ARIA BY CONVOSIGHT

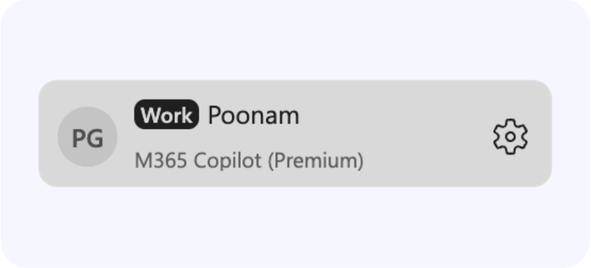
Aria in Microsoft Copilot

Your consumer-intelligence analyst, now inside Microsoft 365 Copilot

Installation Guide

BEFORE YOU START

What you'll need

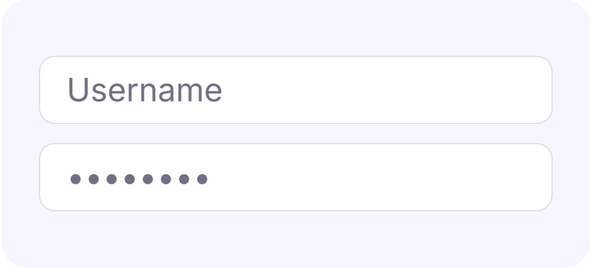


A Copilot license

Your account must show **M365 Copilot (Premium)**, bottom left. On Basic, Aria won't run.

