COURSE SYLLABUS

# AI Certification Course Online

This program covers three of today's most powerful AI platforms across a series of guided courses, capstone projects, and real-world applications. Students learn to prompt effectively, build personalized AI workflows, integrate tools like Google Workspace and Slack, and ship full-stack web applications using Claude Code. Every course is designed around practical deliverables so that by the time you finish, you'll have a working AI system tailored to your job and a portfolio of projects ready to use.

Group classes (Live Online) and onsite training are available for this course. For more information, email partnerships@vdci.edu or visit: https://vdci.edu/courses/ai-certification-course-online



admissions@vdci.edu • (619) 758-9300

# Course Outline

This package includes these courses

- AI for the Workplace with Claude (12 Hours)
- AI for the Workplace with Gemini Course Online (12 Hours)
- AI Coding Bootcamp with Claude Code Online (60 Hours)

## AI for the Workplace with Claude

Go from your first Claude conversation to a complete, personalized AI workflow in two days. This live, project-based course covers prompting, Projects, Plugins, Cowork, and automation, with every exercise built around your own work and a real deliverable to show for it.

- Write structured prompts for writing, analysis, summarization, and research
- Set up Projects, Artifacts, Skills, and Memory for a personalized workflow
- Configure Claude Cowork with guardrails, permissions, and context files
- Connect Claude to Slack, Google Drive, Gmail, Excel, and PowerPoint
- Install role-specific Plugins and set up Scheduled Tasks
- Build a complete Claude system for your job through a guided capstone

## AI for the Workplace with Gemini Course Online

This course equips participants to use Google Gemini for research, writing, information analysis, recurring task automation, and building a personalized AI workflow using tools such as Gems, Deep Research, NotebookLM, and Google Workspace.

- Develop structured prompts and apply advanced techniques including Deep Think mode and Google Search grounding

- Create Gems, use Canvas for interactive content, and configure Memory for persistent context
- Use Deep Research to generate automated, multi-page research reports and transform them into interactive deliverables
- Establish source-grounded knowledge bases with NotebookLM and generate Audio Overviews
- Work with Gemini's side panel in Google Docs, Sheets, Slides, Gmail, and Drive for real-time AI-assisted work
- Configure Extensions, Scheduled Actions, and Workspace Flows for cross-application automation
- Build a complete, personalized Gemini system for your own role, from task audit through finished deliverable

## AI Coding Bootcamp with Claude Code Online

Take command of the entire process of planning, building, and deploying real web applications with Claude Code in this beginner-friendly, hands-on bootcamp featuring expert instruction, interactive practice, seven labs, and a capstone project.

- Harness Claude Code to plan, build, debug, and deploy web applications through natural language
- Follow the Explore → Plan → Execute → Review workflow to manage multi-step development tasks
- Construct full-stack apps complete with databases, user authentication, and external API integrations
- Incorporate responsive design, accessibility standards, and professional UI patterns
- Establish web security fundamentals including input validation and environment variable management
- Ship finished applications to a live URL using version control and modern hosting platforms