

MIA WEBINAR SERIES

25 September 2024 (Wednesday) | 9.00am – 1.00pm



ChatGPT Prompt Engineering for Financial Professionals (Beginner Level)

Programme Overview:

This webinar is designed to equip learners with the fundamental knowledge and practical skills necessary to effectively utilize Artificial Intelligence (AI) language models in finance and accounting. The course begins with an introduction to AI language models and prompt engineering, providing real-world examples of their application, followed by exploring techniques for crafting effective prompts, including a hands-on demonstration using AI language models for financial forecasting. At the end of the webinar, participants will have the opportunity to practise their prompting skills on their own financial activities using ChatGPT.



WHO SHOULD ATTEND

- Board Members
- Chief Executive Officers
- Chief Financial Officers & Financial Controllers
- Finance Managers, Accountants and Financial Executives
- Business Managers
- Individuals with interests in AI and Chat GPT

OBJECTIVES:

This programme seeks to help you:

- **Understand the basics of AI Language Models.**
- **Learn what Prompt Engineering is and its real-world applications.**
- **Master best practices for crafting effective prompts.**
- **Participate in an interactive demonstration on using AI Language Models for financial forecasting.**
- **Participate in live practice sessions on crafting prompts for your own financial activities.**

ChatGPT Prompt Engineering for Financial Professionals (Beginner Level)



SPEAKER

Ts. Wallace Wong

Ts. Wallace Wong is an experienced professional with over 23 years in the ICT, Software Development, and Data Science fields. He has held various roles including project manager, technical specialist, technical director, and head of department. His most recent role was the Head of AI Analytics & Digitalisation Department at The Center of Applied Data Science, which focuses on building data literate talents for Fortune 500 companies and ASEAN market leaders. Currently, Wallace is operationalising Smart City Academy, and has been engaged as consultant for data strategy initiatives.

Throughout his career, Wallace has gained expertise in data literacy, data analytics, competency development, instructional design, blended learning, LMS & LXP, and IR4.0. He is currently pursuing a Master's Degree in Business Analytics, and holds a Bachelor's Degree in Engineering (Electrical & Electronics) with a focus on Telecommunication & Fibre Optic.

Wallace's career highlights include contributing to projects involving 2G, 3G, 4G & 5G wireless technologies, end-to-end project management, and training and competency development in various companies and countries. He has led teams to generate millions in revenue and deliver successful training programs, demonstrating his strong leadership skills and technical expertise.

His interests include the impact of 5G, IR4.0 and AI on the future of humanity, the application of data analytics in policy formulation and program rollout for smart cities, and effective governance in AI development for a better world.

Programme Outlines:

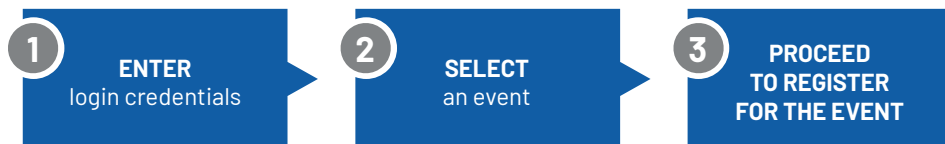
9:00am – 10:00am	<ol style="list-style-type: none">1. Introduction to ChatGPT & Prompt Engineering<ul style="list-style-type: none">● Overview of ChatGPT and Its applications● Fundamental of Prompt Engineering2. Understanding ChatGPT and GPT Architecture<ul style="list-style-type: none">● Basic Principles of Natural Language Processing● Introduction to GPT Architecture
10:00am – 11:30am	<ol style="list-style-type: none">3. Principles of Prompt Engineering<ul style="list-style-type: none">● Crafting Effective Prompts● Context and Context Length4. Role-Based & Chain of Thought Prompting<ul style="list-style-type: none">● Introduction to Role-Based Prompting● Strategies for Implementing Role-Based Prompts● Chain of Thought Prompting Techniques
11:30am – 1:00pm	<ol style="list-style-type: none">5. Interactive Demonstration (Trainer) : Using ChatGPT for Financial Forecasting6. Live Practice Session (Participant) : Crafting Prompts for your own Financial Activities
1:00pm	End of Webinar

REGISTRATION PROCESS

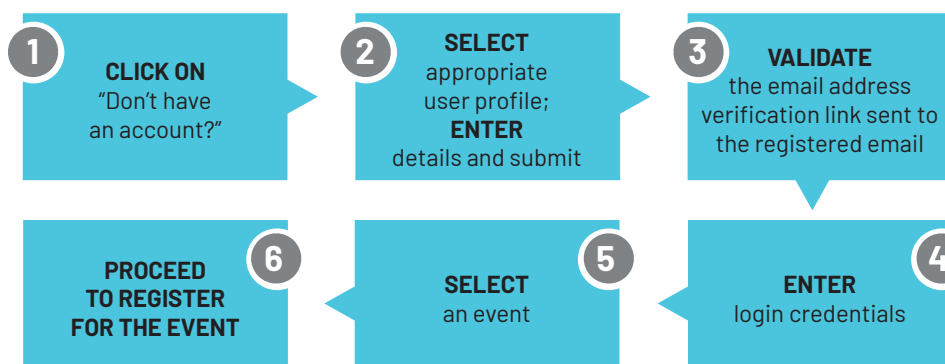


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- Search and select the event
- Click 'Register' to experience the new system by continuing with the respective steps below:

EXISTING USER



NEW USER



For any assistance, please call (8.45am-5.30pm, Monday-Friday)

MIA Help Desk @ 603-2722 9000

PROGRAMME FEES

Member	RM 400
Non-member	RM 450

PREFERRED PAYMENT

Pay with MIA-CIMB Affinity Credit Card.

