

ESSENTIAL [AI SKILLS] TRAINING DECK

More details about your
design project. Enter relevant
details here. Add more details

ALEX MORGAN

6/15/20XX



Teaching / Domain Expertise

ALEX MORGAN

More details about your design project. Enter relevant details here .Add more details about your design project. Add more details about your design project.

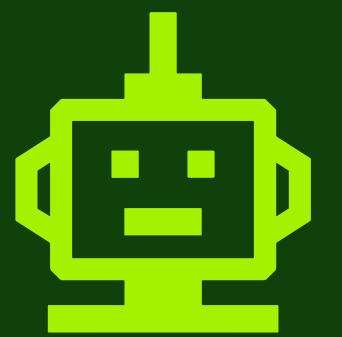


Details about your design project



Details about your design project

AGENDA



Chapter 1

Enter relevant details
here. Add more details



Chapter 2

Enter relevant details
here. Add more details



Chapter 3

Enter relevant details
here. Add more details



Chapter 4

Enter relevant details
here. Add more details

LEARNING OBJECTIVES

01

Understanding Generative AI
and key concepts

02

Real-world applications across
different roles

03

Principles of effective prompt writing

04

Guidelines for responsible AI use

EXPECTED OUTCOMES FROM SESSION



How Generative AI can cut work hours

Please add a short description about the topic. Explain the relevant details that are related to the information. Add a short description about the topic. Please add a short description about the topic.



Learn key principles for effective prompts

Please add a short description about the topic. Explain the relevant details that are related to the information. Add a short description about the topic. Please add a short description about the topic.

Warm-up Questions

**IN WHAT SITUATIONS
DID YOU USE IT?**

WHY AI NOW?



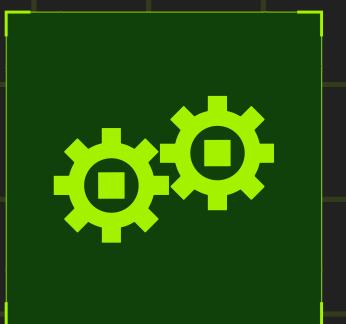
Why the way we work is rapidly changing

WHAT IS GENERATIVE AI?



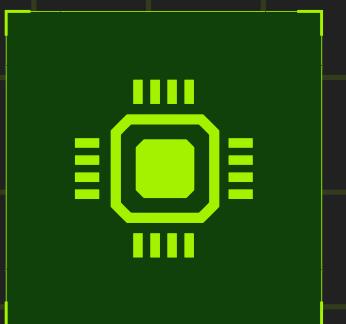
Core definition

Add a short description about the topic.



Output types

Add a short description about the topic



Traditional AI / Modern AI

Add a short description about the topic

OUTPUT TYPES OF GENERATIVE AI

Text

Add a short description
about the topic.

