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COURSE BROCHURE

Advanced AI for Training and L&D Professionals Course

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Rome

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Registered in the United Kingdom and Saudi Arabia

Advanced AI for Training and L&D Professionals Course

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Advanced AI for Training and L&D Professionals is a 2-week training course for training managers, learning specialists and instructional designers that ends with an AI adoption roadmap for the training function. Generative and predictive AI are changing how learning needs are found, how content is built and how impact is shown, so training teams must decide where AI adds value and where it adds risk. Jupiter Prime Training runs this course on AI for training and L&D.

The Bigger Picture

Three forces shape AI in learning and development today: generative tools that can draft content in minutes, business leaders who expect faster and more personalised upskilling, and growing scrutiny of how employee data and automated decisions are handled. A training function that adopts AI with purpose shortens design cycles and targets learning more precisely; one that adopts it without control risks inaccurate content, biased assessment and lost trust. The course rests on the ADDIE instructional design model Analysis, Design, Development, Implementation, Evaluation, ISO/IEC 42001 for AI management systems, and responsible AI principles of fairness, transparency and human oversight.

Who Gains Most

- Those who lead the training function and set its priorities, budget and technology choices
- Those who analyse training needs and plan learning paths for business units
- Those who design and develop courses, e-learning and assessments
- Those who deliver training and coach learners in the classroom or online
- Those who measure learning impact and report it to senior management

Learning and development teams gain most when a training manager, an instructional designer and a learning analyst attend together and shape one roadmap.

Perspectives and Capabilities

By the end of the course, participants will be able to:

- Assess where AI can support each stage of the training cycle — for investment decisions by the head of training
- Design learning content and assessments with generative AI and human review — for instructional designers and subject experts
- Apply AI to training needs analysis and personalised learning paths — for business partners who request training
- Weigh accuracy, bias, privacy and intellectual property risks of AI tools — for governance, legal and data owners
- Align learning analytics with business measures of impact — for senior leaders who fund development
- Communicate a phased AI adoption roadmap for the training function — for approval by leadership and IT

Key Terms at a Glance

- Generative AI — AI that creates new text, images, audio or video from prompts, used in L&D to draft learning content.
- Prompt engineering — the practice of writing clear instructions and context so an AI tool produces accurate, usable output.
- Adaptive learning — an approach in which content, pace and difficulty change for each learner based on their responses.
- Learning analytics — the collection and analysis of learner data to improve courses and show their effect on performance.
- AI management system — the policies, roles and controls an organisation uses to govern AI responsibly, as set out in ISO/IEC 42001.

Course Journey

Day 1: AI and the Changing Training Function

- AI Capability Landscape — Generative, Predictive and Conversational Tools in Learning
- Training Cycle Mapping — Where AI Fits Across ADDIE Stages
- Value and Risk Screening — Prioritising AI Use Cases for L&D
- Stakeholder Expectations — Business, Learner and IT Views of AI
- AI Readiness Assessment — Baseline of Skills, Data and Tools

Team takeaway: a readiness baseline showing where the training function stands with AI.

Day 2: AI-Supported Training Needs Analysis

- Skills Gap Analysis with AI — Reading Performance and Role Data
- Job and Task Analysis Assistance — Faster Competency Mapping
- Survey and Interview Synthesis — Summarising Learner Feedback Responsibly
- Skills Taxonomies and Frameworks — Linking Roles to Learning Priorities
- Needs Analysis Report — Validating AI Findings with Managers

Team takeaway: an AI-assisted needs analysis template the team can reuse for every request.

Day 3: Prompt Engineering for Learning Design

- Prompt Structures for L&D — Role, Context, Task and Format
- Learning Objective Writing — Measurable Outcomes Drafted with AI
- Storyboarding with AI — Sequencing Modules and Activities
- Prompt Libraries — Reusable Patterns for the Design Team
- Output Quality Checks — Accuracy, Tone and Alignment Reviews

Team takeaway: a shared prompt library for the most common design tasks.

Day 4: Generative AI for Content Development

- Scenario and Case Study Generation — Realistic Practice for Learners
- AI Media Creation — Images, Narration and Short Video Assets
- Microlearning Production — Short Modules from Longer Materials
- Subject Matter Expert Review — Human Checks Before Release
- Intellectual Property and Source Control — Safe Use of AI Content

Team takeaway: a content workflow that combines AI drafting with expert sign-off.

