

AI-START

AI Onboarding for Career Starters

One day teaching career starters to use AI as a learning tool without trusting it blindly: have tasks explained, ask good follow-up questions, check sources and spot your own knowledge gap before it becomes a mistake.

DURATION

1 training day

GROUP

up to 12 people

FORMAT

In-house · Remote · German or English

THIS EXISTS AFTERWARDS

- ▶ A personal learning routine: have it explained, ask back, check the source, explain it yourself
- ▶ A practised feel for uncertainty: recognising when an answer only sounds plausible
- ▶ A clear rule for when to involve an experienced colleague
- ▶ A self-completed synthetic practice case with a documented check
- ▶ Your organisation's data rules applied to your own workplace

AGENDA

09:00	What AI can do and where answers come from: How it works, in understandable images: language models produce plausible continuations, not verified truths. First exercise: ask the same question three times and explain the differences.
10:00	Having tasks explained, properly: A technical term, a process, an error message: how to request an explanation that matches your level, and which follow-up questions make the explanation testable.
11:15	Checking sources instead of believing: Exercise on prepared outputs: which statement has a verifiable source, which one only sounds like it? Every participant finds at least one built-in plausible false statement.
13:00	Data rules at your own workplace: What may go into which AI: case cards with typical situations from training and early career. Customer data, internal documents, your own notes. House rules become concrete instead of abstract.
14:00	Your own practice case: Everyone works on a term or task they brought along using the routine: have it explained, ask back, check the source, document understanding. Peer exchange in pairs.
15:30	Explaining it yourself, without AI: The litmus test: everyone explains their case in their own words to the small group. Whatever still wobbles becomes visible and gets a concrete learning task.
16:30	Escalation and next step: When an experienced person must step in: writing down your personal boundary. Everyone leaves with a learning-routine card and a concrete next practice step.



YOUR TRAINER

Dino Bordonaro

Microsoft MVP for eight consecutive years (Microsoft Azure · Cloud and Datacenter Management), Microsoft Certified Trainer, almost 30 years in IT. Builds sovereign AI systems on own hardware (Azure Local, Foundry Local, NVIDIA GPUs) and trains on exactly that. More than 800 professionals trained, every concept proven in his own enterprise lab in a TÜV-audited datacenter.

€7,900 flat, plus VAT

The track does not replace professional training and grants no permissions. AI helps with learning, the approval for changes to real systems stays with the responsible person.

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