



AI for Professionals

Working smarter with practical tools and workflows

Class Summary:

Many professionals are using AI for daily tasks like drafting emails, summarizing documents, or asking questions. This class is for those who are ready to use it in a genuinely productive way that changes how they work. This class teaches effective prompting with context, building workflows, and choosing the right tools for the work at hand. Participants leave with sharper prompting skills, a clearer sense of which tools are worth their time, and a ready-to-use workflow.

Topics:

- What separates a good prompt from a great one
- The four elements of an effective prompt: context, audience, task, and constraints
- Generative AI tools worth the time: ChatGPT, Claude, NotebookLM, Perplexity
- Building a workflow: how to connect AI into how work gets done
- Evaluating new tools as the landscape changes

Learning Outcomes:

- Write effective prompts using context, audience, task, and constraints
- Identify the right AI tools for their specific professional needs
- Build and leave with a real workflow that embeds AI into at least one part of their work

Prerequisites:

- Participants should have basic familiarity with at least one generative AI tool such as ChatGPT, Claude, or Gemini. Bring a computer, phone, or tablet.
- [Introduction to AI](#) is the recommended prerequisite.

About your presenter:

Irina I. Agoulnik is Founder of [AlilA Consulting](#) and an AI strategist with 30+ years of leadership experience spanning biotechnology, academia, and nonprofit organizations. She helps founder-led businesses and professionals turn AI curiosity into practical results through ethical, actionable strategies that improve productivity, decision-making, and growth. Her approach combines real-world business experience with a passion for AI education and innovation. Connect with Irina on [LinkedIn](#).

Vitals:

Cost:	\$30.00 (\$0 CDC members)	Difficulty:	Intermediate
Class time:	10:00-11:30am	Computer:	Required (or phone/tablet)
Class length:	1.5 hour	Scholarships:	Upon Request
Class size:	30 persons		

Location: 4 Conroy Street, Suite A, Charleston, SC 29403 | Parking: Charleston Tech Center Garage