
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.

Idea Name	Short Description	Data Source	Expected Output	Time Required
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.

lightgray 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: