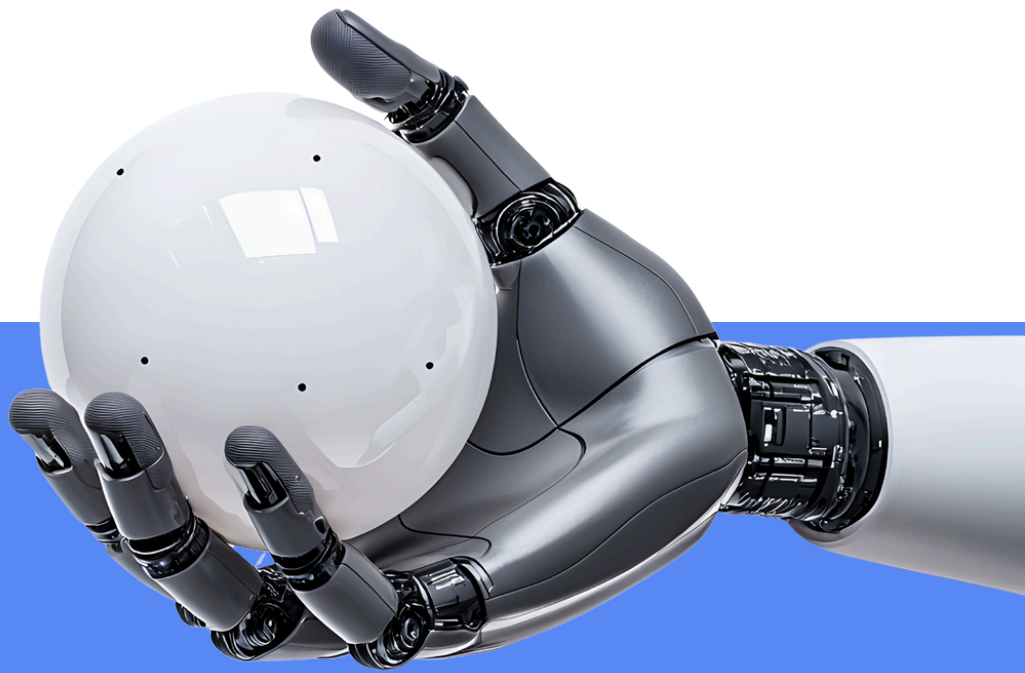


Everyone's sprinting ahead on AI.

**If your team isn't trained,
you're already losing the
race.**



AI PATHWAY

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Every week you wait, competitors build speed and confidence with AI. The skills gap only widens without structured training.

Corporate AI Training for Teams is a live workshop for **non-technical staff**. It teaches **AI foundations, safe everyday use, prompt-writing skills**, and **practical tool applications**. Workshops are delivered onsite in South Africa or online worldwide.

Your team leaves the workshop empowered by **saving hours each week**, confident with prompts, and equipped to use AI safely across their work.



58%

of employees **intentionally use AI** at work regularly, but **only 17% use it daily**. A large portion (27%) never intentionally use AI at all.

75%

of knowledge workers use AI at work today and **46% of them started in the past six months**. Users say AI helps them **save time (90%), focus on priority work (85%),** and be **more creative (84%)**

20%

reduction in administrative tasks reported by teams using Copilot via Microsoft 365—sales teams could **shift focus to higher-value work**.

Who this AI training is **NOT** for?

- Teams who believe AI is just a trend and aren't interested in adapting.
- Companies that expect “get rich quick” results without doing the work.
- Leaders who don't see the risk of untrained staff using AI in uncontrolled ways.
- Organizations unwilling to invest a small amount of time and budget to save big later.
- Teams looking for highly technical, coding-heavy AI development training (this workshop is for non-technical users).
- Businesses content to let employees figure out AI through YouTube and trial-and-error, rather than structured guidance.

Every delay is a competitor's head start
The longer you wait to train, the further you fall behind.

Who this AI training **IS** for?

- Teams already experimenting with AI tools like ChatGPT or Gemini but without structure or consistency.
- Managers and HR leaders who need safe, compliant ways for staff to use AI at work.
- Companies that want to improve productivity and save hours on everyday tasks.
- Leaders who see competitors moving ahead with AI and don't want to get left behind.
- Organizations that want simple frameworks, real examples, and practical outcomes (not hype or jargon).
- Businesses that want staff to leave training with confidence, templates, and a clear “this is how we use AI here” playbook.