Your work account

Open Copilot Chat in your browser, signed in with your work email



Your Aria login

The Convosight account you already use for Aria

1

STEP 1 OF 6

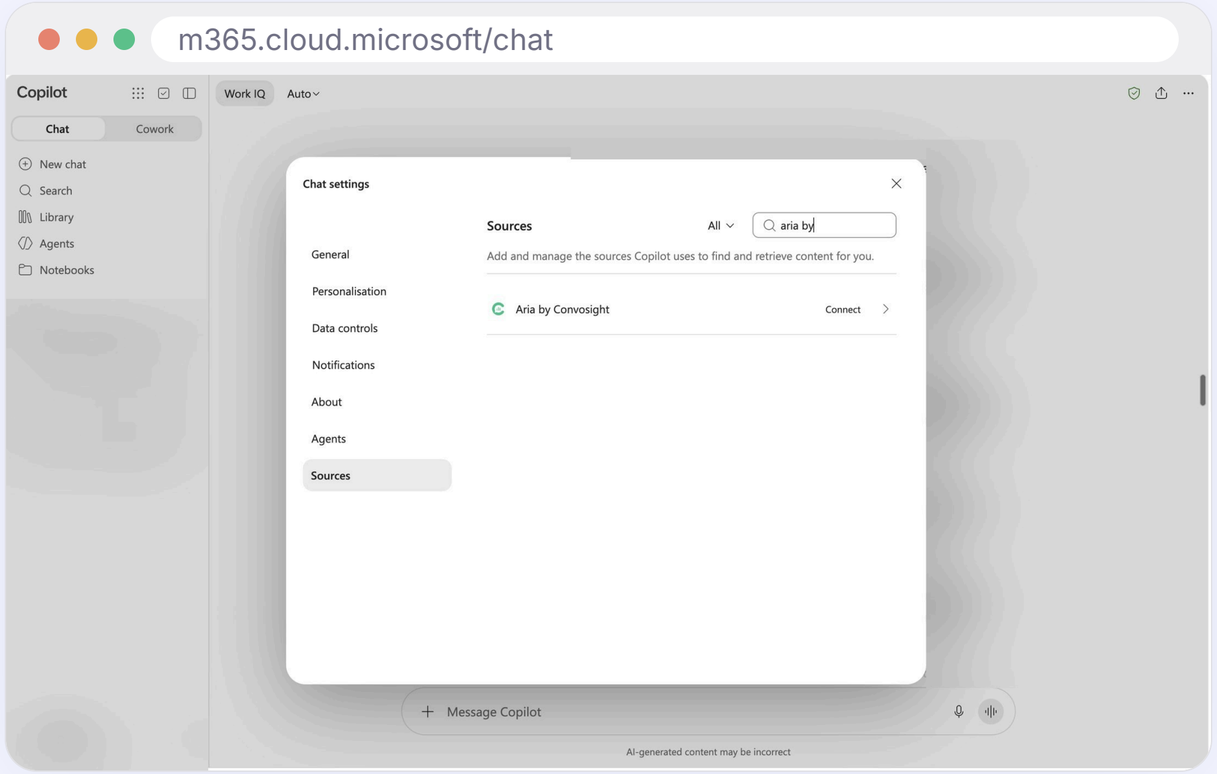
Find Aria in Sources

Open Settings → Sources

Click the **gear** next to your name, bottom left, then **Sources**

Search and connect

Type **aria by**, then click **Connect**



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STEP 2 OF 6

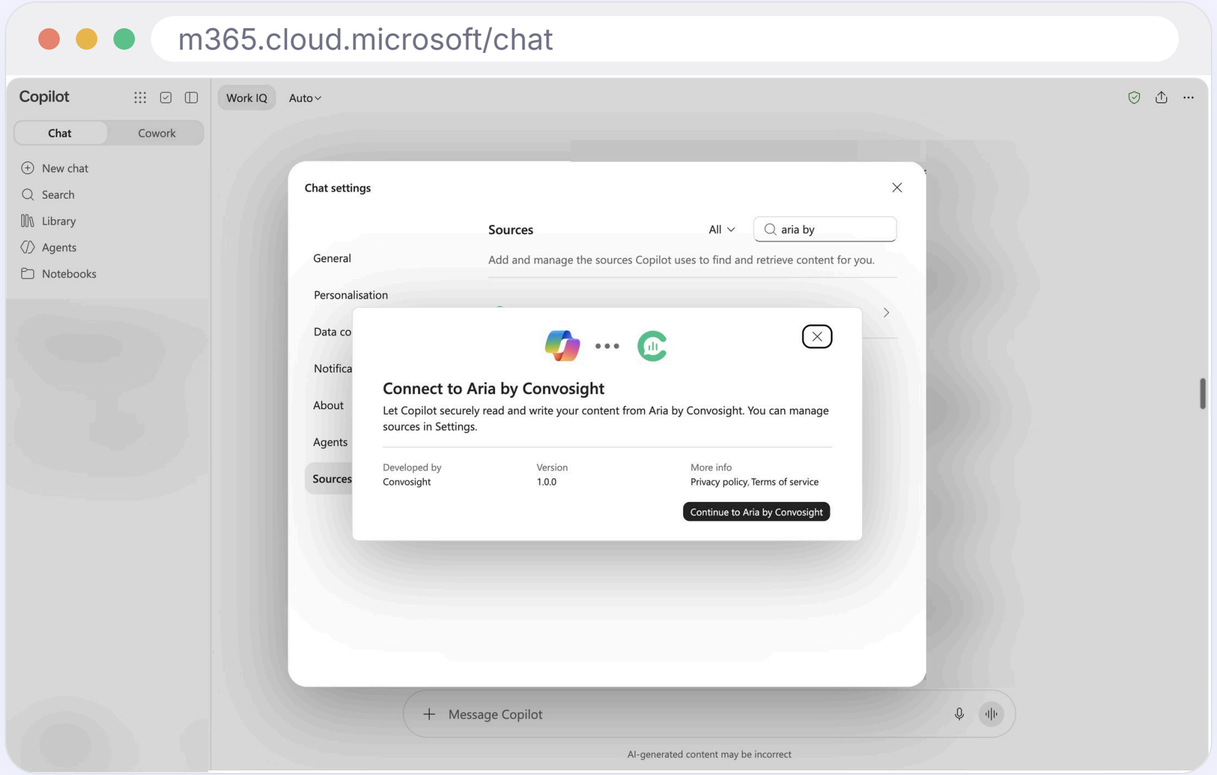
Continue to Aria

Check the developer

The window shows **Developed by Convosight**

