

Transcript | AI Skills Lab: AI for Slide Decks

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00:00:00.100 --> 00:00:02.210

Joel Smith: of the AI Skills Lab.

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00:00:02.400 --> 00:00:27.350

Joel Smith: Covering AI for slide decks. My name is Joel Smith, and I am the event manager here at Apolitical. It would be great to hear from you all, so please do post in the chat where you're joining us from, and what organization you work for. Just a quick technical note that your messages might come through to only our backstage team, just due to Zoom's default settings, so please make sure to just select everyone

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00:00:27.350 --> 00:00:34.450

Joel Smith: from that little blue drop-down in the Zoom chat, if you'd like to send a message so you can share it with everybody here with us today.

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00:00:34.450 --> 00:00:39.110

Joel Smith: So, for those of you who may be joining us for the first time, first of all, welcome.

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00:00:39.110 --> 00:00:48.439

Joel Smith: Apolitical is the world's largest community for government, used by over half a million public servants and policymakers across 170 countries.

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00:00:48.440 --> 00:01:03.349

Joel Smith: Providing governments with the tools, skills, and networks they need to become more effective and tech-enabled organizations. I can see the introductions are really coming in thick and fast in the chat, so that is lovely to see. I'll just dive in and see.

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00:01:03.350 --> 00:01:20.149

Joel Smith: who we have here, we've got, we've got attendees from, Prince Edward Island, Canada, Nova Scotia, Toronto, Halifax, lots of, lots of Canada representation we love to see. Exeter, UK, a former haunt of mine, welcome.

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00:01:20.150 --> 00:01:27.400

Joel Smith: We've got Bristol, we've got London, Winnipeg again, Canada, Ottawa, British Columbia.

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00:01:27.400 --> 00:01:46.030

Joel Smith: Leeds, lots of, lots of Canada and UK today, which is a classic for our events, but we love to see you all. Welcome, welcome. New York City, welcome. It's a bit of US representation. Well, these are coming thick and fast, a bit too fast for me to read. I can see a Brazil in there.

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00:01:46.030 --> 00:01:53.709

Joel Smith: Welcome, Ireland, people from all over, this is great. Welcome, love to have you here.

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00:01:53.710 --> 00:02:09.450

Joel Smith: So today's session is going to be a compact 30 minutes, tightly focused on building your AI skills for slide decks. Now, we know, as public servants, you are likely short on time, and we want these events to suit your learning needs and work with your busy schedules.

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00:02:09.449 --> 00:02:19.789

Joel Smith: We'll focus on how AI can help public servants quickly turn rough ideas, content drafts, and scrawled notes into impactful, well-structured presentations.

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00:02:19.790 --> 00:02:43.100

Joel Smith: Now, we're going to get into the presentation very shortly, but just before we do, we're thrilled to extend an invitation to join 30,000 of your peers in public service from across the globe in our AI in Government community. This is an online community to share conversations, insights, ideas, and resources on the use of AI in government through connection and conversation with peers across the globe.

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00:02:43.100 --> 00:02:48.909

Joel Smith: And this space is open to all, so whether you consider yourself an AI expert or an AI novice.

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00:02:48.950 --> 00:02:58.509

Joel Smith: The link is in the resources tab at the bottom of your screen, and I believe my colleague Natalia is also just posting that link in the chat, so we would love to see your voices in there.

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00:02:58.510 --> 00:03:23.150

Joel Smith: Just a very quick technical note to get out the way before we get into today's session. The event is recorded for on-demand viewing on the apolitical website, so please don't record it yourself. Contact details for any privacy concerns are in the apolitical homepage footer, and closed captions are available, and they can be toggled on or off in your screen settings. And I think there's some options for translation in there as well, so... so, yeah.

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00:03:24.030 --> 00:03:32.559

Joel Smith: Okay, on to the main event. It is my pleasure to welcome Dr. Stephen Hubbard, who is our speaker for today, so...

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00:03:32.720 --> 00:03:42.379

Joel Smith: Stephen is a senior data scientist at the American Immigration Council, where he conducts research and data visualization projects related to immigration.

