

# AI Career Essentials Overview

6 Weeks (5-10 hrs / week)

## What is AI Career Essentials?

AI Career Essentials (AiCE) is a comprehensive 6-week programme designed specifically for young professionals seeking to harness the power of AI technology for career advancement. Through engaging learning content and hands-on experiences, participants will develop key 21st-century skills necessary to navigate the rapidly evolving professional landscape.

## Why AI Career Essentials?

In today's tech-driven world, empowering young professionals with essential AI skills is crucial. AI Career Essentials (AiCE) not only boosts efficiency and job market appeal but also cultivates global digital leadership. Mastery of AI skills provides a competitive advantage, fostering adaptability and innovation for success in the future of work.

## Programme Objectives

- To accelerate your job search by enhancing your CV and personal brand by using specific AI tools.
- Develop a nuanced understanding of AI concepts and buzzwords.
- Acquire practical skills to effectively apply AI tools in career paths.
- Enhance efficiency and productivity in professional endeavours.
- Stand out in the job market and pursue entrepreneurial ventures.
- Foster innovation and creativity in an AI-driven world.

## Why Choose Us?

### Holistic Development

AiCE fosters holistic professional growth by combining technical AI skills with personal development strategies, empowering participants to unleash their full potential.

### Adaptive Learning

The programme adapts to the rapidly evolving AI landscape, ensuring participants stay abreast of the latest trends, technologies, and opportunities.

### Develop Your Online Presence

You will create a compelling online presence with the use of AI tools to refine job search strategies, CVs, persona branding, and decision-making processes to advance your career.

### Global Perspective

AiCE prepares learners to compete on a global scale by providing insights into AI trends and practices from around the world, fostering a truly global mindset.



ChatGPT



Meta.ai



RunwayML



Udio



Haiper



Gemini



Claude



HuggingFace

# AiCE Learning

## Modality

Learners dedicate an average of **5-10 hours** per week.

## 45% Self Work

2 - 4 hours per week working on activities and reflections.

## 45% In LMS

2 - 4 hours per week going through engaging online content.

## 10% Peer Engagement

0.5 - 1 hours per week collaborating with peers on community platforms

## Weekly Content

### Week 01

Getting Smart About AI

#### Introduction to AI

You'll learn what AI really is, how it works, and how we train these smart systems.

#### This Is Only the Beginning

Learn about the technology behind AI, like ChatGPT and Gemini, and explore its applications and limitations.

#### Unlock AI Powers With Prompting

You'll learn the art of prompting - crafting specific inputs to guide AI responses accurately.



**Milestone:** You'll get to play with advanced AI tools like ChatGPT-4 and Gemini to see how they're not just about text anymore—they can help make music too!



**Quiz:** Show off what you've learned about using AI in real projects. This quiz is designed to build on what you've learned, helping you test your understanding of the use of AI.

### Week 02

Improving Your Persona

#### Will AI Take My Job?

You'll explore the economic impact of AI on employment and how collaborating with AI can unlock opportunities for you.

#### Create a Digital Persona That Opens Doors

Use AI tools to find the right job, design a winning resume and CV, and optimize your LinkedIn profile.

#### Going Above And Beyond with Your Persona

Use AI tools to get noticed and learn how AI can enable career development for you.



**Milestone:** You'll use various AI tools to enhance your persona by reworking your CV and LinkedIn profile into things that stand out.



**Quiz:** Show off what you've learned about using AI in real projects. This quiz is designed to build on what you've learned, helping you test your understanding of the use of AI.





**Week 03**  
Becoming More Creative At Work

**Brainstorming with AI**  
You'll learn to use AI to enhance your ideation, creativity, and problem-solving skills.

**Creating content with AI**  
Explore how you can use various generative AI tools to tell your own epic stories through images, videos, and audio.

**The Art of Persuasive Communication**  
Use AI tools to improve the clarity and persuasiveness of your writing and presentations.

✕ **Milestone:** You'll use various generative AI tools to create a presentation that introduces you and your ideas to the world.

✕ **Quiz:** Show off what you've learned about using AI in real projects. This quiz is designed to build on what you've learned, helping you test your understanding of the use of AI.

**Week 04**  
Becoming a Superhero at Work

**AI Assistants**  
You'll learn to integrate AI assistants into your daily workflows to optimize productivity and effectively manage your knowledge.

**AI-Powered Decision-Making**  
Use AI tools to uncover patterns in data, create compelling data stories, and make strategic decisions based on data insights.

**Going Beyond with AI**  
Get hands-on experience by collaborating with us to bring your AI creations to the next level.

✕ **Milestone:** You'll use a combination of various AI tools to transform your generative AI creations from still images to dynamic animations.

✕ **Quiz:** Show off what you've learned about using AI in real projects. This quiz is designed to build on what you've learned, helping you test your understanding of the use of AI.





## Week 05

### Turbo-Charging Your Business as an Entrepreneur

#### Dream Big with AI

You'll learn how to use AI to generate innovative business ideas and create scalable solutions, enabling you to enter the world of entrepreneurship.

#### Turbo-Charging Your Business as an Entrepreneur

Take your business to the next level by collaborating with AI to enhance your brand strategy and visibility.

- ✕ **Milestone:** You'll create a website in collaboration with AI to show off what you've created during this program and/or your business.
- ✕ **Quiz:** Show off what you've learned about using AI in real projects. This quiz is designed to build on what you've learned, helping you test your understanding of the use of AI.

