



Looking Forward Our Way

www.lookingforwardourway.com

@ the 511 Studios; 511 South High Street; Columbus, OH 43215

Brett Johnson brett4.johnson@gmail.com Carol Ventresca caventresca@gmail.com

GUEST CONTACT INFORMATION

Tentative Title: Using AI in Job Searching

Podcast Guest: Sharon Hamersley, The LinkedIn Coach, The Resume Coach

614-395-9440

theresumecoach@live.com

<https://www.the-resume-coach.com/>

TIPS FOR USING ARTIFICIAL INTELLIGENCE

- ◇ Don't be afraid of using AI
- ◇ It is a tool – a starting point for your critical thinking and creativity
- ◇ AI is an idea generator – not a final product
- ◇ AI doesn't lessen the amount of work, but can "smooth" your results
- ◇ You are responsible for your job search materials, do not use AI suggestions without consideration

- ◇ Begin with the end in mind
- ◇ Be very specific in requests (e.g., "accountant" vs "entry level accounting")
- ◇ Use multiple prompts
- ◇ AI language can be detected; don't plagiarize AI or just copy/paste

A.I. TERMS

Here are some common terms in AI along with their acronyms:

****AI**** – Artificial Intelligence: The simulation of human intelligence by machines.

****ML**** – Machine Learning: A subset of AI that enables machines to learn from data without being explicitly programmed.

****DL**** – Deep Learning: A subset of machine learning that uses neural networks with many layers.

****NLP**** – Natural Language Processing: A branch of AI that focuses on the interaction between computers and humans using natural language.

****CV**** – Computer Vision: The field of AI that enables machines to interpret and make decisions based on visual data.

****MSU**** - "Make Stuff Up" – AI systems are prone to mistakes, omissions, and exaggerations. Always confirm the information provided using other sources.

WEBSITES FOR ARTIFICIAL INTELLIGENCE PLATFORMS AND INFORMATION FOR JOB SEARCHING

ChatGPT <https://chatgpt.com/> - Browser and OS neutral

ChatGPT is a chatbot and virtual assistant developed by OpenAI and launched on November 30, 2022. Based on large language models, it enables users to refine and steer a conversation towards a desired length, format, style, level of detail, and language. (Wikipedia)

Co-Pilot <https://copilot.microsoft.com/>

Microsoft Copilot leverages the power of AI to boost productivity, unlock creativity, and helps you understand information better with a simple chat experience.

