



WORKPLACE AI MASTERY



Scan to watch the
video brochure!

A 2-Day Generative AI Foundation Workshop to
Jumpstart Your AI Enablement Initiatives & Kickstart Your AI Empowerment Journey

AI-INFUSED
PROGRAMS



AI-EQUIPPED
TRAINERS



AI-ENABLED
EMPLOYEES



AI-EMPOWERED
RESULTS

This 2-Day Training Program helps your entire workforce to:



Use AI in their daily tasks, regardless of role, position or seniority.



Use AI to think strategically, so they can solve problems innovatively.



Use AI to learn better, so they can stay ahead in a fast-paced business world.

CHALLENGES WITH MOST GENERATIVE AI AND PROMPT ENGINEERING TRAINING PROGRAMS IN THE MARKET

- ✗ Little or no results after training
- ✗ Taught by non-practitioners
- ✗ Free tools with many limitations
- ✗ No “copy-able” strategies
- ✗ “Text-book” or “Googled” content
- ✗ Unrelatable examples
- ✗ More games than actual work
- ✗ No practical post-training support

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- ✓ Trackable applications after the training
- ✓ Trainers with Applied AI experience
- ✓ Unlimited* Access to Main Prompting Tool
- ✓ Framework-driven learning approach
- ✓ Curated modules to fit work challenges
- ✓ Relevant & applicable examples
- ✓ Learn with worksheets & strategy maps
- ✓ AI-enabled post-training support at minimal cost

* Up to 500 prompts a month. Additional prompts can be purchased.

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WORKSHOP OBJECTIVES

By the end of this 2-day program, your leaders and team members will be able to:

1. Analyze AI-Driven Opportunities

Assess workplace challenges and identify opportunities for AI integration using the AI Advantage Framework.

2. Construct Effective AI Prompts

Build actionable AI prompts tailored to diverse use cases, leveraging the P.E.R.F.E.C.T. Prompt Formula, coupled with R.A.G., C.O.T. and different Shot Prompting techniques.

3. Evaluate the ROI of AI Enablement

Estimate and compare the impact of AI solutions across various scenarios to prioritize implementation strategies.

4. Implement AI Tools in Real-World Scenarios

Explore various AI tools to address practical workplace challenges, demonstrating their application for work-related research and learning enhancement.

5. Develop a Governance Framework for AI Ethics

Collaborate to create AI usage policies and governance frameworks that align with ethical guidelines and organizational objectives.

6. Understand Foundational AI Frameworks & Concepts

Gain a comprehensive understanding of key frameworks like The AI Garden and foundational AI terminology to build confidence in AI-enabled decision-making.

7. Design a 3-Month AI Enablement Plan

Map out an actionable AI implementation plan that includes tools, timelines, and measurable goals for sustained impact in the workplace.

Note: Objectives may change upon program customization.

3 WAYS WE HELP ORGANIZATIONS BECOME MORE BRILLIANT



ASSISTED IDEATION

You already have creative and perceptive team members.

Our job is to structure their thinking and mental models, so that they can transform their amazing ideas into actionable insights.



ASSISTED PREPARATION

You already have organized and detailed team members.

Our job is to strategize their planning and thought processes, so that they can transform their actionable insights into action plans.



ASSISTED EXECUTION

You already have dedicated and hardworking team members.

Our job is to speed up their execution with AI tools, so that they can transform their action plans into accelerated results.