Image

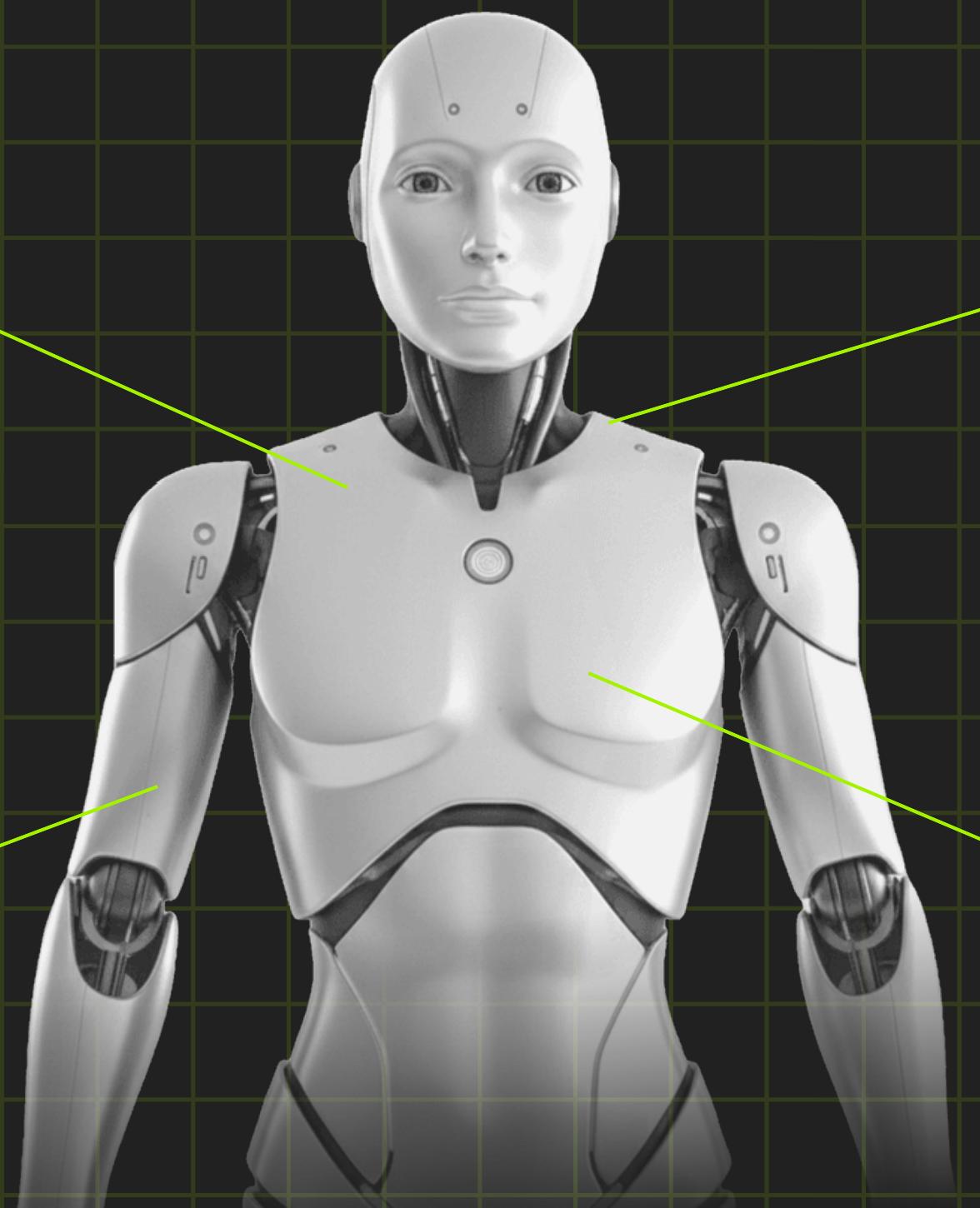
Add a short description
about the topic.

Information

Add a short description
about the topic.

Idea

Add a short description
about the topic.



AI USE CASES

The fastest way to understand Gen AI is
to see real examples



Learning point

1. Review the outcome created by AI
2. Learn how to write the prompt that produces it

AI USE CASES #1 - IMAGE

Before

More details about your design



After

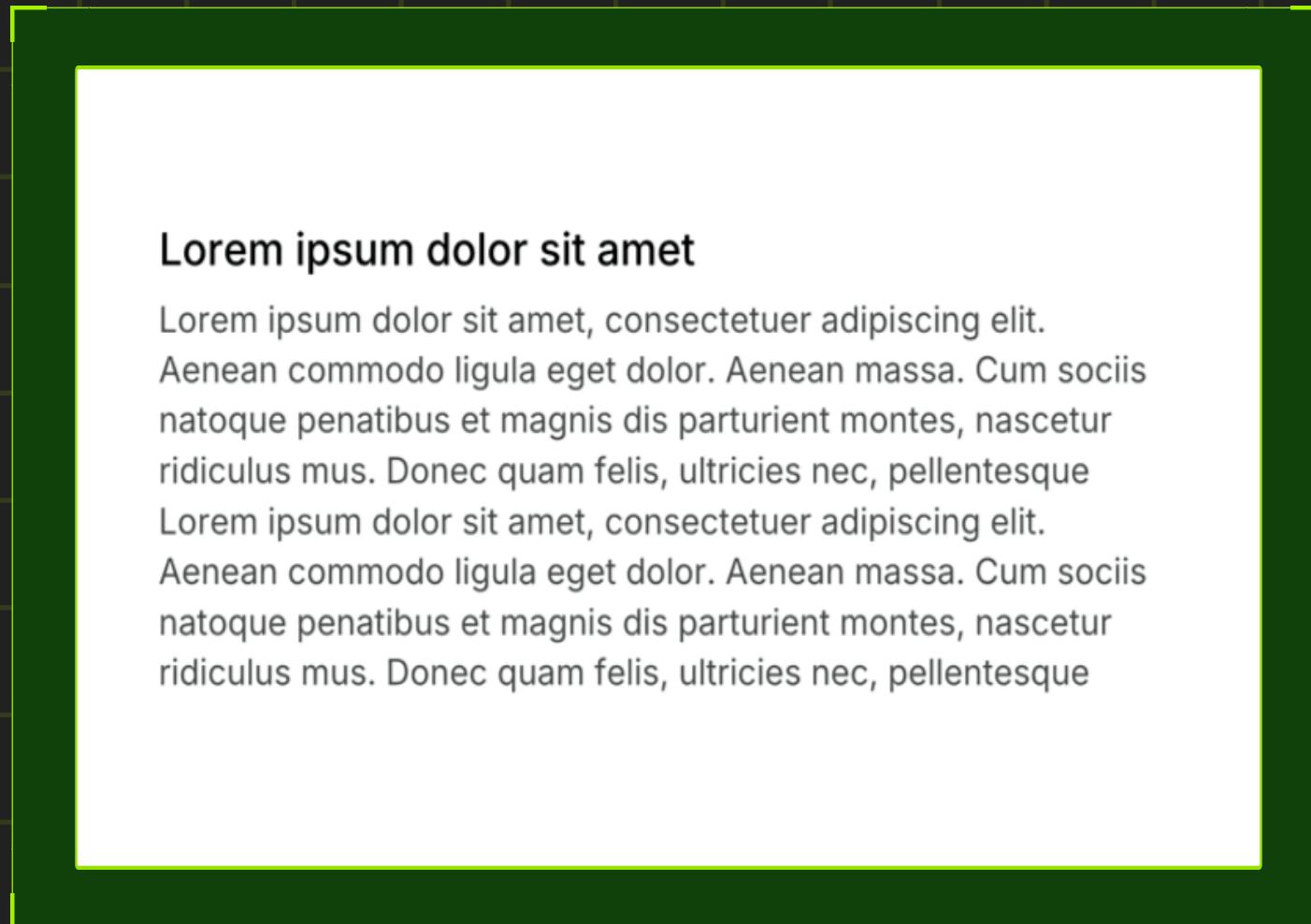
More details about your design



AI USE CASES #2 - TEXT

Before

More details about your design



After

More details about your design

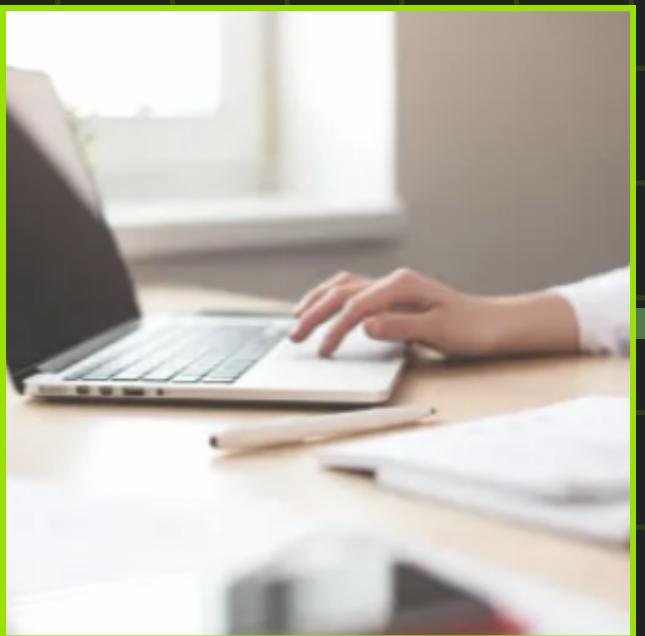


TEXT-BASED AI APPLICATIONS

01

Drafting documents

Relevant details that are related to the relevant information.