Day 5: Adaptive and Personalised Learning

- Adaptive Learning Models — Adjusting Content to Learner Responses
- Personalised Learning Paths — Matching Roles, Goals and Gaps
- Learning Platform Capabilities — Evaluating AI Features in Systems
- Accessibility and Inclusion — AI Support for Diverse Learners
- Personalisation Design Rules — Balancing Choice and Required Content

Team takeaway: design rules for personalised paths in one priority programme.

Day 6: AI Tutors, Coaching and Assessment

- AI Tutor and Chatbot Design — Scope, Knowledge Base and Escalation
- AI-Generated Assessment Items — Validity and Difficulty Checks
- Automated Feedback — Timely Guidance on Learner Work
- Assessment Integrity — Detecting and Preventing Misuse of AI
- Coaching Conversations with AI — Practice Simulations for Managers

Team takeaway: a specification for one AI tutor or assessment pilot.

Day 7: Learning Analytics and Impact

- Learning Data Sources — Platform, Assessment and Performance Records
- Kirkpatrick Evaluation Levels — Linking Learning to Behaviour and Results
- Predictive Analytics — Identifying Learners at Risk of Dropping Out
- Learning Dashboards — Reporting Impact to Business Leaders
- Data Quality and Privacy — Handling Employee Learning Data Safely

Team takeaway: a learning impact dashboard outline linked to business measures.

Day 8: Governance and Responsible AI in L&D

- ISO/IEC 42001 Principles — Managing AI Through Policy and Controls
- Bias and Fairness Testing — Protecting Learners in Automated Decisions
- Acceptable Use Policy — Rules for Staff and Learners Using AI
- Vendor and Tool Due Diligence — Security, Data and Contract Questions
- Human Oversight Model — Who Approves AI Outputs and When

Team takeaway: a draft acceptable use policy for AI in training.

Day 9: Leading Change in the Training Team

- Role Redesign for L&D Staff — New Skills for an AI-Supported Team
- Change Communication — Building Trust with Trainers and Learners
- Pilot Selection and Design — Testing AI on a Contained Programme
- Business Case for AI in Learning — Costs, Benefits and Risks
- Capability Building Plan — Developing AI Skills Across the Team

Team takeaway: a pilot plan and business case ready for leadership review.

Day 10: Building the AI Adoption Roadmap

- Use Case Portfolio Review — Applying Day One Screening to Final Choices
- Governance Integration — Embedding Policy and Oversight in the Roadmap
- Measurement Plan — Applying Analytics to Track Adoption and Impact
- Roadmap Presentation — Securing Support from Leadership and IT
- AI Adoption Roadmap Assembly — Completing the Training Function's Plan

Team takeaway: a phased AI adoption roadmap the training function can start using at once.

Putting It to Work Together

The following are suggested activities a participant can lead in the first month back.

- Review the AI adoption roadmap with the training team and agree owners for the first-phase actions.
- Launch the first pilot from the roadmap with the prompt library and quality checks in place.
- Present the roadmap's governance and measurement sections to IT, data protection and business leaders for agreement.

Questions Leaders Ask FAQ

What is AI for training and L&D professionals, and why does it matter now?

AI for training and L&D professionals is the use of generative, predictive and conversational AI across needs analysis, design, delivery and evaluation. It matters now because these tools are already reshaping how fast learning can be built and personalised, and teams need clear rules to use them well.

Which team members gain most from advanced AI training for L&D professionals?

Training managers, instructional designers, trainers and learning analysts gain most from advanced AI training for L&D professionals. Together they cover strategy, content, delivery and measurement, so a shared approach helps the whole function adopt AI consistently and safely.

How is an advanced AI for training professionals course different from a general AI awareness course?

An advanced AI for training professionals course applies AI to each stage of the training cycle and to L&D governance. A general AI awareness course explains what AI is and how it works for any employee, without the design, analytics and policy work this course covers.

What does the team receive after AI for training and L&D professionals training?

The team receives a phased AI adoption roadmap with a readiness baseline, prompt library, content workflow, pilot plan, acceptable use policy and impact dashboard outline. You can use it straight away to choose pilots and agree governance with leadership.

A Clearer Way Forward

The AI adoption roadmap gives the training function one agreed plan for introducing AI. The first decision it informs is which pilot to run first and under what controls. Training managers, designers and analysts use it together, and the use case priorities are worth revisiting once the first pilot's results and learner feedback are in.