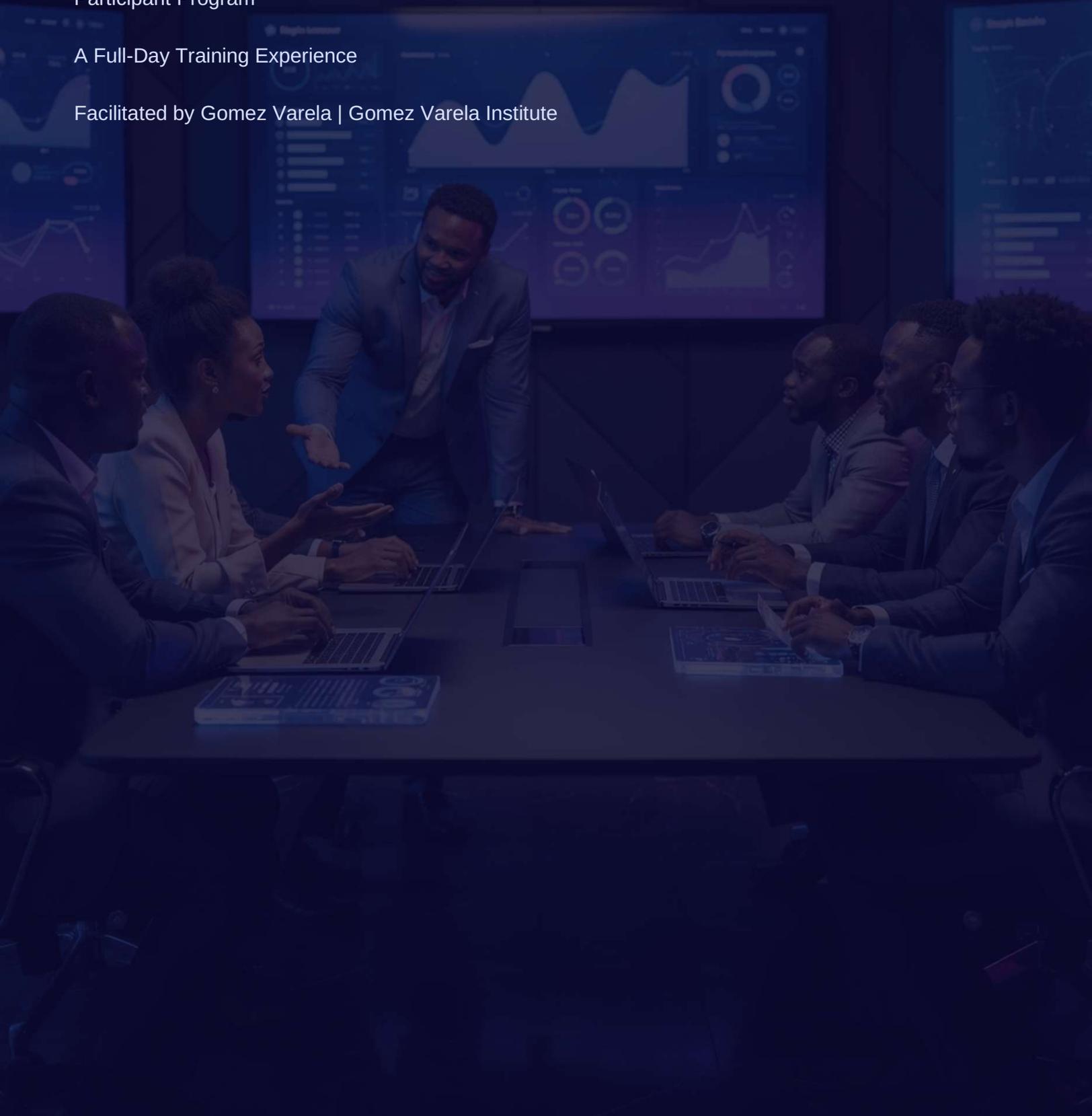


Artificial Intelligence for Workplace Productivity & Financial Content Creation

Participant Program

A Full-Day Training Experience

Facilitated by Gomez Varela | Gomez Varela Institute



Welcome

We are delighted to have you join us today for what promises to be a transformative learning experience.

