AI in Productivity Course - Digital Jersey

09:30 - 12:30 | 10/09/2024 | Digital Jersey Hub, Ground Floor, Forum 4, Block 3, Grenville St, JE2 4UF

Book now →



Demystifying AI for the Workplace

Book here

What is AI, and Why Should You Care?
A clear explanation of artificial intelligence and its different applications in an office setting.

The AI Advantage
The potential benefits of AI for productivity, including:

- Time savings through automation
- Improved decision-making with data insights
- Enhanced creativity and problem-solving

The AI Landscape
An overview of the different categories of AI tools available for office use.

Choosing the Right AI Tools

Free vs. Paid Tools:

- Free - Lower cost, accessible entry point, limited features or usage
- Paid - More comprehensive features, priority support, potential for higher ROI
- Microsoft Copilot 365
- Provide examples of popular tools in each category

Key Features

- Ease of use and integration
- Scalability for teams and organisations
- Data privacy and security

Tool Showcases

Demos of selected AI tools to illustrate their capabilities and differences

- Chatbots
- Data
- Creativity
- Media
- Research
- Generative AI

Case Studies

Real-world examples of organisations that have successfully leveraged AI to boost productivity, emphasising the specific tools used and their impact.

Making AI Work for Your Team

Strategic Implementation:

- Framework for identifying areas where AI can have the most impact
- Tips for selecting and implementing AI tools that align with organisational goals and culture

Ethical Considerations

- The importance of responsible AI use, including data privacy, bias awareness and transparency
- Address concerns about job displacement and the evolving

role of humans in the AI-powered workplace

Q&A and Group Discussion

Wrap-up and Next Steps