

AI FOR EVERYONE

Understanding AI in Everyday Life

A beginner-friendly, 2-hour introduction to using AI, robotics, IoT & automation tools — no coding, no jargon.

Today's Journey

Part 1 (20 min)

Quick intro to AI, Robotics & IoT — just enough to know what's what.

Part 2 (25 min)

The one skill that matters most: writing a great prompt (R-C-C-F method).

Part 3 (60+ min)

The everyday AI toolkit, live demos, an n8n automation bonus, then hands-on practice.

Part 4 (15 min)

A glimpse ahead — AI agents, system prompts — and your take-home cheat sheet.

Three Words You'll Hear a Lot



Software that learns patterns from huge amounts of examples, so it can answer, write, or decide — without being told exact rules for every case.



AI (or simple logic) given a physical body — it can sense its surroundings and act in the real world: move, grip, deliver.



Everyday objects fitted with sensors + internet, so they can collect data and respond — often working together with AI.

Today we focus mainly on AI — the one you'll use hands-on every day.

You Already Use All Three, Daily

AI

Netflix/YouTube suggestions, Google Maps' fastest route, keyboard autocorrect, ChatGPT/Claude writing for you.

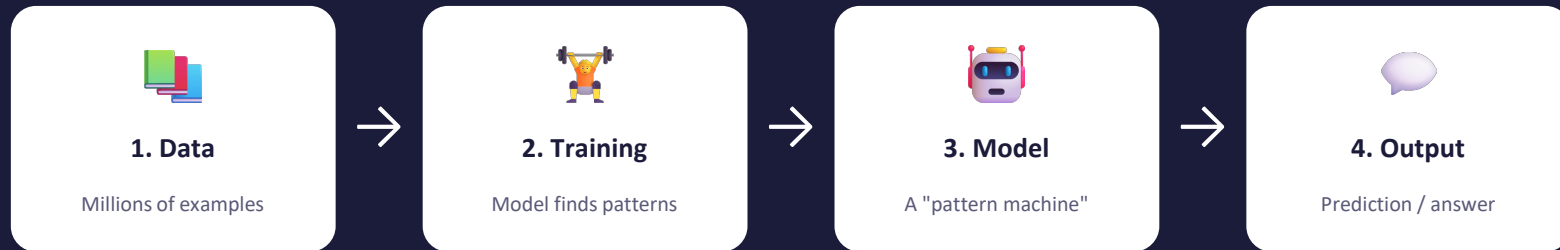
Robotics

Robot vacuum cleaners, warehouse delivery robots, factory assembly arms, food-delivery drones.

IoT

Smartwatches tracking steps, smart thermostats, voice-controlled bulbs, fitness bands syncing to your phone.

How Does AI (the part we'll use) Work?



Tools like Claude & ChatGPT predict the next most likely word, one word at a time — that's why how you ask changes the quality of the answer.

AI Fundamentals #1:

The right prompt matters more than the tool.

Two people using the same AI can get completely different results — the difference is how they ask.

The R-C-C-F Prompt Framework

R • Role

Tell the AI who to "be". e.g. "Act like a professional dancer / a senior teacher / a nutritionist."

C • Context

Give it the background — who it's for, what's already been tried, any constraints.

C • Command

State clearly what you want it to actually do — one specific action.

F • Format

Say how you want the output — a table, bullet list, 5 steps, tone, length.

R-C-C-F in Action

Role: "Act like a professional dance instructor."

Context: "I'm a complete beginner, 25 years old, want to learn for a friend's wedding in 6 weeks, 30 minutes a day."

Command: "Create a beginner dance practice plan for me."

Format: "Give it as a 6-week table, one row per week, with focus area and daily time."

Try this structure with any task: emails, study plans, resumes, recipes, business ideas.

Pick ONE tool as your home base. Don't keep switching.

Mastery comes from learning how YOU prompt — not from collecting apps. The skill lives in you, not the tool.
But it still helps to know what each tool is best at.

The Core Chat Assistants — Why Each One?

ChatGPT

The all-rounder. Huge plugin/app ecosystem, great for quick everyday help — brainstorming, drafting, general Q&A.

Claude

Best for long, careful writing, deep reasoning, reading big documents, and code — strong at following detailed instructions.

Perplexity

Built for research. Answers come with cited sources and current web info — good for fact-checking and "what's happening now."

Google Gemini

Tightly linked to Google (Docs, Photos, Search) and strong with images — handy when your work already lives in Google apps.

Rule of thumb: use your home-base tool by default, switch only when a task clearly needs another tool's strength.

