WPH Academy





AI Agent Builder & Workflow Automation

COURSE GUIDE





Design, Build, and Deploy AI-Powered Digital Workers

Explore practical prompting techniques, AI best practices, and real-world use cases for the Modern Workplace

DE LA SALLE UNIVERSITY DASMARIÑAS

Recognised as Industry Education Partner by DLSU-Damariñas Philippines.

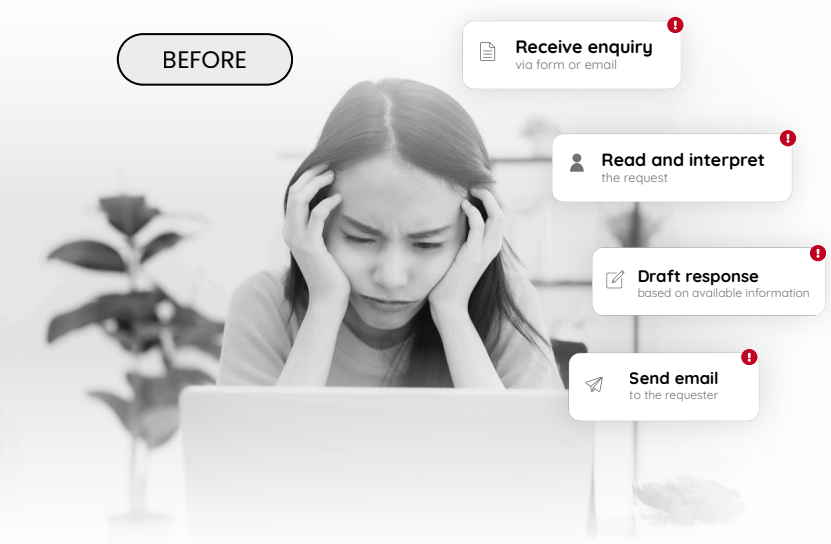
"Joining WPH and their trainings and seminars will really help you learn. Especially now that we are transitioning to AI. AI will not replace us humans but it will help us do our tasks faster, more efficient and more accurate. It provides us with a lot of resources. It's still humans that can decide later on if the AI output will be accepted or not"

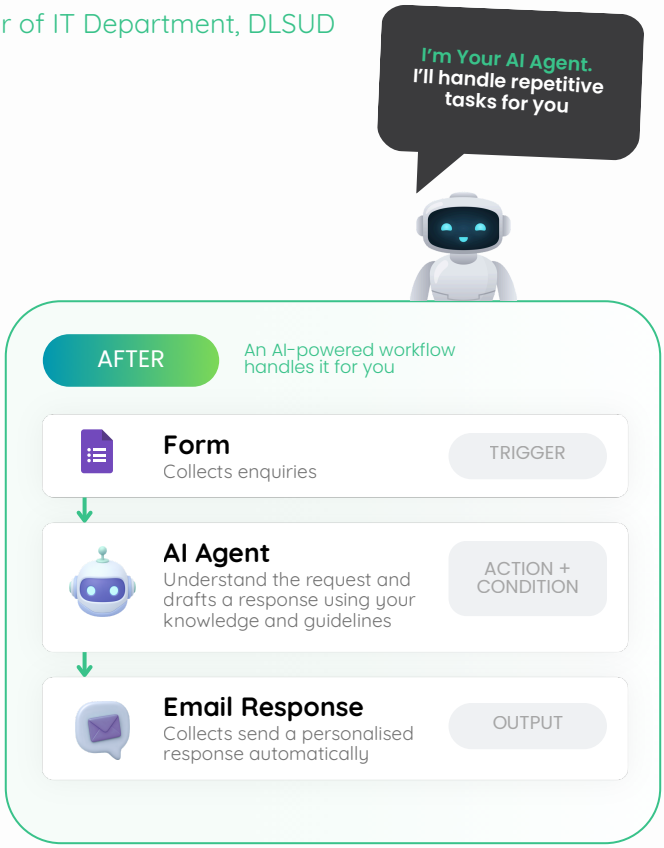
— Sherry Naz, Chair of IT Department, DLSUD

THE OVERVIEW

www.wphacademy.com

Stop spending time on repetitive steps.
Build an AI-powered workflow instead.





