

# AI & Prompt Engineering for Leaders

## **Course Overview**

This 3-day intensive curriculum empowers professionals with minimum/no technical background to harness generative AI and prompt engineering using Google Cloud technologies. Participants will gain hands-on experience with Gemini, ChatGPT, and other AI tools to drive document automation, feedback analysis, and intelligent employee support.

**Duration:** 3 Days

**Level:** Beginner

**Prerequisites:** None

**Outcome:** Confident usage of Gemini, ChatGPT, and Vertex AI for document analysis, feedback analysis and automation.

## **Table of Contents**

### **Foundations of Generative AI & Prompting**

1. Introduction to AI and Generative AI
2. Overview of Large Language Models (LLMs)
3. Prompt Engineering Fundamentals
4. Prompt Design in Vertex AI Studio (with hands-on lab)
5. Applying Responsible AI

### **Generative AI for Leaders**

1. Beyond the Chatbot: Strategic Use of GenAI
2. GenAI Applications
3. AI Agents and Automation
4. AI Readiness: Governance in AI Applications
5. Hands-on: Document Processing with Gemini/ChatGPT

## **Hands-on with AI Tools**

1. Exploring Google AI Studio, NotebookLM and other AI tools.
2. Explore and Evaluate Models using Model Garden
3. Gmail Sentiment Analysis with Gemini and Vertex AI
4. Analyze and Reason on Multimodal Data with Gemini