Training: Google Cloud

Gemini Enterprise and NotebookLM Essentials for Business Users

TRAINING GOALS:

This course equips business professionals with essential skills for leveraging Gemini Enterprise and NotebookLM. It covers generative AI basics, effective prompting, and using Gemini Enterprise for enterprise-wide search and assistance. The training also details NotebookLM's features for deep insights into proprietary documents and explains different AI agent types, including the Deep Research Agent, and examples of how to create no-code agents with Agent Designer.

What you'll learn:

- Explain the basics of generative AI and list possible use cases.
- Identify the differences between keyword search and prompting and list best practices for prompt design.
- Describe Gemini Enterprise’s main capabilities for using enterprise-wide search and assistant features.
- Describe NotebookLM’s main features for getting additional insights around proprietary documents.
- Identify different agent types available for Gemini Enterprise and explain how to use the Deep Research Agent.
- Describe options for building an agent with Agent Designer.

Audience

Business professionals who apply generative AI techniques to solve common day-to-day tasks.

Products

- Gemini Enterprise
- NotebookLM Enterprise

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CONSPECT:

- Module 1 - What is generative AI?
  - Topics:
    - Definition of generative AI
    - Capabilities of generative AI
    - Tasks generative AI can help with
  - Objectives:
    - Explain the capabilities of generative AI and list possible use cases.
- Module 2 - Searching vs prompting
  - Topics:
    - Differences between keyword search and prompting
    - Prompt examples
    - The benefits of prompting
  - Objectives:
    - Identify the differences between keyword search and prompting, and list the benefits of prompting.
- Module 3 - Gemini Enterprise walkthrough
  - Topics:
    - The value of Gemini Enterprise
    - Overview of the platform
    - Find information with natural language
    - Chat about your own files with Gemini Enterprise and get work done faster
  - Objectives:
    - Describe Gemini Enterprise’s main capabilities for using enterprise-wide search and assistant features.
  - Activities:
    - 2x demos
- Module 4 - NotebookLM walkthrough
  - Topics:
    - The value of NotebookLM
    - Your checklist and considerations before creating a notebook
    - Usage Limits
    - Add files to NotebookLM or discover sources online
    - Get summaries and chat about your files in NotebookLM
    - Generate insightful outputs in NotebookLM

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- Objectives:
  - Describe NotebookLM’s main features for getting additional insights around proprietary documents.
- Activities:
  - 3x demos

- Module 5 - Agents in Gemini Enterprise
  - Topics:
    - Agent capabilities and use cases
    - The spectrum of agents in Gemini Enterprise
    - Perform complex research on a topic with the Deep Research agent
  - Objectives:
    - Identify different agent types available for Gemini Enterprise and explain how to use the Deep Research Agent.
  - Activities:
    - 1x demo
- Module 6 - Agent Designer overview
  - Topics:
    - Benefits of no-code agents in Gemini Enterprise
    - How Agent Designer works
    - Agent Designer walkthrough
    - Summary of Agent Designer capabilities
  - Objectives:
    - Describe options for building an agent with Agent Designer.
  - Activities:
    - 1x demo
- Module 7 - Build no-code agents in Gemini Enterprise
  - Topics:
    - Create a Welcome Email Draft agent (single-step agent)
    - Create a Company Financial Analysis agent (multi-step agent)
    - Create an X posts creator agent
  - Objectives:
    - Describe options for building an agent with Agent Designer.
  - Activities:
    - 3x demos
- Module 8 - Summary & Quiz
  - Topics:
    - Compare products

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- Quiz questions
- Q&A and feedback survey

- Activities:
  - 1x quiz

REQUIREMENTS:

There are no other prerequisites for this course. It aims to provide introductory insights into Gemini Enterprise and NotebookLM, making it suitable for individuals with varying levels of AI expertise.

Difficulty level



CERTIFICATE:

The participants will obtain certificates signed by Google Cloud

TRAINER:

Authorized Google Cloud Trainer

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