

Continuing Education and Training

with

GCIT

Less Training More Application

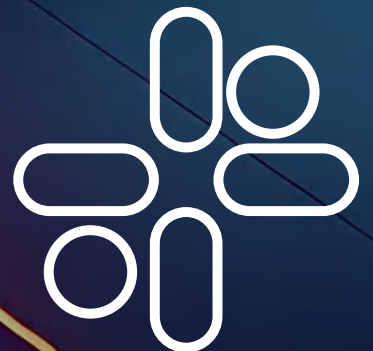
Visit our website
ceta.gcit.edu.bt



Robotic Process Automation (RPA)

Unlock the power of automation with our course on RPA, VBA, Co-Pilot and ChatGPT for implementation.

Gain the skills to streamline tasks, boost productivity, and drive digital transformation with hands-on experience tailored to your role.



Learning **OUTCOME**

By the end of this course,
you will be able to:



1

Build your own software robots to automate processes within your organization.



2

Identify and evaluate suitable processes for automation, optimizing efficiency.



3





Lead and drive digital transformation initiatives, leveraging the power of RPA, VBA, Copilot, and ChatGPT.





To empower non-technical professionals to become catalysts for digital transformation by leveraging RPA, VBA, ChatGPT, and Copilot to automate work processes and significantly boost productivity.

In this program, you will:

-  Understand the potential of RPA, VBA and ChatGPT.
-  Gain hands-on experience and build robots to automate tasks.
-  Identify practical use cases for RPA, VBA and ChatGPT in your specific job roles.
-  Develop a digital transformation plan, taking into account the implementation steps and change management.

Course STRUCTURE

02 Hands-on ChatGPT Workshop

- Set up of Chat GPT account
- Set up to keep information confidential for PDPA purposes
- Provide pre-built prompts for different use cases to initiate conversations with ChatGPT
- Explore how to structure queries to maximize the effectiveness of ChatGPT in generating accurate responses
- Use ChatGPT to write VBA scripts

03 Hands-on VBA workshop

- Learn the basis of VBA
- Automate various common tasks in excel such as:
 - i. Sales calculations
 - ii. Approval checks against approval matrix
 - iii. Data splitting into different listings for approval
 - iv. Sales data compilation from various sheets into Masterfile for analysis

05 Developing a Digital Transformation Plan for your company

- Identify potential use cases and create a roadmap for digital transformation
- Explore the steps and considerations for implementing digital solutions within an organization
- Understand the importance of change management in implementing digital transformation
- Discuss strategies to address challenges, overcome resistance, and ensure successful adoption of such technology

01 Introduction to RPA,VBA and ChatGPT

- Overview of Robotic Process Automation (RPA), VBA and ChatGPT
- Understand the benefits and potential of RPA, VBA and ChatGPT

04 Hands-on RPA Workshop

- Learn the basics of RPA
- Build robots to automate various common processes such as:
 - i. Perform data entry
 - ii. Perform data extraction
 - iii. Send emails
 - iv. Extract information from PDF

Why This PROGRAM?



Build Your Own Robots

Automate and streamline your processes



Hands-On Learning

Master AI tools to boost efficiency



Cost-Effective

Leverage free tech to increase productivity without high IT costs



“Non-Tech” Friendly

Perfect for professionals with no tech background



Expert Instruction


Learn from a UiPath MVP 2024 and RPA Hackathon winner



Things To **KNOW**








To do before the class:



-  Install PowerAutomate Desktop
-  Create a ChatGPT Account



Minimum computer requirements:



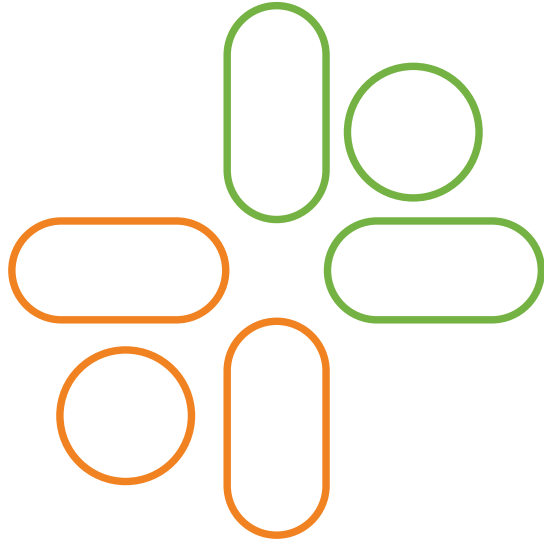
-  Windows 7 Operating System or later version
(MAC OS is not supported)
-  Dual-Core CPU at 1.4 GHz or above
-  15GB disk space available
-  64 bit Processor
-  8GB RAM
-  Microsoft 2010 or above
-  Connection to Internet
with Wi-Fi access

Class Information:



-  Duration: 8 Hours
-  Mode: Seminar / Face-to-Face






Capable. Elevated. Thriving.



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