Friday, 27 Nov 2026
9:00 AM – 5:00 PM

One Trium Tower
Filinvest Alabang

Lunch & Refreshments
INCLUDED

AI Agent Builder & Workflow Automation

This course introduces participants to AI agents and agentic AI, covering their capabilities, business applications, and key design principles

Participants will learn to design specialized agents, engineer effective prompts, and build knowledge-based assistants using reliable organizational sources. The course also explores workflow automation and the integration of AI agents with common business tools and no-code platforms. Through hands-on activities, participants will apply responsible AI, data privacy, human oversight, and governance practices. The course includes a capstone project in which participants design an end-to-end AI agent solution for a real business or work need.

Ready to join? Register now:
www.wphacademy.com

After taking this course, the participants will be able to:

1. Explain the concepts, capabilities, and business applications of AI agents and agentic AI.
2. Design specialized AI agents with clear roles, instructions, boundaries, knowledge sources, and decision rules.
3. Apply prompt-engineering techniques to produce accurate, relevant, and structured outputs.
4. Build knowledge-based AI assistants using approved organizational resources.
5. Automate workflows by integrating AI agents with common business tools and no-code platforms.
6. Automate workflows by integrating AI agents with common business tools and no-code platforms.
7. Develop an end-to-end AI agent solution that addresses a real business need.

Pre-requisite Knowledge

- Intermediate knowledge to AI Prompt Engineering
- Basic knowledge in accessing web apps.
- Note to participants that they need to bring their own device

WHO IS THIS COURSE FOR?

Professionals and business users who want to apply AI more effectively in their everyday work — from prompting and research to productivity and workflow automation.

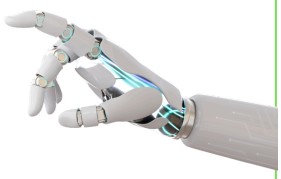


For those who want to go beyond prompting and build practical AI skills for productivity, workplace tasks, and automation.

Module 1:

Understanding AI Agents & Agentic AI

Explore the evolution of AI, generative AI, and agentic AI, including AI agents vs chatbots, agent types, autonomy, goals, planning, reasoning, and real-world use cases.



Module 2:

Designing Specialised AI Agents

Learn to design AI agents with defined roles, scope, boundaries, instructions, knowledge sources, decision rules, and prompts for specific business purposes.



Module 3:

Prompt Engineering for AI Agents

Build structured prompts using role prompting, context, structured outputs, and prompt testing to improve the accuracy, relevance, and consistency of AI agent responses.



Module 4:

Building Knowledge-Based AI Agents

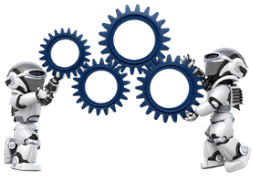
Learn how AI agents use memory and trusted knowledge sources, including SOPs, policies, and FAQs, to provide accurate and relevant responses.



Module 5:

Workflow Automation Fundamentals

Design no-code workflows using triggers, actions, conditions, and end-to-end workflow mapping to automate business processes.



Module 6:

Google Integration in n8n

Connect Google Apps and Google Gemini with n8n to collect, process, store, and transform information within AI-powered automated workflows.



Module 7:

Responsible AI & AI Governance

Apply data privacy, AI ethics, hallucination controls, human oversight, and governance while assessing risks and responsible controls for AI agent use cases.



Module 8:

Final Capstone Project

Design and present an end-to-end AI agent solution that addresses a real business need while applying responsible AI practices.



Recognised by Academic and Industry Partners

“WPH Academy is a collaborative and forward-thinking education partner. They respect academic structures while bringing valuable industry perspectives that enhance student learning without compromising institutional values.”

— **Marivic R. Mitschek, MIT**
Dean, CITS DLSUD

Bridging Education and Industry

Real-World Perspectives for Students

Supporting Career-Ready Learning





All participants who successfully complete the programme will receive a Certificate of Completion.

This certificate recognises their commitment to the course and confirms that they have met the required learning outcomes through active participation and hands-on application of the concepts covered throughout the training. It serves as a formal acknowledgement of their skills development and learning achievement.