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00:03:42.480 --> 00:04:01.110

Joel Smith: Most recently, he was a Zohlberg Fellow at the New School and International Rescue Committee, where he conducted research on Syrian refugees living in Jordan. With a deep interest in photography, he recognizes the importance of visualization to communicate complex data problems and facilitate data-driven decision-making.

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00:04:01.110 --> 00:04:07.800

Joel Smith: You can read Stephen's full bio by visiting the Resources tab at the bottom of your Zoom screens and heading to the Speakers section.

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00:04:07.800 --> 00:04:24.509

Joel Smith: Stephen, it's an absolute pleasure to have you here with us. I'm now going to hand over to you for the next 15 minutes, and then we'll keep a few minutes at the end reserved for a Q&A. So, attendees, just a reminder to submit your question for Stephen in the Q&A tab. But other than that, Stephen, the floor is yours.

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00:04:25.230 --> 00:04:41.249

Steven Hubbard: All right, it's great to be here with you today. I'm going to go ahead and start the presentation, because it is going to be short, and I want to make sure you get all the information you need, from making messy notes to some really great slides, and using AI to help you with that.

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00:04:41.330 --> 00:04:53.740

Steven Hubbard: First of all, I just want to talk a little bit about AI. I know a lot of us use AI for something like writing an email quick, or maybe, you know, helping with some of the writing that we do in our jobs.

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00:04:53.740 --> 00:05:02.800

Steven Hubbard: But AI is not just for writing. It can be really helpful to use it as a thinking partner and for structuring ideas.

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00:05:02.810 --> 00:05:20.230

Steven Hubbard: For my organization, I have kind of has changed, and I'm sure AI has kind of helped change your jobs as well in some ways. And I've been help training people on AI and how to use AI, not just for writing, but for research and for analysis, and to be thinking about different ideas.

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00:05:20.530 --> 00:05:24.900

Steven Hubbard: What are some of the pros and cons of AI? I first want to start with this.

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00:05:24.970 --> 00:05:36.410

Steven Hubbard: On the left here, we see what AI does well. It summarizes long text, so if there's a large document that you need to have summarized, it can be helpful in doing that.

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00:05:36.460 --> 00:05:47.520

Steven Hubbard: It can also help suggest structure, and if there's formulas that you need to understand or use for Excel, sometimes it can be great in doing that type of work.

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00:05:47.770 --> 00:06:01.929

Steven Hubbard: It's also great for cleaning and reorganizing data. I recently used it when I had a messy table, and I needed AI to kind of help me restructure that table into something visually that was helpful.

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00:06:02.170 --> 00:06:09.969

Steven Hubbard: And then, as I mentioned, turning messy information into draft outlines, which we're going to be talking a little bit about today.

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00:06:10.210 --> 00:06:28.730

Steven Hubbard: I do want to talk about what AI does not do well. It does not do well for, like, legal interpretations and things like that. I advise you not to use it for that. There's a lot of nuanced policy judgment that takes a lot of time and, you know, to consider context.

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00:06:28.760 --> 00:06:31.340

Steven Hubbard: AI does not do that well.

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00:06:31.720 --> 00:06:46.090

Steven Hubbard: It does not distinguish fresh versus outdated information. That's something to be thinking about. AI uses old data, right, to create what it's doing, so it's a lot of times not the most up-to-date.

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00:06:46.220 --> 00:06:49.589

Steven Hubbard: Fact-checking itself,

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00:06:49.770 --> 00:06:57.160

Steven Hubbard: is a little bit different. It's hard to do fact-checking just because of that, using old information.

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00:06:57.190 --> 00:07:04.550

Steven Hubbard: And then, the final one is a big one, and that's avoiding bias or hallucination without human review.

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00:07:04.550 --> 00:07:18.389

Steven Hubbard: There can... AI can make mistakes. It can... there can be a lot of mistakes that it makes. And so, it's important that any output that you receive from AI, that you do a review of it to make sure the information is correct.

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00:07:18.390 --> 00:07:34.650

Steven Hubbard: and to do your own fact-checking with that. We like to talk about, at work, is that AI is kind of a, like, an intern or assistant that you need to, you know, can give the information to, and then you need to review it to make sure that they are... that it's correct.