The Businesses this training Is built for:

AI isn't reserved for tech giants or Silicon Valley startups. It's reshaping every business, in every industry, everywhere. From the corner office to the shop floor, from legal teams to marketing departments...

AI is rewriting how work gets done.

This training is built for organizations that refuse to sit on the sidelines. Whether you're running a five-person agency or a thousand-seat enterprise, AI will touch your workflows, your people, and your bottom line.

The only choice you have is simple:
Lead the change OR get left behind by it.



The Advantage your Team walks away with



Clarity without Confusion

AI concepts are delivered in plain language—no tech jargon, just insight they can actually use.

Tools in Hand, Ready to Go

Participants leave not just informed, but equipped—with their own prompt templates, quick-start guides, and workflow plans.

Real Work Rewired

Every example and exercise reflects real workplace tasks—making learning sticky, not theoretical.

Confidence as a Byproduct

By training's end, hesitation turns into control: your team walks away confident, ethical, and ready to apply AI responsibly.

Momentum That Lasts

With action plans in hand and follow-up resources, the learning continues well beyond the day—so your team keeps accelerating.

Whats Included



PDF Quick-Start Guide

Step-by-step workbooks for applying AI in daily tasks



Prompt book of ready-to-use prompts

Tailored to your industry for instant results



Industry-specific examples

Live demos relevant to your business challenges



Digital Certificate

Proof of completion for all participants



Hands-On Practice Sessions

Every module includes live exercises so your team doesn't just learn they do it in real time.



Team Resource Pack

A curated toolkit of AI resources, guides, and recommended tools—so your people know exactly where to start and how to keep momentum.

Book Your Training
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Workshop Agenda

(2 - 2.5 Hours)

Getting you started in AI – Corporate AI training for Teams

09:00 – 09:20 | AI Fundamentals Without the Fluff (20 mins)

Cut through the hype.
What AI really is, and how it impacts daily work.

09:20 – 10:00 | AI Tools That Act Like Your Digital Co-Pilot (40 mins)

Combine ChatGPT and broader AI tools in one session.
Daily use cases: drafting, summarizing, brainstorming, video, image, and audio tools.
Quick demos of high-value tools your team can apply immediately.

10:00 – 10:30 | Mastering Prompts for Real Results (30 mins)

Simple frameworks for writing prompts that deliver.
Hands-on exercise with feedback.

10:30 – 10:45 | Responsible and Safe AI Use (15 mins)

Guardrails: bias, compliance, data safety.
Policies to keep usage responsible and professional.

10:45 – 11:00 | Wrap-Up & Q&A (15 mins)

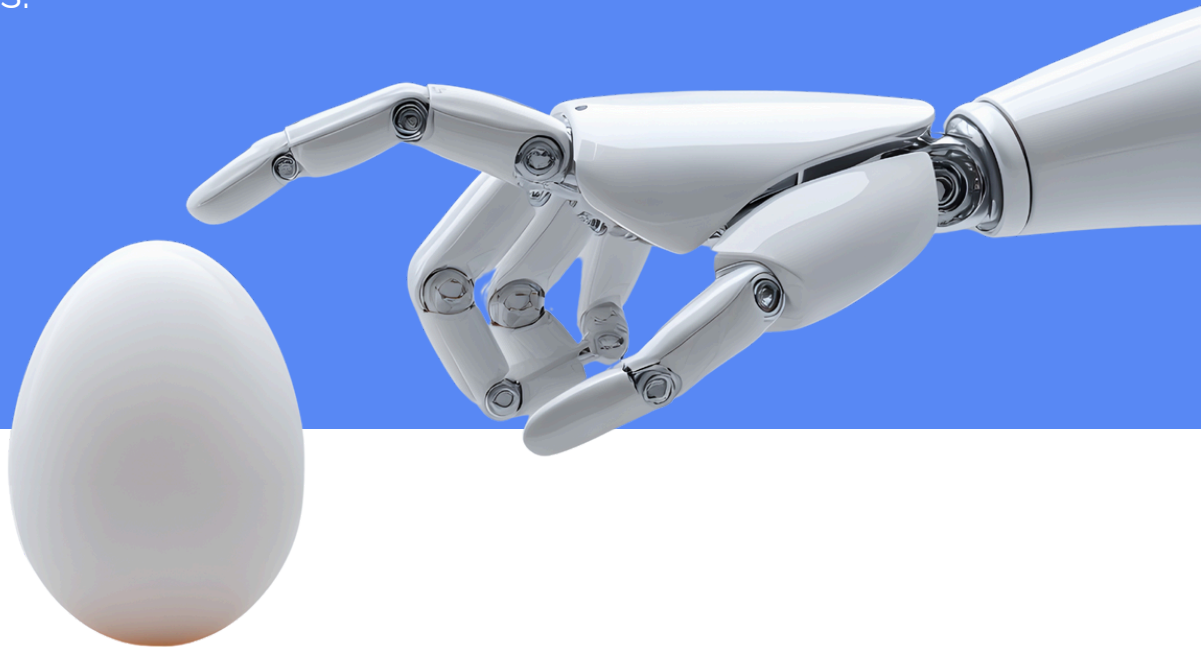
Teams create a quick “AI action step” they’ll apply tomorrow.
Open floor for clarifying questions.

