

AI for Manufacturing: ChatGPT & M365 Copilot

Learn to apply ChatGPT and Microsoft 365 Copilot to manufacturing business functions, from prompt engineering to data analysis and automation.

2 Days

8 HOURS

6

MODULES

12

TOPICS

6

HANDS-ON ACTIVITIES

COURSE OVERVIEW

This course introduces artificial intelligence concepts and popular tools such as ChatGPT, Microsoft Copilot and DALL-E, and examines how AI affects the manufacturing sector. It looks at AI use cases across sales, production, HR and finance, alongside the risks of AI, including data protection, GDPR or CCPA compliance, and vendor data-usage policies. The course then covers prompt engineering, including techniques to mitigate bias in generated content, and the use of Microsoft 365 Copilot in Word, Excel, Teams and Outlook for collaboration, automation and data visualisation. It closes with a look at emerging AI trends in manufacturing.

WHO THIS COURSE IS FOR

Manufacturing Professionals

Business Analysts

Operations Managers

HR Professionals

Finance Professionals

Office Productivity Users

TOOLS AND REQUIREMENTS

Courseware

- Unofficial ppt/pdf to be provided, along with access to session recording
- Demonstration on Microsoft 365 Copilot Hands-on Lab will be given, if participants do have access to Copilot for Microsoft 365
- Participants are encouraged to bring their laptops, as the session will include multiple interactive hands-on activities to enhance engagement and learning.

What You Will Learn

- Explain types of AI including Narrow AI, General AI and Generative AI
- Identify popular AI tools such as ChatGPT, Copilot and DALL-E
- Describe AI use cases in sales, production, HR and finance
- Apply best practices for protecting sensitive information with AI tools
- Explain GDPR and CCPA considerations for AI tool compliance
- Apply prompt engineering techniques to mitigate bias in AI content
- Use Microsoft 365 Copilot within Word, Excel, Teams and Outlook
- Assess emerging AI trends affecting the manufacturing industry

COURSE SYLLABUS

6 Modules, 12 Topics

DAY 1

01

Hands-on Exercise

What Is AI and Overview of Popular AI Tools

TOPICS

- Definition of AI, types (Narrow AI, General AI, Generative AI)
- **Overview of popular AI tools:** ChatGPT, Microsoft Copilot, DALL-E and others
- How AI impacts the manufacturing sector

02

Demonstration

AI Use Cases in Manufacturing and Business Functions

TOPICS

- Real-world AI applications in sales, production, HR, and finance

03

Case Study

Risks and Threats of AI

TOPICS

- Best practices for protecting sensitive information
- GDPR or CCPA compliant AI tools
- OpenAI and Microsoft's policies on data usage

04

Hands-on Lab

Prompt Engineering

TOPICS

- Introduction to prompt engineering and its importance
- How to mitigate bias in AI-generated content using prompt engineering techniques

04

Hands-on Demo/Exercise

GenAI Implementation to Improve Productivity

TOPICS

- Overview of Microsoft 365 Copilot capabilities in Word, Excel, Teams, and Outlook
- AI for collaboration, automation, and data visualization

05

Interactive Quiz

Future of AI and Wrap-Up

TOPICS

- Emerging trends in AI for the manufacturing industry

HANDS-ON ACTIVITIES

Practise What You Learn

#	MODULE	ACTIVITY
01	What Is AI and Overview of Popular AI Tools	Hands-on Exercise: (40 mins): Exploring Content Creation with AI Using Varied LLM Parameters
02	AI Use Cases in Manufacturing and Business Functions	Demonstration: (90 mins): Building ML model in Excel for the solving various business problems eg: Employee Churn Prediction, Sales Forecasting using Machine Learning
03	Risks and Threats of AI	Case Study: (20 mins): AI Driven Fraud Case (Voice Phishing)
04	Prompt Engineering	Hands-on Lab: (40 mins): Creating Images Using Effective Prompting Techniques
04	GenAI Implementation to Improve Productivity	Hands-on Demo/Exercise: (60 mins): Microsoft 365 Copilot demonstration for Data Analysis & working with office suite
05	Future of AI and Wrap-Up	Interactive Quiz: on all topics covered

WHAT IS INCLUDED

Everything You Need to Succeed

- Koenig course material for every module
- Delivery by certified instructors and subject matter experts
- Hands-on exercises throughout the course
- Course completion certificate from Koenig

ABOUT KOENIG

Who We Are

Established in 1993, Koenig Solutions is a globally recognised training provider with 35+ technology partnerships, 5,000+ training programmes and a network of certified instructors and subject matter experts, supporting individuals and enterprise teams worldwide.

FLEXIBLE DELIVERY

Learn the Way That Suits You

Classroom Training

Live Online Classes (ILO)

Fly-Me-A-Trainer (FMAT)

Flexi (Self-Paced)

1-on-1 Training

Ready to Get Started?

Talk to a learning advisor about schedules, group training and customised delivery.

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