This program has been carefully designed to meet you where you are — whether you are new to AI or already exploring its possibilities — and to equip you with practical tools, skills, and confidence to apply artificial intelligence in your daily work as a banking professional.

Over the course of the day, you will explore how AI is reshaping the workplace, discover tools that can dramatically improve your productivity, and learn how to create compelling financial content using the power of AI.

Come with an open mind, a willingness to experiment, and the readiness to challenge what you think you know about technology and your own potential.

Today is just the beginning.

— Gomez Varela

Life Coach, Business Strategist & Systems Analyst

Gomez Varela Institute

Today's Program at a Glance

Time	Session
8:30 AM	Pre-Arrival Setup (Facilitator preparation)
8:45 – 9:00 AM	Arrival & Registration
9:00 – 9:15 AM	Opening & Welcome
9:15 – 9:25 AM	⚡ Ice Breaker: Human vs. AI
9:25 – 9:45 AM	Session 1: The AI Workplace Revolution
9:45 – 10:15 AM	Session 2: AI for Workplace Productivity
10:15 – 10:30 AM	☕ Tea Break
10:30 – 11:30 AM	Session 3: AI for Smart Workflows — Interactive Simulation
11:30 – 11:45 AM	🏆 AI Prompt Challenge: The Banking Communication Duel
11:45 AM – 12:15 PM	Cyber-Safe Use of AI in Banking
12:15 – 12:30 PM	Wrap-up & Transition
12:30 – 1:30 PM	🍴 Lunch Break
1:30 – 3:00 PM	Session 4: AI for Financial Content Creation
3:00 – 3:30 PM	Social Media & Video Content for Banks
3:30 – 3:50 PM	Personal Branding for Banking Leaders
3:50 – 4:10 PM	🙋 Reflection Exercise: My AI Action Plan
4:10 – 4:30 PM	🎓 Closing Session: The Future Starts Now

What You Will Walk Away With



AI Literacy

A clear understanding of how AI works, what it can and cannot do, and how it is reshaping the banking and financial services industry.



Practical AI Tools

Hands-on experience with AI productivity tools you can apply immediately — from drafting emails and reports to automating repetitive tasks.



Content Creation Skills

The ability to use AI to create professional financial content — product explainers, social media posts, video scripts, and customer communications.



Responsible AI Use

A solid grounding in the compliance, ethical, and cybersecurity considerations for using AI safely within a regulated banking environment.

- 📄 You will also leave with your completed AI Passport — a personal action plan committing you to three specific AI applications in your role, starting tomorrow.

What to Bring

→ Your Laptop or Tablet

You will be working hands-on with AI tools throughout the day. Please ensure your device is fully charged and connected to Wi-Fi.

→ Your Smartphone

Several activities involve mobile AI tools and social media platforms. Keep it accessible.

→ A Notepad & Pen

For capturing personal insights, ideas, and your AI Action Plan commitments.

→ An Open Mind

No prior AI experience is required. Curiosity is your most important tool today.

→ Your AI Passport Booklet

This will be provided at registration. Keep it with you throughout the day — it is your personal learning journal.

-   Refreshments will be provided during the Tea Break (10:15 – 10:30 AM) and a full lunch during the Lunch Break (12:30 – 1:30 PM). Please inform the organizers in advance of any dietary requirements.

About Your Facilitator

Gomez Varela

Life Coach · Business Strategist · Systems Analyst

Gomez Varela empowers corporates and individuals with results-driven trainings in Data Security, IT Consultancy and Information Technology. Combining deep expertise in digital systems with strategic business insight, he equips teams to safeguard information, streamline processes, and harness technology for growth.

His sessions are hands-on, practical, and designed to help professionals and organisations thrive in today's fast-paced digital world.

BSc CS · PG Dip · MSc · Gen AI Certified

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Life Coach, Business Strategist &
Systems Analyst

BSc CS, PG Dip, MSc, Gen AI Certified

The future belongs to those who learn, adapt, and lead.

We look forward to an extraordinary day with you.

Gomez Varela Institute

www.gomezvarela.com (placeholder)