PEAK ACADEMY

AI PROMPT ENGINEERING COMPLETE PLAN

Prompting • AI Tools • Workflows • Responsible AI

Learn. Practice. Create. Lead with AI.

8 WEEKS

32 CLASSES

4 DAYS / WEEK



NOW LAUNCHING Peak Academy • Barker Town, Shahdara

peakacademy.academy 0318-7500030 Barker Town, Shahdara

Course Overview

DURATION	CLASSES	TOTAL CLASSES
2 Months	4 Days / Week	32

COURSE NAME
AI Prompt Engineering

COURSE LEVEL
Beginner to Practical Prompt Engineer

COURSE FOCUS
Prompt Writing, AI Tools, Real Workflows & Responsible AI Use

WHAT YOU GET
Hands-On Labs · Prompt Library · Instructor Feedback · Progress Tracking · Capstone Project

OUR APPROACH
Every week is hands-on: write prompts, test results, improve them and build a prompt portfolio.

8-Week Roadmap

WEEK 1	AI Foundations & First Prompts	DAY 01–04
WEEK 2	Prompt Anatomy & Core Techniques	DAY 05–08
WEEK 3	Advanced Prompting Techniques	DAY 09–12
WEEK 4	AI for Writing, Research & Learning	DAY 13–16
WEEK 5	AI for Content, Visuals & Marketing	DAY 17–20
WEEK 6	Productivity, Data & Workflows	DAY 21–24
WEEK 7	Responsible AI & Prompt Testing	DAY 25–28
WEEK 8	Capstone Project & Next Steps	DAY 29–32

Program at a Glance

DURATION	CLASSES	FORMAT	OUTPUT
2 Months	32	Hands-on labs	Prompt Portfolio

Core Skill Areas

Prompt Foundations
Anatomy, clarity, context, examples and formats.

Advanced Techniques
Reasoning, personas, chaining and verification.

Applied AI
Writing, research, content, data and workflows.

Responsible AI
Ethics, privacy, bias and fact-checking.

My Skill Growth Tracker

SKILL AREA	START (1–10)	WEEK 4 (1–10)	WEEK 8 (1–10)
Prompt Clarity			
Advanced Techniques			
Verification & Fact-Checking			
Content Creation			
Workflow & Automation			
Responsible AI Use			

WEEK 1

AI Foundations & First Prompts

DAY 01–04

WEEK 1 OBJECTIVE

Students understand what generative AI is, what it can and cannot do, explore major AI tools safely and write and improve their first prompts.

DAY 01 — What Is AI & Generative AI?

TOPICS COVERED

- Artificial intelligence, machine learning and generative AI
- How large language models work at a high level
- Training data and prediction of text
- Tokens and the context window
- What AI does well
- Limits: errors, hallucinations and outdated information
- AI is a tool, not a person

PRACTICAL ACTIVITY

- Sort tasks into "AI is good at this" and "be careful"
- Spot the error in an AI-generated paragraph
- Class discussion: where do I already meet AI?

LEARNING OUTCOME

Students understand what generative AI is and what its limits are.

DAY 02 — Meet the AI Tools

TOPICS COVERED

- Chat assistants such as ChatGPT, Claude and Gemini
- Image, audio and video AI tools
- AI inside search, documents and phones
- Free vs paid plans
- Privacy and data basics
- Choosing the right tool for the task

PRACTICAL ACTIVITY

- Try the same prompt in two tools and compare
- Create a personal AI tool list
- Privacy check: what should never be pasted?

LEARNING OUTCOME

Students choose suitable tools and use them safely.

PEAK TIP

Treat AI as a fast, tireless assistant that can be wrong. You are always the editor.

