



OTTAWA EDUCATION GROUP

AI in Action

Empower Your Business. Upskill Your Workforce.

2025 is a critical year for businesses to integrate AI-enhanced design, communication, and decision-making skills to gain competitive advantage.

Benefit from practical demos of multiple AI tools and interactive learning experiences tailored for YOUR company and YOUR industry.



Learning Outcomes for Participants:

1. **Understand** and leverage AI to optimize your workflow and productivity.
2. **Apply** readily available AI tools for real-world use cases and content creation.
2. **Analyze** and inform your decision-making using data and AI-powered research.
3. **Integrate** and automate mundane tasks by delegating them to AI.



Class size is minimum 6 participants (in-person or virtual). Graduates receive an OEG Certificate of Completion, a LinkedIn badge, and a premium ChatGPT subscription for 3 months.





★ Core Program AI in Action

Ask us about grants and funding options
now available for eligible small businesses!

Program Details

Session 1 - AI Foundations

- + Overview of AI tools (potential and limitations)
- + Live demos of AI in action
- + Discussing AI solutions for business challenges

Session 2 - Applied AI

- + AI tools for communication, design, and analysis
- + Techniques to simplify complex data to gain new insights
- + Best practices for prompts and workflows

Session 3 - Scaling and Automating with AI Tools

- + Customizing tools for role-specific workflows
- + Integrating AI into existing processes and tools
- + Participant presentations, Q&As, outcomes, challenges, and lessons learned

Session 4 - AI Privacy, Security, and Risk Management

- + Understanding risk, privacy, and compliance considerations
- + Building a clear, effective, and relevant AI strategy
- + Ensuring AI practices are clear and applied responsibly

**Don't get left behind in an increasingly
AI-driven business environment.**

Visit www.ottawa.education or scan the QR Code

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**Are you more
advanced in AI?
We have training
programs for
all skill levels.**

