

AI Text Prompting with Copilot and ChatGPT

Price: 245

Duration:

Delivery Methods: Virtual

Overview

Artificial intelligence (AI) tools can be used in a business setting to generate text that is unique, thorough, and highly effective at communication. In response to your written prompt describing what you require, these tools can quickly summarize information, generate ideas, solve problems, participate in conversations, and engage in a wide range of other purposes, enabling you to save time and money designing and developing text-based content. In order to achieve these goals, you must learn how to tell AI tools what you want in the right ways through prompt engineering.

Course Objectives:

In this course, you will generate text effectively using AI tools. You will:

- Select and use a generative AI tool to create text from prompts.
- Use prompt-engineering techniques to optimize text generation for your specific needs.
- Implement text generation in a business setting.

Target Student:

This course is designed for people who want to develop the skills needed to put generative AI-based text-generation tools to work in their own tasks and workflows.

Course Content

Lesson 1: Using AI to Generate Text

Topic A: Generate Text

Topic B: Select an Appropriate AI Text-Generation Tool

Lesson 2: Getting the Text You Want

Topic A: Use Foundational Prompt-Engineering Techniques

Topic B: Use Advanced Prompt-Engineering Techniques

Lesson 3: Implementing Text Generation in a Business Setting

Topic A: Solve Business Problems Using AI-Generated Text

Topic B: Address Ethical Concerns

Course Schedule

Date	Time	Price	Options
07/09/2026	08:00 AM - 11:30 AM CT	245.00	Buy Now Enroll

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FAQ

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Ten (10) business days' notice is required to reschedule a class with no additional fees. Notify TOPTALENT LEARNING as soon as possible at 469-721-6100 or by written notification to info@toptalentlearning.com to avoid rescheduling penalties.

How do I enroll for this class?

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What is your late policy?

If a student is 15 minutes late, they risk losing their seat to a standby student. If a student is 30 minutes late or more, they will need to reschedule. A no-show fee will apply. Retakes are enrolled on a stand-by basis. The student must supply previously issued courseware. Additional fees may apply.

What happens when I finish my class?

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