# Academy Academy

Large Language Models (LLM): From AI Applications to Project Management for Business Executives

CHAT GPT

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Unlock the power of Large Language Models in your company! From theory to implementation, master key concepts, latest applications, project management tips, vendor strategies, and security concerns.

Anyone without a technical background can learn how to manage an LLM project!

Duration	6 Hours
Language	Cantonese (supplemented with English terminology and handouts)
Course fee	Depends on number of participants, duration, venue and course content

## **Learning Outcomes**

- ✓ Understand the fundamentals of Large Language Models (LLMs) and their applications.
- ✓ Implement LLM projects effectively, covering the project lifecycle and vendor management.
- Address security considerations such as On-Premise vs. Cloud, privacy, etc.

## **Enquiry / Enrolment**

Please contact our consultant for programme arrangement:

Ms Becky YU| Senior Consultant, HKPC Academy +852 2788 5029|beckyyu@hkpc.org

## hkpc<sup>®</sup>Academy

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## **Course Outline**

- 1. Introduction to Large Language Models (LLMs)
  - What are LLMs?
  - Brief history and evolution
  - Importance in today's digital landscape

#### 2. Key Concepts and Terminology

- Natural Language Processing (NLP)
- Machine Learning and Deep Learning
- Neural Networks
- Training, Fine-tuning, and Inference
- Tokens and Embeddings

#### 3. Applications of LLMs

- Citizen services and chatbots
- Document analysis and summarisation
- Multilingual communication
- Cybersecurity and fraud detection

#### 4. Implementing LLM Projects

- Project lifecycle
- Needs assessment and goal setting
- Data collection and preparation
- Model selection and customisation
- Testing and evaluation
- Deployment and monitoring

#### 5. Project Management Tips for LLM Initiatives

- Stakeholder management
- Risk assessment and mitigation
- Budget planning and resource allocation
- Timeline management
- Change management and user adoption

#### 6. Vendor Management for LLM Projects

- Stakeholder management
- Risk assessment and mitigation
- Budget planning and resource allocation
- Timeline management
- Change management and user adoption



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#### 7. On-Premise vs. Cloud Considerations

- Advantages and disadvantages of each approach
- · Security and compliance considerations
- Infrastructure requirements
- Cost comparisons
- Hybrid solutions

#### 8. Ethical Considerations and Governance

- Bias in LLMs
- Privacy concerns
- Transparency and explainability
- Regulatory compliance (e.g., GDPR, local regulations)
- · Developing ethical guidelines for LLM use in government

#### 9. Future Trends and Opportunities

- Emerging LLM technologies
- Potential future applications in government
- Preparing for the evolving landscape

#### **10. Case Studies and Practical Exercises**

- · Real-world examples of LLM implementation in government
- Group exercises on project planning and vendor selection
- Hands-on demo of LLM applications (if possible)

11. Conclusion and Q&A Session

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