



CompTIA[®]

AI Essentials

Version 1.0

COURSE OUTLINE

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1.0 AI Unveiled

1.1 Defining AI

- 1.1.1 Everyday AI
- 1.1.2 Three Different Types of Intelligences
- 1.1.3 The Story of AI
- 1.1.4 Evolution of Artificial Intelligence (AI)
- 1.1.5 Subsets of AI
- 1.1.6 Augmented Intelligence and Artificial Intelligence
- 1.1.7 Lesson Review

1.2 Getting Started with AI

- 1.2.1 The First Steps of Using AI
- 1.2.2 Getting into the AI Mindset
- 1.2.3 Starting Your Own AI Project
- 1.2.4 Managing AI in Your Organization
- 1.2.5 Lesson Review

1.3 Applying AI Solutions in Business

- 1.3.1 AI Use in Business
- 1.3.2 Activity: Use AI in Business
- 1.3.3 AI Improving Efficiency
- 1.3.4 AI Enhancing Customer Service
- 1.3.5 Lesson Review

1.4 Exploring AI as a Collaborative Partner

- 1.4.1 Impact of AI on Business and Society
- 1.4.2 Exploring Collaborative Creativity with Generative AI
- 1.4.3 Activity: Use AI as a Collaborative Partner
- 1.4.4 AI and Career Growth
- 1.4.5 Societal Impact of AI
- 1.4.6 Reflect: AI in Your Life
- 1.4.7 Advancing in AI: From Basics to Mastery
- 1.4.8 Lesson Review

1.5 Using AI to Support Your Team

- 1.5.1 AI Challenges and Considerations
- 1.5.2 Activity: Support a Business Team with AI
- 1.5.3 Activity: Sort the AI Work Process
- 1.5.4 Activity: Sort the AI Work Process
- 1.5.5 Lesson Review

1.6 Talking to Coworkers about AI

- 1.6.1 Tips for Talking About AI in the Workplace
- 1.6.2 Probing Questions
- 1.6.3 Reflect: Effectively Explaining AI to a Coworker
- 1.6.4 Reflect: Assisting with an AI-Driven Marketing Email
- 1.6.5 Activity: Talk with Coworkers About AI
- 1.6.6 Try It: Stay Current
- 1.6.7 Lesson Review

2.0 Generative AI Frontiers

2.1 Types of Generative AI

- 2.1.1 Generative AI and Neural Networks
- 2.1.2 Uses for Generative AI in Business
- 2.1.3 Examples of Generative AI
- 2.1.4 Activity: Discern Between AI and Human Generated Content
- 2.1.5 Reflect: Selecting Generative AI Tools
- 2.1.6 Activity: The Future Implications of Generative AI
- 2.1.7 Lesson Review

2.2 Using the Right Tool

- 2.2.1 The Process of Selecting Appropriate AI Tools
- 2.2.2 Activity: Choose the Right AI Tool
- 2.2.3 Generative AI in Mathematics and Language Translations
- 2.2.4 Try It: Draft a Message
- 2.2.5 Try It: Social Media Posts
- 2.2.6 Activity: Outline Basic Prompts for a Generative AI Tool
- 2.2.7 Next Steps
- 2.2.8 Lesson Review

3.0 Engineering Effective Prompts

3.1 What is Prompt Engineering?

- 3.1.1 Defining Prompt Engineering
- 3.1.2 The Possibility of Bias in AI
- 3.1.3 Activity: Identify Biases in AI
- 3.1.4 Types of Prompts
- 3.1.5 Crafting Your Prompt: Style, Tone, and Impact
- 3.1.6 Inclusive AI for a Diverse World
- 3.1.7 Using AI in Language Translation
- 3.1.8 Prompt Writing: Generating Text
- 3.1.9 Prompt Writing: Generating Media
- 3.1.10 Activity: Engineer Prompts
- 3.1.11 Lesson Review

3.2 Practicing Prompt Engineering

- 3.2.1 Try It: Write an Internal Memo
- 3.2.2 Try It: Draft Educational Content
- 3.2.3 Try It: Write a Tourism Ad
- 3.2.4 Try It: Create a Social Media Strategy
- 3.2.5 Try It: Write a Sci-Fi Story
- 3.2.6 Try It: Create an Image of Space
- 3.2.7 Try It: Create a Musical Composition
- 3.2.8 Tips to Keep Improving
- 3.2.9 Lesson Review

4.0 Balancing Innovation and Privacy

4.1 Examining Roles in Cybersecurity

- 4.1.1 Balancing the Effects of AI
- 4.1.2 How AI Enhances Cybersecurity
- 4.1.3 AI and Cyber Criminals
- 4.1.4 Phishing and AI
- 4.1.5 Deep Fake Scams
- 4.1.6 Activity: Identify AI Threats
- 4.1.7 Activity: Use AI to Enhance Cybersecurity
- 4.1.8 Lesson Review

4.2 Addressing AI Legal and Ethical Issues

- 4.2.1 Navigating Legal Issues and Privacy Concerns with AI in Business
- 4.2.2 AI and Information Privacy
- 4.2.3 How AI Affects Intellectual Property and AI-Generated Content
- 4.2.4 How AI Affects Artists and Authors
- 4.2.5 Understanding You, Understanding AI: Consent and Transparency
- 4.2.6 Right to Explanation for AI Decisions
- 4.2.7 Activity: Legal and Ethical Consequences of AI
- 4.2.8 Lesson Review

4.3 Making Decisions Using AI

- 4.3.1 Impact of AI on Decision-Making
- 4.3.2 Activity: Make Effective Decisions with AI
- 4.3.3 How Bias in AI can Affect Decisions
- 4.3.4 Activity: Reduce Bias in AI Decision Making
- 4.3.5 Cross-Validating AI Results and Ensuring Accuracy
- 4.3.6 Moving Forward with AI
- 4.3.7 Lesson Review

5.0 Future Trends and Innovations in AI

5.1 Anticipating What Comes Next in AI

- 5.1.1 The Effect of AI on Daily Life
- 5.1.2 Emerging Technologies
- 5.1.3 AI and the Future of Driving
- 5.1.4 Activity: Use AI
- 5.1.5 Reflect: Exploring AI Benefits and Challenges
- 5.1.6 Emerging Technologies in AI: Digital Twins
- 5.1.7 Reflect: AI Time Capsule
- 5.1.8 Explain AI to Others
- 5.1.9 Lesson Review

5.2 Preparing for the Future with AI

- 5.2.1 Exploring Breakthroughs with Generative Models
- 5.2.2 AI as an Accelerator
- 5.2.3 How AI Affects Jobs
- 5.2.4 Preparing for the AI Enhanced Workforce
- 5.2.5 Reflect: Exploring the Impact of AI on Jobs
- 5.2.6 Staying Current with AI: Tools and Tips
- 5.2.7 Why Understanding AI Technical Concepts is Important Now
- 5.2.8 Try It: Exploring AI Experiments
- 5.2.9 How AI Can Drive Innovation
- 5.2.10 Try It: Implementing AI in Your Industry
- 5.2.11 Lesson Review