Unlocking AI Potential for Managers

AI is no longer a technical issue. It is a management issue.

Managers are not expected to become AI experts, but they are expected to make sound decisions about how AI is used, where it adds value, and where it creates risk.

This one-day training event gives managers the **understanding, judgement, and leadership frameworks** needed to use AI confidently and responsibly—personally and across their teams.

Why You Should Attend This Course

AI is already influencing decisions, productivity, and risk in your organisation, whether you planned it or not. You will learn how to apply AI safely, responsibly, and productively across everyday management tasks, while avoiding dependency, reputational risk, and poor decisions. You will leave with confidence, clarity, and practical frameworks you can use immediately.

Course Positioning

The day is deliberately structured in two parts:

1. **Understanding AI** clearly, without hype
2. **Leading, governing**, and applying AI in real business situations

Part One – Understanding AI (Half Day)

- Managers build a clear, non-technical understanding of AI, including:
- What AI is, in plain business terms
- Why AI sounds confident—even when it is wrong
- Common myths, hallucinations, bias, and false precision
- Using AI as a **thinking partner**, not a decision-maker
- Safe, responsible, and professional use in everyday management

Part Two – Leading and Applying AI in Business (Half Day)

- Managers focus on leadership, governance, and application:
- AI-supported decision-making and managerial judgement
- Designing productivity gains that save time
- Leading teams without skill erosion or over-dependence
- Governance, risk, reputation, and accountability
- Commercial and financial applications, including business cases and board-level summaries
- Where **not** to use AI, and why

The day concludes with **practical application planning**, including priority use cases and personal leadership actions.

Core Business Applications Discussed

- **Recruitment and HR** – role profiles, CV screening, onboarding content
- **Contracts and Negotiation** – summaries, options, negotiation preparation
- **Project Management and Planning** – plans, risk registers, scenario testing
- **Finance and Analysis** – managing, monitoring and forecasting
- **Management Planning and Decision Making** – business intelligence

Format and Delivery

- One-day course, on-site, or online
- Highly practical and **discussion-led**
- Live demonstrations and guided practice
- **Tools, prompts, and manager checklists** provided
- **Delivered by Graham Roberts-Phelps**