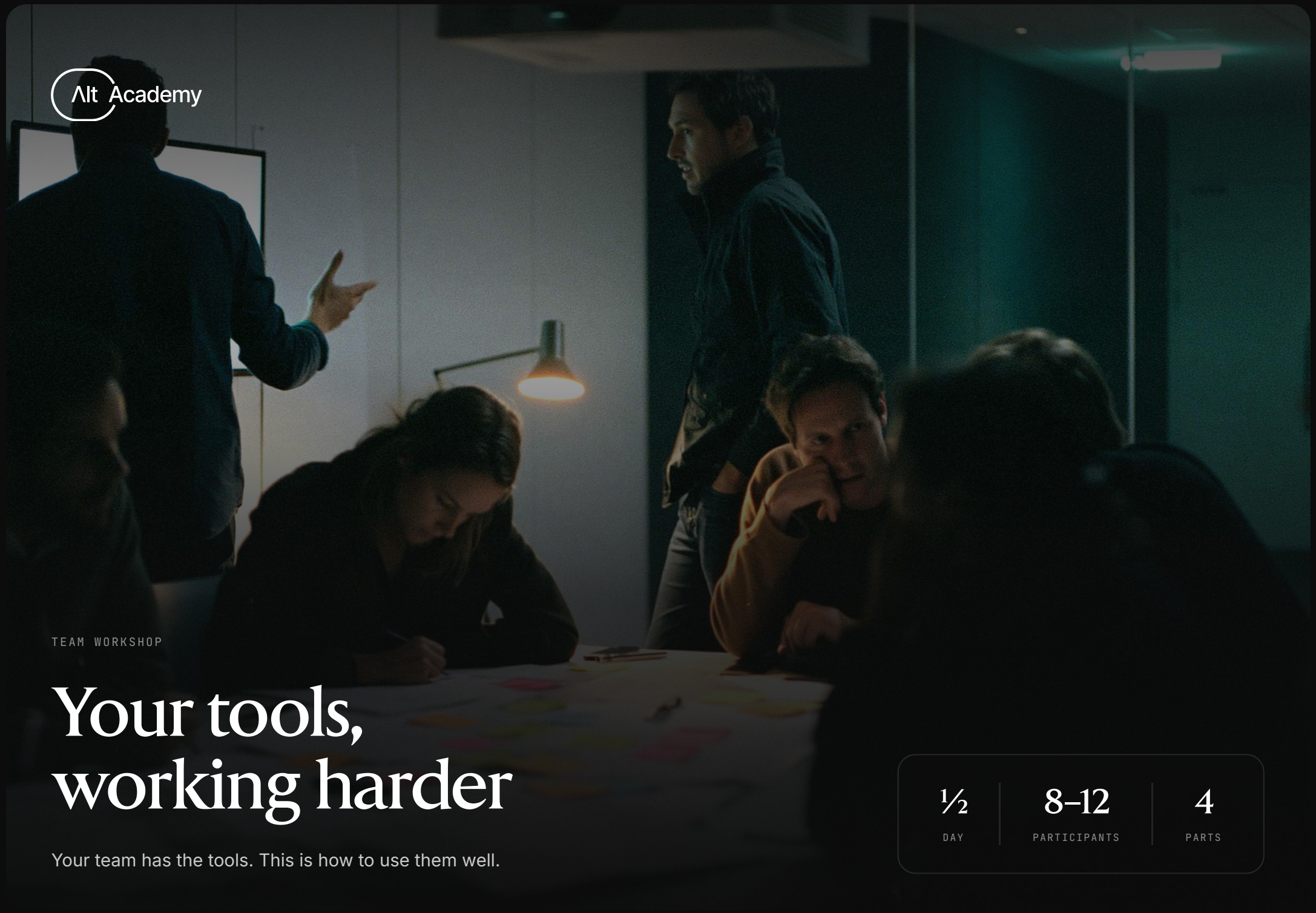


Alt Academy

TEAM WORKSHOP

Your tools, working harder

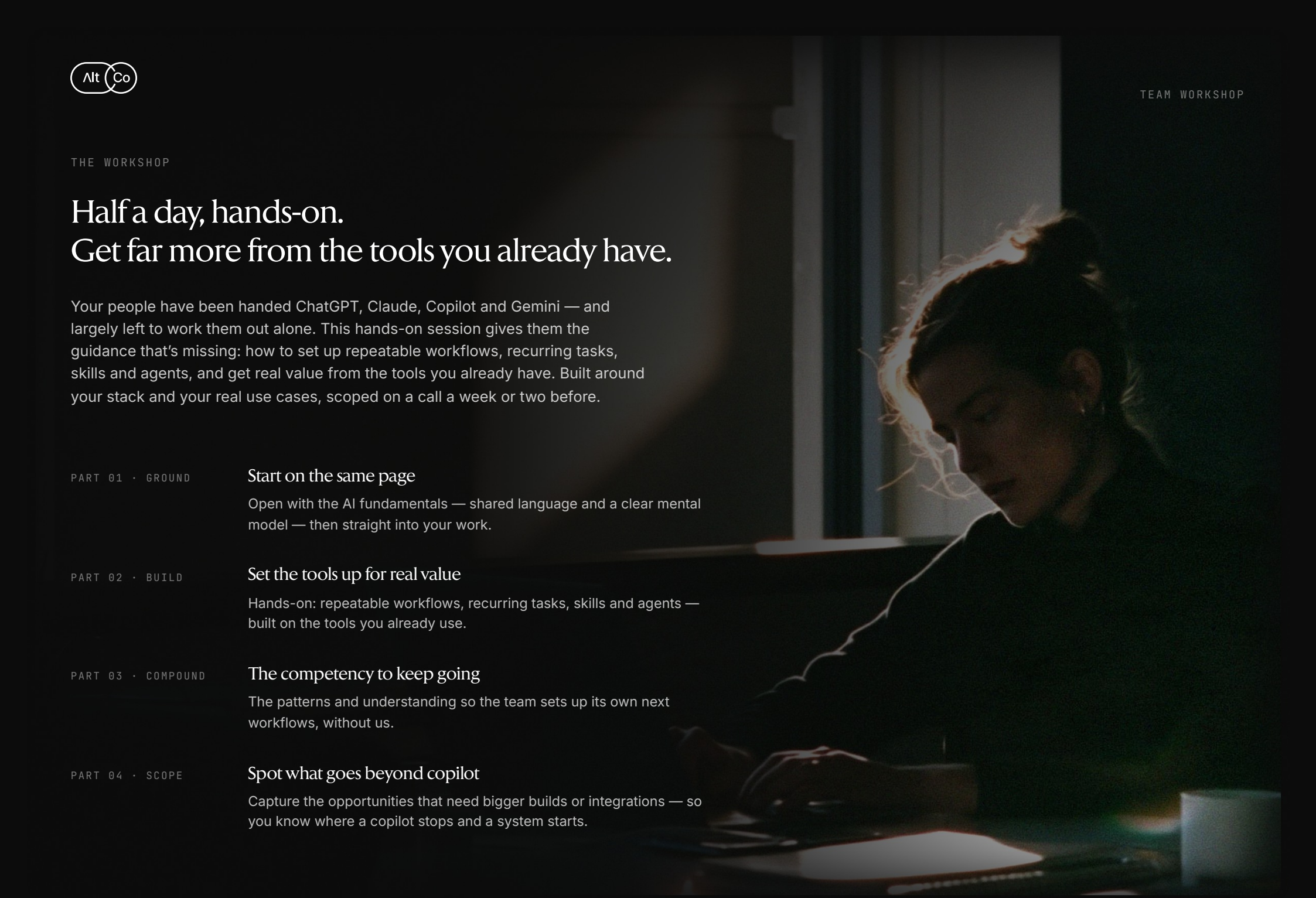
Your team has the tools. This is how to use them well.

½	8–12	4
DAY	PARTICIPANTS	PARTS

THE WORKSHOP

Half a day, hands-on. Get far more from the tools you already have.

Your people have been handed ChatGPT, Claude, Copilot and Gemini — and largely left to work them out alone. This hands-on session gives them the guidance that's missing: how to set up repeatable workflows, recurring tasks, skills and agents, and get real value from the tools you already have. Built around your stack and your real use cases, scoped on a call a week or two before.



PART 01 · GROUND

Start on the same page

Open with the AI fundamentals — shared language and a clear mental model — then straight into your work.

PART 02 · BUILD

Set the tools up for real value

Hands-on: repeatable workflows, recurring tasks, skills and agents — built on the tools you already use.

PART 03 · COMPOUND

The competency to keep going

The patterns and understanding so the team sets up its own next workflows, without us.

PART 04 · SCOPE

Spot what goes beyond copilot

Capture the opportunities that need bigger builds or integrations — so you know where a copilot stops and a system starts.

KEY OUTCOMES

Something working in the room, and the competency to do it again.

Something working you can keep
A workflow, skill or agent built in the room that the team keeps using and improving.

Set up properly, not generically
Tuned to your tools, your team's level and your real use cases.

The competency to do it again
