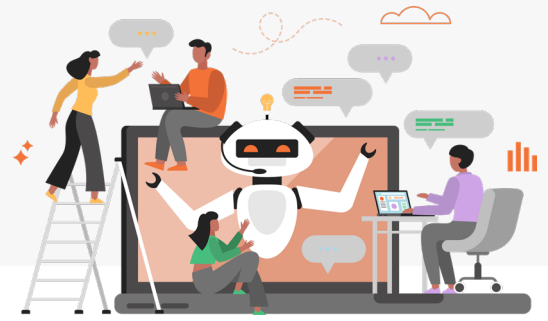


SPRINT#1 AGENDA

EXPLORING AI POSSIBILITIES FOR YOUR BUSINESS



OBJECTIVE:

In this sprint, we meet you exactly where you are on your AI journey, unlocking the “art of the possible” to reveal powerful opportunities and pinpoint the areas in your business where AI can drive the greatest impact and value. Together, we’ll establish a clear baseline of your current capabilities, building a strong foundation of awareness and knowledge upon which we’ll expand, ensuring that you’re prepared to fully leverage AI for transformative results

1 WELCOME, OBJECTIVES, AND UNDERSTANDING YOUR AI JOURNEY

We will begin by sharing some examples of how AI can be leveraged to increase productivity, reach a wider audience, and buy back your time. This is to kick start the thought process for the Art of the Possible and allow you to start the process of determining where you are on the AI maturity spectrum.

2 THE ART OF THE POSSIBLE: AI USE CASES

Explore real-world AI applications in your industry, including:

- **Sales & Marketing:** Client outreach and attraction, content personalisation and video engagement
- **Operations & Productivity:** Financial Operations and Productivity, automating repetitive tasks and improving the employee and client experience
- **Customer Service:** AI chatbots using **ChatGPT** for improved engagement
- **AI-Driven Decision Making:** How AI can provide actionable insights

3 INTRODUCTION TO CREATING & MANAGING PROMPTS

- Automate meeting prep and document summarisation
- Create powerful financial narratives from complex data sources
- Customise prompts for different roles and ensure consistent use across teams
- Understand how to manage, store, and share prompts

4 IDENTIFYING HIGH-IMPACT AREAS FOR AI

Collaboratively, we’ll identify the areas where AI can provide the most value, such as:

- **Process Acceleration:** Automate repetitive tasks with trusted AI Agents
- **Operational Efficiency:** Streamlining workflows and reporting
- **Customer Experience:** Enhancing engagement with AI-powered GPT’s

5 IMMEDIATE AI WINS: QUICK-WIN AREAS TO EXPLORE

We’ll pinpoint immediate AI opportunities, including:

- **Meeting Automation:** Use **Copilot** and **ChatGPT** to streamline agendas and follow-ups
- **Content Automation:** Generate content with **Custom GPTs**
- **Execution:** Collate identified use cases and prepare for execution

6 NEXT STEPS & ACTION ITEMS

Set clear, actionable next steps for AI implementation. Focus on deepening automation, refining prompts, and introducing and when ready move to a 4-week sprint for continued enablement.

P.S By the end of this session, you’ll walk away with a powerful understanding of exactly how AI can drive game-changing value in your business. You’ll gain strategies for crafting impactful prompts and unlock real-world use cases for tools like **Microsoft Copilot**, **ChatGPT**, and **Custom GPTs**. But this is just the start—your AI transformation is only beginning, and the next steps will propel your business to even greater heights as we dive deeper into AI solutions tailored specifically to your needs!

SCAN THE QR CODE
TO GET SPRINT#1!

