



Practical AI Skills for Business

About this Course

Practical AI Skills for Business Training Course

Do you want to know how to use AI in your business and get real value from it?

AI is already changing how work gets done, but most people have had no proper training on how to actually use it. This practical, one-day AI training course is built for business teams who want to get real value from AI on the work that is genuinely on their desk, not theory, not hype, and not a tour of features they will never touch.

This Practical AI Skills for Business training course is delivered as a scheduled open online training course or in-house just for your business.

We deliver the course as a face to face course and a live virtual online course.

Aims & Objectives

Here is what you will learn on our practical AI skills for business training course

Course Aim

By the end of this course, you will have used AI to do useful work, learned how to spot when it gets things wrong, and built a plan to keep using it once you are back at your desk.

We focus on practical AI skills people can apply immediately, and crucially, on the judgement to use them well.

Course Objectives

By attending this Practical AI Skills for Business Training Course you will be able to:

- Identify where AI genuinely adds value in their own role, and where it simply wastes time
- Write clear, structured prompts that produce useful, reliable results rather than vague or generic ones
- Use AI to handle common everyday tasks such as drafting, summarising, rewriting and getting past the blank page
- Critically review AI output, recognise confident mistakes and "hallucinations", and verify before they rely on anything
- Apply safe and responsible habits around confidentiality, data and accuracy, without being paralysed by fear of it
- Turn a useful one-off into a repeatable way of working that sticks
- Apply AI to a real task from your own workload during the session

Course Content

Here is what we cover in our practical AI skills for business training course

Where AI actually earns its keep

- Cutting through the hype to find the real wins
- What today's AI is genuinely good at, where it falls down, and how to spot the tasks in your own role where it will save you real time
- Start mapping the jobs on your own desk that are worth handing over

Talking to AI so it gives you something useful

- Prompting as a practical skill, not a hunt for magic words
- How to give AI the context, structure and direction it needs to produce something you can actually use
- The difference between a vague request and a brief that gets it right first time

The daily wins

- The everyday tasks AI handles well
- Drafting emails and documents
- Summarising long or messy information
- Rewriting and reshaping tone
- Beating the blank page

Checking its work

- AI is confident even when it is wrong - how to spot plausible-sounding nonsense
- Fact-check sensibly
- Keep a human in the loop
- Which tasks you should never hand over unchecked

Doing it safely without the fear

- The sensible version of AI safety, not the scary one
- What is and is not safe to put into a public AI tool
- Why confidentiality and data matter
- Simple habits that keep you and the business out of trouble
- Practical guardrails

Building it into how you actually work

- Turning a clever one-off into a habit
- How to fold AI into the tasks you do every week so the time saving is real and repeatable, rather than a novelty that fades by Friday

Your job, your tasks

- Using tasks from your own workload and work it through with AI, with the trainer on hand

Your Monday action plan

- Create a short, specific plan: the three things you will start doing straight away, applied to your own role.
- The day ends not with "I understand AI" but with "I know exactly what I am going to do with it on Monday"

Delivery Options

How we deliver our practical AI skills for business training course



Open Training Course

Delivered online as a scheduled open training course

£215.00 + VAT / €239.00

Price per delegate.



In-House

Delivered at your business location or a location of your choice anywhere in the UK, Ireland, across Europe or online.

We can adapt the course content to meet your specific needs and those of your team.

Contact us for a quote.

Open Training Course

Attend our scheduled online training course

We deliver our practical AI skills for business training course as an online scheduled open training course.

Perfect for when there is just you, one of your colleagues or a small group of you that would like to attend the course.

Our scheduled courses run on a regular basis and are delivered via Zoom.

You will find them just as engaging and interactive as our in-person training course.

See the course page on our website for more details and the course schedule.

In-House Delivery

Train your team. Train your entire company.

We can deliver our practical AI skills for business training course just for your team or organisation.

1

Start with an off-the shelf course

We'll use the content in the overview as a starting point

2

Understanding your needs

We'll work with you to agree what outcomes you want from the course

3

Making it yours

We will shape the content to ensure the course meets your requirements

4

Delivering the skills

We then deliver the course that we've agreed either in-person or online

Make it even more bespoke

We can completely redesign the course to meet your needs. Just tell us what you need, and we can put a no obligation proposal together for you.

Online Training Course

Fun, engaging and interactive – delivered online

Our practical AI skills for business course can be delivered as a virtual online course.

The same great content reimagined for the online environment.

- ✓ Our open training courses are delivered using Zoom
- ✓ When delivered in-house, we can use the platform you are most comfortable with
- ✓ Re-designed sessions to allow for interactivity and engagement in the online environment
- ✓ The same fun, engaging and down to earth approach
- ✓ Join your course from anywhere

About Us

A bit about who we are and what we do



We are Revolution Learning and Development

We are a leading learning and development consultancy based in the UK. We provide our services across the UK, Ireland and Europe.

- ✓ We deliver fun, engaging and down to earth training courses in-person and online
- ✓ Over 20 years of training experience
- ✓ Incredibly cost effective and a real focus on return on investment
- ✓ 92% of our clients rebook us for further training and development
- ✓ Flexible training and development solutions

Let's Talk

We are here to help



If you have any questions about our practical AI skills for business course or would like a quote for an in-house course, then just get in touch.

Call Us:

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ROI: 015549779

Email Us:

hello@revolutionlearning.com

Visit Us:

UK: <https://www.revolutionlearning.co.uk>

ROI: <https://www.revolutionlearning.ie>

EU: <https://www.revolutionlearning.com>