COURSE SYLLABUS

ChatGPT Level II Course Online

Expand your ChatGPT skills with this self-paced course designed for users who want to move beyond the fundamentals. You'll learn how to select the most effective AI model for different tasks, compare results across models, and use advanced features such as Deep Research, Projects, and Custom GPTs. The course also covers refining writing style, generating images, and using voice features to produce more natural, personalized results at your own pace.

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/chatgpt-level-ii



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Course Outline

Understanding & Choosing the Best ChatGPT Model

- How do the different AI Models work, and what are their usage limits?
- Comparing Model Performance: Testing Prompts Across Models
- Testing the Models & Comparing the Results

Deep Research vs Web Search, & Thinking Models

- What is "Deep Research"?
- Deep Research Usage Limits
- Deep Research vs Web Search
- Deep Research vs Thinking Models
- Deep Research Using Connected Apps

Prompt Engineering

- Use ChatGPT to Write Prompts For You
- Use ChatGPT to Optimize Your Prompts
- The Perfection Loop
- Apply OpenAI's Own Best Practices

Make ChatGPT Write More Like You (or a specific writing style)

Adjust ChatGPT's Writing Style via a Prompt

Customize ChatGPT: Formerly Called "Custom Instructions"

- How to Tailor ChatGPT's responses to your specific needs
- Make ChatGPT's Writing More Natural (Less like AI)

Projects: More Than Just Folders

- Creating & Using Projects
- Managing Memory in Projects
- Adding Files to Projects
- Adding Custom Instructions to Projects

Custom GPTs: Tailoring ChatGPT to Your Specific Needs

- What are Custom GPTs?
- Finding & Using Custom GPTs
- Creating Your Own Custom GPTs
- Projects vs Custom GPTs

Intro to Vibe Coding: Let AI Write Code for You

- Create Tools Specific to Your Workflow(s)
- Common Coding Terminology Explained
- Vibe Coding: Things to Watch Out For
- Vibe Coding Example