Click Continue

Press **Continue to Aria by Convosight**



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STEP 3 OF 6

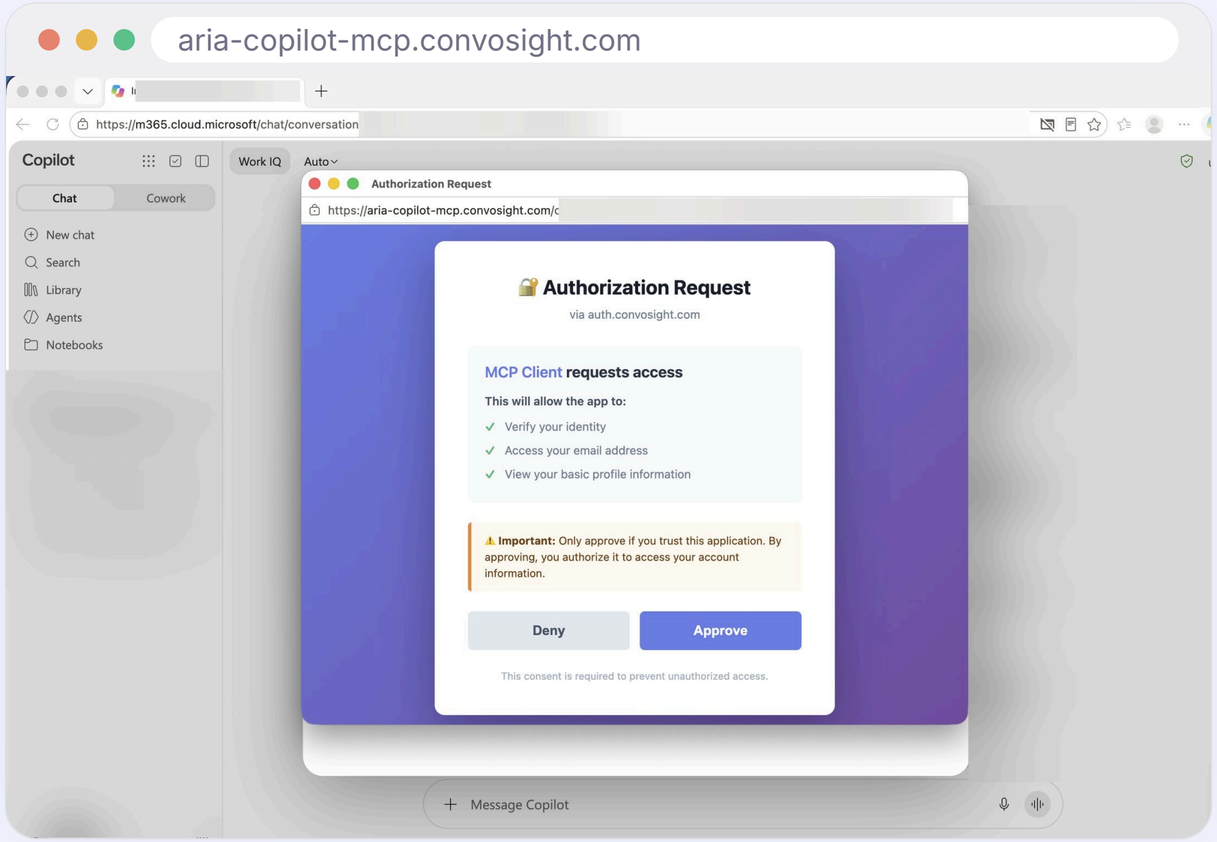
Sign in and approve

Use your Aria login

Sign in with your Convosight account if asked

Click Approve

Aria only reads your identity, email and basic profile



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STEP 4 OF 6

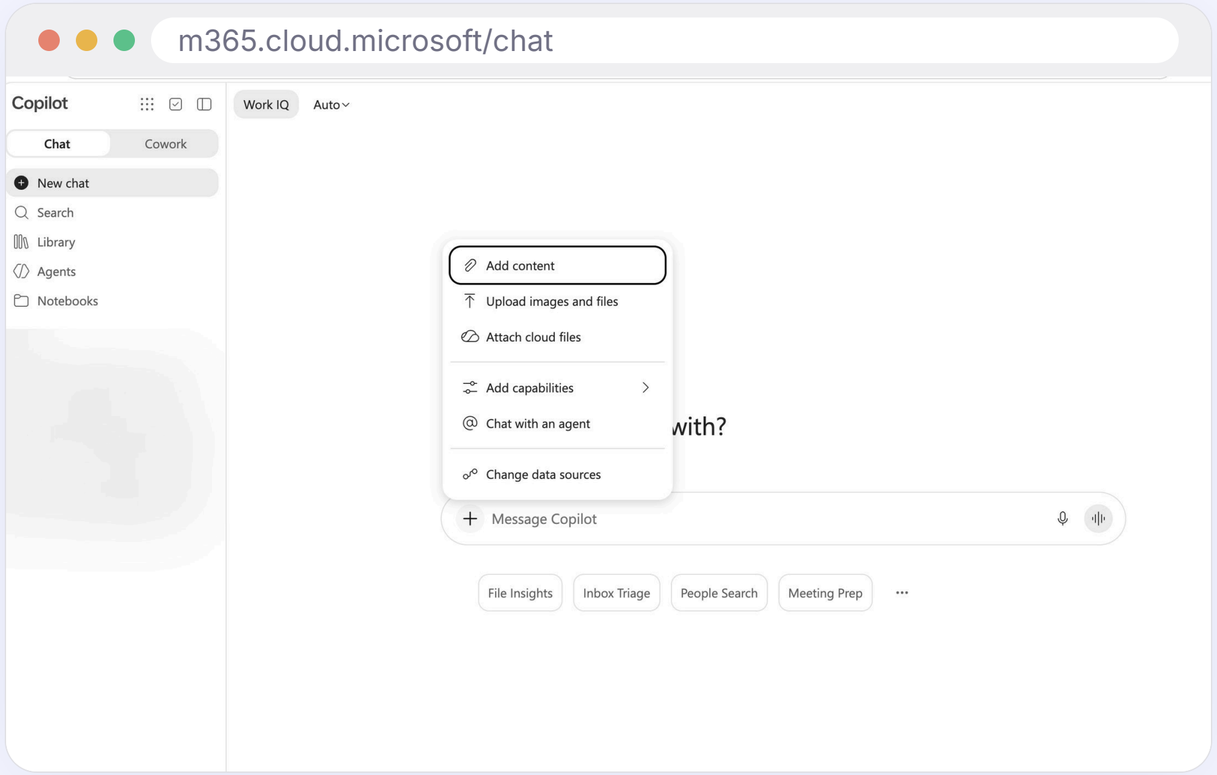
Open a new chat

Start fresh

Click **New chat**, top left

Change data sources

Click **+** in the message box, then **Change data sources**



5

