

Use AI for everyday tasks

Duration: 1 Day Course Code: GKMSMSAI Delivery Method: Virtual Learning

Overview:

Discover how AI can simplify and enhance your daily activities. This training session is tailored for business users looking to integrate AI tools into their everyday routines. You'll learn how to leverage AI for tasks such as scheduling, email management, data analysis, and more. The session will conclude with an overview of how to develop AI skills that drive organizational growth.

This course has a duration of 75 mins

Virtual Learning

This interactive training can be taken from any location, your office or home and is delivered by a trainer. This training does not have any delegates in the class with the instructor, since all delegates are virtually connected. Virtual delegates do not travel to this course, Global Knowledge will send you all the information needed before the start of the course and you can test the logins.

Target Audience:

Anyone interested in leveraging AI for everyday tasks

Objectives:

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| ■ After completing this course you should be able to: | ■ Create and expand prompts and analyze results |
| ■ Know what generative AI is and ways to use it for everyday tasks | ■ Use different AI tools to prompt and build on results |
| ■ Understand the basics of writing effective prompts and identify useful prompt resources | ■ Understand how to use AI responsibly and ethically |

Further Information:

For More information, or to book your course, please call us on 00 20 (0) 2 2269 1982 or 16142

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