

# AI-Powered People Management 2 Day - Training Agenda

Learn to use Generative AI + People Data to Coach, Communicate, and Lead with Precision

# Agenda: AI-Powered People Management

## Day 1: Foundations of AI for People Management

**Theme:** Learn the fundamentals of Generative AI and Prompt Engineering.

Time	Topic	Format
8:30 - 9:15	Welcome & Icebreaker: Your People Leadership Challenges	Group Activity
9:15 - 10:00	Module 1: The Future of People Management with AI	Lecture + Group Reflection
10:00 - 11:00	Module 2: Gen AI 101 for Managers – Prompt Engineering	Hands-On Prompt Practice
11:00 - 11:15	Break	
11:15 – 11:45	Module 2 Continued: Advanced Prompt Engineering – Memory & Custom GPTs	Hands-On Practice
11:45 – 12:15	Module 3: AI Governance and Privacy	Lecture
12:15 – 12:45	Module 4: Integrating People Data – AI Leadership Framework	Lecture + Group Activity
12:45 - 1:00	Recap + Homework Challenge (Report Reflection + Prompt Practice)	Wrap-Up Discussion

### Homework Assignment

- Setup your Custom GPT – Memory and Shortcuts
- Anonymize your team data & setup your team in your GPT
- Try 2 new ChatGPT prompts with real people management tasks.
- Draft one feedback message using ChatGPT + People data insight

# Agenda: AI-Powered People Management

## Day 2: Practical Applications, Management & Coaching with AI

**Theme:** Combine Generative AI + People Data to lead, coach, and communicate with precision.

Time	Topic	Format
8:30 - 9:15	Welcome Back + Homework Debrief	Group Share
9:15 - 10:15	Module 5: Applied Behavioral Leadership Using People Data	Scenario-Based Discussion
10:15 - 11:00	Module 6: Combining ChatGPT + for Real-Time Coaching	Prompt Lab + Live Demos
11:00 - 11:15	Break	
11:15 - 12:00	Module 7: AI-Powered Coaching & Feedback Breakouts	Group Exercise
12:00 - 12:30	Group Presentations: Prompts & People Plans	Group Share
12:30 - 12:50	Module 8: Action Plan + Final Reflections	Individual Reflection
12:50 – 1:00	Wrap up & Course Evaluation	Online Form

# Participants will earn the AI People Management Certificate

