

Welcome to our twelve-class structure of \$99.00 per person, per class (with flex to more private classes total) at the following curriculum under the IAHRM Institute at www.iahhrm.com. This course of instruction pulses in the speed of need of our students and certain curriculum may be deemed of no interest by the student or cadre. Classes start every Monday so there is no need to wait for any semester to begin. Cadre focus is on being heard and love. Our classes are endorsed and credentialed by the United States Presidential Service Center at www.uspsc.org for greater punch. A certificate is issued digitally with trefoil, QR code, and security features to validate graduates authenticity by name on the website.

Ai: TORN OPEN CLASS
Putting Ai to work for you within one hour. How to make money with Ai in your daily business life. Enhancing your personal life and family. Torn open cash profits.
12 weeks. Miss a class, watch the video.
\$99.00 per class.

iahhrm.com

MONGIELLO ASSOCIATES.COM
STRATEGIC MARKETING FIRM

iahhrm.com
mongielloassociates.com

Professor Martin C.J. Mongiello, MBA, MA, MOFE - CSIS, SS/SH, USN, Ph.D.
Chairperson of the Board of Trustees & Commission Chairman
The United States Presidential Service Center - 301 Cleveland Ave. Grover, NC 28073
The United States Presidential Culinary Museum
www.USPSC.org & www.USPCM.org
Badge# 16952

- 1. ChatGPT introduction class.**
- 2. Business letters for fresh leads to sales.**
- 3. Full throttle with job interview response letters. Business response letters.**
- 4. ChatGPT and writing movie and TV scripts with dialogue.**
- 5. Waxing poetic and how to write Ai poetry.**
- 6. ChatGPT unleashed in business plan writing - from three weeks to three days! Watch Professor Mongiello with 6,000 business students from Stanford, MIT, Harvard, UNC, NYU Stern, and Wharton rip a new ass into business plan writing with LIVE PLAN. (Later, take our LIVE PLAN classes ranked #1 by the Wall Street Journal and Inc. Magazine).**

Part A: Your overview of the plan

Part B: The meat on the bone deep-state

Part C: 50 pages of financial proforma for your CPA and attorneys

7. Tear wide into business contracts in seconds using Cyborg Mode with the latest Terminator version.

8. Letters of condolence to friends and family when death occurs - that are specific, touching, and heartfelt.

9. Writing books and publishing in "Killin It" mode - enabled inside of your mind when we teach you how. See Professor Mongiello and his 15 books published, worldwide – a graduate student of Lenoir Rhyne University with his second Master's degree where he attended the Thomas Wolfe School of Creative Fiction. EXTRA FEE: These classes are \$99.00 per person, EXTRA – PER CLASS, and are two hours long each. You will publish and finish your book for sale worldwide and consider three formats of in-print, eBook, and audiobook on audible.com including your royalties, auditions of actors and actresses, and your SAG-AFTRA contract. All of which will be clearly explained, and you will finish your book. During the Ai class, we brush over these subjects and students are not expected TO PUBLISH A COMPLETE BOOK.

Part A: Working on your idea and name of the book. Why a subscription to Grammarly is required. Subscribing to openai.com.

Part B: Shitty First Drafts with Anne Lamott and Bird by Bird (a required course book in this curriculum)

Part C: Group readings and sharing.

Part D: Selecting your book size and why to begin with a proper template.

Part E: Using ai to work your way through chapters. Why we may write one chapter at a time and make life easy.

Part F: Original graphics designed for your book using ai that are free of challenges and royalties.

Part G: Group readings and sharing. Finalization and world release parties. Speaking on stage and on television.

Part H: Additional blocks for private sessions – as many as are desired at \$99.00 each.

10. Gaming rules, organization, regulations, and welcome packages are great for guilds and alliances. Camel Games of Hong Kong, and INNO Games of Germany will be showcased.

11. **Music, jingle, and song creation** with LIVE singers collaborating with full 40 piece bands to completed master and licensing such up online worldwide owned by the student.

12. Open to student-controlled suggestions.

AI in Action: Creative & Professional Mastery with ChatGPT

Instructor: Professor Martin “Marti” Mongiello

Institution: IAHRM Institute (www.iahhrm.com)

Format: 10–12 classes, 2 hours each, \$99 per person per class

Delivery: In-person and online hybrid (synchronous)

Course Description

This course takes students far beyond the “hello world” of AI into real-world mastery of ChatGPT and related tools. Designed for entrepreneurs, creatives, and professionals, it blends humor, wit, and practical instruction to unlock AI’s full potential in business, literature, the arts, and personal communication. Students will finish with tangible assets: polished letters, scripts, contracts, poetry, business plans, songs, and even published books.

