# Government AI Foundations Bootcamp

This course introduces students to artificial intelligence by building a clear foundation in technologies such as machine learning, deep learning, and large language models, and showing how AI can improve productivity, decision-making, and problem-solving while addressing ethical, legal, and regulatory considerations.

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

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# Course Outline

This package includes these courses

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

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

- AI Ethics for Employees
- AI Agents for Workflows
- Advanced Prompt Design & Reasoning Strategies for Professionals

## AI Fundamentals for Employees

This course introduces learners to the world of artificial intelligence through foundational concepts such as machine learning, deep learning, and large language models.

- Define artificial intelligence and understand key terminology.
- Explain the architecture of AI systems, including language models and neural networks.
- Write effective prompts and use AI tools to generate useful results.
- Understand how AI can support tasks such as data analysis, decision-making, and research.
- Recognize privacy and data security considerations when working with AI.

## AI & Data Literacy for the Workforce

Through practical examples and hands-on activities, participants will learn core concepts, common terms, and best practices for working with AI tools and interpreting data.

- Define basic concepts and terminology related to artificial intelligence and data.

- Recognize how AI and data are used in workplace operations and decision-making.
- Interpret simple data visualizations and AI outputs relevant to everyday work.
- Identify common risks and ethical considerations related to AI and data use.
- Apply foundational practices to improve data literacy and support responsible AI use.

## AI Prompt Engineering for the Workforce

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.