WEEK 1 PROGRESS CHECK

- [ ] Attended all 4 classes
- [ ] Completed every practical activity
- [ ] Submitted the weekly assignment
- [ ] Updated my Skill Tracker

WEEK 1 **AI Foundations & First Prompts** DAY 01–04

DAY 03 — Your First Prompts

TOPICS COVERED

- What a prompt is
- Vague vs clear prompts
- Anatomy of a good prompt
- Asking follow-up questions
- Simple iteration: improve the result
- Saving useful prompts

PRACTICAL ACTIVITY

- Turn 5 vague prompts into clear ones
- Write 10 first prompts for real tasks
- Compare results and note what changed

LEARNING OUTCOME

Students write clear prompts and improve them with follow-ups.

DAY 04 — MY AI TOOLKIT & FIRST 10 PROMPTS

WEEKLY ASSIGNMENT

Students build a personal toolkit and a starter collection of tested prompts.

STUDENTS COMPLETE

- List of 3 AI tools and what each is best for
- 10 prompts for real study or work tasks
- Before and after versions of 3 prompts
- A privacy rules list for my own use
- Skill Tracker self-rating (1–10)

SUBMISSION

AI Toolkit + First 10 Prompts

NEXT WEEK

Day 05 begins with feedback and the Prompt Framework workshop.

PRACTICE CORNER

AI Foundations · Vague vs Clear

Vague Prompt

> *Write about marketing.*

Better Prompt

> *Act as a digital marketing trainer. Explain 3 social media basics to complete beginners in under 150 words, using simple language and one example each.*

AI Strengths

- Drafting, summarising, brainstorming, rewriting

AI Limits

- Can be confidently wrong
- May be outdated or biased
- Does not understand like a person

Always check important facts

WEEK 2 **Prompt Anatomy & Core Techniques** DAY 05–08

WEEK 2 OBJECTIVE

Students master the building blocks of strong prompts: role, task, context, format and constraints, plus examples, output control and iteration.

DAY 05 — Clarity, Context & Structure

FIRST PART

- Assignment review and results
- Individual instructor feedback
- Correction of common errors

NEW TOPICS

- The prompt framework: role, task, context, format, constraints
- Giving useful context
- Defining the audience
- Tone and style
- Setting length and limits
- Avoiding ambiguity

PRACTICAL ACTIVITY

- Rebuild 5 prompts using the framework
- Write one prompt for three different audiences
- Peer review: what is missing?

LEARNING OUTCOME

Students write structured prompts that give the AI what it needs.

DAY 06 — Examples & Output Formats

TOPICS COVERED

- Zero-shot and few-shot prompting
- Showing an example of the output you want
- Output formats: bullets, tables, steps, emails
- Controlling length and detail
- Asking for several options
- Consistency across answers

PRACTICAL ACTIVITY

- Teach the AI a style with 2 examples
- Request the same content as a table and as bullet points
- Compare formats for different tasks

LEARNING OUTCOME

Students control the shape and style of the output.

PEAK TIP

Specific beats clever. Tell the AI who it is, what to do, for whom and in what format.

WEEK 2 PROGRESS CHECK

- [ ] Attended all 4 classes
- [ ] Completed every practical activity
- [ ] Submitted the weekly assignment
- [ ] Updated my Skill Tracker

WEEK 2 **Prompt Anatomy & Core Techniques** DAY 05–08

DAY 07 — Iteration & Refinement

TOPICS COVERED

- Prompting is a conversation
- Follow-up prompts to improve
- Asking the AI to critique its own answer
- Rewrite, shorten, simplify, expand
- Keeping versions of prompts
- Building a prompt library

PRACTICAL ACTIVITY

- Improve one result over 5 follow-up prompts
- Ask the AI to critique and then fix its answer
- Start a personal prompt library

LEARNING OUTCOME

Students refine results step by step instead of starting over.

DAY 08 — WEEKLY ASSIGNMENT: PROMPT FRAMEWORK PORTFOLIO

Students create a portfolio of well-structured prompts for different tasks.

