

| 10:00-11:00      |                                                                   |
|------------------|-------------------------------------------------------------------|
| <b>19-Sep-26</b> | Introduction to AI, history & key concepts                        |
| <b>03-Oct-26</b> | Introduction to AI for accessibility and independence             |
| <b>17-Oct-26</b> | Introduction to Frontier AI (Chat GPT, Claude and Copilot)        |
| <b>31-Oct-26</b> | AI at home for assistance, answers and creativity                 |
| <b>14-Nov-26</b> | AI copyright and watermarking for ordinary people and artists     |
| <b>28-Nov-26</b> | AI slop-finding, scam spotting, deep fake finding and recognition |
| <b>12-Dec-26</b> | Prompt writing for results                                        |

| 10:00-11:00      |                                                                          |
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| <b>16-Jan-27</b> | Choosing your AI. Free vs paid and the European Options                  |
| <b>30-Jan-27</b> | Improve your Frontier AI (Chat GPT, Claude and Copilot)                  |
| <b>13-Feb-27</b> | AI and security, the risks, opportunities and dangers of AI and chatbots |
| <b>27-Feb-27</b> | How to work out what's worth your time (AI slop in the home)             |
| <b>13-Mar-27</b> | AI and the law, introduction                                             |
| <b>27-Mar-27</b> | How to protect yourself when you use AI                                  |

| 10:00-11:00      |                                              |
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| <b>17-Apr-27</b> | AI, key concepts and new developments        |
| <b>01-May-27</b> | Write a better prompt, general               |
| <b>15-May-27</b> | Agents, how and when to use and avoid them   |
| <b>29-May-27</b> | AI and the law for the home                  |
| <b>12-Jun-27</b> | Spotting the good stuff for home and hobbies |
| <b>26-Jun-27</b> | Anything we've covered for home and hobbies  |
| <b>10-Jul-27</b> | Using AI to help the kids and learn          |

## FINDING YOUR FEET WITH AI

| 11:00-11:45                               |  |
|-------------------------------------------|--|
| Ask Me Anything on AI / Hands-On Practice |  |
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## HITTING YOUR STRIDE WITH AI

| 11:00-11:45                               |  |
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| Ask Me Anything on AI / Hands-On Practice |  |
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## GETTING CHOOSY WITH AI

| 11:00-11:45                               |  |
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| Ask Me Anything on AI / Hands-On Practice |  |
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| 12:00-13:00                                                      |  |
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| Introduction to AI, ethics and governance                        |  |
| Introduction to Generative AI (words, images, sounds and videos) |  |
| Introduction to Midjourney, Suno and Other AI Options            |  |
| AI and productivity for admin                                    |  |
| AI, content, copyright and watermarking for the small business   |  |
| AI scams and opportunities                                       |  |
| Write a better prompt for content and marketing                  |  |

| 12:00-13:00                                                                     |  |
|---------------------------------------------------------------------------------|--|
| Diagnosing with AI, understanding what to take seriously and the risks involved |  |
| Improve your Generative AI including Midjourney, Suno and Other AI Options      |  |
| AI and security for admin and the small business                                |  |
| How to work out what's worth your time (AI slop for admin and the small office) |  |
| AI and the law for admin and small businesses                                   |  |
| AI opportunities for saving, profit and future                                  |  |

| 12:00-13:00                                                            |  |
|------------------------------------------------------------------------|--|
| AI, key concepts and new developments for admin and the small business |  |
| Write a better prompt for admin and the small business                 |  |
| Agents, how and when to use and avoid them in the small business       |  |
| AI, accounts, tax and the law for admin and the small business         |  |
| Spotting the good stuff for admin and the small business               |  |
| Anything we've covered for admin and the small business                |  |
| Start an AI project                                                    |  |

Carole Edrich is the 6th person to gain an APAI (Advanced Practitioner in AI). Recognised by Ofqual, it's awarded to people who demonstrate practical knowledge and experience at PhD level (RQF Level 8). She recently created the AI governance training for the Institute of Science and Technology (IST) and had previously created the UK government's first risk management standards (M\_o\_R). Follow her on substack at [crossingtraces.substack.com](https://crossingtraces.substack.com) or subscribe to her newsletter on LinkedIn at <https://tinyurl.com/CaroleAIInnit>.