

AI for Productivity and Effectiveness: How to integrate AI in my Daily Work

CEGOS SWISS. ONE ESSENTIAL AT A TIME.



What's in it for you?

In today's rapidly evolving business landscape, artificial intelligence (AI) has become an essential tool for organizations seeking to enhance productivity and efficiency.

The adoption of Artificial Intelligence (AI) in daily work is not just a trend but a fundamental shift in how professionals across all industries approach their work.

AI integration transcends mere efficiency; it is about redefining the work process itself. By leveraging AI, employees can delegate monotonous tasks to intelligent systems, analyze vast datasets with unprecedented speed, and dedicate their focus to high-impact activities that drive value creation.

For those committed to elevating their productivity and operational efficiency, mastering AI is not just beneficial – it's essential. This learning journey is about ensuring that every employee is equipped to contribute to the organization's success in an AI-enhanced future.

Who should attend?

Everyone in the organization.

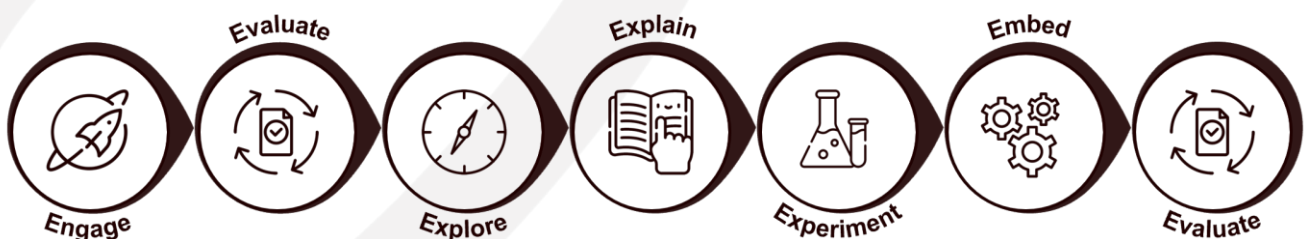
Good to know:

AI adoption in the workplace is projected to increase significantly over the next decade? According to a recent study by McKinsey & Company, up to **45%** of current work activities can be automated using existing technologies.

This shift will reshape job roles, requiring employees to adapt and collaborate with AI systems.

Cegos Learning Framework

We apply our holistic and dynamic Learning Framework to build learning journeys that deliver more than just awareness of competencies and skills.



Every journey engages the learners beyond knowledge, learning step by step, to explore, experiment and embed their learning, transforming skills into performance.

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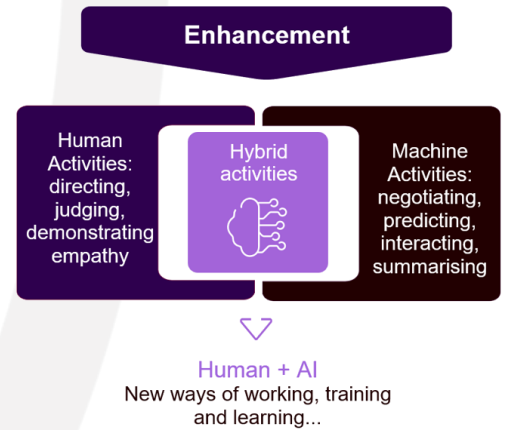


By completing this learning journey, they will:

- Discover practical strategies for optimizing tasks through effective prompt writing.
- Learn how to create AI-powered workflows that minimize manual effort and maximize efficiency.
- Dive into the world of AI algorithms and models.
- Understand how to extract meaningful insights from data, whether it's customer feedback, financial reports, or operational metrics.
- Explore time-saving techniques and organizational best practices. From prioritization to multitasking, learn how to manage your workload effectively using AI-enhanced tools.

#MAKINGADIFFERENCE

A proven model:



Digital learning:

- [How to master the art of AI prompting](#)

Delivery modes:



Blended learning accessible in our [LearningHub](#).



Can be delivered **in-person and/or virtually** as most appropriate to you and your learners.

Duration: 14h total learning



6 hours of instructor-led learning.



8 hours of self-directed and on-the-job learning.

REF: AIP

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“Efficiency unleashed”

#TIL