STUDENTS COMPLETE

- 8 prompts using the framework
- 2 few-shot prompts with examples
- One prompt improved through 5 iterations
- Output format variations for one task
- Prompt library with titles and notes
- Skill Tracker update

SUBMISSION

Prompt Framework Portfolio

NEXT WEEK

Day 09 begins with feedback and Advanced Prompting techniques.

PRACTICE CORNER

Prompting · Framework & Formats

The Framework

- Role: who the AI should act as
- Task: exactly what to do
- Context: background it needs
- Format: how to present the answer
- Constraints: length, tone, what to avoid

Example Prompt

You are a career coach. Write a friendly 100-word reply to a student who feels nervous about job interviews. Give 3 practical tips as bullet points and end with one encouraging sentence.

WEEK 3 **Advanced Prompting Techniques** DAY 09–12

WEEK 3 OBJECTIVE

Students use step-by-step reasoning, personas, custom instructions and verification prompts to get more reliable and more useful results.

DAY 09 — Step-by-Step & Task Decomposition

FIRST PART

- Assignment review and results
- Individual instructor feedback
- Correction of common errors

NEW TOPICS

- Breaking big tasks into small steps
- Asking for a plan before the answer
- Step-by-step reasoning prompts
- Prompt chaining basics
- Checking each step
- Handling long, complex tasks

PRACTICAL ACTIVITY

- Split one big task into a 4-step prompt chain
- Ask for a plan, approve it, then request the draft
- Compare one-shot vs step-by-step results

LEARNING OUTCOME

Students break complex tasks into manageable prompts.

DAY 10 — Personas, Roles & Custom Instructions

TOPICS COVERED

- Using roles and personas well
- Audience-based responses
- Custom instructions and system-style messages
- Setting standing rules for tone and format
- Role-play for practice and feedback
- When a persona helps and when it does not

PRACTICAL ACTIVITY

- Create two personas and compare the answers
- Write custom instructions for my own use
- Role-play an interview with the AI as interviewer

LEARNING OUTCOME

Students steer the AI's voice and behaviour deliberately.

PEAK TIP

If it matters, check it. Never trust a confident answer without verification.

WEEK 3 PROGRESS CHECK

- [ ] Attended all 4 classes
- [ ] Completed every practical activity
- [ ] Submitted the weekly assignment
- [ ] Updated my Skill Tracker

WEEK 3 **Advanced Prompting Techniques** DAY 09–12

DAY 11 — Reducing Errors & Verifying Output

TOPICS COVERED

- Why AI makes mistakes
- Hallucinations and how to spot them
- Asking the AI to flag uncertainty
- Asking for sources, then checking them
- Fact-checking with trusted sources
- Asking the AI to ask me questions first

PRACTICAL ACTIVITY

- Find and correct 3 errors in AI answers
- Write a verification checklist
- Use "ask me questions first" on a real task

LEARNING OUTCOME

Students catch mistakes and verify what AI produces.

DAY 12 — WEEKLY ASSIGNMENT: ADVANCED PROMPT SET

Students apply advanced techniques to realistic tasks and document the results.

STUDENTS COMPLETE

- A 4-step prompt chain with results
- Two personas with comparison notes
- Custom instructions draft
- Verification checklist with 3 real checks
- Reflection: which technique helped most?
- Skill Tracker update

SUBMISSION

Advanced Prompt Set + Verification Checklist

NEXT WEEK

Day 13 begins with feedback and AI for Writing, Research and Learning.

PRACTICE CORNER

Advanced · Reasoning & Checks

Plan First

> *First, give me a 4-step plan to write a one-page report on renewable energy. Wait for my approval before writing anything.*

Verification Prompts

- List any claims you are unsure about
- Ask me 5 questions before you answer
- Which parts of this answer should I fact-check?

Then check with a trusted source

WEEK 4 **AI for Writing, Research & Learning** DAY 13–16

WEEK 4 OBJECTIVE

Students use AI to draft, edit, summarise and research responsibly, and to learn faster without losing their own thinking or breaking academic rules.

