

Using Artificial Intelligence in Your Work

Discover how to optimize AI in your work processes and enhance efficiency with these courses and videos available through your [UTSA LinkedIn Learning account](#).

Courses and Videos

Microsoft Copilot Courses

[Learning Microsoft 365 Copilot](#) (34 minutes)

[Streamlining Your Work with Microsoft Copilot](#) (34 minutes)

Other AI Resources

[Identifying Opportunities to Benefit from AI](#) (2 minutes)

[A different approach to AI prompt Writing](#) (4 minutes)

[Taking Responsibility for the Output of AI](#) (2 minutes)

[Organizing Your AI Prompts](#) (3 minutes)

[Using AI to Help Plan a Project](#) (6 minutes)

[Using AI to Turn a Document into a Presentation](#) (5 minutes)

[Using AI to Help Generate Ideas](#) (6 minutes)

[Using AI to Start a Mind Map](#) (3 minutes)

[Using AI to Help Present Ideas to Decision Makers](#) (4 minutes)