

Gen AI for Professionals

Duration: 2-Day Intensive Program

Workshop description

Gen AI for Professionals is a practical, two-day workshop designed to equip business leaders, managers, and individual contributors with the **skills** to leverage Generative AI confidently and responsibly in their day-to-day work. In an era where AI is rapidly reshaping tasks, roles, and value chains, the workshop helps participants build foundational GenAI literacy, experiment with real tools, and design AI-enabled ways of working that improve productivity and decision-making. Organizations that invest in this program can accelerate AI readiness, unlock 20–30% productivity gains through AI-assisted task automation, and build a culture of innovation around emerging technologies.

Workshop objectives and outcomes

By the end of the workshop, participants will be able to:

- Build a solid understanding of AI and Generative AI fundamentals across professional levels.
- Apply prompt engineering techniques to prototype business use cases quickly.
- Plan and support enterprise-level AI adoption, including governance and scaling considerations.
- Use GenAI tools hands-on for research, content creation, and task automation to boost personal productivity.
- Contribute to AI-enabled transformation initiatives using business canvases, OKRs, and roadmaps.

Target audience

This workshop is suitable for professionals at all levels who need to understand and apply GenAI in their work:

- Business Leaders: Strategic AI vision, transformation leadership, and enterprise roadmap ownership.

- Managers: Driving AI adoption in teams, enabling use case implementation, and managing change.
- Individual Contributors: Hands-on use of GenAI tools for personal productivity, problem-solving, and continuous improvement.

It is ideal for organizations seeking workforce future-readiness, competitive advantage through AI adoption, and a strong innovation culture.

Workshop structure and format

- Duration: 2-day intensive program
- Sessions: 4–5 sessions per day, each 90–120 minutes
- Delivery: Blended learning – in-person or virtual, with interactive collaboration tools
- Methods: Short overviews, context setting, concept inputs, discussions, group activities, reflection, World Café, and breakout sessions.

Workshop outline (modules)

- 1. Foundational AI / Gen AI (1.5 hours)**
 - Core AI and GenAI concepts and the three pillars.
 - Natural Language Processing (NLP) basics.
 - Ethical AI principles and responsible use.
 - Business use cases across functions and industries.
- 2. Prompt Engineering (1.5 hours)**
 - Basics of prompting and how GenAI models interpret instructions.
 - Advanced prompting patterns (role prompts, chains, constraints).
 - Designing prompts for business case prototyping and experimentation.
 - Hands-on exercises with real prompts and iterations.
- 3. Enterprise AI Adoption (2.0 hours)**
 - Retrieval-Augmented Generation (RAG) and how to ground GenAI in enterprise data.

- Agentic workflows and AI agents for task orchestration.
- Governance, risk, and compliance for responsible AI at scale.
- Scaling AI solutions across teams and business units.

4. **Individual Productivity with GenAI** (1.5 hours)

- Using AI for research, insight generation, and summarization.
- Content creation: emails, reports, presentations, and documentation.
- Task automation and workflow optimization for everyday work.
- Personal productivity playbook and best practices.

5. **Enterprise Transformation with GenAI** (1.5 hours)

- Mapping AI opportunities using business model canvases.
- Setting OKRs for AI initiatives and measuring impact.
- Roadmapping AI transformation programs and change journeys.
- Leadership behaviours for AI-driven transformation.

6. **Next-Gen Management (Extended Module)** (8.0 hours – optional add-on)

- Next-generation leadership capabilities in an AI-augmented world.
- Innovation, design thinking, and experimentation with AI.
- Agile management, adaptive planning, and continuous learning.
- Select 4 focus topics to tailor this module to your context.

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