updated Frequently
- * AB-730 Practice Questions Verified by Expert Senior Certified Staff
- * AB-730 Most Realistic Questions that Guarantee you a Pass on Your FirstTry
- * AB-730 Practice Test Questions in Multiple Choice Formats and Updatesfor 1 Year

100% Actual & Verified — Instant Download, Please Click
[Order The AB-730 Practice Test Here](#)