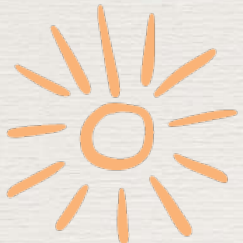


AI ADVANTAGE

FRAMEWORK

THE AI GARDEN

FRAMEWORK



SUN

Computational Power



WEATHER

Short-Term Events

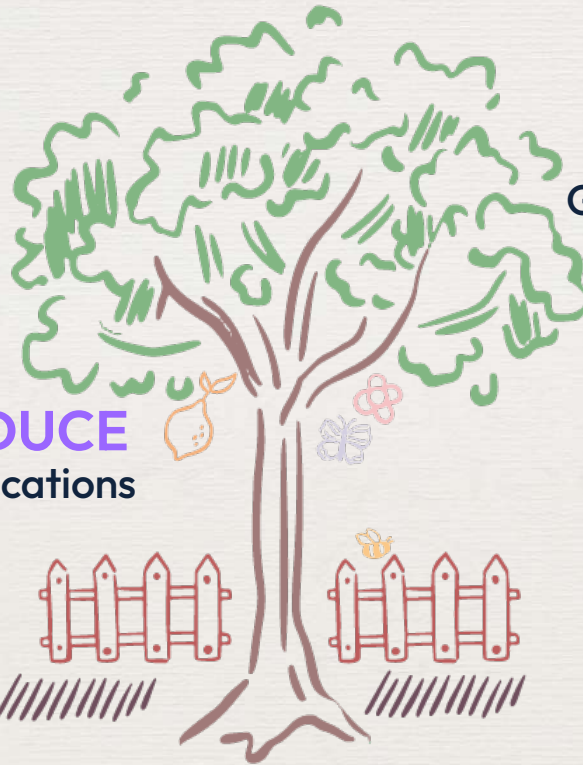


SEASONS

Long-Term Cycles

PESTS & DISEASES

Biases & Errors



TREE

Generative AI

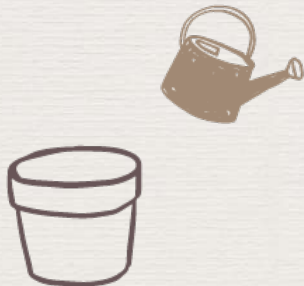


GARDENER

You!

PRODUCE

AI Applications



SOIL

Data



SEEDS

AI Models

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WORKSHOP OUTLINE

DAY 1 MORNING

DAY 1 AFTERNOON

DAY 2 MORNING

DAY 2 AFTERNOON

0900 | WORKSHOP KICKOFF

- Top 4 Barriers to New Growth
- The R.E.A.L. Pathway to New Growth
- R.E.A.L. Case Studies of Successful AI Enablement

1000 | FOUNDATIONAL AI FRAMEWORKS (Part 1)

- The AI Advantage Framework Overview
- [Activity] Setting Your AI Enablement Goal

1030 | ☕ MORNING BREAK

1045 | FOUNDATIONAL AI FRAMEWORKS (Part 2)

- The AI Garden Framework Overview
- Building Your AI Vocabulary
- The Gardener's Mindset - 5 Mental Models
- The Gardener's Skillset - Prompt Crafting

1145 | JUMPSTART YOUR PROMPT CRAFTING

- The Trunk - Prompting Foundations
- [AI Activity] The P.E.R.F.E.C.T. Prompt Formula
- The Branches - Prompting Refinements
- [AI Activity] Improving Your Results
- The Leaves - Prompting Outputs
- [Assignment] Prompt Templates



*Schedule and timing are indications only, and will shift to address surfaced questions and issues during the training session. This dynamic approach is to ensure the content is relevant to the participants.

1230 | 🍽️ LUNCH BREAK

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WORKSHOP OUTLINE

DAY 1

MORNING

DAY 1

AFTERNOON

DAY 2

MORNING

DAY 2

AFTERNOON

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Client Name | Proposal v1.0

1330 | AI TOOL SPOTLIGHT

- AI Imaging Tool: DALL-E or Midjourney
- [Energizer Activity] Create Your First AI Image

1400 | AI AT WORK [USE CASE #1]

Participants will practice applying the P.E.R.F.E.C.T. Prompt Formula on one of the use cases identified during Step Two (Participant Survey) of the Workplace AI Program, and estimate the ROI.



1445 | AI AT WORK [USE CASE #2]

Participants will practice applying the P.E.R.F.E.C.T. Prompt Formula on one of the use cases identified during Step Two (Participant Survey) of the Workplace AI Program, and estimate the ROI.



