



PROJECT MANAGEMENT
CENTER FOR EXCELLENCE

A.J. CLARK SCHOOL OF ENGINEERING
Civil & Environmental Engineering Department

UNIVERSITY OF MARYLAND
2026 PROJECT MANAGEMENT SYMPOSIUM

Your AI Project Team: Declarative Agents, Researcher, Analyst, and the Microsoft Copilot App

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PMSYMPOSIUM.UMD.EDU

Session Agenda



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01 Monday Morning Chaos

02 Meet Your AI Team

03 Live Demo

04 Key Takeaways + Q&A



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RAFSAN HUSEYNOV

AI Solutions Architect | Microsoft MVP | Speaker | YouTuber | Trainer



What I do:

- Architect and deploy Microsoft 365 Copilot solutions
- Develop custom AI agents in Copilot Studio
- Deliver admin and maker training for Copilot, Purview, and Power Platform
- Advocate for governance, compliance, and measurable ROI

Let's connect! Find me on YouTube or LinkedIn!



2026 Project Management Symposium

The Monday Morning Chaos

Welcome to your Monday morning...

I need a status update NOW!

We have a critical risk!

I need an update ASAP!

The team is blocked!

We need to change the scope!

What do you do in the next 10 minutes?

Meet Your AI Team



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Microsoft 365 Copilot App

Your central AI
hub for project
work



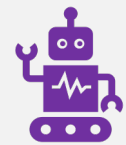
Researcher Agent

Performs
complex, multi-
step research
tasks



Analyst Agent

Extracts insights,
builds charts,
supports
decision-making



Declarative Agents

Custom no-code
agents that
automate specific
PM tasks

Meet the Project

A real \$4.2M university renovation with real tensions.



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TERRAPIN HALL MODERNIZATION

Sponsor Dean of Engineering,
Clark School

Budget \$4.2M approved

Timeline 18 months

**Target
Opening** November 2026

Scope West Campus

**Overall
Status** **YELLOW**

WORKSTREAM STATUS

Construction **RED** \$187K over budget

IT & AV **RED** AV delivery
slipped 3 weeks

Furniture **YELLOW** Supply chain risk

Accessibility **GREEN** On track · 33%
items complete

Sustainability **GREEN** LEED Silver 56 pts
projected



Live Demo

- ✓ Build a declarative agent in Agent Builder
- ✓ Use Researcher to synthesize project documents
- ✓ Use Analyst to visualize project data
- ✓ Explore the Copilot App as a PM workspace

Key Takeaways



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1

Declarative agents automate PM workflows

Build no-code agents in Agent Builder that handle status reports, risk tracking, FAQ responses, and more.

2

Researcher + Analyst = insight on demand

Use Researcher to synthesize documents and Analyst to visualize data.

3

The Copilot App is your AI workspace

A single place to search, create, and manage project content with AI assistance across Microsoft 365.



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Questions & Evaluation

Evaluate Session:



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APPENDIX



Copilot Chat Prompts

Type these directly in Copilot Chat with the project files attached or referenced in SharePoint.

PROMPT

"Based on the Project Status Report, give me a 3-bullet executive summary of where this project stands, what's at risk, and what decisions are needed this week."

PROMPT

"Cross-reference the Budget Tracker and Change Order Log. What specific change orders drove the construction overrun? Break it down by category."

PROMPT

"Using the Risk Register, Schedule, and Budget Tracker, give your honest assessment: is this project in control? What are the top 3 things the PM needs to fix in the next 30 days?"

Researcher Agent Prompts



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Researcher combines your internal project files with live web results and cites both sources.

PROMPT

"Our CO log shows a 15.9% change order rate on a university renovation. Research: is this within normal range for higher education projects in the Mid-Atlantic? What does industry data say about unforeseen conditions in 1970s buildings?"

PROMPT

"Our Risk Register flags furniture supply chain as Critical. Now look at the Procurement Tracker — have the right actions been taken? What's still missing, and what does current market research say about lead times?"

PROMPT

"Based on the Risk Register, Schedule, and Budget Tracker — research how other university capital projects have recovered from similar mid-project pressure. Recommend a recovery strategy with cited examples."

Analyst Agent Prompts



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Analyst reads your spreadsheets and surfaces patterns, variance trends, and data-driven recommendations.

PROMPT

"The project is Month 6 of 18 — 33% through. Using the Budget Tracker, calculate spend pace by workstream. Flag any workstream where spend is more than 10 points ahead of or behind schedule progress."

PROMPT

"Using the Budget Tracker, Change Order Log, and Procurement Tracker: calculate the total financial exposure beyond the approved \$4.2M. Layer it: approved overrun + pending COs + tariff risk on unplaced POs."

PROMPT

"Using the Risk Register, Budget Tracker, and Schedule, score each of the 5 workstreams out of 10: budget performance (4 pts), schedule health (3 pts), risk exposure (3 pts). Rank them and tell me which needs urgent intervention."

Declarative Agent Instructions



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System Instructions

You are the Weekly Status Buddy for the Terrapin Hall Modernization project. When I share meeting notes, action items, or updates from the team, produce a status report in this EXACT format. The icons are required — never skip them, never substitute them, never reorder the sections.

/ / OVERALL STATUS

Pick one traffic light. Use  for Green,  for Yellow,  for Red. Follow it with one sentence explaining why.

THIS WEEK'S WINS

Up to 3 bullets. Factual, no fluff.

RISKS AND BLOCKERS

Up to 3 bullets. End each one with the owner's name in parentheses, like this: (Mike).

DECISIONS NEEDED

Up to 3 bullets. Phrase each as a question for the Dean of Engineering.

NEXT WEEK'S FOCUS

One sentence.

REPORTING PERIOD

The date range the report covers.