

# Improving Skills While in College

Presented by Dr. Bjorn Mercer, Department Chair in the School of Arts, Humanities, and Education

Hello and welcome to this informative video about improving skills while in college using Copilot. My name is Dr. Bjorn Mercer, a Department Chair in the School of Arts, Humanities, and Education. This video requires an activity, so let's make sure we have our Copilot open and a new chat ready.

This video is about improving skills while in college. One of the things we always want to do is improve our skills, no matter our age. Whether it's improving our writing skills, weight training, or cardio, we always want to enhance our competencies for personal and professional life. The instructions here are to fill out the information under context, decide on which skills and competencies you want to self-assess, choose a round, and then self-assess your level for each skill or competency you want Copilot to help you with. Remember, most adults are between level 1 (basic) to level 3 (intermediate), so do not inflate your ability.

Here is the prompt: "Skills improvement context." You'll fill out whether you're an online student, undergraduate student, or graduate student. For example, "I have 2-3 more years to complete my undergraduate degree in business. I hope to get a job at a company like [desired company]." The skills, competencies, and proficiency levels are taken from the Office of Personnel Management's (OPM) leadership competencies. The OPM is a government organization with a good leadership structure for competencies. Level 1 is awareness, level 2 is basic, level 3 is intermediate, level 4 is advanced, and level 5 is experienced.

For this prompt, you don't need to fill out all 28 skills and competencies from the OPM. Choose about five to start with. If you want to do more, you can use the prompt repeatedly. The question for Copilot is, "How can I use Copilot to help me improve the skills and competencies for future success in college and career?" Fill out the context, such as "I'm a freshman with three more years to complete my undergraduate degree in business, and I want to get a job at a place like NVIDIA." For self-assessment, you might put strategic thinking (basic), results-driven (basic), accountability (basic), entrepreneurship (basic), and problem-solving (intermediate). Copy all of this and ask Copilot for its response.

Copilot will provide suggestions for improving each skill. For example, for strategic thinking, it might suggest analyzing business case studies and engaging in business strategy simulations. For results-driven, it might recommend setting SMART goals and using productivity tools. For accountability, it might suggest self-assessment and seeking feedback. For entrepreneurship, it might recommend developing a business plan and participating in innovation challenges. For problem-solving, it might suggest complex critical thinking exercises.

Remember, using any generative AI tool is an iterative process. You'll continue to go back and forth with it. Copilot might suggest online courses, reading, mentorship, and other resources. For

example, for strategic thinking, it might recommend Harvard management courses, books like "Good Strategy, Bad Strategy," and practical tips like case studies and scenario planning.

Improving skills requires practice, reading, and mentorship. It's important to find a mentor who can guide you and help you discover the right questions to ask. This video is about improving skills while in college and how Copilot can assist in that process. It's an iterative process, so use it several times throughout the year to see how you improve. Focus on a few skills at a time and work on them diligently.

Thank you for watching this video about how to improve your skills while in college. My name is Dr. Bjorn Mercer.