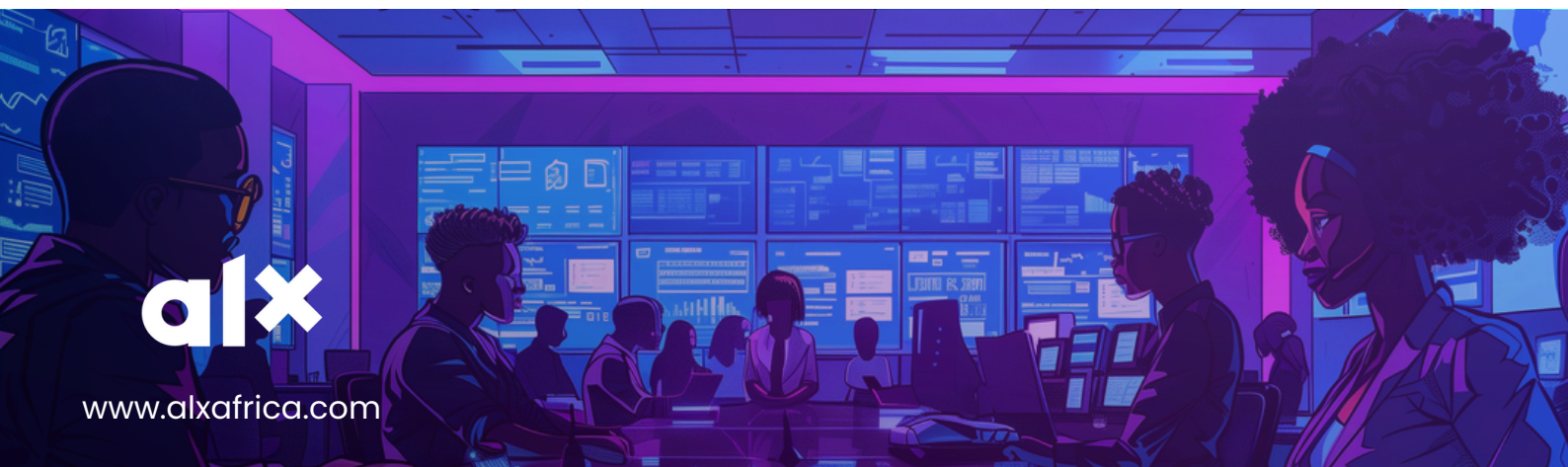
## Week 06

### It's a Wrap!

In the final week, you'll have the chance to **reflect on your learning journey** and put your **knowledge to the test** with a final quiz covering all topics from the six weeks.

We'll also provide additional resources to continue your AI exploration, including tool lists and other free AI courses.

- ✕ **Quiz:** A final quiz to show off what you've learned about using AI in real projects. This quiz is designed to build on what you've learned, helping you test your understanding of the use of AI.



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# YOUR LEARNING JOURNEY



## Kickstart your career in Tech

85% of learners find a job after 6 months with a certificate of completion.

LAUNCH



## By learning from industry experts

Our instructors are fully-vetted with industry experience.

1

## And developing your professional foundations

Get a professional portfolio and skills for better employability.

## Gaining work ready skills

Learn up-to-date tech innovations with real-world projects.

2

3

4

## In a state-of-the-art learning environment

Network, collaborate and co-work with peers online or offline.



## With support from your peers.

Our alumni get access to our Fellowship community and events.

5

# GET STARTED

## apply now

6





# 2024 Calendar

Programme - Cohort #	Application Deadline	Onboarding Starts	Programme Starts
AiCE - C1	1 Feb	5 Feb	12 Feb
AiCE - C2	29 Feb	4 Mar	11 Mar
AiCE - C3	25 Apr	6 May	13 May
AiCE - C4	23 May	3 Jun	10 Jun
AiCE - C5	18 Jul	29 Jul	5 Aug
AiCE - C6	29 Aug	9 Sep	TBD
AiCE - C7	17 Oct	28 Oct	4 Nov

DISCLAIMER: Please be aware that the dates provided are subject to change and are intended as a reference for your planning purposes, please refer to the website for date confirmation.



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# Frequently Asked Questions

## **What can I expect from the AiCE application process?**

Our application process has been redesigned to ensure a high-quality learning community. You can expect assessments in English proficiency, logical reasoning, and basic tool proficiency, complemented by comprehensive training materials. Additionally, essay questions now require a minimum of 50 words. Be sure to invest your time and effort for a rewarding learning journey ahead.

## **What is the criteria for being accepted?**

Accepted applicants are evaluated based on their entire application, including assessment scores and essay responses. While the outcome may not always meet expectations, we encourage self-reflection, identifying areas for improvement, and ongoing skill development. For future programme applications, please revisit our website during the next cycle.

## **I applied and received confirmation, but I haven't received an acceptance letter.**

All communication regarding your admission will be sent through the portal. Accepted applicants will see a green "confirmed" button on their homepage.

## **I want a waiver or scholarship, and I am unable to pay the administration fee.**

The administration fee for the AiCE programme has been waived to facilitate access for all learners.

## **I accidentally dropped a programme, and now I can't continue the application.**

Unfortunately, dropped applications cannot be continued. You will need to apply to another programme or use a different email address.

