



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

AI for text

AI for audio

AI for image & video

AI for presentations

Data analysis

AI for graphs & charts

AI for large datasets & trends

Meetings

AI for planning & scheduling

AI for transcribing & summarising

Management

AI for project management

AI for managing correspondence

Revision

Introduction

Content creation

Data analysis

Meetings

Management