COURSE SYLLABUS

Government AI Foundations Bootcamp (Self-Paced)

This course introduces artificial intelligence by building a strong foundation in technologies like machine learning, deep learning, and large language models, and shows how AI can enhance productivity, decision making, and problem solving while addressing ethical, legal, and regulatory considerations.

Group classes (Live Online) and onsite training are available for this course. For more information, email corporate@nobledesktop.com or visit: https://www.nobledesktop.com/classes/ai-foundations-bootcamp-self-paced



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Course Outline

This package includes these courses

- AI Fundamentals for Government Employees (Self-Paced) (4 hours)
- AI & Data Literacy for the Federal Workforce (Self-Paced) (4 hours)
- AI Prompt Engineering for the Workforce (Self-Paced) (4 hours)

Choose one course to complement your required training. Choose your date after you register for the program.

- AI Ethics for Employees (Self-Paced)
- AI Agents for Workflows (Self-Paced)
- Advanced Prompt Design & Reasoning Strategies for Professionals (Self-Paced)

AI Fundamentals for Government Employees (Self-Paced)

This course introduces you to the world of artificial intelligence through core concepts like machine learning, deep learning, and large language models.

- Define artificial intelligence and understand key terms.
- Explain how AI systems are designed, including language models and neural networks.
- Develop effective prompts and use AI tools to create useful outputs.
- Understand how AI can support tasks like data analysis, decision making, and research.
- Recognize privacy and data security considerations when working with AI.

AI & Data Literacy for the Federal Workforce (Self-Paced)

Through practical examples and hands-on activities, you'll pick up the core concepts, common terms, and best practices for

working with AI tools and making sense of data.

- Define basic concepts and terminology tied to artificial intelligence and data
- Recognize how AI and data show up in workplace operations and decision-making
- Make sense of simple data visualizations and AI output you'll run into in everyday work
- Spot the common risks and ethical considerations that come with AI and data use
- Put foundational practices to work to build your data literacy and back responsible AI use

AI Prompt Engineering for the Workforce (Self-Paced)

This course gives participants foundational prompt engineering skills to improve productivity, strengthen clarity, and support more effective AI use at work.

- Understand how generative AI models interpret and respond to prompts
- Write clear, effective prompts for common workplace tasks
- Apply prompt design techniques to improve accuracy and relevance
- Refine prompts through iteration to achieve better results
- Identify and reduce common AI output risks such as hallucinations
- Practice responsible AI use in professional settings