

Generative AI

Session No#	Session mode	Session Details	Week-Day	Duration Hrs
1	Adaptive Knowledge KN-Async	<p>IU 1: Introduction to Generative AI</p> <p>1. Instructional contents (text)</p> <ul style="list-style-type: none"> • Introduction to Generative AI <p>2. Instructional contents converted to PPT Video/Podcast</p> <ul style="list-style-type: none"> • An Intro to Generative AI • Unlocking the Future of Artificial Intelligence • Exploring Generative AI <p>3. Instructional contents curation from third party (eLearning videos/articles)</p> <p><u>Videos</u></p> <ul style="list-style-type: none"> • Generative AI fundamentals • How generative AI is different than other types of AI • How generative AI works • What is a large language model? • The evolution of large language models • The Transformer architecture • What is an encoder-decoder? • The attention mechanism • How does self-attention work? • Common applications of large language models • Challenges with large language models <p><u>Reading</u></p> <ul style="list-style-type: none"> • The economic potential of generative AI: The next productivity frontier • What is generative AI? • The data dividend: Fueling generative AI <p>Supplementary Learning Materials</p> <ul style="list-style-type: none"> • What is generative AI? • How do language models work? • Understand how transformers advance language models • Comprehensive Understanding of Generative AI • Create responsible generative AI solutions • Improve prompt results • Concepts in Generative AI • Generative AI- Intro • Fundamentals of Artificial Intelligence • Introduction to Generative AI and LLMs • AI in Action: Unlock productivity at work • Exploring and comparing different LLMs 	Week 1 - Before next Sync session	3

		<ul style="list-style-type: none"> • Using Generative AI Responsibly • Generative AI Uses • Learners are required to complete all e-content to develop a strong understanding of the concepts. • If clarification is required, learners should seek assistance from the AI Mentor. • Any unresolved questions related to concepts, case studies, or skills should be posted in the Teams channel for peer or mentor support. • Learners must complete formative assessments (e.g., MCQs, short-answer questions) and achieve minimum 70% score before progressing. • Auto-graded results and feedback will be provided. Learners are required to review the feedback and reattempt the assessments until minimum 70% is achieved. 		
2	Adaptive Knowledge KN-Sync	<p>IU 1: Introduction to Generative AI</p> <p>Concept and Demo</p> <ul style="list-style-type: none"> • Introduction to generative AI <p>Case Study</p> <ol style="list-style-type: none"> 1. Revolutionizing Marketing with Generative AI: A Creative Content Challenge 2. Enveda: Cracking the chemical code of life with AI 3. Optimizing Customer Support with Generative AI 4. Cineplex automates business processes with generative AI and Power Automate <p>Assignment 1</p> <ul style="list-style-type: none"> • Generative AI Tools Exploration <ul style="list-style-type: none"> • This session will be delivered either as a live synchronous session conducted by the instructor or through a recorded instructor-led flipped class, which learners are required to attend. • During this session, the instructor will explain the case study to reinforce learners' understanding of the concepts. • An overview of the assignment will be provided, outlining the requirements that learners are expected to complete. • This is a mandatory session, and attendance is required to meet the 75% attendance criteria. 	1-1	3
3	Adaptive Skills Practice SK-Async	<ul style="list-style-type: none"> • Upon completing the adaptive knowledge (synchronous and asynchronous) sessions, learners will be able to work on the assignments. • Assignment 01: Generative AI Tools Exploration • If clarification is required, learners should seek assistance from the AI Mentor. If further support is needed, they may 		3

