

# Applied AI Planning Pack

Project Ideas, Scoping, and Learning Path

## Mini-Project Idea Bank

Use these ideas as starting points. Pick one idea. Define the goal. Keep the scope small.

lightgray Name	Idea	Short Description	Data Source	Expected Output	Time Re- quired
	Writing Assistant	Improve a draft and reduce errors	User text	Revised draft with edits	One hour
	Email Classifier	Sort emails by topic	Sample email set	Labeled categories	One hour
	Study Helper	Produce summaries from notes	Student notes	Short summaries	One hour
	Task Prioritizer	Rank tasks by importance	Task list	Ordered task list	One hour
	Meeting Notes Cleaner	Rewrite long notes for clarity	Raw transcript	Clean summary	One hour
	Idea Generator	Produce options for a problem	Prompt text	Set of ideas	Thirty minutes
	Policy Checker	Review a document for risks	Sample document	Risk checklist	One hour
	Customer Question Helper	Suggest replies to questions	Question dataset	Draft responses	One hour
	Lesson Outline Builder	Create teaching outlines	Topic prompt	Structured outline	One hour
	Research Companion	Extract key points from articles	Article text	Key insights	One hour

## Project Scoping Template

Use this template before you begin. Define the goal. Define success. Keep the work focused.

### Project Title

Title:

### Problem Statement

Describe the problem in one sentence.

Problem:

### Outcome

Describe what success looks like.

Outcome:

### Input and Output

Input:

Output:

Data

Data Source:

Data Limits:

## Constraints

Constraints:

## Evaluation

Success Criteria:

Review Method:

## Risks

Risks:

Mitigation:

## Next Actions

First Action:

Second Action:

## Learning Path Planner

Use this planner to track progress. Focus on steady improvement. Keep goals realistic.

### Current Skill Level

Strengths:

Gaps:

### Learning Goal

Goal:

Reason:

### Practice Plan

Describe what you will practice and why it matters.

Week	Focus Area	Practice Task	Time Planned	Result

## Reflection

Record lessons learned after each cycle.

What improved:

What stayed weak:

What to change next time:

## Next Step

Next Step:

Target Date: