

Unlocking AI

PRACTICAL SOLUTIONS FOR
CORPORATE TRAINING SUCCESS

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Getting Started with AI in L&D

Assess Training Needs

Identify areas where AI can provide the most value (e.g., automating content creation, frameworks, etc.)

Review Technology Infrastructure

Evaluate existing systems and determine if upgrades/new tools are needed to support AI functionality

Share Best Practices

Provide continuous training and share best practices with team to improve efforts

Get Stakeholder Buy-In

Engage with leadership, IT, and HR to ensure alignment and understanding of AI's potential benefits and limitations

START SMALL!

Test AI solutions with a pilot group, allowing for controlled experimentation and adjustments before a full-scale rollout

Overcome Common Challenges

Bias in AI Algorithms

Ensure AI tools are evaluated for potential biases – implement regular audits to check for unintended discrimination

Transparency and Accountability

Communicate how AI is being used in training programs and ensure stakeholders understand role and limitations

Performance Metrics

Implement clear KPI's to track AI's impact – monitor time saved in content development or improvements in learner engagement

Data Privacy and Security

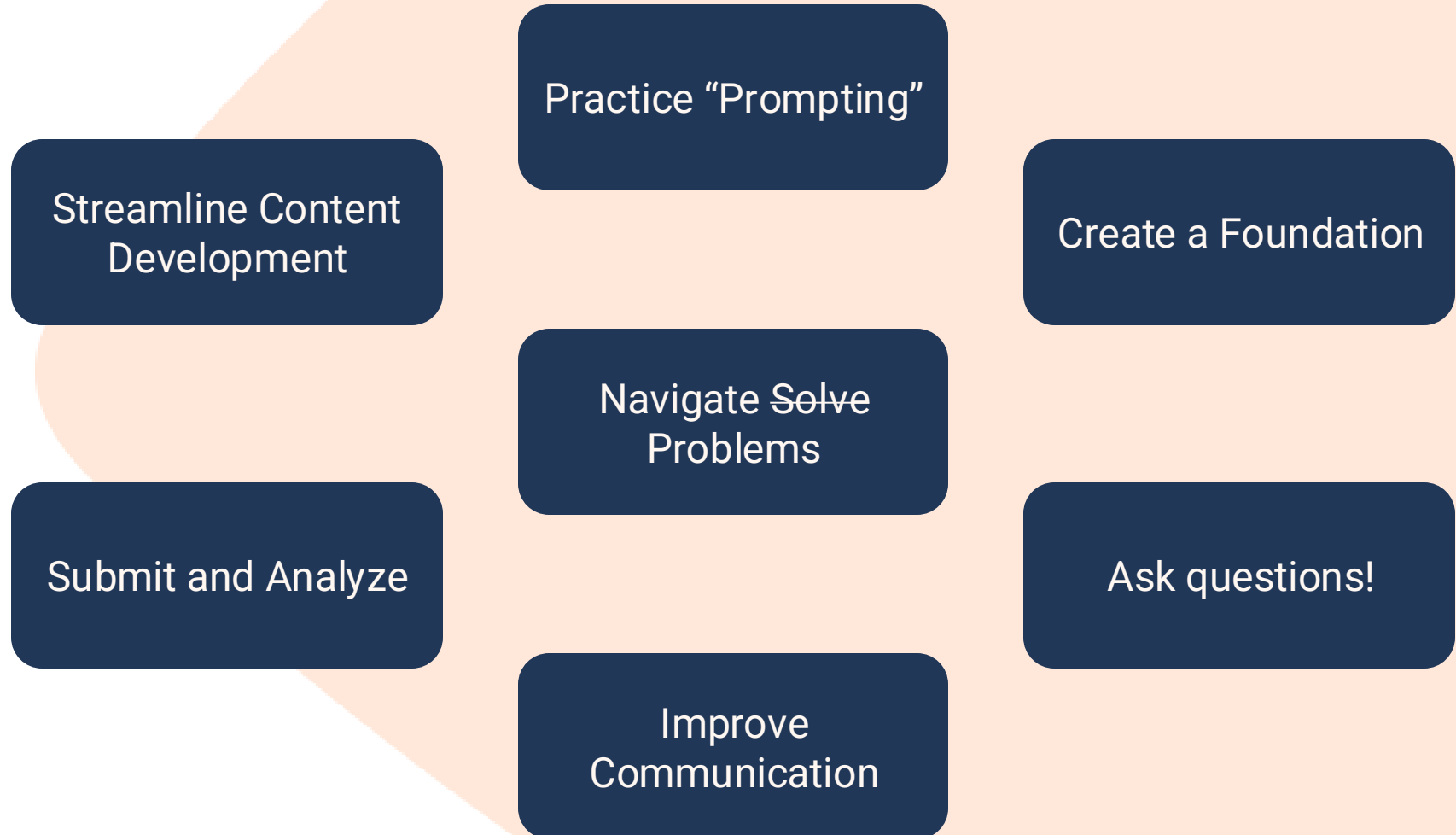
Safeguard employee data by ensuring AI systems comply with data protection regulations (e.g., GDPR, CCPA)

Change Management

Address resistance to AI adoption by providing training/resources to promote understanding of how AI can support rather than replace roles

Optimize Efficiency and Outcomes

How might you consider leveraging AI to improve efficiency and outcomes?