Learning Objectives

By the end of this course, students will be able to:

- Use ChatGPT as a practical assistant in sales, business, and personal communication.
 - Write scripts, poetry, songs, and prose with AI as collaborator.
 - Develop and finalize a business plan using LivePlan with AI acceleration.
 - Draft, review, and refine contracts quickly and effectively.
 - Craft letters of condolence with authenticity and care.
 - Write, design, and publish a book across multiple formats.
 - Apply AI to gaming, guild, and alliance management.
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Course Outline

Class 1: Introduction to ChatGPT

- Overview of AI writing tools

- Safety and security for students’ conversations online and NOT sharing ChatGPT conversations
- The Google TITAN ceramic white and gold key program
- Understanding prompt engineering
- Student warm-up exercises
- Student LIVE creation on the drop of a dime where the students take control of the class and direct movement forward on real life business needs right now
- Image ideation and production with further refinement
- Training Ai to become your voice and attitude.
- Uploading information you have written and published as well as interviews about you into Ai.
- Students heard and Professor Mongiello is silent
- Wrap up between 1.25 and 2 hours

Class 2: Business Letters that Sell

- Lead generation letters
- Turning first contact into conversation
- AI templates for efficiency

Class 3: Job Interview Response Letters and Business Response Letters

- From application to “You’re Hired!”
- Polished, persuasive replies
- Mock-interview exercises

Class 4: Scriptwriting with ChatGPT

- Film and TV dialogue creation
- Scene structuring
- AI as co-writer for narrative pacing

Class 5: Waxing Poetic — AI Poetry Workshop

- Writing in different poetic forms
- Humor and lyrical creativity

- Group readings

Class 6: Business Plan Mastery with LivePlan

- **Part A:** Executive summary & overview
- **Part B:** Deep-dive into market analysis & operations
- **Part C:** Financials, CPA handoff, and legal readiness
- Case study: top MBA programs & AI

Class 7: Cyborg Mode — Business Contracts in Seconds

- AI-powered drafting and review
- Terminator mindset: speed + precision
- Legal cautionary tales

Class 8: Letters of Condolence with Heart

- Language of empathy
- Balancing AI assistance with humanity
- Writing practice and sharing

Class 9: Book Writing & Publishing in Killin' It Mode

- **Part A:** Idea development, Grammarly & OpenAI setup
- **Part B:** *Bird by Bird* method, shitty first drafts
- **Part C:** Chapter-by-chapter AI collaboration
- **Part D:** Book templates & layout basics
- **Part E:** Graphics & royalty-free AI design
- **Part F:** Editing, group readings, and sharing
- **Part G:** Finalization, launch, and media promotion
- **Part H:** Optional private sessions (\$99 each)

Class 10: Gaming Rules & Alliance Management

- Creating guild constitutions & packages
- Examples: Camel Games (Hong Kong), INNO Games (Germany)
- AI for community building

Class 11: Full production concert songs in dozens of genres, jingles, music, and more.

- Step-by-step, watch the master do it and THEN – you do it!
- Share your song with the class this time.

Class 12: Student-Driven Session

- Open lab for personalized projects
 - Flexible to evolving student needs
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Required Texts & Resources

- Lamott, A. (1994). *Bird by Bird* (suggested for writers but not required). #1 best-seller.
 - Artificial Intelligence For Dummies ([textbook for course](#), not required)
 - Grammarly subscription (student license recommended).
 - OpenAI account (ChatGPT Plus – paid account strongly suggested).
 - Canva account for touch-up or completion (suggested but not required)
 - LivePlan (for business plan module if desired - optional).
 - AiSongmaker account is suggested for students pursuing musicology, songs, singing, and jingles.
 - Handouts are provided to students as part of the breadth of work and incorporate numerous other world sources and authors on Ai to remove the focus on Professor Mongiello only. Mandatory.
 - WhatsApp Discussion Group for Class – mandatory.
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Assessment

- **Participation & Engagement:** 30%
 - **Practical Assignments:** 40% (letters, scripts, contracts, poetry)
 - **Capstone Project:** 30% (completed book, pamphlet, song, presentation, OR business plan)
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Final Deliverables

Students will exit with at least one of the following:

- A completed, AI-enhanced business plan ready for investors.

