

Sunday, August 11, 2024

1:00 pm – 4:00 pm

#### WS# 9: AI-Powered Excel: Teaching Tips, Tricks, and Materials

This workshop will provide a deep dive into how AI, especially ChatGPT, can significantly enhance Excel's capabilities, making data analysis, formula creation, and overall spreadsheet management more efficient and effective. Attendees will learn how to use AI for automating complex tasks, generating advanced formulas, optimizing data organization, and gaining deeper insights from data sets. We will be looking at Excel's built-in AI capabilities. We will also be talking about the differences between ChatGPT 3.5 and ChatGPT 4 with respect to Excel tasks and how ChatGPT can help to leverage the power of Excel. This interactive session will provide hands-on experience and practical examples, empowering instructors to integrate AI into their Excel curriculum. Examples and materials that can be used in attendee's own classes will be shared.

#### Intended Audience:

The intended audience is faculty who use or teach Excel in their classes. These tips and tricks for integrating AI into Excel can be used by attendees for their own Excel tasks, but also for including in their own Excel teaching.

#### Format:

This workshop will be a hands-on Excel session. Attendees will use Excel 365 on their laptops to try out the materials being demonstrated. ChatGPT 3.5 will be used for some parts, while ChatGPT 4 will be demonstrated.

Learning objectives: After attending this workshop, attendees will be able to:

1. Create Excel formulas using ChatGPT
2. Apply Excel's AI capabilities to enhance data analysis
3. Integrate AI and ChatGPT into teaching Excel

Program Level: Beginner

Prerequisites: None