		<p>post queries in the Teams channel for peer or mentor support.</p> <ul style="list-style-type: none"> After submission, learners are required to review the auto-grading results and feedback provided by the AI Mentor and iteratively refine their work until competency is achieved. 	Week 1- Before next Sync Session	
4	Adaptive Mentoring Support MS-Sync (M)	<ul style="list-style-type: none"> This is a live synchronous session conducted by the mentor to support learner queries across all modules of the qualification. <p>The mentor will review During this session:</p> <ul style="list-style-type: none"> questions posted by learners and the corresponding responses from peers related to the assignments. The mentor will address queries from attending learners across all subjects within the qualification. The objective of this session is to ensure that learners complete all pending assignments within the stipulated deadlines and score minimum 70% in each assignment Attendance at this session is mandatory to meet the minimum 75% attendance requirement. 	1-2	3
5	Adaptive Mentoring Support MS-Sync (M)	<ul style="list-style-type: none"> This is a live synchronous session conducted by the mentor to support learner queries across all modules of the qualification. <p>During this session:</p> <ul style="list-style-type: none"> The mentor will review questions posted by learners and the corresponding responses from peers related to the assignments. The mentor will address queries from attending learners across all subjects within the qualification. The objective of this session is to ensure that learners complete all pending assignments within the stipulated deadlines and score minimum 70% in each assignment Attendance at this session is mandatory to meet the minimum 75% attendance requirement. 	1-3	3
6	Adaptive Knowledge KN-Async	<p>IU2: Prompt Engineering</p> <p>1. Instructional contents (text)</p> <ul style="list-style-type: none"> Prompt Engineering <p>2. Instructional contents converted to PPT video/Podcast</p> <ul style="list-style-type: none"> Prompt Engineering – The Art of Asking Understanding Prompt Engineering Fundamentals Creating Advanced Prompts <p>3. Instructional contents curation from third party (eLearning videos/articles)</p> <p>Videos</p>	Week 1 - Before next Sync session	3

		<ul style="list-style-type: none"> • Understanding Prompt Engineering Fundamentals • Understanding Prompt Engineering Fundamentals • Prompt Engineering 101 • Anatomy of the perfect prompt • Context primers • Prompt persona • Output formats and constraints • Target audiences • Tone and style • Follow-up prompts • Zero-shot and few-shot prompting • Chain-of-thought (CoT) prompting • Generated knowledge prompting • Write engaging text posts and captions • Generating creative hashtags and keywords • Creating conversational content: Replies and comments • Ideation and brainstorming for visual content • Developing a content calendar with ChatGPT <p>Reading</p> <ul style="list-style-type: none"> • 15 Tips to Become a Better Prompt Engineer for Generative AI • ChatGPT Prompts for Content Creation • Guide to ChatGPT Prompts: Unlocking the Power of Content Creation <p>Supplementary Learning Materials</p> <ul style="list-style-type: none"> • Fundamentals of Prompt Engineering1, 2 • Core concept explanation of Prompt Engineering • Capabilities of Prompt Engineering • Create effective prompts for generative AI training tools • Prompt engineering techniques • Image prompt engineering techniques • Introduction to Prompt Engineering • Further knowledge on Prompt Engineering • Building text generation applications • Building chat applications • Videos and Articles – Explore diverse prompt strategies for effective AI interactions <ul style="list-style-type: none"> • Learners are required to complete all e-content to develop a strong understanding of the concepts. • If clarification is required, learners should seek assistance from the AI Mentor. • Any unresolved questions related to concepts, case studies, or skills should be posted in the Teams channel for peer or mentor support. 		
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7	Adaptive Knowledge KN-Sync	<p>IU2: Prompt Engineering</p> <p>Concept and Demo</p> <ul style="list-style-type: none"> Prompt Engineering <p>Case Study</p> <ol style="list-style-type: none"> Mastering Prompt Engineering: Crafting Effective Prompts for Data Analysis with ChatGPT Crafting Compelling Narratives: Using Advanced Prompt Engineering to Promote Singapore’s Unique Cultures Introduction to Prompt Engineering: Basic Data Analysis with ChatGPT Mastering Prompt Engineering: Crafting Effective Prompts for Data Analysis with ChatGPT <p>Assignment 2</p> <ul style="list-style-type: none"> Prompt Engineering Techniques <p>This session will be delivered either as a synchronous session conducted by the instructor or through a recorded instructor-led flipped class, which learners are required to attend.</p> <p>During this session, the instructor will explain the case study to reinforce the learners’ understanding of the concepts.</p> <p>An overview of Assignment will also be provided, outlining the requirements that learners are expected to complete.</p> <p>This is a mandatory session, and attendance is required to meet the 75% attendance criteria.</p>	1-4	3
8	Adaptive Skills Practice SK-Async	<ul style="list-style-type: none"> Upon completing the adaptive knowledge (synchronous and asynchronous) sessions, learners will be able to work on the assignments. Assignment 02: Prompt Engineering Techniques If clarification is required, learners should seek assistance from the AI Mentor. If further support is needed, they may post queries in the Teams channel for peer or mentor support. After submission, learners are required to review the auto-grading results and feedback provided by the AI Mentor and iteratively refine their work until competency is achieved. 	Week 1- Before next Sync Session	3