- A published book in print, eBook, and audiobook formats.
- A portfolio of professional letters, scripts, and poems.
- A functional gaming alliance package.
- New songs or jingles for personal or client use. These can be incorporated into films and videos.

BUS 640 – Ai: TORN OPEN CLASS

Credit Hours: 3.0 hrs.

Instructor: Professor Martin CJ Mongiello, MBA, MA, MCFE.

Start Date: Flexible according to the school schedule and private clientele needs. It starts every Monday and loops.

Course Meeting Times: Monday at 06:00 am Eastern USA time/20:00 Australian Eastern time or flexible to client needs – **when a special group comes on.** It is not necessary to be seen on screen and on camera – an avatar is fine.

Building: On-campus or by video, hololens, VR instruction - your choice. 301 Cleveland Avem Grover, NC 28073

Best Practices: Students should attend on a laptop or desktop computer and have access, preferably to a hand held tablet or phone to double their speed and capacity. Working on two laptops or two desktops with dual mouses and also a table or phone is optimal in todays modern world. The use of one machine offers the least power. The use of attending with a handheld phone is very limited and restrictive to unleashing the full power of ai. Preferred throughput is currently on a 10/100 ethernet cable plugged physically into a computer with 1 GB bandwidth up to 10GB of speed. 32 to 64 GB of RAM on a strong computer is recommended. While these standards may be unachievable for all – they are readily available at most stores worldwide and provide a decent objective for most students. They are not high-end, nor not what is being used in platinum labs/offices.

Contact Information: Email: marti@uspsc.org / Phone: +1-704-937-2940

Office Hours: Time will be reserved weekly for virtual office hours:

Tuesday/Thursday 1:00 PM – 4:30 PM or by appointment; Please send an e-mail message to arrange an appointment time for discussions.

Note: I will respond to your e-mails/phone calls within 24 hours typically much faster Monday – Friday 8 am-6 pm. Please note, there will be a limited response from Friday after 6 pm through

Monday at 8 am. Please review the course schedule and assignments and contact me accordingly.

Course Catalog Description:

CLASS FORMAT: Classes will be conducted in the streaming format from the Campus using Google Meet software.

Fun learning also requires that students be prepared and **actively involved** (communication) in class discussions. This format allows for maximum student involvement and interest. However, all students **must be prepared for each class** to make this form of learning work. My role as your professor is to ask questions that will help you generate ideas that lead to beautiful understanding.

Discussion Board Interactive Posts (IP) will be used throughout the course that will enable students to share ideas with other class members in order to enhance the learning experience of all. Discussion Board questions will be based on reading material from the textbook, assigned journal articles, and other web-based material. All Assignments will be posted on the school site and video or audio responses are welcomed. Typing is not required. Grades are shared openly.

Attendance/Participation: Attendance will be taken for all scheduled lectures. Assignment and Exam materials will be presented in classes that are not covered in the chapter slides and text. It is important for all students to participate in these weekly sessions to stay current on all of the material covered each week. If students miss a class, it is recommended that they contact a classmate or team member to obtain all the pertinent details of missed work or watch the video replay. Students are allowed 7 “no-fault” absences for any reason; sports meetings, illness, family/personal issues, etc. After 7 absences, **students will not receive credit for the course as 25% of the scheduled class meetings will have been missed.**

Participation (Note: Your professor reserves the right to influence your final grade based on in-class performance.)

Class participation is an important element of case discussion. Learning depends heavily upon thorough and lively participation. The primary emphasis should be on quality participation, not quantity. The quality of participation is reflected from a careful reading of studies and assigned material, thoughtful reflection, and clear and concise comments. It is particularly important that your comments fit into and build on previous comments. This requires that we all listen carefully to each other.

Class participation will be judged on the basis of quality and consistency of effort on a daily basis. Attendance is not participation. Each student can ascertain the adequacy of his/her participation by an occasional discussion with your professor. However, careful self-monitoring using the following criteria for effective classroom participation may be useful:

- Do comments generate discussion, or do they tend to be ignored by others?

