

unburdn.

The menu.

Trainings, talks, and reinforcement, all drawn from work work on the front lines. Tell us what excites your team team and we shape the right mix.

ON THE MENU

01 Foundations

02 Platform & Tool Mastery

03 Made to Order

04 Reinforcement Homework

05 Strategy, Adoption & Safety

06 Social Issues

07 Talks & Keynotes

AI for the rest of us.

The Mindset Shift & The Laws of AI Excellence

AI as amplifier, not replacement.

OUTCOMES

A shared mental model

Six rules for using AI well

One starting line for the team

Prompting Best Practices

How to talk to AI so it understands you.

OUTCOMES

Simple, memorable habits

Usable answers, faster

Confidence to push back and refine

Bot Building

Your first real builds. Projects, Gems, Custom GPTs, Copilot Agents.

OUTCOMES

Custom bots for repeat work

No more retyping context

A skill that carries across platforms

AI in Microsoft Excel

Proven on real financial services work.

OUTCOMES

Faster analysis, cleaner output

Fewer manual hours

Confidence on your own spreadsheets

AI in Microsoft PowerPoint

The do's, the don'ts, live demos.

OUTCOMES

Idea to finished deck, faster

Clear do's and don'ts

Better slides with less effort

Claude Crash Course

The guided tour of the leading business AI tool.

OUTCOMES

Skills: repeat tasks done your way, every time

What Claude does that others can't

Hands-on with Projects and Connectors

Claude Cowork

Non-coders build agents that automate real work.

OUTCOMES

Working agents, no code

Scheduled tasks in the background

Plugins and skills for your function

Advanced Microsoft Copilot

The newest features, put to work across Microsoft 365.

OUTCOMES

Real automation, no programming

The new features worth your time

Best practices from daily client work

Advanced ChatGPT

The newest releases, put to work on your job.

OUTCOMES

Trained on new releases as they ship

Plugins working on your real tasks

Leverage ChatGPT Work and Skills

Gemini Notebook

The Google power tool you may know as NotebookLM.

OUTCOMES

A working command of the tool

Our power-user best practices

Documents and research, digested faster

A tool you reach for daily

01

Name the tool

02

Name the function

03

Name the use case

Getting our arms around new tools and cutting-edge functionality is what we do. We design training on your actual use cases, then build homework your team completes and reports on in a reinforcement session, so it comes to life.

OUTCOMES

Training designed on your use cases, not generic demos

Homework built around your real work

Your team current on cutting-edge tools, fast

A reinforcement session that brings it to life

Take any item on this menu. We create the homework, your team does it, and we host a reinforcement session.

FIRST

The recap

What we trained on last session, refreshed in minutes.

THEN

The report-out

Where the magic happens. Everyone shares what worked and what didn't, with an expert in the room.

OUTCOMES

People learning from each other

Expert validation on what's working

A dialogue with afterlife, where the best stuff happens

Lightbulbs, solutions, and course correction live

AI Transformation

Our honest report from 100+ businesses.

OUTCOMES

A clear read on what’s real vs noise

How companies get AI right

Nine playbooks from teams winning with AI

The Knowledge Worker Using AI

A live look at how serious AI users actually work.

OUTCOMES

A real picture of an AI-amplified workday

Examples you can copy tomorrow

The “I could be doing this” moment

The Safe AI Rollout Playbook

Security, privacy, and governance while the ground moves.

OUTCOMES

The security questions that matter

Governance that keeps up

Speed without recklessness

Train the Trainer

We teach you the way we do it, so you can scale it.

OUTCOMES

Our build process, handed over

Fluency in our materials and methods

Training that scales, with or without us

AI and the Environment

The data center debate, grounded in data instead of headlines. We don’t dodge the hard parts.

OUTCOMES

The real arguments, with the data behind them

A calmer, grounded conversation

Room to form your own view

AI Career Advice

How to learn AI, master it, and translate it to the office. For college, early career, and career transitions.

OUTCOMES

How to learn AI, then how to master it

Translating AI skill into office work

Our playbooks for every stage of the move

Capability-Based Governance

What can the AI see, change, and send?

OUTCOMES

Govern capabilities, not tool lists

The Read / Draft / Execute approval model

A six-question vetting checklist

Citizen Development

Let people build freely, then lift what matters onto real rails.

OUTCOMES

One pipeline: Build, Trigger, Harden, Steady

The triggers that mean graduation

Hardening, not rebuilding

You Built Something. Now What?

Six fixes that take a vibe-coded app from fragile to owned.

OUTCOMES

A checklist to own what you built

The habit of catching AI when it's wrong

Rollback and spend alerts, day one

The State of AI for Business Leaders

A monthly read on where AI stands, for leaders.

OUTCOMES

What's new and what actually matters

The front-line view from 100+ businesses

A standing session on your calendar

Not sure where to start?

Tell us your team and your goals. We will map the right path with you.

unburdn.ai

unburdn.

AI for the rest of us.