9	Adaptive Mentoring Support MS-Sync (M)	<ul style="list-style-type: none"> This is a live synchronous session conducted by the mentor to support learner queries across all modules of the qualification. <p>During this session:</p> <ul style="list-style-type: none"> The mentor will review questions posted by learners and the corresponding responses from peers related to the assignments. The mentor will address queries from attending learners across all subjects within the qualification. The objective of this session is to ensure that learners complete all pending assignments within the stipulated deadlines and score minimum 70% in each assignment Attendance at this session is mandatory to meet the minimum 75% attendance requirement. 	1-5	3
10	Adaptive Mentoring Support MS-Sync (M)	<ul style="list-style-type: none"> This is a live synchronous session conducted by the mentor to support learner queries across all modules of the qualification. <p>During this session:</p> <ul style="list-style-type: none"> The mentor will review questions posted by learners and the corresponding responses from peers related to the assignments. The mentor will address queries from attending learners across all subjects within the qualification. The objective of this session is to ensure that learners complete all pending assignments within the stipulated deadlines and score minimum 70% in each assignment Attendance at this session is mandatory to meet the minimum 75% attendance requirement. 	2-6	3
11	Adaptive Knowledge KN-Async	<p>IU3: Microsoft Copilot Studio for Agent Creation</p> <p>1. Instructional contents (text)</p> <ul style="list-style-type: none"> Introduction to Copilot Studio Enhanced Productivity with Generative AI Manage topics in Copilot Studio Test and Publish Agent <p>2. Instructional contents converted to PPT video/Podcast</p> <ul style="list-style-type: none"> AI Agents with Copilot Microsoft Copilot Studio for Chatbot Creation Create Bots with Microsoft Copilot Studio <p>3. Instructional contents curation from third party (eLearning videos/articles)</p> <p>Videos</p> <ul style="list-style-type: none"> Build agents in Copilot Studio Create agents from templates, conversationally, or manually 	Week 2 - Before next Sync session	3

		<ul style="list-style-type: none"> • Apply Knowledge • Add actions • Edit Instructions • Introduce a trigger <p>Supplementary Learning Materials</p> <ul style="list-style-type: none"> • Microsoft Copilot Studio for Chatbot Creation: A Comprehensive Guide • Microsoft Copilot Studio for Chatbot Creation: Foundation Guide • Get started working with environments • Create topics • Test your agents • Publish agents and analyze performance • Build an initial agent with Microsoft Copilot Studio • Agent creation • Agent creation using conversational builder • Generative Answers • Deploy agents • Structuring and Scaling Support Bots with Skills and Topics • Topic Management and Fallbacks • Leveraging Microsoft Copilot Studio • How to build and deploy a chatbot for public sector services • How to use Microsoft Copilot Studio • Microsoft Copilot 101 • Build your first autonomous agent with Copilot Studio • Supplementary E-Learning <p>IU4: Enhanced Agents using Microsoft Copilot Studio</p> <p>1. Instructional contents (text)</p> <ul style="list-style-type: none"> • Entities and Variables • Agent Flow in Copilot Studio <p>2. Instructional contents converted to PPT video/Podcast</p> <ul style="list-style-type: none"> • Creating User Friendly Chatbots • Make your Bot Brilliant • Power Automate for Agents <p>3. Instructional contents curation from third party (eLearning videos/articles)</p> <p><u>Videos</u></p> <ul style="list-style-type: none"> • Use variables and entities • Create agents from templates, conversationally, or manually 		
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		<ul style="list-style-type: none"> • Introduce a trigger • Edit instructions • Advanced Custom Entities • Build an agent flow with natural language • Create actions for your AI agent • Add actions • Set up authentication for your AI agent • Publish your AI agent on multiple channels <p>Reading</p> <ul style="list-style-type: none"> • Work with variables - Microsoft Copilot Studio • Understanding Entities in Copilot Studio • Custom Entities • Using Entities in Copilot Studio For Teams • Agent Flows • Create agent flows - Microsoft Copilot Studio • Call an agent flow - Microsoft Copilot Studio • Implementing Copilot Studio Agent flows <p>Supplementary Learning Materials</p> <ul style="list-style-type: none"> • Enhanced Chatbot Using Microsoft Copilot Studio: Foundation-Level Guide • Enhanced Chatbot Using Microsoft Copilot Studio: A Comprehensive Guide • Work with entities and variables in Microsoft Copilot Studio • Use entities in conversations • Working with and Reusing Variables • Enhance agents in Microsoft Copilot Studio • Handling Agent Workflows and Transfers via Omnichannel for Customer Service • Create topics for existing support content • Analyzing Agent Performance with Trigger Types • Build effective agents with Microsoft Copilot Studio • Agent Design and Solution Development • Design, Build, and Refine Your Conversational Agent • Enhance Usage of Microsoft Copilot Studio • Getting started on creating autonomous agent with Copilot Studio • This Copilot Agent ANSWERS Your EMAILS! Build it in Microsoft Copilot Studio By a Microsoft Engineer More resources-Enhanced Chatbot Creation <ul style="list-style-type: none"> • Learners are required to complete all e-content to develop a strong understanding of the concepts. 		
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12	Adaptive Knowledge KN-Sync	<p>IU3: Microsoft Copilot Studio for Agent Creation</p> <p>Concept and Demo</p> <ul style="list-style-type: none"> • Building AI powered Agents with Microsoft Copilot Studio • Working with Entities and Variables in Microsoft Copilot Studio <p>Case Study</p> <p>Building a Store Information Chatbot with Microsoft Copilot Studio: A Beginner’s Guide to Conversational AI</p> <ol style="list-style-type: none"> 1. Enhancing Customer Support with a Self-Service Chatbot: A Guide to Implementing AI in Hospitality 2. EduCLaaS Case Study- CLaaS Mentor Chatbot deep dive <p>IU4: Enhanced Agents using Microsoft Copilot Studio</p> <p>Concept and Demo</p> <ul style="list-style-type: none"> • Enhancing Chatbots with Agent Flow <p>Case Study</p> <ol style="list-style-type: none"> 1. Building a Store Information Chatbot with Microsoft Copilot Studio with a condition and variable 2. Building a Hotel Location Chatbot with Microsoft Copilot Studio with a Condition and Variable <p>EduCLaaS Case Study Video- CLaaS Mentor Creating flows, publishing, testing, and using mentor</p> <p>Assignments 3</p> <ul style="list-style-type: none"> • Design and Build Agents using Copilot Studio <p>This session will be delivered either as a synchronous session conducted by the instructor or through a recorded instructor-led flipped class, which learners are required to attend.</p> <p>During this session, the instructor will explain the case study to reinforce the learners’ understanding of the concepts.</p>	2-7	3

