



## 14-Hour AI Mastery Bootcamp

*Online Workshop*

 **zoom**  
(8:30-16:30)

**ENHANCE YOUR AI CAPABILITIES**  
**UNLOCK **x10** PRODUCTIVITY AT WORK**

### Workshop 1: **23/4/2026**

- Mastering the art of communication with AI
- AI-Powered data analysis & reporting

### Workshop 2: **21/5/2026**

- Build your personal AI assistant

### Imagine if you could:

- Turn hours of drafting emails, writing announcements, and creating checklists... into just 10 minutes of **smart prompting** for perfect, purpose-driven output.
- Analyze data and complete **reports in just 1 hour** that used to take days.
- Most importantly - Get your own **personal AI assistant**, custom-built for your specific workflow and needs.

#### Contact person

Ms. Loan Anh (English, Vietnamese)  
Mr. Nagayoshi Tasuku (Japanese)

#### E-mail

training-vn@aimnext.com

#### Head office in HCMC:

Address: T floor, Nam Giao Bldg. 1,  
261-263 Phan Xich Long, Cau Kieu Ward, HCMC  
Tel : +84 (0)28 3995 8290

#### Representative office in Hanoi:

Address: 14 Floor, Sao Mai Building,  
No.19 Le Van Luong St., Thanh Xuan Ward, Hanoi  
Tel : +84 (0)24 6685 0388

23/4/2026 (Thu) / 8:30 ~ 16:30



## Workshop 1: ENHANCE YOUR AI CAPABILITIES

### Part 1: AI Foundation & Basic prompting techniques

- Introduction to AI and Generative AI
- How to integrate AI into your department's workflows
- Basic prompting techniques
- Practice: Creating prompts for specific work scenarios

### Part 2: Optimizing prompts for specific work goals

- Writing prompts to match specific requirements
- Advanced prompting techniques for greater accuracy
- Practice: Creating advanced prompts for real work scenarios and applying them across various AI tools

### Part 3: Creating Reports and Presentations with AI

- Develop logical report structure
- AI-driven data visualization (Charts, Graphs, Dashboards)
- Create professional slides with Gamma
- Practice: Build reports with AI support

## REGISTRATION

Scan QR code or click [here](#) to register

After receiving your information, our staff will contact to you for the next steps.



## Turn Trend into Competency Master AI to Lead as a Pioneer

### OBJECTIVE



#### Comprehensive AI usage skills

Gain solid foundational knowledge, master prompt optimization techniques, and apply them effectively to boost work productivity



#### Advanced Data Analysis and Report Skills

Save time analyzing data and create clear, visual, professional reports and presentations



#### Build Your Personal AI Assistant to Automate Repetitive Work and Increase Productivity

Identify your needs, create effective prompts, train AI assistants, and set up automation to boost your productivity.

21/5/2026 (Thu) / 8:30 ~ 16:30

## Workshop 2: BUILD YOUR PERSONAL AI ASSISTANT

### Part 1: Assistant creation mindset & knowledge standardization

- AI Agents & the power of internal data
- Core prompting structures

### Part 2: Practice on building a set of 5 Competency Assistants

- Information retrieval & Knowledge systematization assistant
- Multilingual communication & Professional tone assistant
- Data analysis & Trend detection assistant
- Logical thinking & Problem-solving assistant
- Creative thinking & Process design assistant

### Part 3: Practical deployment & Data security

- Configuration on practical tools
- Corporate data security

### INFORMATION

- **Duration:** 1 day (from 8:30 ~ 16:30) /workshop
- **Language:** Vietnamese
- **Trainer:** **Mr. B. M. Nhat** - CEO of Vietnam AI Research & Application Center
- **Fee:** **2.900.000 VND/person/workshop** (excluding VAT)
- **Special offer:**
  - + 5% discount for applications with 2-4 participants
  - + 10% discount for applications with 5 or more participants
  - + 5% discount when 1 person registers for 2 workshops
- *\*Promotions cannot be combined*
- **Format:** **Online via Zoom**
- **Target:** Those who want to apply AI to their daily work
- *\*Note: Recommend completing Workshop 1 first, as it provides the essential foundation required for Workshop 2.*