Where to Apply Them — Quick Demo Ideas

ChatGPT

"Give me 10 catchy titles for a blog about budget travel in Nepal."

Claude

Paste a 5-page report → "Summarize this in 5 bullet points for a non-expert."

Perplexity

"What are the latest visa rules for Nepal citizens traveling to Japan?"
(needs current, sourced info)

Gemini

Attach a photo of handwritten class notes → "Convert this into a typed, organized summary."

Facilitator: open each tool live on screen and run one example together.

Beyond Chat — Specialist Tools Worth Knowing

Notion (AI)

Your notes, tasks & docs live in one place, and built-in AI can summarize, organize, or draft directly inside your pages — great for students & teams.

Lovable

Describe a website or app in plain language and it builds a working version for you — no coding needed. Great for quick portfolios or prototypes.

ElevenLabs

Turns text into natural-sounding speech (and can clone/convert voices). Useful for voiceovers, audiobook-style notes, or video content.

Meta AI

Built right into WhatsApp, Instagram & Facebook — no separate app needed. Handy for quick questions or help while you're already chatting.

Add these once your chat-assistant habit is solid — each solves one specific daily problem well.

More Tools, More Everyday Use Cases

Notion

Paste messy class notes into a page → ask AI to "turn this into a clean summary with headings."

Lovable

"Build me a simple one-page portfolio website with my photo, bio, and project links."

ElevenLabs

Paste a short paragraph → generate a natural voiceover for an Instagram reel or presentation.

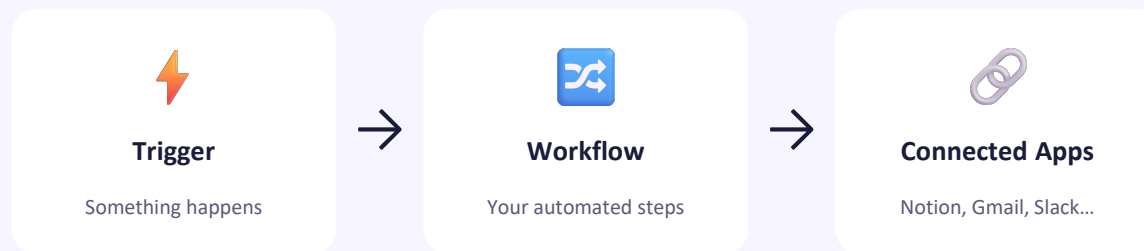
Meta AI

"@Meta AI suggest a caption for this photo" inside WhatsApp — instant help, no app switching.

Facilitator: pick 1–2 of these to demo live, based on time remaining.

n8n — Connect Your Apps & Automate Tasks

n8n is a visual, no-code/low-code automation tool: build a "workflow" once, and it runs automatically whenever a trigger happens.



Think of it as a robot assistant that watches for events and does the repetitive clicking for you.

Where n8n Applies in Daily Life & Work



Auto-Organize Forms

New Google Form response → auto-saved & summarized in Notion.



AI + Apps Together

Connect Claude/ChatGPT to Gmail, Slack, or Telegram for automatic replies.



Scheduled Reports

Every morning, pull data and send a summary straight to your phone.



Smart Notifications

Get alerted the moment something important happens (email, form, database change).

n8n — Quick Demo Ideas to Build Live

Smart Email Drafts

New email arrives → Claude drafts a reply → saved to your Drafts folder for review.

Daily Digest

Every 8 AM: fetch weather + news → AI summarizes → sends to WhatsApp/Telegram.

Instagram Auto-Reply

New DM received → AI drafts a reply → sent after your quick approval.

Auto Quiz Generator

New "MCQ request" form submitted → AI generates a quiz → emailed back automatically.

Facilitator: build one simple workflow live (e.g. Form → AI → Notion) if time allows.

Mastering AI = Solving Real Use Cases

Practice by asking AI to solve specific problems from your own life:



MCQ / Quiz Maker

"Make 10 MCQs on [topic] with answers, for exam revision."



Study Planner

"Build me a 2-week revision plan for [subject]."



Question Generator

"Turn my notes into practice questions."



Daily Tasks

Emails, resumes, meal plans, budgeting help.

Your prompt is becoming the manual for your daily life.

The better you get at explaining what you need, the more useful AI becomes — in work, study, and everyday decisions.

A Glimpse Ahead (Once You're Comfortable)

1

Agentic AI tools (e.g. Manus)

These don't just answer — they can plan and carry out multi-step tasks on your behalf.