AI Training: Outline

Section 1: The AI Landscape

- What AI and GenAI really mean (no jargon)
- Key milestones in AI history (why now is the tipping point)
- Corporate relevance: how businesses are already leveraging AI for productivity & growth

✓ **Outcome:** Teams gain clarity and confidence on the what and why of AI in business.



Section 2: Core & Specialised Tools in Action

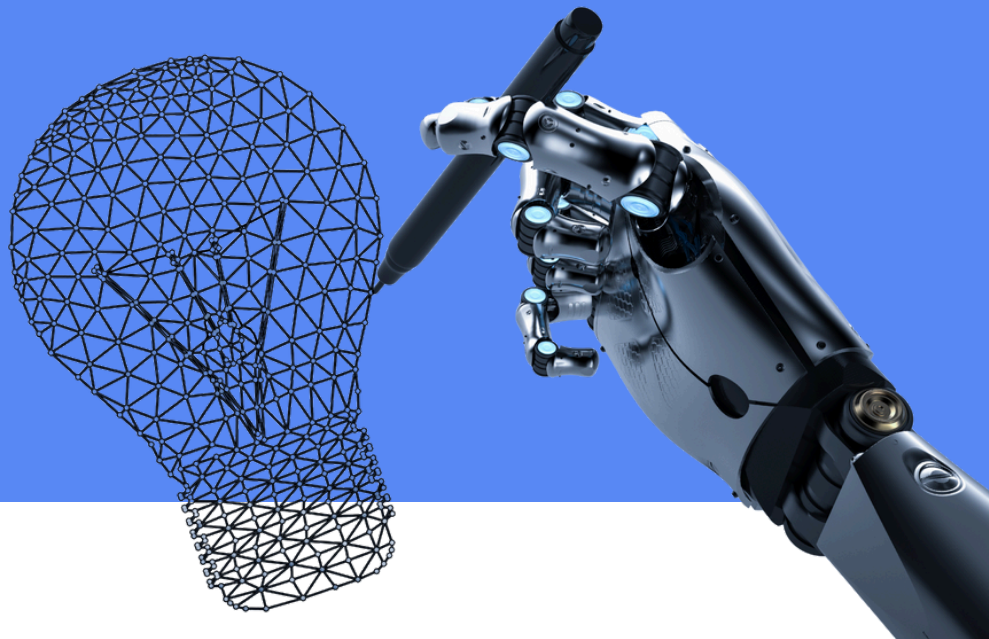
- Introduction to LLMs - Chat tools (ChatGPT, Claude, Gemini)
- Side-by-side comparison: strengths & weaknesses
- Creative & design tools (MidJourney, Ideogram, etc.)
- Video & voice tools (HeyGen, Suno, ElevenLabs etc.)
- Teams discover the variety of other AI tools for their role and build an action plan for adoption.

✓ **Outcome:** Teams see AI in action and identify immediate applications for daily workflows.

Section 3: The Power of Prompting

- Why prompting matters (good vs. bad demo)
- Frameworks for effective prompting (P.A.T.H. - W.A.Y)
- Hands-on exercises: prompts for real business scenarios

✓ **Outcome:** Teams learn how to talk to AI effectively and leave with reusable prompt templates.



Section 4: Responsible AI Use

- Limitations & blind spots of AI
- Bias, misinformation, and risk management
- Corporate AI policy & governance best practices

✓ **Outcome:** Teams understand both the power and risks of AI and learn to apply it responsibly within company policies.

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How the Workshop Works

This isn't a lecture, it's a full-immersion, high-impact experience that leaves your team able to use AI on Monday morning, not just in theory.



Duration:

2 -2.5 hours – online via Zoom/Teams or in-person at your offices



Format:

Interactive presentation, live demos, and hands-on exercises



Flexible Delivery:

Online or in-person, with optimal engagement for up to 20 people. So, whether your team's remote or on-site, the experience stays dynamic and effective.

