Which version of Copilot should I use?

Version	Cost	Protection	Access	Sample Use Cases
Copilot	**Free.** No log-in required	No data protection. Avoid entering personal identifiable information (PII) or student data.	Access with **no log in**: • microsoft.copilot.com • Copilot in the Edge browser • Copilot app (mobile) • Bing.com	• Summarize web search results. • Chat with voice, text and image capabilities. • Draft emails and communications. • Create images.
Copilot Protected	**Included** in the KSU Microsoft license, log in via your KSU email.	Organizational, personal and student data are protected and FERPA-compliant.	Access **with KSU log in**: • microsoft.copilot.com • Copilot in the Edge browser • Copilot app (mobile)	*All the above use cases and:* • Generate draft rubrics, documents and learning activities. • Summarize pdfs and webpages open in the Edge browser. • Generate images and draft alt text for images and infographics. • Provide draft feedback on work and analyze qualitative data.
Microsoft 365 Copilot	**Not included** in the KSU Microsoft license. $30 per month.	Organizational, personal and student data are protected and FERPA-compliant.	Access directly in Microsoft apps: • Word • PowerPoint • Excel • Teams	• Teams: Summarize key points and action items during or after a meeting. • Excel: Get formula suggestions, analyze, and visualize data. • PowerPoint: Automate PowerPoint creation from source material or prompts.

Need further support? Request a one-on-one appointment with a DLI Instructional Designer.