02

Idea development

Relevant details that are related to the relevant information.



03

Summaries

Relevant details that are related to the relevant information.



AI APPLICATIONS: IMAGE-BASED



Creating design drafts

Short description about the topic. Explain the relevant details that are related to the relevant information.

Example prompt

"Add [more details] about your
design project. --here"

WORK CHANGES WITH AI

Before using AI

Relevant details that are related to the information



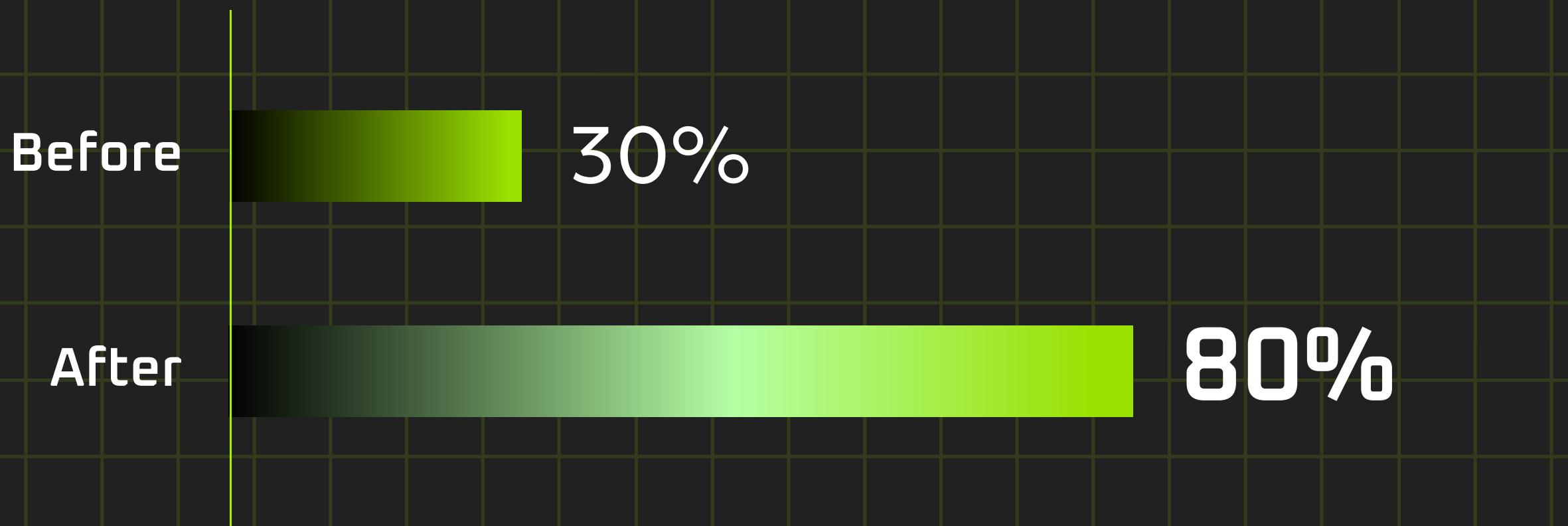
After using AI

Relevant details that are related to the information



"AI increases both
work speed and
quality at the same
time"

MAJOR BENEFITS OF USING AI



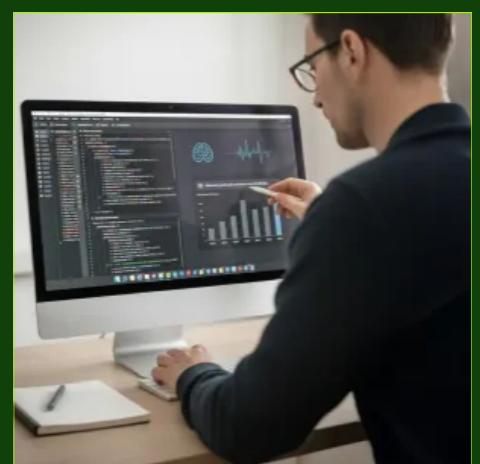
→ **Creating design drafts**

Short description about the topic. Explain the relevant details that are related to the relevant information.

