

# AI Fluency Fundamentals

DURATION 2 hr (1 break)

AUDIENCE All personnel

PREREQ None

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COURSE 1 · FACILITATOR PACK

The six 201 skills, the delegation equation, the Red Pen Review, frontier mapping.

0:00-0:15 <b>M1 Why 80% Quit</b> 15 MIN	0:15-0:40 <b>M2 Six Skills</b> 25 MIN	0:40-0:55 <b>M3 Delegation Equation</b> 15 MIN	0:55-1:05 <b>Break</b> 10 MIN	1:05-1:30 <b>M4 Red Pen Review</b> 25 MIN · ACTIVITY	1:30-1:45 <b>M5 Centaur / Cyborg</b> 15 MIN	1:45-2:00 <b>M6 Frontier Map &amp; Wrap</b> 15 MIN
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## PRE-SESSION PREP

Done 24 h before; verified at T-15 min

- **Tools.** Confirm room can reach *GenAI.mil* (preferred, CAC) and one fallback (CamoGPT, ChatGPT, Gemini). Test on 2–3 student laptops the morning of.
- **Tabs open.** Deck (Week 1), this pack, *GenAI.mil*, NAVMC 10274 reference for Module 2 examples.
- **Sample data.** Two pre-drafted SSgt Smith NAM citations (Outputs A and B) loaded for Module 2; both Red Pen Review documents staged for Module 4.
- **Teams.** Spotlight presenter, chat *on*, recording *off* unless approved. Cameras-on prompt at start.
- **Room calibration.** Quick poll planned for Slide 2: *GenAI.mil / ChatGPT / Gemini / never* — calibrates examples for the rest of the deck.

## LIVE HAND-OFF CUES

Deck stays primary — no platform switch this week

- **Slide 2.** Pause, watch laptops light up with their AI tool open. Don't advance until most are visible.
- **Module 2 (Skills 1–2).** Read both side-by-side prompts aloud. Show of hands on Output A vs B before you reveal the analysis.
- **Module 4 — Red Pen Review.** Drop the prepared documents in Teams chat. Set a 10-min silent timer. Mute. Return to deck for the debrief reveal slide.
- **Module 5.** Each student writes one current task on a notecard / chat line and labels it Centaur or Cyborg. Cold-call three.
- **Wrap (Module 6).** Issue the homework live; do *not* let people leave without writing the assignment down.

## EXERCISE & ACTIVITY PROMPTS

Read these to the room verbatim

- **M2 · Quality Judgment (5 min).** “Same AI, same prompt — an end-of-tour NAM for a Staff Sergeant. Both came back instantly. Hands up: which one survives the awards board, A or B? Defend it.” Cold-call one defender per side *before* revealing why B (specific facts) wins over A (filler adjectives).
- **M3 · The Delegation Equation (3 min).** “Pick one task you owned this week. Write down: who is the audience? what does done look like? what could go wrong? Now decide — would you delegate it to a brand-new Marine? If yes, that’s an AI-shaped task.”
- **M4 · Red Pen Review (15 min + 10 debrief).** “You have ten minutes. Read both AI-drafted documents. Mark up everything you would change before sending it forward. Mute your mic. Go.” In the debrief, surface three categories: *fabricated facts, missing context, tone mismatch*. The point is the protocol, not the score.
- **M5 · Workflow mapping (8 min).** “Pick one recurring task. Sketch its current steps. Mark each step: *only-me, centaur* (I design, AI executes), *cyborg* (continuous back-and-forth), *only-AI*. Now circle which step you’ll change next week.”
- **M6 · Frontier-map seed (5 min).** “On a sticky note: one task AI does well for you, one task AI fails at for you. We’ll grow this into the full map in Week 4.”

**ANCHOR PHRASE** “You are not learning to use a tool. You are learning to manage one.” Repeat at Slide 8 and again at the wrap.

## WHEN THIS GOES SIDeways

Top failure modes & recovery

- **AI tool unreachable for the whole room.**  
→ Skip the live tool. Red Pen Review documents and the Module 2 outputs are in the deck — run as paper exercises. Don't cancel.
- **Quiet room, no hands at the show-of-hands.**  
→ Cold-call by name. Quiet rooms are confused rooms; re-state the question more concretely.
- **Student insists Output A is better in Module 2.**  
→ Don't argue. Ask: “Which sentence in A could you verify with a record? Which in B?” Let the count make the case.
- **Running long at the break.**  
→ Compress M5 to a single cold-call (skip the workflow mapping); protect the M4 Red Pen debrief and the M6 wrap-assignment.
- **Student asks “what about classified?”**  
→ Re-anchor: today is unclassified, no PII. Point to *Tools* page for full data-handling boundaries.

## POST-SESSION HOMEWORK

Issue at Slide 51, before the room logs off

- **Use it once for real this week.** Pick one task from your M5 workflow map. Use AI on it. Bring the result — success or failure — to your section meeting.
- **Add to your frontier sticky.** Two more entries: one task AI handled well, one it didn't. We will collect these for the unit map in Week 4.
- **Builders & supervisors:** read the *Course 2 (Builder Orientation)* and *Course 5 (Supervisor)* course pages before next week so you self-select the right track.
- **If something blocks you** (no tool access, unclear policy), email it to the program lead by EOW — we'll resolve it before Week 2.

**DECK MATERIALS**

The four files instructors typically share at the start of the session.

**Week 1 Student Handout**

**When:** Drop in chat at session start (and again on the break) so late joiners have it. One landscape page, prints in Chrome/Edge.

<https://jeranaias.github.io/ExpertDrivenDevelopment/handouts/week-1-ai-fluency.html>

**Week 1 Facilitator Pack (HTML)**

**When:** Co-facilitator on the line? Send this so they can follow your timing strip and recovery scripts.

<https://jeranaias.github.io/ExpertDrivenDevelopment/facilitator/week-1-ai-fluency.html>

**Week 1 Facilitator Pack (PDF)**

**When:** Email-friendly one-pager. Share with co-facilitators or print for the room.

<https://jeranaias.github.io/ExpertDrivenDevelopment/facilitator/pdf/week-1-ai-fluency.pdf>

**Week 1 PowerPoint deck**

**When:** For instructors who present from PowerPoint or want to edit the slides locally.

<https://jeranaias.github.io/ExpertDrivenDevelopment/pptx/week-1-ai-fluency.pptx>

**Week 1 slide deck (HTML)**

**When:** For students who missed the live session and want to scrub through the slides at their own pace.

<https://jeranaias.github.io/ExpertDrivenDevelopment/decks/week-1-ai-fluency.html>

**PER-EXERCISE DOCUMENTS**

Files cued specifically by Module 4 (Red Pen Review) and Module 6 (Frontier Map seed).

**AI-generated Red Pen Review documents (3)** **NOT ON SITE**

**When:** Slide 28 (break) and Slide 31 cue you to drop the three AI-generated documents (Doc 1 award narrative, Doc 2 SOP excerpt, Doc 3 training write-up) in the Teams chat. The deck does not ship the documents themselves — instructors stage their own three pre-drafted samples per the Facilitator Pack “Sample data” line.

*No URL – managed in your Teams channel / unit OneNote.*

**[Unit] Frontier Map — Seed (Teams shared note)** **NOT ON SITE**

**When:** Slide 46 cues you to open a Teams shared note titled “[Unit] Frontier Map — Seed” and paste the section’s columns into it. The note lives in your Teams channel, not on this site.

*No URL – managed in your Teams channel / unit OneNote.*