



INGLES: INTELIGENCIA ARTIFICIAL EN EL TRABAJO

DURACIÓN: 15 horas

CRÉDITOS ECTS: 0

OBJETIVOS

This course introduces students to the main themes on the topic of using Artificial Intelligence in the workplace.

The course begins with an introduction to the area with some key vocabulary and concepts.

The following units use reading and listening exercises to look at more specific aspects of how AI can be beneficial to workers in a variety of fields. The topics are divided into individual units:

- * Content creation: text, audio, video & image
- * Data analysis: creating & analysing graphs & charts, summarising
- * Meetings: scheduling, agendas, transcriptions & summarising
- * Managing correspondence: task tracking, email & inbox management.

The course ends with a comprehensive review of the vocabulary and topics in the course dealt with unit by unit in order to aid the recall and retention of the information covered.

PROGRAMA CONTENIDOS

Introduction to AI in the workplace

Introduction to AI at work - Reading

Introduction to AI at work - Listening

Content creation
Al for text
Al for audio
Al for image & video
Al for presentations
Data analysis
Al for graphs & charts
Al for large datasets & trends
Meetings
Al for planning & scheduling
Al for transcribing & summarising
Al for transcribing & summarising
Al for transcribing & summarising Management
Management
Management Al for project management
Management Al for project management
Management Al for project management Al for managing correspondence
Management Al for project management Al for managing correspondence Revision
Management Al for project management Al for managing correspondence Revision Introduction
Management Al for project management Al for managing correspondence Revision Introduction Content creation