PROGRAMME DETAILS & REGISTRATION

Anytime available for registration

Date : 25 September 2024 (Wednesday)
Time : 9.00am - 1.00pm

Contact : **Lynn/Shahirah**
Tel : **03 2722 9112 / 163**
Fax : **03 2722 9009**
Email : **mcu@mia.org.my**

Address : Malaysian Institute of Accountants
Dewan Akauntan Unit 33-01, Level 33
Tower A, The Vertical, Avenue 3,
Bangsar South City
No. 8, Jalan Kerinchi
59200 Kuala Lumpur

TERMS & CONDITIONS FOR WEBINARS

WEBINAR FEE

- Fee is payable to MALAYSIAN INSTITUTE OF ACCOUNTANTS
- For selected webinars, the fee includes e-materials.
- Individual Registration:** Full payment shall be made at the point of online registration.
- Corporate Registration:** Full payment shall be made within thirty (30) days from the date of the Invoice or 1 day before the webinar, whichever earlier.
- Access to join the webinar shall be granted only upon full payment as per the above requirement.

WEBINAR ACCESS LINK

- The Access Link will be emailed at least 24-hours before the commencement of the webinar.
- The Access Link is unique and should not be forwarded/shared with others.

PAYMENT MODE

- Payment must be made through the electronic channels i.e. **online payment via the MIA member service portal and electronic fund transfer (EFT)**.
- Payment by **cash and cheque is NOT ACCEPTABLE** effective from 1 January 2022.

HRDC CORP (FOR CLAIMABLE EVENTS ONLY)

- MIA is an approved Training Provider registered under 'Institut Akauntan Malaysia' (MyCoID: 631967).

Employer's Obligations

- To ensure grant approval is obtained prior to event registration and to provide the Grant ID notification upon event registration.
- To make full payment to MIA as per the issued Invoice within 14 working days upon receipt of MIA's notification in the event the approved training fee is cancelled by HRDC due to non-compliance on the part of the participant or his/her employer or any valid reasons stipulated by HRDC.
- To settle the balance payment to MIA within 14 working days upon receipt of MIA's notification in the event only partial claim is approved by HRDC. MIA will provide copy of the original invoice and will not issue a new invoice for the balance amount.
- If employer has made payment prior to grant approval, a refund will be made to employer subject to reimbursement received from HRDC. Refund will be made upon receipt of duly completed employer's EFT Form.
- To provide required information and/or documents after completion of event for the purpose of HRDC Claim within 7 working days upon receipt of MIA's notification.

CANCELLATION

Should the participant decide to cancel his/her enrolment, a cancellation policy shall be applied as follows:

- For written cancellation received with minimum seven (7) days' notice from the date of the webinar, no penalties will be imposed and full refund will be made to participants who have paid.
- For written cancellation received less than seven (7) days from the date of the webinar, an administrative charge of 20% of the registration fee will be imposed. Unpaid registrations will also be liable for a 20% administrative charge.
- No refunds will be made for written cancellations received on the day of the webinar or for participants who failed to join the webinar. Unpaid registrations will also be liable for full payment of the registration fee.
- Replacing registered participants is not allowed.
- Paid registration that is cancelled can opt to transfer the paid amount to future event(s) after deducting any applicable administrative charges.
- The transfer request to future event(s) should be confirmed by Corporate/Individual within three (3) days after cancellation otherwise the cancellation will be confirmed with refund action. Transfer request will not be entertained after the refund is processed.
- Corporate/Individual is required to top-up the balance amount if the amount to be transferred to the future event is insufficient.
- Any excess amount after transfer will be refunded to the Corporate/Individual's bank account as provided in the EFT form.
- Corporate/Individual is required to provide the EFT form each time when a refund is requested.

PARTICIPANT'S CLASSIFICATION AND INFORMATION

Category: Corporate/Individual

- Please select the participant classification carefully as it determines the fee payable. No alteration will be allowed upon registration.
- The information on Corporate/Individual provided shall be deemed true and correct. No alteration will be allowed upon registration.

METHODOLOGY, CERTIFICATE OF ATTENDANCE AND CPE CREDIT HOURS

- Live Q&As, quick polls/surveys will be carried out throughout the webinar.
- For selected webinars, pre and/or post course materials will be shared with participants.
- Self-assessment quizzes at the beginning as well as at end of the webinar will be given to enable participants to self-evaluate themselves on their learning performance and level of understanding of the programme content.
- Participants will be issued with an e-certificate of attendance and awarded CPE credit hours upon strict compliance of the following terms:**

- Remain logged in at least 80% of the time allocated for the webinar,**
- Submit the post-course evaluation on learning outcome within 3 days after the completion of the webinar (late submission of the post-course evaluation will not be entertained).**

- CPE credit hours will be credited into the MIA Member Services Portal within 14 days of the webinar for participants who have complied with all terms and conditions stipulated herein.
- Listening to pre-recorded webinar and/or reading from past webinar e-material shall not qualify as structured CPE credit hours.

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DATA PROTECTION

Information given by the participants to MIA is true, accurate and to the best of their knowledge. The participants have read and agreed with the Privacy Notice as stated on MIA's official website and therefore, allow MIA to collect, process, store and use the participants' data other than what is provided under the Personal Data Protection Act 2010.

EXCLUSION OF LIABILITY

This webinar shall not constitute an endorsement of the speaker(s) by MIA and MIA shall not be liable for whatsoever circumstances arising from any engagement between the speaker(s) and the webinar's participants.

DISCLAIMER

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