

Gemini Enterprise Essentials for Business and Power Users

This course equips business professionals with essential skills for leveraging Gemini Enterprise. It covers generative AI basics, effective prompting, and using Gemini Enterprise for enterprise-wide search and assistance. The training also details Gemini Notebook's features for deep insights into proprietary documents and explains different AI agent types, including the Deep Research Agent, and examples of how to create no-code agents with Agent Designer.

**DURATION**

2-3 hours

**LEVEL**

100 - Introductory

**FORMAT**

Instructor-led

**SCALABLE**

1-50, scaled to 1000

What you'll learn

- Explain the basics of generative AI and list possible use cases.
- Identify the differences between keyword search and prompting and list best practices for prompt design.
- Describe Gemini Enterprise's main capabilities for using enterprise-wide search and assistant features.
- Describe Gemini Notebook's main features for getting additional insights around proprietary documents.
- Identify different agent types available for Gemini Enterprise and explain how to use the Deep Research Agent.
- Describe options for building an agent with Agent Designer.

Overview	8 modules
Who this course is for	• Gemini Enterprise Business Users who want to understand the full set of features of the product, as well as Gemini Enterprise Power Users who will leverage Agent Designer to build their own agents.
Products	• Gemini Enterprise
Prerequisites	• There are no other prerequisites for this course. It aims to provide introductory insights into Gemini Enterprise, making it suitable for individuals with varying levels of AI expertise.
Not covered	• Theory and in-depth explanations of Google AI tools and generative AI.

Module 01

What is generative AI?

Topics	• Definition of generative AI • Capabilities of generative AI • Tasks generative AI can help with
Objectives	• Explain the capabilities of generative AI and list possible use cases.

Module 02

Searching vs prompting

Topics	• Differences between keyword search and prompting • Prompt examples • The benefits of prompting
Objectives	• Identify the differences between keyword search and prompting, and list the benefits of prompting.

Module 03

Gemini Enterprise walkthrough

Topics	• The value of Gemini Enterprise • Overview of the platform • Find information with natural language • Chat about your own files with Gemini Enterprise and get work done faster
Objectives	• Describe Gemini Enterprise's main capabilities for using enterprise-wide search and assistant features.
Activities	• 2x demos

Module 04

Gemini Notebook walkthrough

Topics	• Overview and business value • Add files to Gemini Notebook or discover sources online • Get summaries and chat about your files in Gemini Notebook • Generate insightful outputs in Gemini Notebook • Use cases for your business • Tips and tricks for getting started
Objectives	• Describe Gemini Notebook's main features for getting additional insights around proprietary documents.
Activities	• 3x demos

Module 05

Agents in Gemini Enterprise

Topics	• Agent capabilities and use cases • The spectrum of agents in Gemini Enterprise • Perform complex research on a topic with the Deep Research agent
Objectives	• Identify different agent types available for Gemini Enterprise and explain how to use the Deep Research Agent.
Activities	• 1x demo

Module 06

Agent Designer overview

Topics

- Benefits of no-code agents in Gemini Enterprise
- How Agent Designer works
- Agent Designer walkthrough
- Summary of Agent Designer capabilities

Objectives

- Describe options for building an agent with Agent Designer.

Activities

- 1x demo
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Module 07

Build no-code agents in Gemini Enterprise

Topics

- Create a Welcome Email Draft agent (single-step agent)
- Create a Company Financial Analysis agent (multi-step agent)
- Create an X posts creator agent

Objectives

- Describe options for building an agent with Agent Designer.

Activities

- 3x demos
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Module 08

Summary & Quiz

Topics

- Compare products
- Quiz questions
- Q&A and feedback survey

Activities

- 1x quiz