DAY 13 — Writing & Editing with AI

FIRST PART

- Assignment review and results
- Individual instructor feedback
- Correction of common errors

NEW TOPICS

- Drafting from an outline
- Improving clarity and tone
- Proofreading and grammar checks
- Rewriting for different audiences
- Keeping your own voice
- Avoiding copy-and-paste writing

PRACTICAL ACTIVITY

- Draft, edit and compare two versions of a paragraph
- Rewrite one text for a student and a manager
- Mark which parts are AI and which are mine

LEARNING OUTCOME

Students use AI to improve writing while keeping their own voice.

DAY 14 — Research & Summarising

TOPICS COVERED

- Summarising long texts
- Extracting key points and quotes
- Comparing two sources
- Asking better research questions
- Checking facts and references
- Not pasting private documents

PRACTICAL ACTIVITY

- Summarise a long article in 5 bullets and 1 sentence
- Compare two short texts with a table prompt
- Verify three facts with trusted sources

LEARNING OUTCOME

Students research faster and verify what they find.

PEAK TIP

Use AI to start and improve your work, not to replace your thinking.

WEEK 4 PROGRESS CHECK

- [ ] Attended all 4 classes
- [ ] Completed every practical activity
- [ ] Submitted the weekly assignment
- [ ] Updated my Skill Tracker

WEEK 4 **AI for Writing, Research & Learning** DAY 13–16

DAY 15 — Learning & Study with AI

TOPICS COVERED

- AI as a patient tutor
- Explain it simply prompts
- Quizzes and flashcards
- Practice questions and feedback
- Active learning vs passive copying
- Academic integrity and honest use

PRACTICAL ACTIVITY

- Build a quiz-me prompt for one topic
- Create 10 flashcards with answers
- Write rules for honest use of AI in study

LEARNING OUTCOME

Students learn actively with AI without over-depending on it.

DAY 16 — WEEKLY ASSIGNMENT: RESEARCH & WRITING PROJECT

Students complete a short research and writing project using AI responsibly.

STUDENTS COMPLETE

- One-page summary of a chosen topic
- List of prompts used and why
- Three facts checked against trusted sources
- Quiz of 5 questions on the topic
- Note on what was AI-assisted and what was my own
- Skill Tracker update

SUBMISSION

Research Project + Prompt Log

NEXT WEEK

Day 17 begins with feedback and AI for Content and Marketing.

PRACTICE CORNER

Writing & Study · Sample Prompts

Summarise Prompt

> *Summarise the text below in 5 bullet points for a university student. Then list 3 questions the text leaves unanswered.*

Study Prompt

> *Quiz me on photosynthesis with 5 questions, one at a time. Wait for my answer, then give feedback and the correct answer.*

WEEK 5 **AI for Content, Visuals & Marketing** DAY 17–20

WEEK 5 OBJECTIVE

Students create content, copy and visuals with AI, plan marketing workflows and keep a consistent brand voice.

DAY 17 — Content Ideas & Copywriting

FIRST PART

- Assignment review and results
- Individual instructor feedback
- Correction of common errors

NEW TOPICS

- Content brainstorming
- Social media posts and captions
- Ad copy and headlines
- Defining a brand voice
- Rewriting for different platforms
- Editing AI copy to sound human

PRACTICAL ACTIVITY

- Generate 20 post ideas and choose the best 5
- Write a brand-voice guide and use it in a prompt
- Rewrite one message for three platforms

LEARNING OUTCOME

Students create on-brand content with AI support.

DAY 18 — Image & Visual AI Prompts

TOPICS COVERED

- How image generators work
- Prompt formula: subject, style, setting, lighting, composition
- Colours, mood and details
- Iterating on visuals
- Consistency across a set of images
- Rights, licences and honest use of AI images

PRACTICAL ACTIVITY

- Write 5 image prompts and refine them
- Create a mini visual set with a consistent style
- Check the tool's terms for commercial use

LEARNING OUTCOME

Students write clear image prompts and use visuals responsibly.