2

Automation (n8n) & System Prompts

n8n connects your apps into workflows; system prompts set standing instructions across a whole session.

3

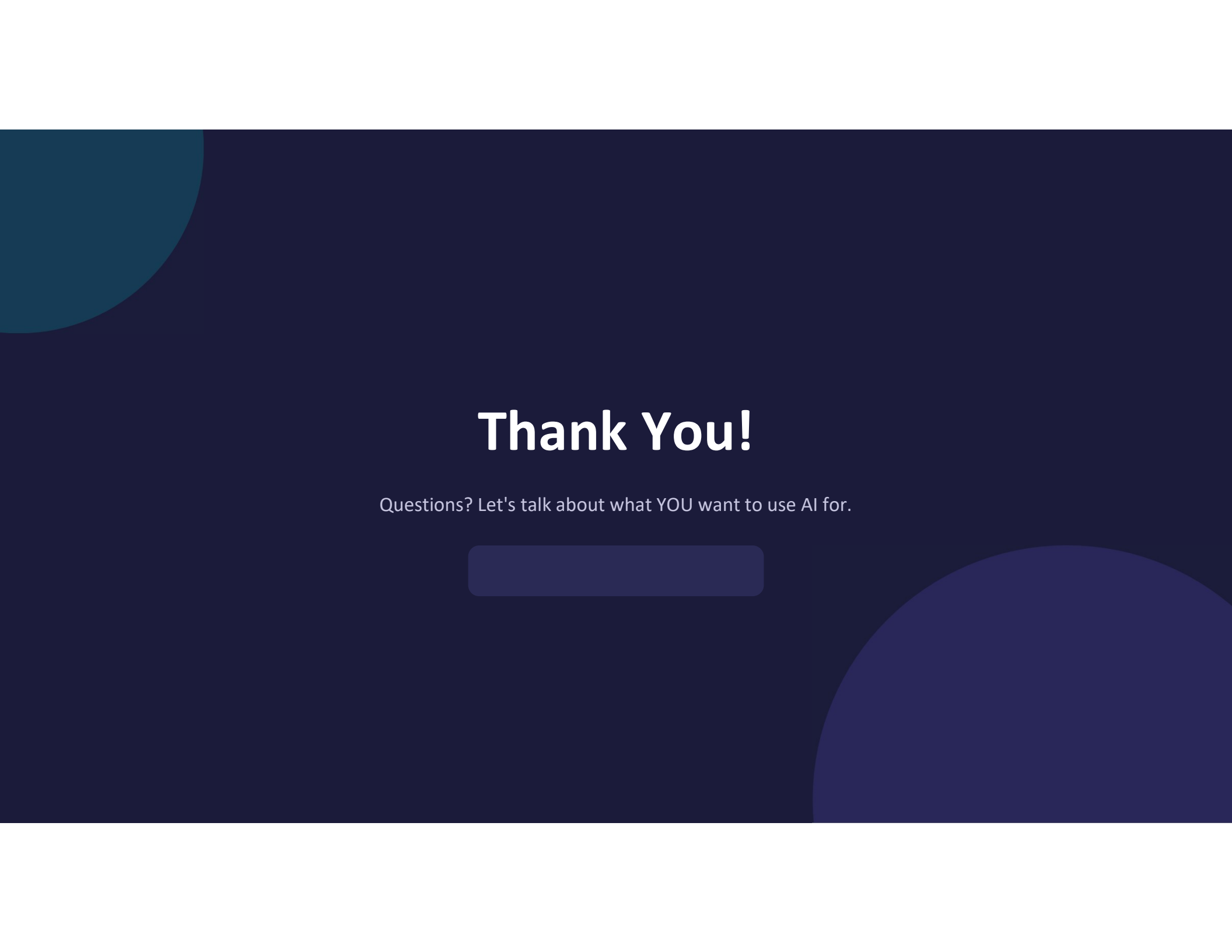
Keep it simple for now

Master R-C-C-F and one tool first — everything else builds on that foundation.

RECAP

Your Take-Home Cheat Sheet

- AI learns patterns from data — it predicts, it doesn't "know" like a human
- The prompt matters more than the tool — use R-C-C-F: Role, Context, Command, Format
- Pick ONE tool and go deep before switching
- Know your extended toolkit: Notion, Lovable, ElevenLabs, Meta AI — and n8n for automation
- Practice on real use cases: quizzes, study plans, emails, daily tasks
- Advanced ideas (agents, system prompts) can wait until the basics feel easy



Thank You!

Questions? Let's talk about what YOU want to use AI for.

