

Course : Using AI in everyday life without losing your critical mind

Avoid approximations, shortcuts and false certainties

Practical course - 2d - 14h00 - Ref. ESJ

Price : 1610 CHF E.T.

NEW

AI is transforming the way we work, but its answers are not always reliable. This training course offers you a concrete approach to strengthening your critical thinking, securing your uses and fully exploiting the potential of AI. Gain autonomy, precision and confidence in your day-to-day decisions.

Teaching objectives

At the end of the training, the participant will be able to:

- ✓ Detect the technical and cognitive limits of AI tools to avoid the most common pitfalls
- ✓ Assess the reliability of AI-generated answers by identifying errors, biases and approximations
- ✓ Efficiently question AI to obtain relevant, complete and usable results
- ✓ Cross-reference, verify and contextualize the information produced by AI to secure business decisions
- ✓ Integrate a critical approach into your daily use of AI to gain autonomy, rigor and credibility

Intended audience

All employees using AI in their daily tasks

Prerequisites

No

Practical details

Hands-on work

Alternance d'apports et d'exercices pratiques, études de cas issus de contextes professionnels variés, exercices d'application, échanges et débats. Plans d'action personnalisés pour un transfert immédiat en situation de travail.

PARTICIPANTS

All employees using AI in their daily tasks

PREREQUISITES

No

TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more.

Participants also complete a placement test before and after the course to measure the skills they've developed.

TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

Course schedule

1 Adopting a critical stance on AI tools

- Understand the general functioning of AI models and their areas of instability
- Identify the types of errors produced by AIs (hallucinations, shortcuts, omissions)
- Differentiate between a credible and a valid answer
- Question the intention, purpose and context of an AI response
- Identify situations requiring heightened vigilance
- Formulate hypotheses before trusting a generated proposal

Hands-on work

Sub-group workshop: analysis of 10 erroneous AI responses to identify warning signs. Challenge in pairs: each pair receives 3 AI productions and must rank them from the most reliable to the least reliable, with supporting arguments.

2 Defeating your own cognitive biases and AI biases

- Identify your own cognitive biases in your use of AI
- Analyze biases in datasets and AI models
- Identify biased, stereotyped or overly certain formulations
- Articulating intuition, logic and critical analysis in the face of AI
- Construct neutral reasoning in situations of uncertainty

Hands-on work

Études de cas en groupes : analyse de réponses IA manifestement biaisées sur des sujets professionnels. Jeu en groupe : repérage en direct de biais dans des sorties IA générées à la demande. Autodiagnostic des biais utilisateurs : réalisation d'un test de biais cognitifs appliqué aux usages IA.

3 Interrogating AI in a powerful way

- Structuring a request to obtain precise results
- Reformulating, refining or extending a prompt
- Identify missing or misleading questions
- Exploring alternative scenarios to circumvent an inadequate response
- Reconfigure an AI response to improve clarity, quality or neutrality

Hands-on work

Atelier : à partir d'un prompt vague, construire une version optimisée et comparer les résultats. En groupe : améliorer une réponse IA par ajout de questions critiques. En individuel : demander à l'IA de produire l'opposé, l'alternative ou la contradiction d'une réponse pour tester ses limites.

TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at psh-accueil@orsys.fr to review your request and its feasibility.

4 Verify, cross-reference and contextualize AI-derived information

- Check sources, quotes, figures or data generated by AI
- Detect unintentional manipulations (dates, places, names, false correlations)
- Cross-reference information with reliable reference systems
- Identify red flags in texts, images, tables and summaries IA
- Using AI to verify AI: strategies and limits

Hands-on work

Atelier en groupes : vérification d'un ensemble de données générées par un autre groupe avec l'IA (chiffres, citations, résumés). En individuel : comparaison entre une réponse IA et une source officielle. Atelier : repérage d'images retravaillées ou générées par IA.

5 Securing your day-to-day use of AI

- Define a framework for the prudent and informed use of AI in its missions
- Build a quality control routine before distributing AI content
- Anticipate operational risks linked to misuse (legal, reputational, relational, technical)
- Structure a mini-protocol of critical analysis for recurring tasks
- Identify situations where AI should not be used
- Integrate critical thinking into the continuous improvement of AI practices

Hands-on work

En individuel : élaboration d'un protocole personnalisé de vérification (contenus, données, décisions). En sous-groupes : simulation d'un usage IA raté et reconstruction d'une démarche fiable. En individuel : conception d'un plan d'usage raisonné, avec engagement précis pour les semaines à venir.