



# ChatGPT Agents for Productivity: Automate Email, Calendar, and To- Do Lists

Course completed by  
Oct 14, 2025 at 10:58AM UTC • 20 minutes

Top skills covered

Artificial Intelligence for Business

ChatGPT

Artificial Intelligence (AI)

A stylized, handwritten signature in black ink, reading "Shea Hanson".

Shea Hanson, Head of Learning Content Strategy



Certificate ID: 0a2f1f628e138490f07cc637916f1e72ddb1e0c6f9cf8174915099b7ff79184d