PEAK TIP

AI drafts fast, but your judgment makes content good. Always edit before you publish.

WEEK 5 PROGRESS CHECK

- [ ] Attended all 4 classes
- [ ] Completed every practical activity
- [ ] Submitted the weekly assignment
- [ ] Updated my Skill Tracker

WEEK 5 **AI for Content, Visuals & Marketing** DAY 17–20

DAY 19 — Marketing Workflows with AI

TOPICS COVERED

- Audience research prompts
- Content calendar planning
- Campaign idea generation
- Reporting summaries from data
- Combining prompts into a workflow
- Human review before publishing

PRACTICAL ACTIVITY

- Build a 2-week content calendar with AI
- Create an audience persona with prompts
- Review and edit before publishing

LEARNING OUTCOME

Students plan marketing tasks with AI and review them carefully.

DAY 20 — WEEKLY ASSIGNMENT: AI CONTENT CAMPAIGN

Students create a small content campaign using AI and human editing.

STUDENTS COMPLETE

- Brand voice guide
- 5 social media posts with captions
- 3 image concepts with prompts
- 2-week content calendar
- Notes on edits made to AI output
- Skill Tracker update

SUBMISSION

AI Content Campaign Pack

NEXT WEEK

Day 21 begins with feedback and AI for Productivity and Data.

PRACTICE CORNER — Content & Visuals · Formulas

Brand-Voice Prompt

> *Write 3 Instagram captions for a language academy. Voice: friendly, encouraging, simple English. Each under 30 words, with one clear call to action.*

Image Prompt Formula

- Subject + Style + Setting + Lighting + Composition

> *A friendly teacher in a modern classroom, flat illustration style, warm lighting, wide shot*

Change one element at a time

WEEK 6 **Productivity, Data & Workflows** DAY 21–24

WEEK 6 OBJECTIVE

Students use AI to save time on everyday work, analyse simple data, chain prompts into repeatable workflows and understand AI agents and automation.

DAY 21 — Productivity & Everyday Tasks

FIRST PART

- Assignment review and results
- Individual instructor feedback
- Correction of common errors

NEW TOPICS

- Emails and replies
- Meeting notes and action items
- Planning and checklists
- Templates for repeat tasks
- Learning new topics quickly
- Time saved vs quality checks

PRACTICAL ACTIVITY

- Draft and improve 3 professional emails
- Turn rough notes into clear action items
- Create 3 reusable templates

LEARNING OUTCOME

Students use AI to handle routine tasks faster.

DAY 22 — Data & Spreadsheets with AI

TOPICS COVERED

- Asking AI to explain data
- Spotting trends and patterns
- Writing formulas with AI help
- Cleaning and organising data
- Choosing a suitable chart
- Privacy: no personal or confidential data

PRACTICAL ACTIVITY

- Analyse a sample sales table with prompts
- Ask AI to write and explain a spreadsheet formula
- Check AI calculations by hand

LEARNING OUTCOME

Students analyse simple data with AI and check the results.

PEAK TIP

Automate steps, not judgment. Keep a human check at every important decision.

WEEK 6 PROGRESS CHECK

- [ ] Attended all 4 classes
- [ ] Completed every practical activity
- [ ] Submitted the weekly assignment
- [ ] Updated my Skill Tracker

WEEK 6 **Productivity, Data & Workflows** DAY 21–24

DAY 23 — Workflows, Automation & AI Agents

TOPICS COVERED

- Prompt chaining as a workflow
- Reusable prompt templates
- Projects and custom assistants
- No-code automation basics
- What AI agents are and their limits
- Human checkpoints in a workflow

PRACTICAL ACTIVITY

- Design a 4-step workflow on paper
- Test the workflow with real examples
- Add a human review step

LEARNING OUTCOME

Students build repeatable AI workflows with human checkpoints.

