



Gemini Enterprise Essentials for Business and Power Users

Course description

Unlock the Full Potential of Gemini Enterprise. Learn Enterprise Search, NotebookLM, Deep Research, Prompting Best Practices, and No-Code Agent Creation to Enhance Productivity, Knowledge Discovery, and Business Insights.

Through demonstrations, guided activities, and practical business scenarios, learners will discover how Gemini Enterprise can improve productivity, knowledge discovery, collaboration, research, and decision-making.

- Course level: Introductory
- Duration: 1 day

Activities

This course includes instructor-led training, guided demonstrations, business use-case discussions, hands-on agent-building activities, prompt engineering exercises, document analysis activities, enterprise search demonstrations, scenario-based learning, knowledge checks and quizzes, and practical workflow exercises to reinforce learning.

Course objectives

In this course, you will learn to:

- Understand the fundamentals of Generative AI and common business use cases.
- Differentiate between traditional keyword search and AI prompting.
- Apply prompt design best practices to improve AI-generated outputs.
- Use Gemini Enterprise for enterprise-wide search and AI-powered assistance.
- Use NotebookLM to analyze proprietary business documents and extract insights.
- Understand the capabilities of Deep Research Agents and other AI agents.
- Understand how AI agents can support enterprise research and productivity.
- Build no-code AI agents using Agent Designer.
- Apply Gemini Enterprise capabilities to practical business workflows.

Key features

- Introduction to Generative AI
- Search vs Prompting
- Enterprise Search with Gemini Enterprise
- Intelligent Document Analysis with NotebookLM
- AI Agents in Gemini Enterprise
- Agent Designer Overview
- Building No-Code AI Agents
- Interactive Demonstrations and Learning

Intended audience

This course is intended for:

- Business Professionals
- Knowledge Workers
- Business Analysts
- Project Managers
- Team Leaders

- Productivity Champions
- Digital Transformation Professionals
- Business Users of Gemini Enterprise
- Power Users of Gemini Enterprise
- Citizen Developers
- Functional Managers
- Anyone interested in leveraging AI for enterprise productivity Products / Capabilities Covered
- Gemini Enterprise
- Enterprise Search
- Gemini Notebook / NotebookLM
- Deep Research Agent
- AI Agents
- Agent Designer
- Generative AI
- Prompt Engineering

Prerequisites

We recommend that attendees of this course have:

- No prior AI experience required.
- No programming experience required.
- Basic familiarity with common business productivity tools is recommended.
- Suitable for business users and power users with varying levels of AI knowledge.

Course outline

Module 01 - Introduction to Generative AI and Gemini Enterprise

- Generative AI fundamentals
- Enterprise AI
- Business use cases
- Gemini Enterprise overview

- AI-powered productivity and knowledge work

Module 02 - Search, Prompting, and Enterprise Knowledge

- Traditional search vs AI prompting
- Prompt engineering fundamentals
- Prompt design best practices
- Gemini Enterprise Search
- Natural-language knowledge discovery

Module 03 - NotebookLM and AI Agents

- NotebookLM overview
- Document intelligence
- Document summarization
- Question answering over documents
- AI agents in Gemini Enterprise
- Deep Research Agent

Module 04 - Building No-Code AI Agents with Agent Designer

- Agent Designer overview
- No-code agent development
- Agent configuration
- Single-step and multi-step workflows
- Business process automation

Module 05 - Course Summary and Knowledge Assessment

- Gemini Enterprise capabilities
- Enterprise Search
- NotebookLM
- Deep Research
- AI Agents
- Agent Designer
- Business productivity use cases

Certification details

CloudThat Course Completion Certificate will be awarded to all learners who successfully complete the training.

FAQs

Who is this course intended for?

This course is designed for Gemini Enterprise business users and power users who want to understand and leverage the platform's capabilities for productivity, knowledge discovery, research, and business workflows.

Do I need prior AI experience?

No. The course is introductory and designed for learners with varying levels of AI experience.

What is Gemini Enterprise?

Gemini Enterprise is an enterprise AI platform that brings together AI agents, enterprise search, connected data, and intelligent AI capabilities to help organizations improve productivity and access to organizational knowledge.

What will I learn about enterprise search?

You will learn how to use natural-language interactions to discover and work with relevant organizational information more efficiently.

What is NotebookLM?

NotebookLM is an AI-powered research and document analysis capability that can help users work with provided source materials, summarize information, ask questions, and generate insights based on the content.

What is the Deep Research Agent?

The Deep Research Agent supports comprehensive research by gathering and synthesizing information to help users explore complex topics and generate detailed insights.

What is Agent Designer?

Agent Designer is a no-code capability that enables users to create custom AI agents for specific business tasks and workflows without requiring traditional programming skills.

Will I learn to build an AI agent?

Yes. The course includes guided exposure to creating no-code AI agents using Agent Designer, including business-oriented workflow examples.

Is this a technical development course?

No. This is an introductory business and power-user course. It focuses on using Gemini Enterprise capabilities rather than programming AI applications.

Is hands-on learning included?

Yes. The course includes guided demonstrations, practical business scenarios, prompting exercises, document analysis, and no-code agent-building activities.

Can this course be customized?

Yes. The course can be customized around specific business functions such as HR, Finance, Sales, Marketing, Operations, or Leadership, with relevant use cases and workflows.

Will I receive a certificate?

Yes. A CloudThat Course Completion Certificate will be awarded upon successful completion.