

LEARNING THROUGH THE LOOP

Digital Self-Paced Human Agency Learning Record



STARTING STATE

Complete these fields before beginning. Save the PDF after each phase.

Participant name

Role / function

Organization

Date started

Current AI sentiment

What do you want to become more capable of doing with AI?

HOW TO USE THIS RECORD

Move through the four phases. Use your real work as evidence. When you reach Assessment, your findings should route you back into the community for the next cycle of learning.

ORIENT

Use 4Responsible.AI and InJ-Human Agency to establish your starting frame.

ORIENT

DEVELOP

ASSESSMENT

RE-ENTER

Purpose of this phase

Orient to responsible AI from a Human Agency perspective. Surface the assumptions, opportunities, concerns and guardrails you bring into AI-enabled work.

Your starting perspective

What opportunities do you currently see in AI?

What concerns or risks do you currently see?

Where are you already using AI in your work?

What decisions should humans continue to own?

What human capability do you most want to preserve?

What would responsible AI use look like in your role?

ORIENT REFLECTION

What did you notice about your current assumptions before deeper engagement with AI?

DEVELOP

Use the Human Agency Circle to identify the capabilities you need to strengthen.

ORIENT

DEVELOP

ASSESSMENT

RE-ENTER

Rate your current development against each Human Agency Circle element. Select one status per row, then add evidence or a note. Use this scan to choose community exercises.

1. Tech Agentiness & Delegation

Evidence / note

☐ Explore☐ Developing☐ Practicing☐ Confident

2. Real-World Outcomes

Evidence / note

☐ Explore☐ Developing☐ Practicing☐ Confident

3. Leadership Perspective / ROI

Evidence / note

☐ Explore☐ Developing☐ Practicing☐ Confident

4. Organizational Governance Response

Evidence / note

☐ Explore☐ Developing☐ Practicing☐ Confident

5. Individual AI Sentiment

Evidence / note

☐ Explore☐ Developing☐ Practicing☐ Confident

6. Team AI Sentiment

Evidence / note

☐ Explore☐ Developing☐ Practicing☐ Confident

7. Organizational AI Sentiment

Evidence / note

☐ Explore☐ Developing☐ Practicing☐ Confident

COMMUNITY ROUTE TO TRY NEXT

DEVELOP - PRACTICE

Turn AI use into deliberate practice instead of passive consumption.

ORIENT

DEVELOP

ASSESSMENT

RE-ENTER

Learning-through-practice record

Choose one real AI-enabled activity. Compare the machine contribution with the human contribution, then identify what you learned and what should remain intentionally human-led.

Task / activity

Without AI, how would you approach it?

How did you use AI?

What did AI contribute?

What did you contribute?

Where was human reasoning or judgment required?

What did you learn that changes what you will do next?

ASSESSMENT

Apply the 4R.AI Change Management Assessment to real work.

ORIENT

DEVELOP

ASSESSMENT

RE-ENTER

Prepare a real role, task, workflow, strategy or AI use case for assessment. The purpose is to identify where human agency, learning, delegation, coordination or governance need further development.

What are you assessing?

☐ Role☐ Task☐ Workflow☐ Strategy☐ AI Use Case

ROLE / TASK

CONTEXT

GOALS

CONSTRAINTS

HUMAN LEARNING

AI TOOLS / AGENTS

ASSESSMENT INTENT

What do you most want the assessment to reveal about this work?

RE-ENTER

Use assessment results to choose your next Human Agency learning route.

ORIENT

DEVELOP

ASSESSMENT

RE-ENTER

Assessment is not graduation. Capture your top findings, map them to Human Agency development needs, and select the next community activity, conversation or experiment.

1

Assessment finding

Human Agency Circle element

Community activity / resource

What do I need to learn or practice next?

2

Assessment finding

Human Agency Circle element

Community activity / resource

What do I need to learn or practice next?

3

Assessment finding

Human Agency Circle element

Community activity / resource

What do I need to learn or practice next?

WHO WILL I ENGAGE WITH NEXT?

NEXT LOOP READY

Capture the change in your human capability before beginning another cycle.

What do I understand differently now?

What human capability became stronger?

What AI capability am I now better prepared to leverage?

What should remain human-led?

What will I explore next?

Next reassessment date

LEARNING THROUGH THE LOOP - DESIGN RULES

1. Assess to re-enter, not to exit.
2. Every AI implementation should generate the next human learning requirement.
3. The more capable the AI becomes, the more intentional human development must become.