

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 in Live Online and onsite training is 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 different AI Models work
- Comparison of the different ChatGPT AI models
- What is each model good for? & What is their usage limits?
- Comparing Model Performance: Testing Prompts Across Models
- Testing Reasoning Models vs Non-Reasoning Models

Deep Research vs Web Search, & Reasoning Models

- What is “Deep Research”?
- Deep Research Usage Limits
- Deep Research vs Web Search
- Deep Research vs Reasoning Models
- Deep Research Using Connected Apps

Task: Ask ChatGPT to do things in the future

Example Uses for Tasks

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

- Adding Files to Projects
- Adding 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

Generating Images in Sora vs ChatGPT

- Why create images in Sora instead of ChatGPT
- Creating a Preset for Images in Sora

Get Used to Talking With ChatGPT's Voice Mode (Chat)

- Ideas of How to Use Voice Chat
- Voice Dictation vs Voice Mode