Streamline Content Development

"Create for me an **instructional design storyboard** for an eLearning module focusing on preventing forest fires..."

Streamline Content Development

Practice "Prompting"

Create a Foundation

Navigate Solve Problems

Submit and Analyze

Ask questions!

Improve Communication



Submit and Analyze

*"I will be copying and pasting and submitting here the contents of several documents one at a time. Please review and analyze and **provide an executive summary** of the contents upon completion."*

Streamline Content Development

Practice "Prompting"

Create a Foundation

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Navigate Solve Problems

Using ChatGPT, provide details on what problem you might be trying to solve with a particular tool and have it “teach” you to resolve those issues.

Streamline Content Development

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Create a Foundation

*“Analyze the contents of the text below and **extract the learning goals and objectives**. Please ensure all learning goals and objectives are written using principles of Bloom’s Taxonomy.”*

Streamline Content Development

Practice “Prompting”

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Navigate Solve Problems

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Ask questions!

Improve Communication



Ask Questions!

"I will be presenting a webinar on the topic of large language models for learning and development professionals. Can you please provide me a brief bulleted list of specific topics that would be beneficial for novice learners?"

Streamline Content Development

Practice "Prompting"

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Ask questions!

Improve Communication



Improve Communication

*“Please review and rewrite the following passage so that it **adopts a more professional approach**, while still maintaining an entertaining and engaging tone.”*

Streamline Content Development

Practice “Prompting”

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Ask questions!

Improve Communication



Prompt Engineering: Best Practices

Be Specific and Clear

Craft detailed, precise prompts to get accurate and relevant responses. Avoid ambiguity to prevent confusion.

Provide Context

Include background information or specify the role the AI should take (e.g., “explain as if you’re an expert trainer”).

Iterate and Refine

Start with a simple prompt, review the output, and refine the prompt to improve responses based on initial result.

Set Boundaries

Clearly outline what should and should not be included in the response (e.g., “avoid discussing technical jargon”).

Use Step-by-Step Instructions

For complex tasks, break down the request into smaller steps to ensure clarity and accuracy.

Limit Response Length

Specify if you want concise or detailed responses to control depth of output (e.g., “summarize in 3 sentences”).

EXAMPLE



Prompt Engineering: Example

Example Prompt:

I am creating a video on the concept of facilitation strategies. Please provide me a video narration script that conforms to the following parameters:

1. This script is for the opening video and needs to contain an elevator pitch to grab attention, introduce the topic, and build its relevance
2. The script should define the concept of facilitation within the context of corporate training
3. The script should be written for an English-speaking international audience
4. The script should be written and targeted at a CEFR B2 readability level and should be 300 words or less

Narration Script:

In today's fast-paced corporate world, delivering effective training is more important than ever. But have you ever wondered why some training sessions feel engaging and energizing, while others fall flat? The answer often lies in the facilitation strategies used.

Facilitation is more than just delivering content; it's about guiding a learning experience that's interactive, relevant, and impactful. Successful facilitators don't just present information—they create an environment where learners can actively engage, share ideas, and apply new concepts.

So, what makes a great facilitator? First, it's about knowing your audience. A facilitator must understand who they're training, their needs, and the best ways to communicate with them. Second, facilitation requires adaptability. Every group of learners is different, and being able to adjust your approach on the fly is key to keeping participants engaged.

Finally, facilitation strategies often include a mix of activities—whether it's group discussions, hands-on exercises, or real-world problem-solving. The goal is to make training as interactive as possible, so learners can walk away with knowledge they can immediately apply.

In this course, we'll explore the most effective facilitation strategies used in corporate training today. We'll start by learning what facilitation is and why it's a critical skill for trainers. Then, we'll dive into specific techniques for creating an engaging learning environment. By the end, you'll have the tools you need to design and deliver impactful training sessions that make a real difference.

AI Tools to Consider

- ChatGPT: chatbot and virtual assistant
- Grammarly: writing assistance
- Beautiful.ai: Presentations
- Copymatic: writing assistance

L&D EXPERTS TO SET
NEW STANDARDS

Thank You

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