Your people understand how the tools work and how to set them up — so they build the next ones themselves.

Where copilots stop, a system starts
A practical view of what needs a bigger build — and the opportunities worth taking further.

More from the tools you already have
Real productivity from ChatGPT, Claude, Copilot and Gemini — the tools you already pay for.

Judgement kept where it matters
A clear view of where to keep a human in the loop.

DETAILS

DURATION	Half day
SCOPING CALL	1–2 weeks before
FORMAT	Hands-on · your own tools
WHO	8–12 practitioners
DELIVERY	In-person · UK
INVESTMENT	£15,000 + VAT

WHAT YOU LEAVE WITH

Your copilots set up properly on your own tools, a working workflow, skill or agent to keep refining, the patterns to build the next ones, and a shortlist of opportunities that go beyond copilot.

EXAMPLE WORKFLOWS

Start with a problem you already have.

The kind of thing teams build in a half day — all on the tools you already use.

01

Routine email & replies

An assistant in your tone that turns routine replies into quick edits.

02

Meeting notes, sorted

Notes or a transcript in — summary, decisions, actions and a draft follow-up out.

03

Long documents, in minutes

Upload the 40-pager for key points, risks and "ask the document" Q&A.

04

Recurring reports & updates

A template that turns your figures and bullet inputs into the finished report.

05

Brand-ready documents

Proposals, one-pagers and comms drafted in your voice and on your template.

06

Prep & briefings

A structured brief on any client, prospect or topic — walk in prepared.

Bring this to your team

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