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00:07:35.320 --> 00:07:36.360

Steven Hubbard: So...

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00:07:36.710 --> 00:07:53.100

Steven Hubbard: What is today, and what we're going to be talking about, is the problem... the real problem isn't really creating slides. I think we know how to use PowerPoint and how to do that visually, but what we struggled with is sort of creating that, taking those messy notes.

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00:07:53.100 --> 00:08:11.580

Steven Hubbard: And taking it and creating something that has a good argument, that flows with the interpretation that will help people follow what you're trying to understand, that meets the number of minutes that you're trying to get to in the presentation, and not to give out too much information.

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00:08:12.980 --> 00:08:20.299

Steven Hubbard: So, what we usually start with when we're starting with and creating an AI presentation.

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00:08:20.300 --> 00:08:41.649

Steven Hubbard: is that we start with notes from a meeting, or maybe some half ideas that we've written... that we've written out, or some stats that we've copied down and looked at, or some random quotes. And we can put those into, you know, in a text document, or type them out into the AI... into a chatbot, which you're using.

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00:08:41.990 --> 00:08:47.800

Steven Hubbard: So there's 3 simple steps that I want to go through with an AI workflow.

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00:08:47.960 --> 00:08:58.260

Steven Hubbard: The first is structure, and that is organizing your ideas, trying to take that structure of what you're working with.

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00:08:58.260 --> 00:09:08.220

Steven Hubbard: And organizing it into ideas. And that's sort of the first step, taking those messy notes and trying to create some sort of outline that you would like to work with.

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00:09:08.620 --> 00:09:21.040

Steven Hubbard: The second step is to refine the argument. So once you have that output that you received from AI, from, say, ChatGPT, or from Copilot.

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00:09:21.040 --> 00:09:30.439

Steven Hubbard: You can take that output and say, can you help me refine that and clarify the argument of what I'm trying to, to convey?

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00:09:30.530 --> 00:09:43.879

Steven Hubbard: And then the third step is then to visualize, right? To take it, take that, refined argument, that process that AI's helped you with, and then to visualize it and to turn it into slides.

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00:09:43.930 --> 00:09:52.949

Steven Hubbard: Now, AI in that third step can be used in many different ways. Today, we're just gonna do and create, sort of, the title and the bullet points.

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00:09:53.010 --> 00:09:59.539

Steven Hubbard: But you could ask it to create the slides for you, and sort of the visual slides that you would like

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00:09:59.540 --> 00:10:15.869

Steven Hubbard: to see something like you see here with the images and stuff like that. I have on the left side, actually, that image there on the left side of the screen is actually an AI image that I wanted to kind of convey. I had some other ideas, and I created that.

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00:10:15.870 --> 00:10:17.479

Steven Hubbard: I'm using AI.

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00:10:18.470 --> 00:10:21.730

Steven Hubbard: But we won't be doing that today, because that takes a lot of time.

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00:10:22.140 --> 00:10:38.930

Steven Hubbard: So step one. How do you turn notes into structure? Something that's helpful for you in, organizing your thoughts and ideas? So what we're gonna do is, take messy notes into a structured outline.

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00:10:39.140 --> 00:10:56.329

Steven Hubbard: And to do that, into a chatbot, and I'm not gonna do that today because it's... we're short on time, but I'm going to give you the prompt of what I did. And so what I do usually, and I'm gonna show in a later example of what's done, is I input my notes.

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00:10:56.330 --> 00:11:10.700

Steven Hubbard: Right? And I can show you how you will do that in step 3, but you can... I ask it to turn these messy notes into a structured outline for a 10-minute presentation, group ideas into 3 to 5 themes.

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00:11:10.990 --> 00:11:14.140

Steven Hubbard: So I did that, and this is what I got.

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00:11:14.140 --> 00:11:34.299

Steven Hubbard: So this is what I entered, and this is before. I said, you know, I had these opening ideas, I kind of had some notes, and what I'm doing is a presentation on how to create an AI prompt, right? So, prompt, you know, prompt engineering is an important part, creating good prompts.