STEP 5 OF 6

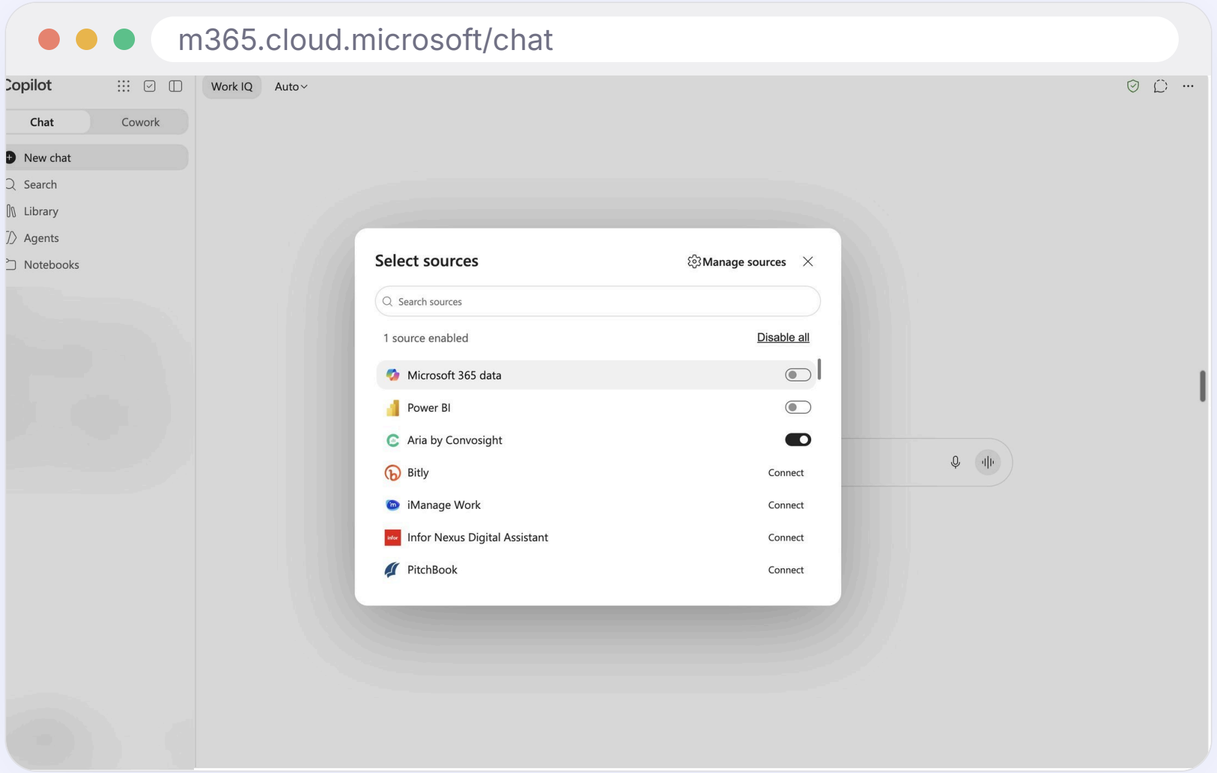
Switch Aria on

Turn on the toggle

Next to **Aria by Convosight**, until it says 1 source enabled

Do this in each new chat

Sources are switched on chat by chat



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STEP 6 OF 6

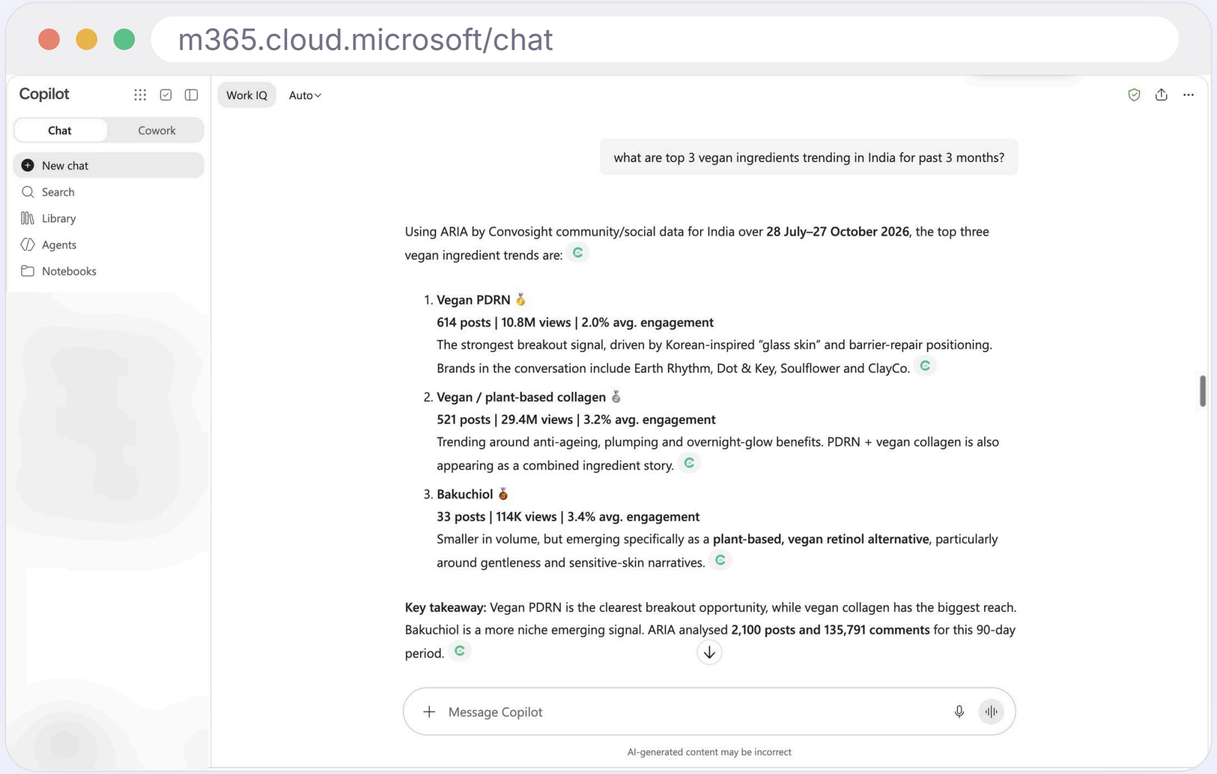
Ask your first question

Name a brand, category or market

For example: **What are the top 3 vegan ingredients trending in India for the past 3 months?**

Look for the green Aria icon

It marks every insight that comes from Convosight data



TRY IT

Questions to ask Aria

01

What are the top 3 vegan ingredients trending in India for the past 3 months?

02

What diaper brands win highest trust among Indonesian moms?

04

Which creators drive the most engagement for skincare in India?

You're in

Aria is ready inside Microsoft 365 Copilot

WHAT YOU GET

Insights grounded in millions of real social conversations

WHAT YOU GET

Answers right where you already work

Need help?

Write to **reachus@convosight.com**

Aria not in Sources?

Your IT admin may need to allow the app

Copilot says Basic?

Ask IT for the Microsoft 365 Copilot add-on