



GOOGLE CLOUD TRAINING

Google Generative Ai Course For End Users

Unlock the power of Google Generative AI! Learn to create and innovate with cutting-edge AI tools for enhanced productivity.

DURATION

2 hours

LEVEL

Intermediate

FORMAT

Instructor-Led

-
- Globally Recognized Certification
 - Expert-Led Hands-On Training
 - Flexible Scheduling

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COURSE OVERVIEW

This "Google Generative AI Course for End Users" is meticulously crafted for professionals eager to harness the transformative power of artificial intelligence to boost productivity and innovation in their daily workflows. In just 2 intensive hours, you'll gain practical, hands-on skills in leveraging Google's cutting-edge generative AI tools, primarily focusing on Gemini, and exploring its seamless integration within familiar Google Workspace applications like Docs, Sheets, and Slides. The course demystifies generative AI concepts, emphasizing how you, as an end-user, can effectively interact with these intelligent systems to generate high-quality content, analyze data efficiently, and streamline routine tasks without needing deep technical expertise.

By completing this intermediate-level certification, you will transform into an AI-empowered professional, capable of intelligently crafting prompts to achieve desired outcomes, automating mundane processes, and unlocking new creative possibilities. You'll move beyond basic search functions, utilizing AI to draft professional emails, summarize lengthy documents, brainstorm innovative ideas, and even assist with complex data analysis, significantly enhancing your overall efficiency and problem-solving capabilities. This certification from Computer Pride not only equips you with a competitive edge in an evolving job market but also prepares you to thrive in an increasingly AI-driven professional landscape by making you an early adopter and proficient user of essential Google Generative AI technologies.

Duration	2 hours
Level	Intermediate
Vendor	Google Cloud

COURSE CURRICULUM

01 Module 1: Introduction to Generative AI and Google's Ecosystem

- What is Generative AI? Core concepts, capabilities, and limitations for end-users
- Overview of Google's Generative AI offerings: Focus on Gemini and its role
- Understanding Large Language Models (LLMs) from an end-user perspective
- Ethical considerations and responsible AI use for end-users

02 Module 2: Mastering Interaction with Gemini for Productivity

- Accessing and navigating the Gemini interface (web and mobile)
- Basic prompt formulation for diverse tasks: text generation, summarization, ideation
- Techniques for iterative prompting and refining AI outputs
- Exploring different Gemini capabilities: conversational AI, creative writing, task assistance

03 Module 3: Integrating Generative AI into Google Workspace

- Leveraging AI features in Google Docs for writing assistance, content generation, and summarization
- Applying AI in Google Sheets for data analysis, formula generation, and quick insights
- Enhancing presentations with AI in Google Slides for content, structure, and design suggestions
- Utilizing AI for email drafting and management in Gmail (Smart Reply, Smart Compose, summaries)

04 Module 4: Practical Prompt Engineering for End Users

- Principles of effective prompting: clarity, specificity, and contextual information
- Advanced techniques for desired outputs: controlling persona, format, tone, and length
- Troubleshooting AI outputs: strategies for when AI generates irrelevant or incorrect responses
- Real-world examples of advanced prompts for common business scenarios

05 Module 5: Real-World Applications and Future Trends

- Case studies: how businesses and individuals are successfully using Google Generative AI today
- Brainstorming specific use cases relevant to various industries and job functions
- Staying updated with Google's evolving AI landscape and new feature releases
- Next steps for continuous learning and skill development in AI-powered workflows

CAREER PATHWAYS

Graduates of this program are prepared for the following roles:

- > **Digital Marketing Specialist (for advanced content creation, ad copy generation, and social media planning)**
- > **Content Creator/Copywriter (for rapidly drafting articles, blog posts, video scripts, and diverse marketing materials)**
- > **Business Analyst/Project Manager (for summarizing complex reports, brainstorming strategic initiatives, assisting with dynamic presentations, and improving team communication)**

FREQUENTLY ASKED QUESTIONS

Q: As an end-user, what specific productivity gains can I expect immediately after completing this 2-hour Google Generative AI course?

Upon completion of this focused 2-hour course, you will be able to immediately leverage Google's generative AI tools to significantly reduce time spent on content creation, drafting communications, and initial data analysis. You'll gain practical skills in prompting Gemini for effective summaries, generating diverse text formats, brainstorming ideas, and utilizing AI-powered features within Google Workspace to automate routine tasks, ultimately freeing up your time for more strategic work and innovation.

Q: What are the essential prerequisites for enrolling in this Google Generative AI Course for End Users, particularly given its 'Intermediate' level and 2-hour duration?

This course assumes a basic familiarity with the Google ecosystem, including Google Workspace applications like Docs, Sheets, and Gmail, and general computer literacy. While no prior experience with artificial intelligence or programming is required, an eagerness to explore new technologies and a desire to enhance daily productivity using AI tools will be highly beneficial. The 'Intermediate' level refers to the practical application of AI tools in common professional scenarios, rather than deep technical understanding.

Q: How does this 'Google Generative AI Course for End Users' specifically prepare me to articulate and apply effective AI prompts, rather than just passively receiving AI-generated content?

This course places a strong emphasis on practical prompt engineering techniques tailored for end-users. You will not only learn how to interact with AI but critically, how to craft effective prompts that yield desired, high-quality outputs. Modules will cover principles of clarity, specificity, and iterative refinement, teaching you to guide the AI effectively. You'll gain hands-on experience in formulating prompts for various business tasks, ensuring you can actively steer the AI towards solving your specific problems, rather than just accepting generic responses.

ABOUT COMPUTER PRIDE



East Africa's Premier IT Training Center

With over 15 years of excellence, Computer Pride delivers globally recognized certification programs from leading technology vendors. Located on Kenyatta Avenue in Nairobi's CBD, our state-of-the-art facilities and expert instructors have empowered thousands of professionals across East Africa.

15+

Years of Excellence

10,000+

Professionals Trained

50+

Vendor Certifications

READY TO ENROL?

Take the next step in your technology career.

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