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00:11:34.300 --> 00:11:48.829

Steven Hubbard: I know AP Political has some good, training on that, and I encourage you to look at that, and to use that, but, you know, here I put my notes, and then the prompt that I used previously, that prompt for Step 1,

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00:11:48.830 --> 00:12:00.890

Steven Hubbard: and putting that into the system, I then get sort of an organized theme. I get, you know, the landscape AI is everywhere, sort of an introduction, opening ideas. I can look at this.

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00:12:00.890 --> 00:12:13.669

Steven Hubbard: And I can edit this, then, when I get that output, and I can say, okay, what did I get right? What didn't get right? What do I need to add more information to? What else can I work with to make this better?

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00:12:14.190 --> 00:12:16.060

Steven Hubbard: Once that is complete.

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00:12:16.160 --> 00:12:26.660

Steven Hubbard: Then, I need to strengthen the argument, right? AI doesn't really know what the argument is and what I'm trying to develop. And so, to do that.

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00:12:26.660 --> 00:12:40.340

Steven Hubbard: I need to make these weak bullet points, these points in an outline, and sharper the message. And usually, I need to sharpen the message to something that is for the audience that I'm delivering this to.

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00:12:40.530 --> 00:12:51.870

Steven Hubbard: So, in the next step, I ask for the prompt, I take that information, that text, that outline, and in the prompt, I have a larger prompt here.

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00:12:51.970 --> 00:13:10.559

Steven Hubbard: Now, one of the interesting things about prompts, and if you want to get better at making better prompts, you can use your AI, you know, assistant, your co-pilot, your chat GPT, and you can write out, I want a really good prompt that does this, and you can explain what you want it to do.

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00:13:10.560 --> 00:13:20.149

Steven Hubbard: So it's actually using AI to build a better prompt, and that's really helpful. There's actually AI agents out there that can help you develop better prompts.

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00:13:20.590 --> 00:13:31.280

Steven Hubbard: So, for this one, I just put in a very, it's a longer prompt here, but I wanted to out, you know, say that I was doing an outline for a refined 10-minute talk.

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00:13:31.300 --> 00:13:42.310

Steven Hubbard: It's for a group of public sector employees, you know, strengthen the clarity and the flow of the argument, making each more concise, engaging, easy to follow.

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00:13:42.400 --> 00:13:54.760

Steven Hubbard: And then for each section, tighten the language, turn ideas into clear, punchy, talky points, improve transition, emphasize a main takeaways, insight, make it sound like a more polished.

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00:13:54.760 --> 00:14:08.290

Steven Hubbard: presentation rather than just notes. So here's kind of a longer prompt that I put in. And again, I had AI help me kind of create this, and I then edited it to what I wanted it more to define.

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00:14:08.990 --> 00:14:20.230

Steven Hubbard: So, that gave me another output, and I'll be showing that, so I'm gonna stop, or I'm gonna go out of my presentation here.

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00:14:20.450 --> 00:14:29.230

Steven Hubbard: And... so if I can find this... So... Yeah.

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00:14:29.650 --> 00:14:34.209

Steven Hubbard: So, here we have the refined outline. This is what,

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00:14:34.220 --> 00:14:53.780

Steven Hubbard: the audience, what AI gave me, as the outline that I would do, that the document I would provide, okay? So, from the notes, and from my work in kind of expanding what I wanted it to do, it gave me themes to put into, in my presentation.

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00:14:53.960 --> 00:15:06.669

Steven Hubbard: It, gave me four, four themes, and... and then keynotes of that, and, you know, different specifics of what, I needed to do, for the presentation. So...

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00:15:07.030 --> 00:15:11.960

Steven Hubbard: If I go into my, I'm using Copilot here today.

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00:15:12.090 --> 00:15:25.389

Steven Hubbard: And now I want to, I gotta go back to my slides... I want to, you know, develop a demonstration. I want to take my outline, my refined outline with arguments, and then create slides and titles and bullets.