		<p>An overview of Assignment will also be provided, outlining the requirements that learners are expected to complete.</p> <p>This is a mandatory session, and attendance is required to meet the 75% attendance criteria.</p>		
13	<p>Adaptive Skills Practice SK-Async</p>	<ul style="list-style-type: none"> Upon completing the adaptive knowledge (synchronous and asynchronous) sessions, learners will be able to work on the assignments. Assignment 03: Design and Build Agents using Copilot Studio If clarification is required, learners should seek assistance from the AI Mentor. If further support is needed, they may post queries in the Teams channel for peer or mentor support. After submission, learners are required to review the auto-grading results and feedback provided by the AI Mentor and iteratively refine their work until competency is achieved. 	<p>Week 1-3 Before next Sync Session</p>	
14	<p>Adaptive Mentoring Support MS -Sync (M)</p>	<ul style="list-style-type: none"> This is a live synchronous session conducted by the mentor to support learner queries across all modules of the qualification. <p>During this session:</p> <ul style="list-style-type: none"> The mentor will review questions posted by learners and the corresponding responses from peers related to the assignments. The mentor will address queries from attending learners across all subjects within the qualification. The objective of this session is to ensure that learners complete all pending assignments within the stipulated deadlines and score minimum 70% in each assignment Attendance at this session is mandatory to meet the minimum 75% attendance requirement. 	<p>2-8</p>	<p>3</p>
15	<p>Adaptive Mentoring Support MS -Sync (M)</p>	<ul style="list-style-type: none"> This is a live synchronous session conducted by the mentor to support learner queries across all modules of the qualification. <p>During this session:</p> <ul style="list-style-type: none"> The mentor will review questions posted by learners and the corresponding responses from peers related to the assignments. The mentor will address queries from attending learners across all subjects within the qualification. The objective of this session is to ensure that learners complete all pending assignments within the stipulated deadlines and score minimum 70% in each assignment 	<p>2-9</p>	<p>3</p>

