

AI Lunch & Learn

Your Journey from AI Curious to AI Confident

Welcome to Lesson 0: Orientation
2nd October, 2025

Today we'll cover:

- Course structure and expectations
- How we'll learn together
- Your first AI activity
- Setting up for success 

24 weeks • 24 sessions • Practical skills • Real results

Record
this
session

Your AI Journey

From Zero to Confident in 24 Weeks

Weeks 1-4

Foundations

Understanding AI basics, capabilities, and ethics

Weeks 5-10

Prompt Engineering

Master the art of AI communication

Weeks 11-16

Practical Tools

Images, data, documents and writing

Core

Weeks 17-20

Advanced Concepts

RAG, agents and knowledge systems

Weeks 21-24

Automation

Workflows and integrations

Advanced

How We Learn: The 30-Minute Formula

Every session follows the same proven structure

Instruction



Core concepts explained clearly

10 minutes

Demonstration



Watch it work in real-time

10 minutes

Practice



Try it yourself with guidance

10 minutes

Why This Works

- Bite-sized learning every week
- Immediate application reinforces concepts
- Regular practice builds confidence
- No information overload

Your Learning Resources

Google NotebookLM Collection

Your AI-powered learning companion

Throughout the course, materials will be added to our shared NotebookLM per module:

- Curated external resources
- Audio Summaries
- Quizzes and Flashcards

NotebookLM Features:

- Ask questions about any course content
- View overviews of specific topics



Link will be shared in chat. You will need a Gmail account to use.

Our Learning Agreement

Creating a Space for AI Growth

From Your Instructor(s)

- Clear, jargon-free instruction
- Patience with all questions
- Share discoveries with the group
- Support between sessions, via Teams chat

From You

- Openness to experimentation
- Practice between sessions (30-60 min/week)
- Patience with yourself

Our Safe Learning Principles

- Mistakes are learning opportunities
- No question is too basic
- We support each other's growth

Tools

Everything You Need (All Free!)

Cambridge
IP and Data

Required: Choose One AI Assistant

ChatGPT

Claude

Microsoft Copilot

Google Gemini

All have free versions that work perfectly for this course!

Later in Course

- Automation tools (Week 21)
- All introduced when needed

Our First AI Activity

Why This Exercise?

- First hands-on AI interaction
- Demonstrate AI's language capabilities
- Discover AI's strengths and limitations

What We'll Do:

1. Introduce yourself to AI in YOUR mother tongue
2. Ask it to respond in your language
3. Request something culturally specific
4. Test the limits with idioms or humour
5. Share discoveries with the group in the Teams chat

Let's see AI handle everything from Arabic to Zulu!

Demonstration

Watch Me Go First!

Example in Afrikaans: "Goeie dag, my naam is Niall en ek is 'n KI-instrukteur.
Kan jy in Afrikaans antwoord?"

Cultural Request: "Kan jy verduidelik wat 'machine learning' is deur 'n metafoor met
biltong of braai te gebruik?"

Testing Limits: "Kan jy 'n grappie in Afrikaans maak oor kunsmatige intelligensie?"

Your Turn! Try These:

Step 1: Introduce yourself in your home language

Step 2: Ask for a proverb about learning from your culture

Step 3: Request a tongue twister or local slang explanation

Reflection: What surprised you? What made you laugh?



Your First Assignment

Before Lesson 1.1

The Task: 5-Minute AI Conversation

1. Explain what you do to the AI
2. Ask what it knows about your industry
3. Request 3 ways AI could help someone in your role
4. Ask one question you're curious about

Document These Reflections in our Teams chat:

What impressed you?

What concerned you?

What excited you?

Remember: This isn't for marks - it's to build comfort and spark curiosity!

Ready for Our AI Journey?

Next Steps

Before Lesson 1.1 Checklist:

- AI chatbot account created
- NotebookLM collection accessed
- ✓ First assignment completed

Remember:

 Every expert was once a beginner  AI is a tool, you're in charge  We're learning together

See you for Lesson 1.1: Introduction to AI & Machine Learning

