

AI Essentials for the Workforce

4 instructional hours**\$675 per participant**

Live virtual, instructor-led

4 hours: half day or two 2-hour sessions. Private onsite delivery by quote. Contact us for upcoming dates.

What you'll work on

Complete a routine work task with AI, compare it with a baseline, and review the result.

What you will be able to do

1. Select a routine work task suited to AI assistance and define what a good result looks like.
2. Complete the task with an approved AI tool and compare the result with a manual baseline.
3. Review the output with a responsible-use checklist before using it.

What you leave with: work products & reusable resources

- Completed task example
- Use-case worksheet
- Starter prompts
- Responsible-use checklist

Who it is for

Employees and teams beginning their AI learning journey.

Before you enroll

No AI experience required.

Also delivered as

AI Fundamentals for Government Employees

The government-focused title is a tailored delivery of this course, not an additional course requirement.

How the 4 hours run

A Assess 30 min	Map current tasks and AI experience; choose one routine task as the course use case.
X eXplore 1 hr 10 min	How generative AI works, what it does well, and where it fails, with guided demonstrations.
I Implement 2 hr	Complete the chosen task with AI, compare it with the baseline, and review the result.
S Sustain 20 min	Finish the use-case worksheet and starter prompts you will keep using after class.

Complete this course

Attend the live instructional hours and submit the course work products listed above.

This individual course has no formal assessment or capstone requirement. The hands-on activities help you practice and apply what you learn.

Digital badges and certificates of completion are issued through Certifier with a verification link.

Formal capstone assessment applies only when completing a full AI Mastery or role certificate pathway through AXL-30.

[Course completion and full-pathway requirements →](#)

Pathway fit

- AI Mastery
- Government Program Analysts certificate
- Managers and Supervisors certificate
- Learning Professionals certificate
- Workplace AI Practitioner Starter
- HR Professionals certificate

Often taken next

- AXL-02 Practical Prompting for Reliable Results
- AXL-03 Responsible AI in Everyday Work

Enrollment & pricing

Private team training — quoted by scope. Pricing includes program preparation and facilitation, plus participant materials and resources.

Customization, travel and split-session delivery are scoped separately. Individual tuition: four-hour courses \$675; eight-hour courses \$995 for both four-hour parts, or \$675 per part purchased separately. Full-pathway pricing is listed separately.

Request enrollment → · [View this course online →](#) · hello@axisadvisoryco.com

[Read enrollment, cancellation and accessibility policies →](#)

Individual course credentials recognize completion. Full AI Mastery and role certificate credentials also require passing the AXL-30 capstone. They are not academic credit, a professional license, or an accredited, government-endorsed or continuing-education-approved credential. Tuition is standard commercial pricing, not a GSA Schedule rate.