IMPROVED WORK FOCUS

Please add a short description about the topic. Explain the relevant details that are related to the relevant information.

ROLE-BASED AI APPLICATIONS



Marketing

Please add a short description about the topic.



Sales

Please add a short description about the topic.



Operations/HR

Please add a short description about the topic.



Project manager

Please add a short description about the topic.

ROLE-BASED AI APPLICATIONS

01

Input

Explain the relevant details that are related to the information.

02

Generate

Explain the relevant details that are related to the information.

03

Edit

Explain the relevant details that are related to the information.

04

Apply

Explain the relevant details that are related to the information.

PRACTICE 1: PROMPT WRITING

01

Define the role

02

Provide context and purpose

03

Add constraints

04

Share the completed prompt

COMPARING RESULTS

01

prompt A

" Add [more details] about your
design project. --here "



Comparison

Keyword

Relevant details that are related
to the relevant information.

02

prompt B

" Add [more details] about your
design project. --here "



IMAGE EXAMPLES

Example

Original prompt



"Add a short description
about the topic. "



Result A

"Explain the relevant details that are
related to the relevant information."



Result B

"Explain the relevant details that are
related to the relevant information."

CASE STUDY

01

Problem situation

Add a short description
about the topic

02

Process of using AI

Add a short description
about the topic

03

Final outcome

Add a short description
about the topic

USING AI IN TEAM-BASED WORKFLOWS



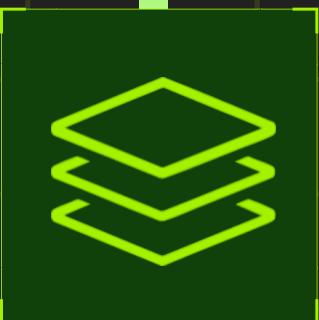
Creating shared document drafts

Please add a short description about the topic



Sharing meeting notes automatically

Please add a short description about the topic



Structuring project information

Please add a short description about the topic

BASIC PRINCIPLES FOR USING AI SAFELY

01 Sensitive Information Caution

Please add a short description about the topic.



02 Check for copyright

Choose the layout that works best for your project.

AI is a “support tool,” and final decisions must be made by humans.

03 Disclose AI Use Clearly

Relevant details that are related to the information.

COMPARISON OF COMMON AI TOOL TYPES

Conversational AI

Please add a short
description about the topic.

Info-expansion AI

Please add a short description
about the topic.

Office-integrated AI

Please add a short description
about the topic.

Summary-focused AI

Please add a short description
about the topic.



Reviewing the Key Points

Short description about the topic. Explain the relevant details that are related to the relevant information.

- 01 Enter relevant details here
- 02 Please add a short description
- 03 Enter relevant details here



Assignments & Group Activities

- 01 Explain the relevant details that are related to the information.
- 02 Add a short description about the topic. Please add a short description
- 03 Explain the relevant details that are related to the information.



A simple task for applying what you learned

Review Quiz

Q1

Explain the relevant details that are related to the information.

Please enter your quiz answer here.

Q2

Explain the relevant details that are related to the information.

Please enter your quiz answer here.

Additional Learning Resources

**Prompt pattern
reference materials**

> Reference materials Link

**AI learning
platforms**

> Reference materials Link

**AI ethics and security
guideline documents**

> Reference materials Link

**Collections of application
cases**

> Reference materials Link

Additional Learning Resources

Prompt pattern
reference materials



[> Reference materials Link](#)

AI learning
platforms



[> Reference materials Link](#)

AI ethics
documents



[> Reference materials Link](#)

Thank you

The AI techniques you learned today will help
improve your work efficiency.



Do you have any questions?

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CONTACT

More details about your design project. Enter relevant details here. Add more details about your design project. Add more details about your design project.

Notices/Additional updates

- Add more details about your design project
- Add more details about your design project

Phone **(123) 456-7890**

Email **visit@here.com**

Next Steps

01

Advanced prompt training

> Click the Reference Link

02

Role-Based Case Studies

> Click the Reference Link

03

Practice template downloads

> Click the Reference Link

04

Team application guides

> Click the Reference Link