

Mastering ChatGPT: Best Practices for Prompt Engineering

DATE:

February 21, 2025

TIME:

9.30am – 6.30pm

TRAINING MODE:

Virtual Zoom Platform

CPD HOURS:

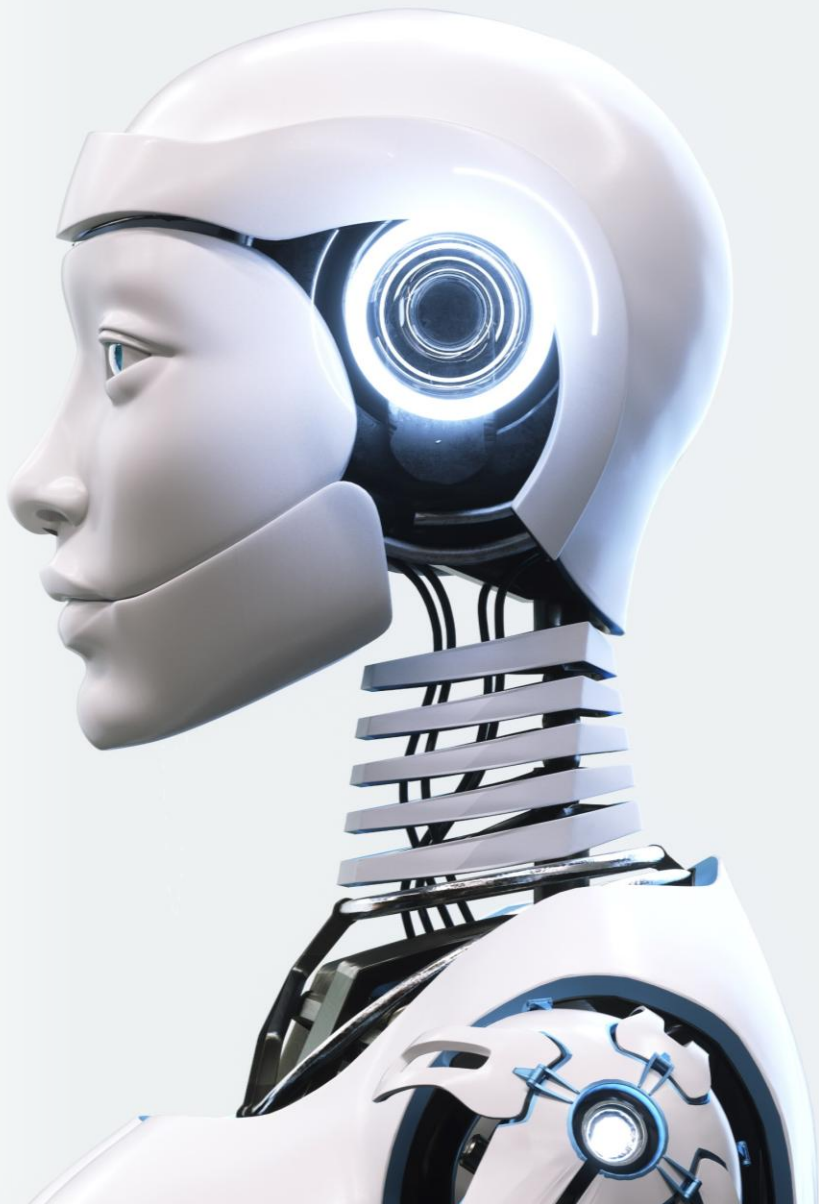
7 Hours

PROFICIENCY LEVEL:

Intermediate



12 Prime Skills
12 Power Skills



PROGRAMME OVERVIEW

This programme empowers participants to use ChatGPT to streamline their workflow, enhance their decision-making processes, and improve their overall job performance by increasing efficiency, accuracy, and innovation.

PROGRAMME OBJECTIVE

Upon completion of the course, participants will be able to:

- Understand the capabilities and limitations of ChatGPT.
- Identifying the different types of prompts that can be used with ChatGPT.
- Understand and apply prompt engineering strategies.
- Craft clear, specific, and relevant prompts to improve ChatGPT's output.
- Apply the learned concepts to real-world use cases.
- Participate in case studies and mock exercises to develop practical skills in performing information system audit engagements.

WHO SHOULD ATTEND

This programme is open for all ranks of employees who has some basic skill of using ChatGPT.

COURSE CONTENT

No	Topic	Duration (Approx)
1	Introduction to ChatGPT & Prompt Engineering	1.5 hrs
2	Types of Prompts and Their Applications	1 hr
3	Advanced Prompt Engineering Strategies	1 hr
4	Hand-on Practice Sessions	2.5 hrs
5	Real-world Applications and Best Practices	1 hr
6	Q&A and Wrap-up	1 hr

PROGRAMME FEE

Member : RM 780 / USD 175

Non-Member : RM 850 / USD 190

FSF SKILLS

12 Prime Skills
12 Power Skills
Proficiency Level: Intermediate



Delivery Partner by



Prime Skills

Digital and Data Integration

1. Artificial Intelligence (AI) Management
2. Artificial Intelligence, Ethics and System Governance
3. Continuous Improvement and Process Re-Engineering
4. Global Perspectives
5. Process Automation
6. Scenario Planning and Analysis
7. Data Collection and Analytics
8. Data Governance
9. Data Protection

Risk Management, Governance, and Regulatory Compliance

10. Risk Management
11. Risk Governance
12. Technology Risk Management

Power Skills

Innovation & Delivery

1. Adaptability and Resiliency
2. Business Acumen
3. Change Management
4. Critical Thinking
5. Digital Fluency
6. Innovative Thinking
7. Learning Agility
8. Problem Solving
9. Internal Governance

Social Intelligence

10. Collaboration
11. Communication
12. Influencing and Negotiating



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