1530 | ☕ AFTERNOON BREAK

1545 | ACCELERATED LEARNING WITH AI

- Overview of Google's NotebookLM
- [AI Activity] Prepare Study Guide, FAQ and Audio Overview
- Supplementary AI-Powered Learning Tools



1645 | RAPID MENTORING + Q&A

1700 | END OF DAY 1

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WORKSHOP OUTLINE

DAY 1 MORNING

DAY 1 AFTERNOON

DAY 2 MORNING

DAY 2 AFTERNOON

0900 | DAY 2 KICKOFF

- Recap. Rewind. Reflect.

0930 | TYPES OF PROMPT ENGINEERING

- R.A.G. - Retrieval Augmented Generation
- C.O.T. - Chain of Thought
- Zero Shot vs. One Shot vs. Few Shot Prompting
- [\[AI Activity\]](#) Advance P.E.R.F.E.C.T. Prompt Practice



1030 | ☕ MORNING BREAK

1045 | AI AT WORK [\[USE CASE #3\]](#)

Participants will practice applying the P.E.R.F.E.C.T. Prompt Formula on one of the use cases identified during Step Two (Participant Survey) of the Workplace AI Program, and estimate the ROI.



1130 | AI ETHICS & GOVERNANCE

- With Great Powers...
- [\[AI Assistant\]](#) AI Usage Document



1230 | 🕒 LUNCH BREAK

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WORKSHOP OUTLINE

DAY 1 MORNING

1330 | AI TOOL SPOTLIGHT

- AI Video Tool: HeyGen or Runway
- [Energizer Activity] Create Your First AI Video



1515 | AI-POWER YOUR SEARCH ENGINE

- Overview of Perplexity AI
- [AI Activity] Accelerated Deep Research



DAY 1 AFTERNOON

1400 | AI AT WORK [USE CASE #4]

Participants will practice applying the P.E.R.F.E.C.T. Prompt Formula on one of the use cases identified during Step Two (Participant Survey) of the Workplace AI Program, and estimate the ROI.



1615 | AI ENABLEMENT ACTION PLAN

Participants will work in their groups and/or individually to map a 3-month AI Enablement Implementation Plan

DAY 2 MORNING

DAY 2 AFTERNOON

1500 | ☕ AFTERNOON BREAK

1645 | Q&A & WORKSHOP WRAP UP

1700 | END OF WORKSHOP

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WORKPLACE AI MASTERY NEXT STEPS



STEP 1

30-MINUTE MEETING

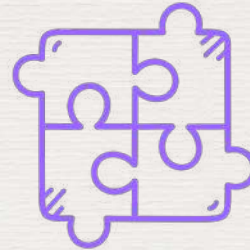
We want to better understand your training needs and people development priorities.



STEP 2

PARTICIPANTS SURVEY

We will analyze the most common AI use cases based on the participants' JD, R&R and daily workflows.



STEP 3

CUSTOMIZED PROPOSAL

You will receive a personalized proposal, along with our signature video proposal too!



STEP 4

REFINEMENT & CONFIRMATION

We will make the final adjustments to the outlines, set the date and venue for the training, and we're good to go!



Scan to Schedule!

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TRAINER PROFILE



Maverick Foo

Marketing & Sales Strategist
AI Enabler

- 23+ years of experience working with MNCs, SMEs and startups to help them strengthen their profitability and supercharge their productivity.
- Background in designing and deploying L&D initiatives in the areas of AI-enablement, revenue generation and marketing positioning
- Worked with MNCs like Great Eastern, Deloitte and Maybank, and SMEs like 1337 Ventures, BFM and MyBurgerLab
- Award-Winning Resource Speaker with Vistage, The World's Largest Executive Coaching Organization for top CEOs and key leaders
- Through Authority Institute, pioneered proprietary framework-driven consulting and training programs
- Community building experience with Mindvalley's Project Renaissance, KICKSTART.MY and F.U.N. Kuala Lumpur
- Two-time TEDx Speaker and also featured on BFM, Malay Mail, Vulcan Post, Startup Grind and more.



**AI-INFUSED
PROGRAMS**



**AI-ENABLED
TRAINERS**



**AI-EQUIPPED
WORKFORCE**



**AI-EMPOWERED
RESULTS**

We work with organizations to upskill their team members so they can become more **brilliant** in their thinking, planning and execution.

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