

AI Foundations for Business Leaders

A comprehensive workbook for applying course concepts, capturing key insights, and planning your implementation strategy.

LESSONS	FORMAT	VERSION
2	Self-Paced	1.0 2026

Lesson Notes

Use this section to capture key insights from each lesson.

1

AI Literacy

Key Takeaways:

2

The AI Landscape

Key Takeaways:

Knowledge Check

Rate your understanding after completing the course (1 = Need Review, 5 = Confident).

I understand the core concepts presented

1 2 3 4 5

I can apply these concepts to my role

1 2 3 4 5

I can explain these concepts to others

1 2 3 4 5

I have identified specific actions to take

1 2 3 4 5

Reflection

What was the most valuable insight from this course?

Implementation Plan

Define specific actions you'll take based on what you've learned.


Immediate (This Week)

Short-Term (30 Days)

Long-Term (90 Days)

Resources Needed

Success Metrics

 **Remember:** The value of this course is in the application. Schedule time this week to take your first action step.