- Do others appear confused when the participant makes a point?
- Are others left with a “so what” feeling, or does the discussant reach a conclusion that is clearly understood and appreciated?
- Do comments develop on evidence from the assignment, or do they just relate what everyone already knows?
- Are participants able to clarify important aspects of previous comments and relate them to the problems and topics under discussion?
- Do comments distinguish among different kinds of data – facts, opinions, beliefs, and theories – in their construction?

Your professor expects you to be prepared and actively involved in each class. Since students are frequently called upon when their hands are not raised, you should let the professor know before the start of class if some emergency has made it impossible for you to be adequately prepared for the class. Naturally, there are some students who do not feel comfortable participating verbally in the classroom. We should all try to make the classroom atmosphere as congenial as possible to assist our colleagues in the participation process and that includes having fun! Students are encouraged to meet regularly outside of class to discuss assignments before the class activity. Missed classes could severely affect your performance in the class. There is **NO WAY TO MAKE UP “MISSED” PARTICIPATION OPPORTUNITIES**. Check your e-mail daily, please. Your professor will use this to communicate with the class or you individually as necessary.

Assignment Completion/Late Policy: Please complete and submit work by the dates assigned. All due dates are in the course calendar and will be posted in WhatsApp. **Late assignments, posts will be deducted one letter grade for each day late, after 3 days late, assignments will not be will result in a grade of 0.**

STUDENT LEARNING OUTCOMES: Upon successful completion of this course, a student will be able to:

- **Use AI practically** — Employ ChatGPT for sales, business letters, personal communication, and professional writing.
- **Write creatively with AI** — Produce scripts, dialogue, poetry, songs, and prose as co-creations with AI.
- **Build business foundations** — Develop and finalize a polished, AI-enhanced business plan ready for investors using LivePlan. A long-form LivePlan class is also available.
- **Draft and analyze contracts** — Create and review business contracts quickly and effectively in “Cyborg Mode”.
- **Express empathy with AI support** — Craft authentic letters of condolence that balance AI assistance with human compassion.
- **Publish a book** — Take a concept from idea to finished product, including print, eBook, and audiobook formats, with AI guidance. A long-form book publishing class is also available that leads to full launch of your book.

- **Leverage AI in gaming & community** — Build constitutions, rules, and welcome packages for guilds and alliances. However, this is not a coding class with raw code.
- **Compose music with AI collaboration** — Create jingles, songs, and full productions, licensing them for global use.
- **Direct their own projects** — Lead AI-driven creative or business projects in the final student-driven session.

HOW TO SUCCESSFULLY MEET THE LEARNING OUTCOMES IN THIS COURSE:

- Complete all the reading assignments.
- Complete required blogs and discussion board (IP) postings as required.
- Complete Quizzes.
- Complete the individual projects.
- Complete the Mid-Term and Final Exam of 150 questions.

*Please note: All work will be completed, uploaded and graded through the online Google Meet and in WhatsApp.

TECHNOLOGY SKILLS FOR SUCCESS IN ON-LINE COURSES:

Students should prepare themselves for the unique setting of the streaming learning environment. Students must be able to:

- Use various computer programs such as Microsoft Word, Internet Explorer, etc.
- Save files in various file formats and attach files to e-mail messages, etc.
- Perform Internet searches and use e-mail, chat, and discussion boards.
- Study independently, be self-disciplined and have good study and time-management skills.

MINIMUM TECHNOLOGY REQUIREMENTS: Access to a working computer with Internet capability. The most recent version of Edge, Chrome, or Firefox is preferred. It is recommended that you have access to a high-speed (broadband) connection to view supplemental lecture videos.

TECHNICAL SUPPORT: For any IT-related issues or questions, please contact us.

NETIQUETTE: You are expected to follow good online manners at all times in communication and discussion board postings. This means that inappropriate language, threatening, or harassing behavior is not allowed and may result in failing the course. The instructor will remove postings that do not follow these rules and the standards of the campus policies.

INTERRUPTION IN COMPUTER SERVICE POLICY:

Prepare for unexpected problems and emergencies. Understand that problems and glitches do occur in online learning, as they do in any learning environment. Have a backup plan (such as

using the computers at a local library) for submitting assignments in case your computer crashes or your service is interrupted.

1. INTERACTIVE PARTICIPATION: Interactive participation includes responding to instructor postings via discussion posts, journals, and other interactive posts (see Attendance above) – all responses should be submitted by the due dates posted. Interactive participation also includes in class participation.

