



# SHEAT

## Group of Institutions

Learn Today, Lead Tomorrow



## MDP Programme

# AI-ENABLED PRODUCTIVITY TOOL (APT) (Limited 40 Seats)

Artificial Intelligence is revolutionizing the digital workplace to do business, communication, and approach of decision-making. This intensive training programme is designed to assist professionals harness AI-powered tools in smarter workflows, enhanced productivity, strategic decision-making, and business innovation. Attendees will gain concrete exposure and hands-on experience with some of the industry's

best AI tools, from ChatGPT, Gemini, Copilot, Canva AI, and automation platforms, through an array of day-to-day tasks to help them reduce the effort without sacrificing productivity and build relevant workplace skills.

### PROGRAM HIGHLIGHTS



Understand the impact of AI on modern workplaces and industries



Practice prompt engineering techniques for better AI outputs



Configure AI-powered email writing, report generation, and document summarization



Make smart spreadsheet analysis and data visualization using AI



Use AI tools for presentations, graphics, and content creation



Automate Workflow for HR, marketing, operations, and finance functions



Use AI for business problem-solving activities



Promote ethical, secure, and responsible use of Artificial Intelligence

### KEY TAKEAWAYS



Personal AI Productivity Toolkit



Ready-to-use prompt templates for office work



AI workflow integration strategies



Improved decision-making and productivity skills



Confidence in using Generative AI tools professionally



Certificate of Participation

**Registration Amount:**

**Rs 500/-**

**Date:**

**13 June 2026**

**Timing:**

**9:30 AM - 2:00 PM**

Scan for Payment



## WHO SHOULD ATTEND

Professionals within the HR, Finance, Marketing, Sales, Operations, Administration, Education, and Management disciplines who want to improve efficiency and stay competitive in the AI-driven business environment. Suitable for beginners, working professionals, faculty members, entrepreneurs, and early AI adopters.



## PROGRAMME DETAILS

Particulars	Details	
Programme Date	13 June 2026	
Last Date of Registration	10 June 2026	<a href="http://www.sheat.ac.in">www.sheat.ac.in</a>
Programme Fee with GST	Rs 500/-	
Timing	9:30 AM – 2:00 PM	
Format	On Campus / Interactive Training	
Venue	Seminar Hall, SHEAT Group of Institution, Varanasi	



Sessions will be conducted by experienced industry experts, AI practitioners, corporate trainers, and academic professionals with expertise in Artificial Intelligence, Digital Transformation, Business Analytics, and Workplace Innovation.

### Director



**Prof. Ajitkumar N Shukla**  
Director  
SHEAT College of Engineering

### Coordinators



**Mr. Anish Mishra**  
Assistant Professor  
HoD School of Business



**Mr. Sunny Masand**  
Assistant Professor

# Transform the Way You Work with AI

## Learn. Automate. Innovate. Lead.

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