Pricing

Up to 20 participants
Virtual/Online

\$600

Up to 20 participants
In-Person

\$850

Over 20 Participants
Custom

**Custom
quote
available**

In-Person Training

Live, interactive, and tailored to your team. Perfect for teams that thrive face-to-face. Delivery at your workplace.*

Virtual Training

Live, online workshops built for remote or hybrid teams. Fully interactive, with breakout sessions and real-time exercises.

Custom Training

Should you wish to train over 20 Participants or more specific training in one area, get in touch.

** For in-person training at your offices outside Cape Town, additional fees for travel, accommodation, and related expenses may apply.*

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Meet your trainer



Kerry Clark

Kerry Clark is a **CPD-accredited AI trainer** and business growth strategist with 18+ years of experience in ecommerce, marketing, and operations. She specialises in making **AI practical and accessible** for **non-technical teams** - helping them **save time, reduce costs**, and work smarter.

She **blends real-world business insight** with **step-by-step guidance**, helping learners gain confidence and apply AI tools effectively - whether to streamline workflows, grow revenue, or unlock new career opportunities.

Her mission is simple: **remove the overwhelm, replace it with clarity**, and create a safe learning space where “real people” can harness AI to **work smarter, not harder**.



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What to expect

Clear, jargon-free explanations

Every concept is explained in plain language so your team understands AI without getting lost in technical terms.

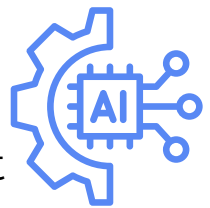


Real-world workplace examples

See how AI can be applied directly to your team's daily tasks, using scenarios from your industry.

Hands-on tool practice

Live demos and guided exercises with tools like ChatGPT, Claude, and Gemini so your team gains practical skills, not just theory.

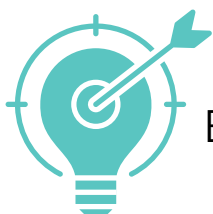


Prompting techniques that work

Learn how to craft prompts that deliver accurate, useful results — and avoid the common mistakes that waste time.

Ethics, safety, and compliance

Understand the limitations of AI, how to protect sensitive data, and how to stay within your industry's compliance rules.



An actionable next-step plan

Each participant leaves with ready-to-use prompts and a clear plan to integrate AI into their work immediately.

FAQs



Q: Does our team need AI experience?

A: No. This workshop is designed for beginners with no technical background. We start with the basics and build practical skills step-by-step so every team member can follow along and leave confident.

Q: Can you tailor the training to our industry?

A: Yes. Before the session, we gather details about your business and roles so examples and exercises are directly relevant to your team's daily work.

Q: What results will our team see after the workshop?

A: Your staff will leave with a clear understanding of AI, a set of ready-to-use prompts, and the skills to apply AI tools immediately — saving time, improving efficiency, and producing better work.

Q: How soon can we schedule a session?

A: Most workshops can be booked within 2–3 weeks. If you have an urgent need, we'll do our best to find an earlier date.

Q: Can you deliver the training to our remote or hybrid teams?

A: Yes. We run engaging, interactive sessions via Zoom or Teams for remote and hybrid workforces, ensuring participation from all attendees.

Q: Is the training recorded?

A: Yes. Online sessions can be recorded on request at an additional cost so your staff can revisit the material or catch up if they miss the live workshop.

Q: What if some of our team already uses AI?

A: We adjust the session to match skill levels. Even experienced users benefit from advanced prompting techniques, specialised tools, and best practices for safe, efficient use.

Q: Can you train more than one department?

A: Yes. We can deliver one session for multiple departments or run separate, department-specific workshops tailored to their roles.

Q: Do you provide follow-up support for our team?

A: Yes. You'll receive a PDF quick-start guide, all prompts from the session, and the option for a 15-minute follow-up Q&A call to support your team after they begin applying AI.

Q: Can we book advanced training for our team later?

A: Yes. Once your team has mastered the essentials, we offer advanced, role-specific AI training for marketing, sales, ecommerce, operations, and more — all customised to your business objectives.



Every month you delay, your competitors get further ahead. Don't be the team playing catch-up in 2026.

Ready to upskill your team in AI?

Contact Us

AI adoption is moving fast — give your team the skills to keep up.

Ready to upskill your team in AI?

Book your workshop today and have your team confidently using AI within two weeks

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Kerry Clark