2. ASSIGNMENTS: Assignments will include short answers and reading responses from the text and other related material posted.

3. EXAMS: Exams will cover material from the text and other related material posted and will be multiple-choice, short answer, and True/False format. **Missed exams will receive a zero grade.** Please make prior arrangements if an exam will be missed for extenuating circumstances. Two Exams, a Mid-Term, and a Final will be given. Exams will be given online and will be take home (open book/note).

4. QUIZZES: Pop quizzes will be given for the material covered.

Grading Policy: Students' final grades will be based on the following: Point Value

Exams (2 exams, 100 pts. each) 200 points

2 Individual Assignments (2 @ 100 pts each) 200 points

1 Team Assignment @ 150 pts 150 points

Quizzes (10 quizzes, 15 pts. each) 150 points

Discussion Board/ Interactive Participation (I) (4 @ 50 pts each) 200 points
Attendance/Class Participation 100 points

TOTAL: 1000 points

Discussion Board WhatsApp Postings are graded as follows: Criteria, Points, Score

Posted to the main topic in a substantive way 15

Posted timely responses, meeting the minimum level and time frames. 10

The writing was grammatically correct. 10

Cited sources used. 5

Added to the quality of discussion (i.e. suggested new perspectives on issues, asked questions that helped further discussion, cited current news events etc.). 10

TOTAL 50

Overall Grades: A 930, A- 900, B+ 870, B 830, B- 800, C+ 770, C 730, C- 700, D+ 670, D 630, D- 600, F 590

Final grades will be assigned by letter and will be derived approximately from the points shown following the standard +/- scale. Grades will be assigned according to the following +/- scale (A = 4.0, A-=3.7, B+=3.3, B = 3.0, B-=2.7, C+=2.3, C = 2.0, C-=1.7, D = 1.0, F = 0.0). Percentage scores will not be given.

Note: You are responsible for the grade you earn in this class. The number of points you earn determines your grade. If at any time you would like to discuss your progress in the course, please contact me. I am here for your graduation and success. I typically graduate 100% of my class in all universities and on three continents teaching all kinds of people.

ACADEMIC INTEGRITY POLICY: Students enrolled in streaming/hybrid courses are subject to the same policies, procedures, and standards as students enrolled in traditional courses in regard to academic responsibilities and code of conduct. All students are expected to know, agree, and follow the Student Honor Commitment and Statement of Academic Integrity found in the General Catalog. Those caught cheating on tests or other course-assigned projects will be turned into the Academic Affairs office per institutional policy.

Integrity Policy: *A fundamental purpose of a liberal education is its attempt to cultivate in the student a sense of honor and high principles pertaining especially to academics, but extending to all areas of life. An inherent feature of is its commitment to an atmosphere of integrity and ethical conduct. As a student, I accept as my personal responsibility the vigorous maintenance of honesty, truth, fairness, civility, and concern for others.*

My devotion to integrity demands that I will not cheat in academic work and that I adhere to the established and required community code of conduct. I accept the responsibility for upholding the established standards against those who would violate them. And I understand and accept the consequences of infracting upon or assisting others in infracting upon this code. In addition to and beyond the requirements of any code or law, I affirm my own commitment to personal honor and integrity in all matters large and small. Even though the idea of honor is an abstract one, by implementing this ideal, I join the men and women in making the concept of honor a reality.

ADA POLICY: In order to receive services under the Americans with Disabilities Act, the student is responsible for supplying documentation to the Coordinator of Disability Services. Students, who wish to request accommodations to courses, or to other University programs services or activities, must provide appropriate documentation of their disability to the Coordinator of Disability Services as soon as possible. After appropriate documentation is received, the Coordinator of Disability Services will evaluate the documentation and notify the student of approved accommodations. If you are a student with a documented disability (e.g. physical, learning, psychiatric, visual, etc....) in need of academic accommodations, please contact the Disability Services Office to establish services.

Caveat: This syllabus represents an agreement between us for coursework to be delivered. Occasionally, it may be necessary to revise the syllabus and schedules to meet students' or

university/academy needs. I reserve the right to revise the syllabus and schedule if the need arises. Advance notification will be provided.

COURSE CALENDAR This course meets for about three months on each Monday morning leading to quizzes and exams with a mid-term and final over the entire semester. Some classes will be covered solely by study online via maps, charts, regions, videos, and class interaction.

* Note all due dates are by end of day 11:59pm