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00:15:27.080 --> 00:15:38.979

Steven Hubbard: So, I'll go back to my chatbot, and I will add, upload my files, and I know my files here, I have my refined outline right here.

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00:15:39.110 --> 00:15:41.929

Steven Hubbard: And I add that to the document.

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00:15:42.090 --> 00:15:51.339

Steven Hubbard: And then, I already, have a, prompt here that I already created, so it's like a cooking class.

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00:15:51.340 --> 00:16:05.350

Steven Hubbard: Where we, already kind of have stuff prepared. And then I messaged the co-pilot. I said, this is a refined presentation outline into a slide deck. For each slide, provide a clear, concise slide title.

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00:16:05.350 --> 00:16:14.639

Steven Hubbard: Include 3-5 bullet points, short and scannable, not full sentences. Keep the slides focused and not overcrowded.

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00:16:16.060 --> 00:16:28.500

Steven Hubbard: maintain a logical flow for a 10-minute presentation, and do not include suggestions or visuals, text only. So, I don't want it to, right now, to develop the slides itself.

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00:16:28.500 --> 00:16:36.540

Steven Hubbard: You probably have slides in your organization that you already need to develop and, to work with.

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00:16:36.540 --> 00:16:54.520

Steven Hubbard: And so, it doesn't need to do that visually, and that also takes a lot of time. And also, for the environment, it takes a lot of data, and these data centers create a lot of energy. So I would just keep it very simple, just to keep it with the slides. And so, let's end up, see what it comes up with.

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00:16:55.530 --> 00:17:03.720

Steven Hubbard: Hopefully it comes up with something. Oh, that's good. So, you know, it has... it's giving me a slide. It's giving me AI and government today.

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00:17:03.810 --> 00:17:19.870

Steven Hubbard: And gives us, some bullet points, some titles, and some, examples of strategies to use. And again, this is strategies to use on how to develop an effective prompt for AI in government today.

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00:17:19.910 --> 00:17:34.599

Steven Hubbard: So, I already have a presentation here, I can go through it, you know, make changes to it, add other visuals that I want to, add to. Again, you know, you can kind of see some of the things that I've already talked about, you know, hallucinations, bias.

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00:17:34.670 --> 00:17:41.959

Steven Hubbard: must complete, review outputs, all those different things that I think, you know, you can find very useful.

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00:17:43.110 --> 00:17:54.175

Steven Hubbard: Let me go back, sorry, gotta go back to my presentation. Alright. So,

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00:17:54.970 --> 00:18:04.580

Steven Hubbard: So that's what we did. We did the step 3, and we created that. And then there's another thing that we probably don't have enough time to talk about today.

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00:18:04.580 --> 00:18:25.419

Steven Hubbard: But you can do the same thing, what I just showed you in the chatbot, uploading a document, uploading, like, a report, and have them summarize, and have, you know, Copilot, or ChatGPT, or Claude, or whatever you use, Gemini, to summarize that information, into a document and provide key points.

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00:18:25.420 --> 00:18:34.129

Steven Hubbard: Again, you'll want to read through the document, making sure it got the summary, and got what you wanted, and what you would find most interesting from the, from the document.

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00:18:35.520 --> 00:18:47.890

Steven Hubbard: What to remember. So just... I want you to remember that AI helps you think, not just write. It can help you think through some problems and, things that you want and have questions with.

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00:18:48.140 --> 00:19:01.440

Steven Hubbard: Start with structure, don't automatically go to slides. You know, go through the process that you go through in creating and designing these. It can be a several-step process. It is not just, do this for me.

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00:19:01.700 --> 00:19:12.989

Steven Hubbard: And use AI to iterate quickly. It's a great brainstorming tool, it's a great way to organize thoughts and thinking about what needs to happen and what you need to do.

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00:19:14.480 --> 00:19:25.049

Steven Hubbard: All right, I guess we got through it in 20 minutes. So, I'm open for questions and answers, I'm sure there's many questions. I will say this, I didn't talk a lot about this.

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00:19:25.050 --> 00:19:28.319

Steven Hubbard: I do know that in your organizations.

