COURSE SYLLABUS

ChatGPT Level 2 Course

Unlock the advanced capabilities of ChatGPT in this hands-on course built for users ready to go beyond the basics. Learn how to choose the right AI model for your needs, compare outputs across models, and take advantage of features like Deep Research, Projects, and Custom GPTs. You'll also explore tools for refining writing tone, generating images, and using ChatGPT's voice features to create more natural, personalized outputs.

Group classes (Live Online) and onsite training are available for this course. For more information, email onsite@graduateschool.edu or visit: https://www.graduateschool.edu/courses/chatgpt-level-2



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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