Ready to join? Register now:
www.wphacademy.com

WPH Academy

65%
CAREER PROGRESSION RATE

participants considered for internal job opportunities
Based on 40+ job offers from 60+ graduates

8
INDUSTRY-ALIGNED TRAINING PROGRAMMES

including an elective course with the University Partner DLSUD in Philippines.

Why learn with WPH Academy?

2,600+
LEARNERS ENGAGED

through our training and bootcamp programmes

10
AI TRAINING PROGRAMMES DELIVERED

Specialised courses covering generative AI, AI governance, risk management, and modern AI applications.

Practical learning backed by real-world technology expertise

WPH Academy equips professionals and organisations with industry-driven training in AI, digital skills, cybersecurity, and modern technology. Our **programmes connect practical learning with real-world application**, helping learners build skills they can use with confidence.

4.9 / 5
AVERAGE LEARNER RATING

Based on feedback from participants across academy workshops and bootcamps

5
REGIONAL TRAINING REACH

Based on feedback from participants across academy workshops and bootcamps

Backed by WPH Digital's
28 years of technology expertise.

Recognised as Industry Education Partner by DLSU-Damariñas Philippines.

Trusted Standards & Industry Recognition

bsi ISO 42001 Artificial Intelligence Management System CERTIFIED

We are among the first AI and Digital Companies in Asia to receive this certification, and the first in the world to achieve ISO 42001 certification for AI systems in the oil and gas industry.

AI VERIFY FOUNDATION

Part of a global community advancing trustworthy and responsible AI development.

Ready to join? Register now:
www.wphacademy.com



MEET YOUR TRAINER

Jeffrey Jan Naval

AI & Technology Trainer

12+ years of
professional experience

"Effective AI adoption starts with understanding where it can create real value. This training gives participants a practical framework for designing AI agents, automating workflows, and applying responsible AI in the workplace."

Jeffrey brings extensive experience across academic instruction, IT leadership, systems development, AI content operations, and corporate technical training.

His hands-on expertise includes Generative AI, curriculum development, LMS course design, AI chatbot annotation, content quality assurance, and AI-enabled solutions.
He has also supported IT team supervision, internal applications, enterprise-level IT operations, Kubernetes, and AI productivity tools.

AREAS OF EXPERTISE

Generative AI
AI tools and practical applications

AI Applications
Building real-world AI solutions

AI Systems Development
Design and development experience

Technical Training
Corporate and academic training

Curriculum & LMS Design
Course development and learning design

AI-Enabled Solutions
Process automation and productivity tools

Ready to join? Register now:
www.wphacademy.com

WPH Academy

WHAT OUR LEARNER SAY

"The activities are really engaging especially the LMS. I've seen the LMS, it's very good.I like this interactiveness.The graphics and all the content and how lessons are delivered through online platforms. So it's nice."

— Sherry N.
Chair of IT Department, DLSUD

It also surprised me that there are a lot more AI applications that can be used because I just know Copilot and Gemini, which are the common ones. So during the process, I saw more than what I used to use. Therefore, I now have this interest in using some of what they taught during the workshop.

— Elsie C.
Faculty, DLSU-D

"What it makes different from learning through YouTube is it has its structure. It has its own topics. People will be guided like levels, level one AI. It is transitioning for enhanced knowledge."

— Christopher G.
DOST Employee

The workshop provided a strong introduction to Generative AI and effective prompting techniques, with more real-world case studies recommended for workplace applications.

— MSME Participant
Feedback from an MSME participant following the in-person workshop conducted in collaboration with DOST in Pampanga.

“The training was informative and engaging, with activities that kept the session interesting.

The practical applications also made the discussions easier to understand and follow. Overall, a valuable learning experience.”

— Top1Movers Employee

The workshop provided a strong introduction to Generative AI and effective prompting techniques. The practical applications also made the discussions easier to understand and follow.

—Dexter V.
IT Professional



WPH Academy

GET IN TOUCH

Have questions or want to learn more about our programmes? We'd love to hear from you.

Drop us an email and our team will be glad to connect with you and provide the information you need.

wphacademy@wphdigital.com

Ready to join?
Register today

www.wphacademy.com

