

23-24 SEPTEMBER 2027 | THURSDAY & FRIDAY

AI & WORKFLOWS LIVE 2027

Two afternoons. Real technology. Smarter ways of working.

Explore how Microsoft 365, Copilot, ChatGPT, agents and automation can work together to make everyday work easier.

23-24 SEP

THU & FRI 2027

1PM-4:30PM

UK TIME / EACH DAY

£199 + VAT

EARLY BIRD / SAVE £50

WHY THIS CONFERENCE

Stop collecting AI tricks. Start improving how work gets done.

New features cannot fix messy processes. Learn how to spot better ways of working, connect your tools and turn practical AI ideas into lasting improvements.

01**UNDERSTAND**

See what is genuinely useful

02**EXPERIENCE**

Watch real solutions in action

03**APPLY**

Leave with a 30-day action plan

THE CONFERENCE PROGRAMME

Two afternoons. One connected experience.

DAY 01

THU 23 SEP

AI, Copilot & Agents

From prompts to capable digital help

- Workplace AI: what is useful now
- Smarter prompting and Copilot
- ChatGPT alongside Microsoft 365
- Agents demonstrated live
- Activities for your own work

DAY 02

FRI 24 SEP

Workflows & Automation

From isolated tasks to connected processes

- Find bottlenecks and repeat tasks
- Design better processes first
- Power Automate across Microsoft 365
- Real workflows and live examples
- Create a 30-day workflow plan

Bring the learning back to work.

Every ticket includes practical resources and opportunities to apply what you learn.



AI & WORKFLOWS TOOLKIT

Prompts, templates, checklists and practical resources to adapt.



GUIDED ACTIVITIES

Put ideas into practice during the sessions, with accessible options.



12 MONTHS OF RECORDINGS

Revisit the demonstrations and continue learning at your own pace.



No paid Microsoft 365 Copilot licence is required. Some hands-on tools depend on your organisation's permissions.

WHO IT IS FOR

Anyone who wants smarter workflows

Executive Assistants, PAs, business support professionals, operations and project teams, managers and Microsoft 365 users. No developer experience or advanced AI knowledge required.

HOST & CONTRIBUTORS

Paul Pennant, Microsoft MVP

Founder of Today's PA, former EA and Microsoft trainer with over 20 years' experience. Guest experts and EAPA Architect showcases are planned; contributors to be confirmed.

CONFERENCE TICKETS

One ticket. The complete experience.

SAVE £50

EARLY-BIRD TICKET

£199 + VAT

Booking window to be announced

STANDARD TICKET

£249 + VAT

Same conference & inclusions

Both live afternoons / Toolkit and activities / Expert demonstrations and Q&A; / 30-day plan / 12 months of recordings

OPTIONAL NEXT STEP: EAPA

Your ticket can count towards EAPA.

Enrol on the Executive Assistant Productivity Architect programme within 30 days of the conference and receive credit for the ticket price you paid (excluding VAT).

100%
TICKET CREDIT

Be first to hear when tickets go on sale.

Sales planned for January 2027. Ask for priority updates.

REQUEST PRIORITY ACCESS