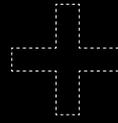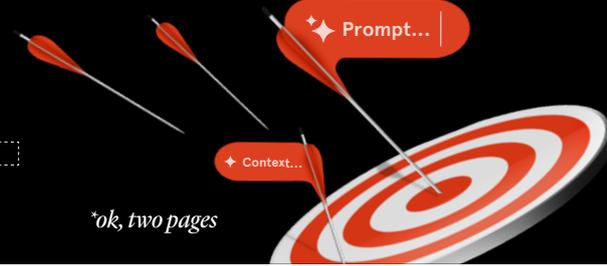# AI dexterity sprint
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ok, two pages

Why this sprint?

Generative AI is reshaping how professionals work – from drafting documents and analysing data to strategic thinking and creative problem-solving. Yet most organisations lack structured approaches to building AI capability across their teams.

The AI dexterity sprint equips leaders and managers with practical skills for working effectively with generative AI. Participants learn how these systems actually work, how to craft effective prompts and how to customise AI tools for their professional context. The sprint addresses the organisational dimensions of AI adoption, including managing the tension between efficiency and expertise, establishing guardrails, and bringing underground AI use into the open.

Over three modules, you'll learn from leading researchers who work with generative AI every day, share insights with peers, and complete a final project applied to your own organisation.

What will you gain?

+ Understand how generative AI works and why it behaves the way it does – beyond the hype

+ Map AI to your working day using the Plan Learn Make Play framework

+ Build effective prompts

+ Customise AI tools with preferences, projects, and external capabilities

+ Navigate the tension between AI efficiency gains and expertise development

+ Establish practical guardrails for data security, reliability, and integrity

+ Work on an AI workbench project for you and your organisation

+ Receive a University of Sydney badge, your personal AI dexterity credential

Learning outcomes

01 Explain how generative AI systems function and evaluate their capabilities and limitations for professional applications

02 Configure generative AI tools and features to create high quality and effective outputs in support of diverse workplace tasks

03 Evaluate the implications of generative AI adoption for team productivity and workflows

Assumed knowledge

Professional experience in knowledge-work roles. Basic familiarity with digital tools. Some prior exposure to AI chatbots (ChatGPT, Copilot, Gemini, or similar). No technical background required.
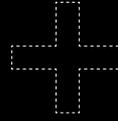
Time commitment

The core sprint content is self-paced over two weeks, comprised of videos, additional readings, and workbook activities. We recommend setting aside between 30–60 minutes a day to work on core content.
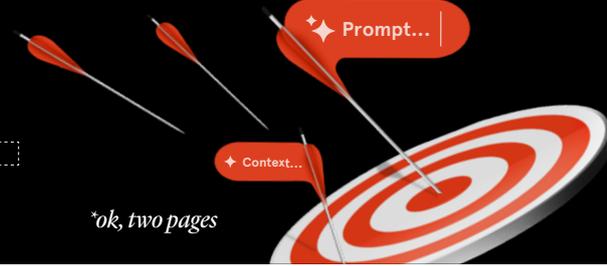
There are three live sessions of around 2 hours each, which are recorded. Networking events are optional, but a great chance to meet your cohort!

For custom sprints for your organisation, contact us at executive.plus@sydney.edu.au

What is involved?

The sprint involves two live streamed sessions (one at the beginning and one to conclude the course). Online modules will be released over the course of one week. Each module includes pre-recorded video content, reading material, and a workbook with activities that build skills in support of your final project. Each module also includes opportunities for self-paced online learning and peer-to-peer discussion.

Modules

Module 1
How generative AI works

What is a large language model, and why does it matter that you know? This module strips away the jargon to show how generative AI learns patterns from data, generates content, and becomes the conversational tool you use every day. You'll understand why AI is eloquent but not accurate, productive but not knowledgeable – and why that distinction shapes everything that follows. The module introduces the Plan Learn Make Play framework for mapping AI to your working day.

Module 2
Customise and choose your tools

AI becomes genuinely useful when you stop treating it as a generic assistant. This module shows you how to customise preferences, build memory, create project workspaces, and enable external tools like web search. You'll learn to match different models to different tasks – large context windows for synthesis, reasoning models for complex analysis, enterprise tools for secure work – and explore what agentic AI means for the future of your workflows.

Module 3
Lead AI in your organisation

AI doesn't just happen inside your prompts – it happens to your organisation. This module addresses the leadership dimensions of AI adoption: managing the tension between efficiency and expertise, establishing guardrails around data security, reliability, and integrity, and surfacing underground AI use. You'll develop practical strategies for turning ad-hoc experimentation into deliberate, governed AI practice across your team.

Assessment

The AI Workbench Project requires participants to analyse AI applications within their own workflow and organisation. You'll apply the frameworks and skills developed across the sprint to identify where AI can support your work, assess the guardrails needed, and develop a practical plan for AI integration. The focus on your own organisational context ensures you leave with something immediately applicable.