		<ul style="list-style-type: none"> Attendance at this session is mandatory to meet the minimum 75% attendance requirement. 		
16	Adaptive Knowledge KN-Async	<p>IU5: Prompt and MCP Tools in Microsoft Copilot Studio</p> <p>1. Instructional contents – Videos and Podcast</p> <ul style="list-style-type: none"> Prompt and MCP Tools in Copilot Studio <p>2. Instructional contents (text) - Supplementary</p> <ul style="list-style-type: none"> Connecting AI to your World Consuming an MCP server in Copilot Studio <p>3. Instructional contents curation from third party (eLearning videos/articles)</p> <p><u>Videos</u></p> <ul style="list-style-type: none"> Introduction to Model Context Protocol (MCP) MCP core concepts MCP security best practices Build your first MCP server Advanced MCP: Secure, scalable, and multimodal AI agents MCP development best practices MCP in action: Real-world case studies Consuming an MCP server in Copilot Studio How To Use Model Context Protocol (MCP) in Copilot Studio Introducing Model Context Protocol (MCP) in Copilot Studio How to add MCP Model Context Protocol to Copilot Studio <p><u>Reading -Supplementary</u></p> <ul style="list-style-type: none"> Introducing Model Context Protocol (MCP) in Copilot Studio How Model Context Protocol (MCP) Transforms Copilot Studio Deployment Guide-Copilot Studio agent with MCP Server exposed by APIM How to Plan MCP Deployment for Copilot Studio Agents Step by Step: Host and Integrate C# MCP Server with Copilot Studio <ul style="list-style-type: none"> Learners are required to complete all e-content to develop a strong understanding of the concepts. If clarification is required, learners should seek assistance from the AI Mentor. Any unresolved questions related to concepts, case studies, or skills should be posted in the Teams channel for peer or mentor support. 	Week 2 - Before next Sync session	3

		<ul style="list-style-type: none"> Learners must complete formative assessments (e.g., MCQs, short-answer questions) and achieve minimum 70% score before progressing. Auto-graded results and feedback will be provided. Learners are required to review the feedback and reattempt the assessments until minimum 70% is achieved. 		
17	Adaptive Knowledge KN-Sync	<p>IU5: Prompt and MCP Tools in Microsoft Copilot Studio</p> <p>Concept and Demo</p> <ul style="list-style-type: none"> Prompt and MCP tools in Copilot Studio <p>Case Study Building the AI Contract Auditor in Copilot Studio</p> <p>Assignment 4</p> <ul style="list-style-type: none"> Advanced Agents Using Prompt tool and Model Context Protocol (MCP) <p>This session will be delivered either as a synchronous session conducted by the instructor or through a recorded instructor-led flipped class, which learners are required to attend.</p> <p>During this session, the instructor will explain the case study to reinforce the learners' understanding of the concepts.</p> <p>An overview of Assignment will also be provided, outlining the requirements that learners are expected to complete.</p> <p>This is a mandatory session, and attendance is required to meet the 75% attendance criteria.</p>	2-10	3
18	Adaptive Skills Practice SK-Async	<ul style="list-style-type: none"> Upon completing the adaptive knowledge (synchronous and asynchronous) sessions, learners will be able to work on the assignments. Assignment 04: Advanced Agents Using Prompt tool and Model Context Protocol(MCP) If clarification is required, learners should seek assistance from the AI Mentor. If further support is needed, they may post queries in the Teams channel for peer or mentor support. After submission, learners are required to review the auto-grading results and feedback provided by the AI Mentor and iteratively refine their work until competency is achieved. 	Week 3- Before next Sync Session	3
		<ul style="list-style-type: none"> This is a live synchronous session conducted by the mentor to support learner queries across all modules of the qualification. 		

19	Adaptive Mentoring Support MS -Sync (M)	<p>During this session:</p> <ul style="list-style-type: none"> The mentor will review questions posted by learners and the corresponding responses from peers related to the assignments. The mentor will address queries from attending learners across all subjects within the qualification. The objective of this session is to ensure that learners complete all pending assignments within the stipulated deadlines and score minimum 70% in each assignment Attendance at this session is mandatory to meet the minimum 75% attendance requirement. 	3-11	3
20	Adaptive Mentoring Support MS -Sync (M)	<ul style="list-style-type: none"> This is a live synchronous session conducted by the mentor to support learners in completing the project and submitting the project report. The objective of this session is to ensure that learners complete and submit the project report prior to the summative assessment. <p>Attendance at this session is mandatory to meet the minimum 75% attendance requirement.</p>	3-12	3
21	SA-Sync	<p>Learners who have submitted the project report will attend this session.</p> <p>Summative Assessment (Individual learner)</p> <ul style="list-style-type: none"> Presentation Oral Questioning 	3-13	30 min

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