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00:19:28.320 --> 00:19:51.969

Steven Hubbard: You have a lot of, and I do, we do as well, what chatbots you can use, what large language model, you could use, whether it's ChatGPT or Copilot, and I do know that, and that is structured. You do have to be careful with data. You don't want to put in personal identifiable information in there, or any data that is giving away your trade secrets.

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00:19:51.970 --> 00:20:10.100

Steven Hubbard: Right? You have to be very careful with it, with what you do. And I do a lot of open source work, so that is helpful in that most of my work comes from information from the internet, but you do want to be very careful on what you do, and you, as government employees especially.

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00:20:10.270 --> 00:20:16.380

Steven Hubbard: Have personal and identifiable information that you do have to be careful with.

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00:20:16.810 --> 00:20:19.729

Steven Hubbard: All right, all booked for questions now.

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00:20:19.730 --> 00:20:41.259

Joel Smith: Awesome. Thank you so much for that, Stephen. Thanks for that brilliant presentation. Yeah, just a note, remember to keep sharing any questions you have for Stephen. We've got a load already, both pre-submitted and in the Zoom Q&A, but do keep them coming, and if you can, try and get them into that Q&A function, just to make sure that we see them and they don't get lost in the chat. That would be great.

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00:20:41.260 --> 00:20:57.479

Joel Smith: Just before we dive into Q&A, I just wanted to let you know that we've also curated a great follow-on resource to today's topic that we think you'll all find useful. This is a sneak peek article exploring practical tips and tricks for creating better slide decks.

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00:20:57.480 --> 00:21:18.940

Joel Smith: To receive your link to the article, if you just go to the AI in Government Community after the event, and you'll see I've left a thread in there, so if you just go onto that post pinned at the top of the page, we'll send you the resource after the... by email. So just go in there, comment on my post, and yeah, we'll send you... send you that sneak peek article.

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00:21:18.940 --> 00:21:30.660

Joel Smith: Okay, on to the Q&A. So, just seeing what we've got here, I can see, actually, the first question, which had just caught my attention because it's already got a few upvotes from others.

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00:21:31.750 --> 00:21:40.089

Joel Smith: We've got... a user has asked, is AI able to resolve accessibility errors in PowerPoint? I know accessibility comes up.

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00:21:40.090 --> 00:21:51.800

Joel Smith: comes up a lot. They've said they find it a common problem with human users. Have you got any tips for using, kind of, AI tools to accessibility-proof

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00:21:51.800 --> 00:21:52.900

Joel Smith: slide deck.

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00:21:53.540 --> 00:22:03.409

Steven Hubbard: Yeah, that's a good... that's a good, thought there. Accessibility is very important. I know accessibility more for my work in data visualization.

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00:22:03.600 --> 00:22:20.070

Steven Hubbard: And you can. AI can be helpful to think about color, or, you know, so that if people are colorblind, or other options, or other, items that come in making your, presentations more accessible.

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00:22:20.240 --> 00:22:33.079

Steven Hubbard: There are other... so you can use, like, a regular chatbot to do that, like ChatGPT, but you may want to investigate some other, more, refined tools.

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00:22:33.080 --> 00:22:41.789

Steven Hubbard: that maybe use AI that are building that, better, than just a regular chatbot. That's probably what I would do.

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00:22:41.790 --> 00:22:50.090

Steven Hubbard: I just remembered... I'm doing a big data interactive visualization right now on visas, and performance of visas.

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00:22:50.110 --> 00:22:51.790

Steven Hubbard: And,

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00:22:52.140 --> 00:23:01.660

Steven Hubbard: And it's, my web person said, oh, gave me a great website, which I can't, off the top of my head, remember.

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00:23:01.660 --> 00:23:12.229

Steven Hubbard: But he gave me this great website to look at and to use for accessibility. And so you may want to do some research in finding ways, that can help you do that.

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00:23:12.850 --> 00:23:16.069

Steven Hubbard: There's gonna be new ones coming out all the time now with AI.

