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COURSE BROCHURE

# AI Tools in Training Design and Delivery Course

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Registered in the United Kingdom and Saudi Arabia

# AI Tools in Training Design and Delivery Course

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AI Tools in Training Design and Delivery is a 1-week training course for instructional designers, trainers and learning specialists who want generative assistants to speed up drafting while human judgement keeps the final say, and each participant builds an AI-assisted design kit for a live project. Learning teams face rising demand for content with flat budgets, and careless prompting produces generic, inaccurate material. Jupiter Prime Training runs AI Tools in Training Design and Delivery for practising designers.

## Why AI Tools in Training Design and Delivery Matter Now

Three forces shape this work. Assistants now sit inside everyday authoring and slide software. Sponsors expect shorter lead times. Legal and security colleagues worry about learner data and copyright. Teams with shared prompting habits and review checkpoints gain speed safely; those that improvise ship errors, bias and leaked material. The course draws on the backward design principle and the classic analysis, design, development, implementation and evaluation cycle used across instructional design.

## Who Gains Most from AI Tools in Training Design and Delivery

- Designers who turn subject expert input into storyboards and scripts
- Trainers who prepare facilitator notes, slides and practice activities
- Specialists who write quizzes, scenarios and assessment items
- Coordinators who run training needs surveys and interpret responses
- Learning leads who set authoring standards for a design team

A design team gains most when designers and trainers attend together and agree one shared prompt library and review routine.

## AI Tools in Training Design and Delivery Capabilities

Participants leave able to brief an assistant precisely and check what it returns.

- Design reusable prompt patterns with role, context, constraints and output format — design team leads
- Draft needs analysis summaries from survey and interview notes — business sponsors
- Build storyboards, scripts and facilitator guides from approved source material — subject experts
- Generate and test question banks against stated objectives — assessment owners
- Apply accuracy, bias, copyright and confidentiality checks before release — legal and information security
- Use assistants during live sessions for examples, summaries and feedback — learners and facilitators

## Key AI Tools in Training Design and Delivery Terms

- Prompt pattern — a reusable instruction structure setting role, context, task, constraints and output format for an AI assistant.
- Hallucination — confident output from a language model that is false, invented or unsupported by the supplied source.
- Grounding — restricting an assistant to approved source documents so generated content stays faithful to them.
- Human in the loop — a review step where a qualified person checks, edits and approves AI output before use.
- Item bank — a tagged set of assessment questions mapped to objectives, difficulty and cognitive level.
- Synthetic learner persona — an assistant role-played as a typical participant to test clarity and pacing of draft material.

## AI Tools in Training Design and Delivery Day by Day

### Day 1: Assistants in the Learning Workflow

- Generative Model Strengths and Limits — Where Assistants Fit in Design
- Mapping the Design Cycle Stages — Tasks Suited to AI Drafting
- Data Classification for Source Documents — What May Be Uploaded
- Copyright and Licence Terms for Generated Media — Safe Reuse
- Team Usage Policy Draft — Shared Rules for Designers

### Day 2: Prompting for Analysis and Design

- Role, Context, Constraint and Format Prompts — Consistent Output Quality
- Survey and Interview Synthesis Prompts — Needs Analysis Summaries
- Objective Drafting with Backward Design — Alignment to Performance Gaps
- Storyboard and Module Map Generation — Sequencing Decisions
- Prompt Library Versioning — Reuse Across the Design Team

### Day 3: Building Content and Assessments

- Grounded Script and Slide Drafting — Fidelity to Approved Sources
- Scenario and Case Generation — Realism for Two Sector Contexts
- Question Bank Generation and Tagging — Coverage of Each Objective
- Image and Audio Generators for Learning Media — Licence Checks
- Synthetic Learner Persona Testing — Clarity and Pacing Fixes

### Day 4: Quality Checks and Live Delivery

- Hallucination and Fact Verification Routines — Release Approval
- Bias and Inclusive Language Review — Fair Representation of Learners
- Facilitator Guide Assembly with AI Support — Session Readiness
- In-Session Assistant Use for Examples and Recaps — Learner Engagement
- Feedback Analysis on Evaluation Comments — Next Iteration Priorities

## Day 5: Practising the AI-Assisted Design Kit

- Needs Summary for a Live Request — Applying Day 2 Prompts
- Grounded Module Draft and Question Set — Applying Day 3 Methods
- Peer Quality Audit of Drafts — Applying Day 4 Checks
- Micro-Teach Using In-Session Prompts — Delivery Rehearsal
- AI-Assisted Design Kit — Prompt Library, Checklist and Usage Rules

## Applying AI Tools in Training Design and Delivery After the Course

- Rebuild one existing module with grounded prompts and compare drafting hours and reviewer edits against the original build.
- Run a team session to adopt the shared prompt library and the release checklist for every new request.

## AI Tools in Training Design and Delivery Questions FAQ

### What are AI tools in training design and delivery, and why do they matter now?

They are generative assistants used to draft, test and support learning material and sessions. They matter now because demand for content keeps rising and assistants are built into everyday authoring software, so teams need shared habits.

### Which roles gain most from AI tools in training design and delivery?

Instructional designers, trainers and assessment writers gain most. Learning leads who set authoring standards also benefit from a shared prompt library and review routine.

### How does AI tools in training design and delivery differ from a general AI productivity course?

A general productivity course covers email, reports and meetings. This one follows the instructional design cycle, from needs analysis to storyboards, question banks and facilitation, and adds learning-specific checks.

### What do you bring back from AI tools in training design and delivery?

You bring back a design kit for a real request: a versioned prompt library, a grounded module draft with a tagged question set, a release checklist for accuracy, bias and licences, and usage rules your team can adopt.

## AI Tools in Training Design and Delivery: The Way Forward

The AI-assisted design kit first decides which stages of the next request are drafted by an assistant and which stay fully human. Designers use its prompt library, reviewers its release checklist and learning leads its usage rules. After its first use, revisit the grounding sources and data rules, because a hospital induction module and a retail sales course carry very different confidentiality risks.