ENHANCING PRODUCTIVITY WITH AI

Skills to Advance
boost skills - boost business

This micro-qualification will **demystify Generative AI (GenAI)** and empower participants to confidently begin integrating tools and technologies into their professional environments.

The programme seeks to **bridge the gap between the theoretical knowledge of AI and its practical application**, enabling participants to critically consider how to harness the potential of GenAI.

What content is covered within the programme?

UNIT 1 — Fundamentals of Generative AI in Business

Understanding the core concepts and applications

- Understanding GenAI Basics
- Overview of Large Language Models (LLMs)
- Avoiding common pitfalls
- Exploring future trends in GenAI

UNIT 2 — Using GenAI Tools Ethically

Navigating responsible and ethical GenAI use in the workplace

- Using GenAI tools in business
- Creating content with GenAI
- Identifying ethical uses of GenAI
- Avoiding misuse of GenAI

UNIT 3 — Prompt Crafting

Mastering the Art of Effective GenAI Communication

- An overiew of prompt crafting
- Developing clear and specific prompts
- Avoiding common mistakes
- Maximising GenAI outputs

UNIT 4 — Evaluating GenAI Solutions

Integrating and assessing GenAI for business impact

- Identifying workplace use cases for GenAI
- Improving productivity and performance
- Embedding GenAI in business practices
- Implementing a balanced approach

Course Duration

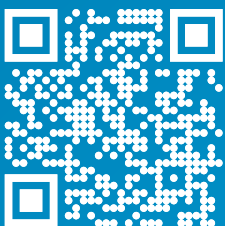Classroom Learning – *24 hours*

Independent Learning – *26 hours*

Cost of Course

Highly subsidised - *your local ETB will advise on the final cost*

Course Assessment

Work-based project

Course Accreditation

QQI Level 5

Contact your local ETB for further information or visit

skillstoadvance.ie

SOLAS learning works

etbi — Education and Training Boards Ireland — Boird Oideachais agus Oiliúna Éireann

Rialtas na hÉireann — Government of Ireland