DAY 24 — WEEKLY ASSIGNMENT: MY AI WORKFLOW

Students design and test one real workflow that saves time.

STUDENTS COMPLETE

- Workflow diagram with 4 steps
- Prompt templates for each step
- Test results on 3 examples
- Time saved estimate
- Human review points
- Skill Tracker update

SUBMISSION

AI Workflow Document

NEXT WEEK

Day 25 begins with feedback and Responsible AI.

PRACTICE CORNER — Workflow · Chaining & Data

Prompt Chain Example

- Step 1: gather the facts
- Step 2: create an outline
- Step 3: write the draft
- Step 4: review for errors and tone

Check the output after each step

Data Prompt

Here is a table of monthly sales (no personal data). Identify 3 trends and suggest 2 questions to investigate next.

WEEK 7 **Responsible AI & Prompt Testing** DAY 25–28

WEEK 7 OBJECTIVE

Students understand the ethics, risks and rules of AI use, and learn to test, compare and document prompts so they become reliable tools.

DAY 25 — Ethics, Bias, Privacy & Safety

FIRST PART

- Assignment review and results
- Individual instructor feedback
- Correction of common errors

NEW TOPICS

- Bias in AI answers
- Privacy and data protection
- Misinformation and deepfakes
- Copyright and ownership
- Academic and workplace honesty
- Disclosing AI use

PRACTICAL ACTIVITY

- Spot bias in 3 AI-generated answers
- Create personal rules for safe AI use
- Case study: an ethical dilemma with AI

LEARNING OUTCOME

Students use AI ethically, safely and honestly.

DAY 26 — Building a Prompt Library & Templates

TOPICS COVERED

- Why reusable prompts matter
- Prompt templates with fill-in blanks
- Naming and organising prompts
- Documenting purpose and best use
- Sharing prompts with a team
- Versioning

PRACTICAL ACTIVITY

- Turn 5 prompts into reusable templates
- Organise the library by task type
- Swap a template with a partner and test it

LEARNING OUTCOME

Students build a well-organised, reusable prompt library.

PEAK TIP

A prompt is not finished when it works once. Test it, score it and improve it.

WEEK 7 PROGRESS CHECK

- [ ] Attended all 4 classes
- [ ] Completed every practical activity
- [ ] Submitted the weekly assignment
- [ ] Updated my Skill Tracker

WEEK 7 **Responsible AI & Prompt Testing** DAY 25–28

DAY 27 — Testing & Optimising Prompts

TOPICS COVERED

- Defining what a good answer looks like
- Testing the same prompt several times
- Comparing prompt versions
- Scoring results from 1 to 5
- Changing one thing at a time
- Recording what worked

PRACTICAL ACTIVITY

- Test two versions of a prompt on 5 inputs
- Score and compare results in a table
- Write a short improvement note

LEARNING OUTCOME

Students improve prompts using evidence, not guesswork.

DAY 28 — WEEKLY ASSIGNMENT: PROMPT TESTING REPORT

Students test and optimise one important prompt and report their findings.

STUDENTS COMPLETE

- Goal and success criteria
- Two prompt versions
- Test results on 5 inputs
- Scores and comparison table
- Final recommended prompt
- Skill Tracker update

SUBMISSION

Prompt Testing Report

NEXT WEEK

Day 29 begins with feedback and the Capstone Project.

PRACTICE CORNER

Responsible AI · Rules & Testing

Safe-Use Rules

- Never paste private or confidential data
- Verify facts before sharing
- Respect copyright and licences
- Be honest about AI help
- Review for bias and tone

Prompt Test Table

- Version A: result quality 1–5
- Version B: result quality 1–5
- Notes: what changed and why

Change one thing at a time

WEEK 8 **Capstone Project & Next Steps** DAY 29–32

WEEK 8 OBJECTIVE

Students plan, build, test and present a real AI-powered project, finish their prompt portfolio and map their next steps for continued growth.

