

**Items in yellow need updates based on deployment and links as you see fit**

|                |                                                |
|----------------|------------------------------------------------|
| <b>To</b>      |                                                |
| <b>Cc</b>      |                                                |
| <b>Bcc</b>     |                                                |
| <b>Subject</b> | Welcome to the Gemini for Workspace Deployment |

Dear Gemini for Workspace Users,

I'm excited to announce that you've been selected to participate in the **XXX** day Gemini for Workspace (WS) deployment!

[Gemini for WS](#) is a new AI-powered tool that can help you be more productive in Google Workspace. It can help you with tasks like generating text, summarizing content, and finding relevant information.

We look forward to connecting with you on **XXX date** to kickoff the program and where you can begin experimenting with Gemini for WS to help you in your day-to-day work. Prior to the kickoff please complete this **pre survey UPDATE LINK by XXX date**.

For more information about the features offered and enablement please check out [here](#) and along with the [free training](#) on Cloud Skills Boost.

Prior to the kickoff I would encourage you to watch the [“Unlock the Power of Generative AI in Google Workspace: Best Practices for Effective Prompting”](#) digital event.

If you have any questions or feedback, please don't hesitate to contact us.

**-XXXX**