

Modules		Takeaways	Key Exercises
Module 1	<p>Introduction to AI and its history. Characteristics of AI. Discuss the most recent and upcoming breakthroughs in the use of AI.</p> <p>Introduction to AutoDraw, How to create visual content, Turn sketches, doodling, and rudimentary designs into unique iconography.</p>	<ul style="list-style-type: none"> Identify use of AI. Explore problems and solutions using AI Identify use of AutoDraw as visual content creation tool 	<ul style="list-style-type: none"> Discussion on AI as best choice to make decisions Hands on exercise on AutoDraw to generate visual content faster Peer feedback
Module 2	<p>Introduction to Notion, How to use it as Project management tool, task management, to-do lists and bookmarking.</p> <p>Introduction to AI communication assistant Twain, How to assist users to write outreach messages by providing them with clear, confident writing.</p>	<ul style="list-style-type: none"> Identify use of notion as project management tool, explore task management problems and web based Note takings Explore sales AI tool Twain to advise readers to stay clear of filler words 	<ul style="list-style-type: none"> Hands on exercise on notion and twain to solve corporate tasks Peer feedback
Module 3	<p>Introduction to Compose AI, Hands-on use, auto complete text</p>		

	<p>and rephrase word to compose email.</p> <p>How AI powered Wordtune can write personal document in Gmail, Google Docs, Outlook (web version), Facebook, WhatsApp (web version) and more, understand context and semantics.</p>	<ul style="list-style-type: none"> • Explore your available solution to compose email using AI • Identify Wordtune as writing companion to make writing clearer and more authentic 	<ul style="list-style-type: none"> • Hands-on exercise to explore potential auto complete text and rephrase word using Compose AI • Practice Wordtune as personal writer • Peer feedback
Module 4	<p>AI tool Quillbot for Summarizer, Grammar Checker and Paraphrasing Tool, hands-on use.</p> <p>An introduction to a typing assistant Grammarly that checks English documents for faults in spelling, grammar, punctuation, clarity, engagement, and delivery and identifies plagiarism.</p>	<ul style="list-style-type: none"> • Improve your writing by QuillBot's Grammar Checker, Paraphrasing Tool, and Summarizer • Identify Grammarly as spell checker and plagiarism detector 	<ul style="list-style-type: none"> • Discussion and hands on exercise on Quillbot and Grammarly as a best choice for paraphrasing and typing assistant tool • Peer feedback
Module 5	<p>Introduction to ChatPDF, How to retrieve information from PDF files, Obtain Precise answer from questions. Suggest questions based on pdf.</p> <p>Introduction to Merlin, Utilize OpenAI's ChatGPT</p>	<ul style="list-style-type: none"> • Talk to pdf as if they are human. Extract information from pdf such as manuals, essays, legal contracts, books, or research papers • It enables you to take full use of AI on websites like Google Search, Youtube, Gmail, LinkedIn, Substack, and more than 10 million more 	<ul style="list-style-type: none"> • Hands on exercise on ChatPDF and Merlin • Peer feedback

	<p>on all of your favorite websites with this ground-breaking new UI.</p>		
Module 6	<p>Bard as powerful AI assistant, Hands-on experience, Generate text creative content and answer questions in an informative way.</p>	<ul style="list-style-type: none"> • Conversational AI service for creative writing and helps to remove writers block • Provide advance code to coders 	<ul style="list-style-type: none"> • Hands on exercise on Bard to create contents, get answers from questions • Peer feedback
Module 7	<p>Introduction to ChatGPT as conversation Chatbot, Hands-on use for content creation, ChatGPT replace Google or not, ChatGPT replace job or not, Prompt engineering, Future of ChatGPT.</p>	<ul style="list-style-type: none"> • Compose emails and essays, create AI art prompts, write code, and act like personal assistant 	<ul style="list-style-type: none"> • Discussion and Hands on exercise on ChatGPT and prompt engineering • Peer feedback
Module 8	<p>Introduction to Glasp, Hands- on experience on Glasp, Highlight YouTube and web content, organize quotes and thoughts from web, How to share highlight on Twitter, Slack and teams.</p>	<ul style="list-style-type: none"> • You can tag the webpage and view what other users highlighted on the sidebar. All of your devices will see the stuff you've collected with just one click! 	<ul style="list-style-type: none"> • Hands on exercise on Glasp, Discussion on highlight sharing on YouTube • Peer feedback