

MGPT · Batch 1

Mastering AI & ChatGPT for Academic & Office Work Innovation

6 · Zoom & Youtube Exclusive · 22 Feb 2025 – 23 Feb 2025

Executive Summary

Program Name	Mastering AI & ChatGPT for Academic & Office Work Innovation
Program Code	MGPT · Batch 1
Duration	6
Dates	22 Feb 2025 – 23 Feb 2025
Format & Platform	Zoom & Youtube Exclusive
Instructor	Sultan Aulia
Language	English
Certificate	Taalenta e-Certificate (per package)

Why Join

1. Stay Ahead with Cutting-Edge AI Skills

In today's fast-paced digital landscape, staying relevant means staying updated. This class equips you with practical knowledge of AI tools, empowering you to tackle academic and office tasks more efficiently. Imagine being the person everyone relies on for innovative solutions.

2. Tailored for Malaysian Professionals and Academics

Designed with the Malaysian audience in mind, the content focuses on real-world applications and scenarios relevant to your environment. Whether you're an academic, a corporate professional, or a freelancer, you'll find tools and techniques you can apply immediately.

3. Master Time-Saving Strategies

Think about the hours you spend manually creating presentations, analysing data, or writing reports. This course introduces AI tools that streamline these tasks, allowing you to focus on what truly matters. After this class, your work-life balance might just improve dramatically.

4. Build an Edge in Your Career or Studies

Using AI effectively is a skill that sets you apart. By learning how to apply these tools strategically, you'll enhance your academic research, presentations, and workplace output. Your peers will notice the transformation in how you approach and deliver your work.

5. Learn from an Expert Who Understands Your Needs

This isn't just another generic AI course. Guided by a mentor experienced in blending AI into professional and academic workflows, the learning journey is focused on actionable insights. You'll leave the class not just with knowledge, but with the confidence to implement what you've learned.

Course Outline

1. Comprehensive Understanding of AI Tools and Applications

- Introduction to various AI tools and their real-world uses.
- Prompting techniques: RTF, TAG, RACE frameworks.
- Hands-on practice: custom ChatGPT instructions, diagrams, spreadsheets, stock & crypto analysis.

2. Simplifying Academic Tasks with AI

- AI for academic journal search & review.
- Paraphrasing and citation management with AI.
- Meeting transcripts, automated minutes, and AI-generated slides.

3. Enhancing Workplace Efficiency with AI

- Automating routine office tasks with AI tools.
- AI-generated content: images, music, and video for professional use.

Instructor Profile

Sultan Aulia

AI Enablement and Corporate Training Specialist

Sultan Aulia is a multidisciplinary professional with experience across copywriting, library management, strategic learning, and corporate training. He is known as a change agent who champions the use of AI technology to address modern communication and learning challenges. His expertise spans AI-driven communication strategy, transformative learning innovation, library optimization, results-focused copywriting, and the development of corporate training programs. Sultan is also a trusted strategic partner in designing innovative, technology-based solutions that drive organizational growth and success.

Program Investment

Packages available for this program:

Elite \$ 40 \$ 22 per participant	Supreme \$ 45 \$ 25 per participant
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Schedule & Sessions

Session 1 22 Feb 2025 10:00 – 12:00 WIB	Understanding AI tools and their applications
Session 2 23 Feb 2025 10:00 – 12:00 WIB	Utilizing AI tools to simplify academic tasks
Session 3 1 Mar 2025 10:00 – 12:00 WIB	Leveraging AI tools to streamline work tasks

Requirements

- Internet connection
- Zoom meeting
- Laptop

Registration

Register on the program page:

taalenta.id/en/mgpt

Or scan the QR to open it directly.



Contact

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