DAY 29 — Capstone Planning

TOPICS COVERED

- Choosing a real problem
- Defining the user and the goal
- Selecting tools and techniques
- Designing prompts and workflow
- Success criteria
- Planning the 3-day build

PRACTICAL ACTIVITY

- Write a one-page capstone plan
- Peer feedback on the plan
- Prepare the prompt set

LEARNING OUTCOME

Students have a clear, realistic capstone plan.

DAY 30 — Build, Test & Improve

TOPICS COVERED

- Building the prompts and workflow
- Testing with real examples
- Fixing weak outputs
- Adding verification steps
- Documenting the process
- Preparing a demo

PRACTICAL ACTIVITY

- Build and test the solution
- Record scores and improvements
- Prepare a short demo script

LEARNING OUTCOME

Students deliver a tested, documented solution.

PEAK TIP

The best prompt engineers are curious, careful and always testing. Keep experimenting.

WEEK 8 PROGRESS CHECK

- [ ] Attended all 4 classes
- [ ] Completed every practical activity
- [ ] Submitted the weekly assignment
- [ ] Updated my Skill Tracker

WEEK 8 **Capstone Project & Next Steps** DAY 29–32

DAY 31 — Presentations & Career Pathways

TOPICS COVERED

- Presenting the capstone
- Explaining prompts and results
- Receiving and giving feedback
- Building a prompt portfolio
- AI skills in careers and freelancing
- Continuing to learn

PRACTICAL ACTIVITY

- 3-minute capstone presentation
- Written feedback for two classmates
- Plan my next 3 learning steps

LEARNING OUTCOME

Students present their work and know their next steps.

DAY 32 — FINAL WEEKLY ASSIGNMENT — AI PROMPT ENGINEERING CAPSTONE PROJECT

Students submit their final project and complete prompt portfolio.

STUDENTS PREPARE

- Capstone plan and final solution
- Prompt library of 15 tested prompts
- Testing report with scores
- Responsible-use statement
- Completed Skill Tracker
- Three next learning goals

SUBMISSION

Capstone Project + Prompt Portfolio

NEXT STEP

Keep practising weekly, test new tools carefully and keep your portfolio growing.

PRACTICE CORNER — Capstone · Plan & Presentation

Capstone Plan Template

- Problem and user
- Goal and success criteria
- Tools and techniques
- Prompts and workflow
- How I will test and verify

Presentation Structure

- The problem I solved
- How my prompts work
- Results and what I improved
- Responsible-use notes

Keep it to 3 minutes

Final Student Outcome

By the end of the 8-week program, students have progressed from using AI casually to designing, testing and documenting prompts and workflows for real tasks, responsibly.

THEY DEVELOP

AI Literacy › Prompt Writing › Context › Reasoning › Verification › Content Creation ›
Research › Workflows › Responsible AI › Critical Thinking › **Confidence**

The goal is not to let AI think for you — it is to think clearly, direct AI skilfully and always check what it produces.

AI PROMPT ENGINEERING COMPLETE PLAN

Prompting • AI Tools • Workflows • Responsible AI

Prompt with purpose. Create with confidence. Lead the AI era with Peak Academy.

Wishing every Peak Academy student curiosity, creativity and the discipline to use AI wisely. May the skills you build here turn into real opportunities.

Prompt Engineer's Checklist

- ☐ I use a clear framework: role, task, context, format
- ☐ I always verify AI output before using it
- ☐ I never paste private or confidential data
- ☐ I keep a personal prompt library
- ☐ I test and improve my prompts
- ☐ I disclose AI use where required
- ☐ My capstone project is documented
- ☐ I review new AI tools every month

JOIN PEAK ACADEMY

Now launching at Barker Town, Shahdara

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