AI & Your Career 2024

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Workshop 1: Introduction, Key Concepts, and Ethics

Objective: To provide students with an overview of AI / GenAI, and *key aspests relevant to their future prospects* and career path choice, as well as leveraging it for their job (internship) search.

Content:

- Key Concepts, *Generative* AI, Why It's Different, the Exponential Function.
- How AI's Growth Affects Our Careers & Jobs But Also Helps Us Do Things Better
- How to Use GenAI and ChatGPT Effectively - and Responsibility - for Original Results
- Best Practices on Accuracy, Fact Checking, and Avoiding Plagiarism
- Icebreaker: Role Play Exercise

Workshop 2: Identifying AI-advantaged Careers and Skill Sets

Objective: To help students identify career clusters and in-demand skill sets emerging due to AI advancement, and seek AI-related internships, projects, and opportunities.

Content:

- AI-Driven Job Market Trends: Growth and Decline Sectors
- Emerging AI-Related Job Roles and Specialized Skill Requirements
- Case Studies of Successful AI Career "Adjustments" or Transitions
- Identifying Your Strengths and Mapping Them to AI Opportunities
- Interactive Exercise: Career Path Planning

Workshop 3: Learning Basic AI: Like Having "Einstein in Your Basement"

Objective: To guide students on how to exponentially improve generative AI technique through on-screen practice and use-case study.

Content:

- Overview of Generative AI models: ChatGPT, Co-Pilot, and Similar Programs
- AI Assistants: Organizing Workflows, Schedule Management, Keeping you Motivated
- Educational Resources and AI Learning: On / off Campus Courses and Certification
- Building a Weekly Personal Development Plan for AI Skills
- Hands-On Activity: Creating Custom Personas

Workshop 4: Leveraging AI for Your Job (and Internship) Search

Objective: To teach students pragmatic and actionable AI strategies for their job or internship search.

Content:

- Finding Job / Internships Leads, Unadvertised Opportunities, and Networking Contacts
- Tailoring your Application Materials and Interview Practice through Role-Play
- Enhancing Your Career Brand with AI: Social Media, LinkedIn, Personal Website
- Panel Discussion: Graduates Without Offers: Real-Life Examples of Their AI-Driven Turnround

Workshop 5: How to Talk to AI: Art of Prompt Engineering

Objective: To teach students how to effectively communicate with AI systems: writing prompts, providing context, and understanding the *iterative process required* for good output.

Content:

- Setting Up Your Friendly Job Search Assistant
- Giving the AI Clear Instructions - Prompt Engineering - Using the COSTAR Method
- Nailing the Iterative Process - Continued Back-And-Forth With the AI - for Optimized Results
- Customizing AI for Individual Career Goals, Functional Roles, and Industries
- AI Assistance for Non-Native English Speakers: Language Practice, U.S. Work Culture Tips

****Curriculum Design Notes:**

Tone / Style: Educational, engaging, and interactive.

Format: mix of instruction, interactive exercises, hands-on practice, and group discussions.

Materials: Presentation slides, handouts, use case examples, downloadable AI Guide.

Evaluation: Feedback forms, pop quizzes, and participation in interactive activities.