AI ESSENTIALS FOR EVERYONE

Mar 26 – 27, 2026	Venue: PIM, Karachi.	Rs. 39,000/=
Jun 22 – 23, 2026	Venue: PIM, Lahore.	Rs. 39,000/=
Apr 29 – 30, 2026	Venue: PIM, Islamabad.	Rs. 39,000/=

Note: The Fee is Exclusive of GST.

Course Description

AI is your partner, not your replacement — unlock your AI-powered potential. This workshop is designed to help every professional use AI to amplify their human ingenuity for unparalleled success at the workplace. Discover how simple AI tools can boost your productivity, sharpen decision-making, and make work easier. No coding, no jargon — just practical skills you can start using right away. You will learn how to use generative AI tools to speed up daily tasks, make more informed decisions, and develop new ideas and content.

LEARNING OUTCOMES

- Understand the various facets of AI without drowning in technicalities.
- Harness Generative AI tools for revolutionizing efficiency and innovation.
- Write better emails, minutes, proposals, and job posts in minutes.
- Summarize long reports and policies and extract action points and risks.
- Turn rough notes into polished slides and one-pagers.

WHO MUST ATTEND?

This workshop is designed for anyone in sales, marketing, HR, finance, operations, administration, or any business role who wants to use AI to work faster and smarter. No technical background is required. If you are curious about AI and want practical, immediately applicable skills, this course is for you.

COURSE CONTENTS:

- Introduction to AI — understanding types of AI and their applications.
- Picking the right tool — ChatGPT vs Copilot vs Gemini.
- Prompting 101 — prompting frameworks and techniques.
- AI Tools for Everyday Productivity — AI tools for creating slide decks, data analysis, research, and summarization.

COURSE METHADOLOGY:

- Short live demos of AI tools.
- Guided hands-on exercises.
- Quick debriefs and reflection sessions.

PROFILE OF THE RESOURCE PERSON:

Muhammad Aleem Habib is a distinguished senior Consultant and Facilitator, an AI & Data Science enthusiast, a Certified NLP Practitioner, and an IT and soft skills trainer. He brings a unique blend of industry and training experience of more than 20 years. He has worked with PIM for the last 18 years as a lead technology and management trainer/consultant, conducting 400+ training programs and workshops on IT, Data Analysis, Business Intelligence, Generative AI, General Management, First-Line Supervision, Team Building, and Project Management.

He holds a Master of Business Administration (MBA) in Human Resource Management from Muhammad Ali Jinnah University, Karachi, and a Master of Science (M.S) in Computer Engineering from Sir Syed University of Engineering and Technology, Karachi. He holds certifications in Google AI Essentials, Fundamentals of Machine Learning (Microsoft), and Generative AI Essentials (Databricks), and is a certified Project Management Professional (PMP) and Microsoft Office Specialist Master (MOS). He currently serves as Deputy General Manager at the Pakistan Institute of Management.

His major clients include Philip Morris, Siemens Pakistan, Unilever Pakistan, Fauji Fertilizer Company, PSO, State Bank of Pakistan, USAID, UNDP, WHO, Pakistan Navy, and Pakistan Air Force, among many others.

FOR DETAILS AND REGISTRATION

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