

Advanced AI for Transforming Federal Workflows

Course Number: 4693

Length: 2 Days

Primary Delivery Method: Instructor-led online (synchronous)

Alternative Delivery Methods: Instructor-led live classroom

Course Description

Advance from basic AI use to structured, professional applications of generative AI in federal work. Learn how to shape AI outputs using advanced prompting strategies and structured workflows that produce consistent, high-quality outputs while operating within federal policy and security constraints. Practice using AI to analyze problems and improve the quality and clarity of workplace deliverables. You will leave the course able to build repeatable AI workflows, collaborate effectively using AI tools, and apply AI responsibly to support mission outcomes.

Intended Audience

This course is designed for federal professionals who already have practical AI experience and want to learn advanced applications for generative AI in mission-focused work.

Client-Provided Facility Requirements

- 1 computer per student with Internet and Microsoft Office 2010
- Internet required for instructor computer
- Shared folders for students to share work products and access presentations/files from the instructor computer

Course Learning Objectives

- Evaluate AI tools and outputs based on a deep understanding of how AI works
- Produce reliable, well-structured AI outputs using advanced prompting, context engineering, and AI interaction techniques
- Support analysis, communication, and decision-making efforts with AI-based deliverables
- Create AI-enabled workflows and AI standards that foster greater transparency, accountability, and collaboration

Course Additional Features

- Producer Support
- Technical Support Team
- Student Resource Guides
- AI Prompts

All details about the Additional Features are available on this page. [Click here to Explore](#)

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Course Schedule

DAY ONE	
MORNING	Module 1: Exploring AI Systems and Their Effective Use
LUNCH	
AFTERNOON	Module 2: Controlling AI Inputs and Outputs

DAY ONE	
MORNING	Module 3: Analyzing, Communicating, and Making Decisions with AI
LUNCH	
AFTERNOON	Module 4: Creating AI-Enabled Workflows and Standards
	Course Evaluation

Learning Methods

Individual, small-group, and whole-class exercises; lecture; discussion; case study; live demonstration; and action planning

Credits

National Association of State Boards of Accountancy (NASBA)

- Field of Study: Specialized Knowledge
- Level: Intermediate
- CPEs: 16

Professional Development Units (PDUs)

- Credits: 14

Continuous Learning Points (CLPs)

- Credits: 16

Prerequisites

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Suggested

- [Leveraging Artificial Intelligence for Federal Decision-Making](#)
- [AI Essentials for Federal Employees](#)
- [AI Application for Federal Employees](#)
- [Supervising AI-Enabled Work in the Federal Workplace](#)

Pework

There is no prework required for this course.

Requirements for Successful Completion

Full (100%) attendance is expected and required. Successful completion of the course depends on full class attendance and active participation in individual and group exercises.

Follow-On Resources

- [Data-Driven Decision-Making](#)
- [Federal Data Ethics Framework](#)
- [Data Analysis and Modeling Techniques](#)
- [Data Storytelling for the Federal Government: Numbers to Narratives](#)

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Ready to Enroll?



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<https://www.managementconcepts.com/course/id/4693>



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