

WHICH COPILOT DO I HAVE?

Check the label under your name

Sign in at copilot.cloud.microsoft with your work account.

Copilot Chat (Basic)

- Work chat with web answers
- Paste text, get a draft
- No Copilot in Word, Excel, PowerPoint

Microsoft 365 Copilot (Basic)

- Everything in Copilot Chat (Basic)
- Standard Copilot in Word, Excel,
- PowerPoint and OneNote
- Does not read your work files

Microsoft 365 Copilot (Premium)

- Paid license
- Uses your email, meetings, chats, files
- Priority app access, advanced agents
- Cowork only if your admin adds it

A Copilot icon alone does not mean Copilot can reach your files.

Source: Microsoft Support and Microsoft Learn. Checked Oct 20, 2026.

stuckwithcopilot.com/guides/which-copilot/