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00:23:17.300 --> 00:23:27.279

Joel Smith: Yeah, absolutely. Brilliant, thank you. Got another question here, actually, kind of, kind of two questions, rolled in, just around using

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00:23:27.280 --> 00:23:41.159

Joel Smith: Using Copilot or AI tools to kind of assist you with just developing your actual speaker notes, have you got any kind of experience, doing that side of things, sort of alongside the presentation, giving you the actual notes?

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00:23:41.160 --> 00:23:50.640

Steven Hubbard: I want to make sure I get this question right. So, just, using AI for speaker notes, not just AI presentation, like the slides, but your own presentation,

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00:23:50.640 --> 00:23:52.170

Joel Smith: Yeah, exactly.

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00:23:52.170 --> 00:24:00.660

Steven Hubbard: Yeah. No, absolutely, yes. I do that, a lot. You know, I kind of...

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00:24:00.720 --> 00:24:18.989

Steven Hubbard: I'll take my notes of what... what I tend to do in using AI is I will sometimes just write out something that I'm just, you know, thinking about and, you know, copying notes, pasting it in, taking, even, you know, like.

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00:24:19.020 --> 00:24:36.759

Steven Hubbard: articles and sourcing those. AI doesn't do... it does source things for you, but you want to make sure that you provide the source. You may want to make sure that it sources it. That's one of the things that I think AI does not do as well. But...

128

00:24:36.760 --> 00:24:41.650

Steven Hubbard: I think, yeah, it can be very helpful in doing speaker notes, definitely.

129

00:24:41.700 --> 00:24:57.130

Steven Hubbard: Anything that combines and summarizes, and that's what it really... that's kind of what we do. When you go back to, like, machine learning and things like that, that what was built, that AI is built on, that's kind of what's the original purpose of what it does.

130

00:24:57.130 --> 00:25:14.309

Steven Hubbard: You know, taking... I remember when I took my first machine learning course, we had to go into Amazon and look at all the reviews and be able to determine if they were positive or negative, and we used machine learning to do that, and that's what it does. It reads quickly and, you know, determines that.

131

00:25:14.820 --> 00:25:24.040

Joel Smith: Yeah, yeah. And I guess, as you mentioned, like, using it more as a kind of thinking partner to develop those notes, you're going to come out with a better, better result.

132

00:25:24.200 --> 00:25:35.869

Joel Smith: Great. I've got another question here, kind of a bit more around, the visuals. This participant has asked. I find, I spend a lot of time creating the visuals on slides.

133

00:25:35.870 --> 00:25:52.689

Joel Smith: Also, we've often... we often have to use templated or branded slide packs. Do you have any, approaches or tips to kind of create good visuals, but within, like, a branded structure? Can you kind of feed that branding pack into an AI to kind of get it to work with it? Any tips there?

134

00:25:53.020 --> 00:26:00.079

Steven Hubbard: Yeah, so, that's a very good question, because on the right side is, like I mentioned, I had an image

135

00:26:00.120 --> 00:26:14.709

Steven Hubbard: I don't know what the... I had an image that was, this is, you know, I wanted this color, I wanted this format, I wanted, you know, kind of this tech thing, this ideas, for presentations and doing AI.

136

00:26:14.710 --> 00:26:31.160

Steven Hubbard: And I only had, like, a couple images that were like this in that color scheme, and I asked AI, can you develop something that is similar, that looks like this, that helps, that follows the brand colors that I wanted in this presentation, and

137

00:26:31.200 --> 00:26:34.050

Steven Hubbard: You know, conveys this type of work.

138

00:26:34.170 --> 00:26:50.439

Steven Hubbard: The one thing I will say is that if you're using images, that is a lot of, time to create. I know that in our organizations, we've had a lot of conversations about the environmental impact of this.

139

00:26:50.440 --> 00:26:50.810

Joel Smith: Dude.

140

00:26:50.810 --> 00:27:08.100

Steven Hubbard: And so, to be thinking about that, so we kind of try to think things, making it simpler. And so, visuals are one area that, it does take some time to create, and a lot of times, sometimes it comes back and it's like, this is not what I wanted at all.

