AI for Non-Coders

Build a small tool for a recurring task at work with AI, and learn to test whether it works correctly — with step-by-step guidance.

Audience	Operations, administrative and domain specialists.
Prerequisites	No programming experience required. Bring a recurring task to discuss; guided project options are available.
Duration	2 days
Format	Step-by-step practical workshop
Schedule	Day 1: 5 h 45 min; day 2: 6 h, plus breaks and lunch

OUTCOME

Build and demonstrate a small working tool for one agreed task. Take away a checklist to test it, a description of its limits and guidance on when to seek technical help.

WHAT YOU'LL DO

- Start with a tool that summarizes meeting notes, using a workspace prepared for you.
- Describe a task to the AI, try the tool it creates and check its results with examples.
- Show what your tool does, explain where it fails and identify when to ask an engineer for help.

HOW IT RUNS

1. Create your first tool with guidance
2. Build and test your chosen project
3. Show the results and decide next steps

PREPARATION AND SCOPE

We prepare the workspace and exercises. Use example data unless another data policy is agreed. You will demonstrate a small tool in the workshop; a software professional should review it before it is used in day-to-day work.