

AWARENESS OF GENERATIVE AI AT WORK



Create a more informed and confident workplace by building awareness of generative AI and its role at work. This microlearning course introduces generative AI in the workplace, explaining what it is, how it works and how AI tools can support everyday tasks across a range of roles. It explores common generative AI tools, their practical workplace applications and the benefits they offer alongside key considerations such as accuracy, data protection and responsible use. The course supports informed decision-making and promotes safe, effective and ethical use of AI at work.

Areas covered



- Understand the basics of generative artificial intelligence (Gen AI) at work
- Identify Gen AI tools in the workplace
- Recognise the benefits of Gen AI tools in the workplace

Who is it aimed at?



This course is ideal for employees, supervisors and managers across any sector who are beginning to use generative AI tools in their roles and need an awareness of how they work, their benefits and the responsibilities associated with their use.

Multi-device compatible

This course is compatible with most popular desktops, tablets and mobile devices.



Key details at a glance

- Duration:** 20 minutes
- Assessment:** Formative assessment with no formal knowledge check
- Certificated:** Yes – Highfield Completion Certificate
- Support:** 01302 363277
support@highfield.co.uk
- Translation:** Details available on request
- Localisation:** EU legislation within a UK context, but suitable for international businesses that trade with the EU and will be subject to the legislation