141

00:27:08.240 --> 00:27:14.969

Steven Hubbard: But it can be something that you can think of. And, you know, I use this for things

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00:27:15.100 --> 00:27:22.020

Steven Hubbard: That are, you know, graphic, that, convey a certain, you know,

143

00:27:22.600 --> 00:27:25.179

Steven Hubbard: feel of what I wanted to convey.

144

00:27:25.620 --> 00:27:49.429

Joel Smith: And just a very, very quick final question, and which kind of bounces off that. One of our participants has asked, and they find Copilot makes terrible slides when it takes kind of their info in, puts it into several slides, and nearly what they asked for, and you mentioned just the same. Is it a matter of just how you ask? Is it kind of... is it just about that prompt engineering to get that result? Do you have to kind of maybe just spend a bit more time

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00:27:49.550 --> 00:27:53.370

Joel Smith: Curating that prompt to really give it the exact detail.

146

00:27:54.130 --> 00:28:02.429

Steven Hubbard: Yeah, visuals do take a lot of... of prompts. I know, I did a little bit of work on visuals

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00:28:02.710 --> 00:28:14.140

Steven Hubbard: creating that, and it does take, a lot more detail of what you want to create from it. If you think about it, it's got a lot more...

148

00:28:14.420 --> 00:28:30.110

Steven Hubbard: open space of what it's trying to do. When you're using text, it kind of is more centered around the text that you provide and other information. If you use a chatbot a lot, you will find that

149

00:28:30.560 --> 00:28:34.199

Steven Hubbard: Especially if you keep the memory on.

150

00:28:34.230 --> 00:28:37.120

Steven Hubbard: It will kind of remember other things that you've done.

151

00:28:37.130 --> 00:28:55.710

Steven Hubbard: And sometimes that's good, and sometimes that's bad, because sometimes it brings in things that you're like, well, that's a different project, I didn't want that in there. You know, and so it kind of... you kind of have to be very direct, and text, you can do that more. I think visuals, it just takes a lot of...

152

00:28:55.930 --> 00:29:03.160

Steven Hubbard: Prompting. There's things like Canva, which uses AI to create some of the visuals.

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00:29:03.310 --> 00:29:22.569

Steven Hubbard: I think that can be helpful. So, I think it will get better, but right now, if you're just using a chatbot or co-pilot, I wouldn't use it so much to create slides and visual slides. I've had the same luck, it's just not... they're just not as good as I would do as myself.

154

00:29:23.010 --> 00:29:46.139

Joel Smith: Yeah, sure. All right, thank you. I'm afraid that is all we've got time for. I've just realized the time, so we've had some incredible wisdom from Steve today, so please, please join me in giving a huge virtual round of applause. I can see the emojis are firing up, which is

always lovely to see. Most importantly, thank you, the attendees, for investing in learning and being so engaged in this topic. The team's just going to pull up a quick poll, just to

155

00:29:46.140 --> 00:29:52.230

Joel Smith: Rank, on a scale of 1 to 10 if this event was a valuable use of your time, so please do get voting.

156

00:29:52.230 --> 00:30:13.400

Joel Smith: And before you go, while you're responding to that poll, I just want to share a couple of other events that you can register to join us at soon. And a reminder, if you can't join us live, we will send you the recording, so do register anyway. Upcoming, we've got our next AI Skills Lab session on AI for meeting management next month, which will teach you how to automate lots of tedious, time-consuming meeting tasks.

157

00:30:13.520 --> 00:30:27.509

Joel Smith: And, now you can catch up on any missed or favourite AI Skills Lab sessions in our new AI Skills Lab Hub. My colleague will link that into the chat now, so you can check that out and check out some of the other AI Skills Labs if you've missed them.

158

00:30:27.630 --> 00:30:39.669

Joel Smith: Okay, that is really all we have time for. We're a minute over, so we hope you found today helpful. I know I sure did. A huge thank you again to Stephen and to all of you for taking time out of your busy days.

159

00:30:39.670 --> 00:30:48.600

Joel Smith: Please do keep an eye out for the email coming your way with today's recording and resources, and we hope to see you at another apolitical event very soon. Thank you very much, everyone.

160

00:30:48.600 --> 00:30:49.280

Joel Smith: Goodbye.