



Using Gen AI to Thrive Professionally and Personally

bit.ly/adnani

Some of the content in this slidedeck was inspired by or generated with the assistance of ChatGPT, Gemini, Manus and Perplexity.

three things

1. grew up on 4 continents
2. immigrant + scared of tech
3. 25 years in education +innovation



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The images on this slide was generated with the assistance of Midjourney.



“

Say no to many good things so you
can say yes to a few great things.

-Greg McKeown

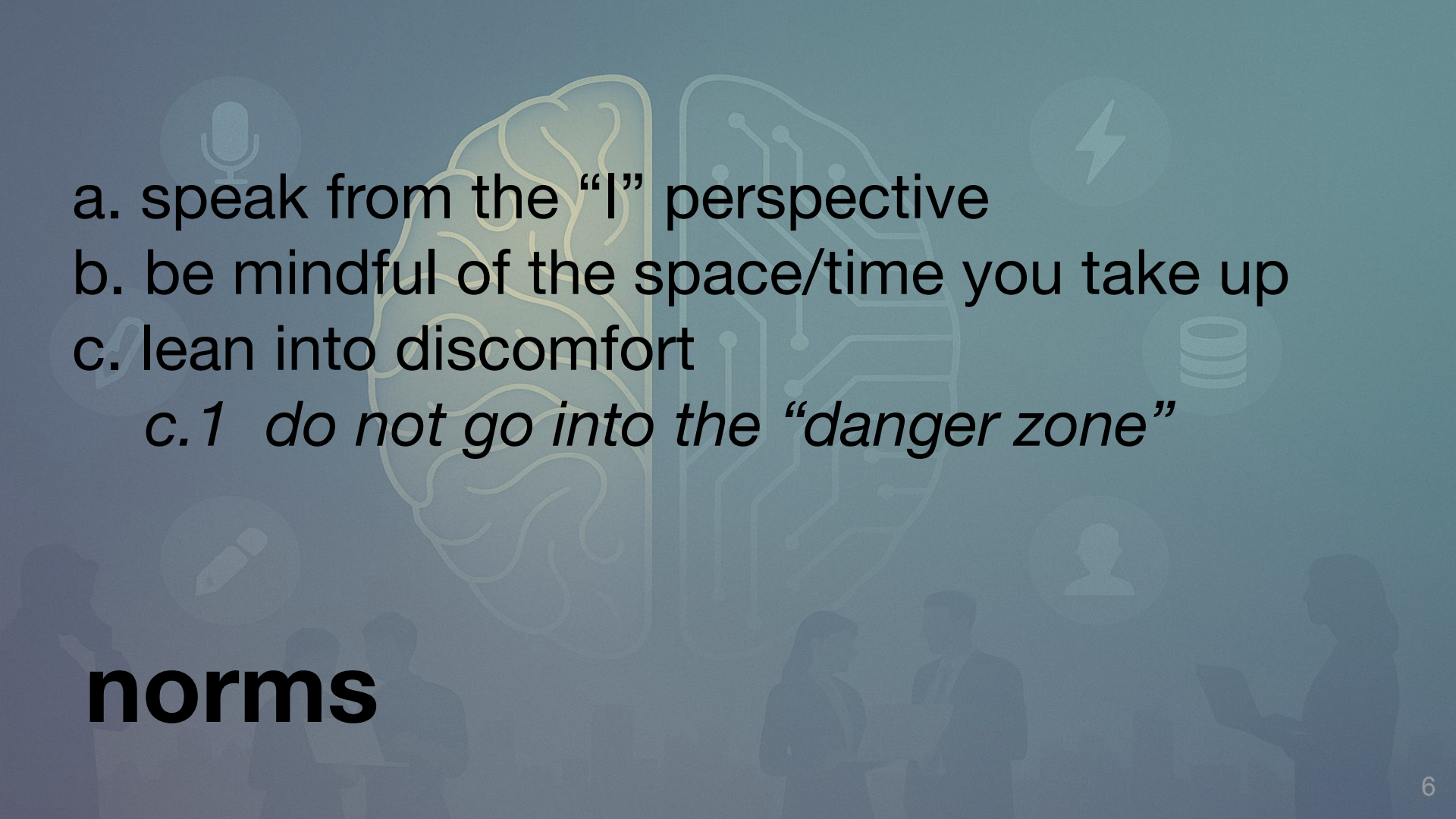
gratitude

P
O
E
T

People
Opportunities
Experiences
Things

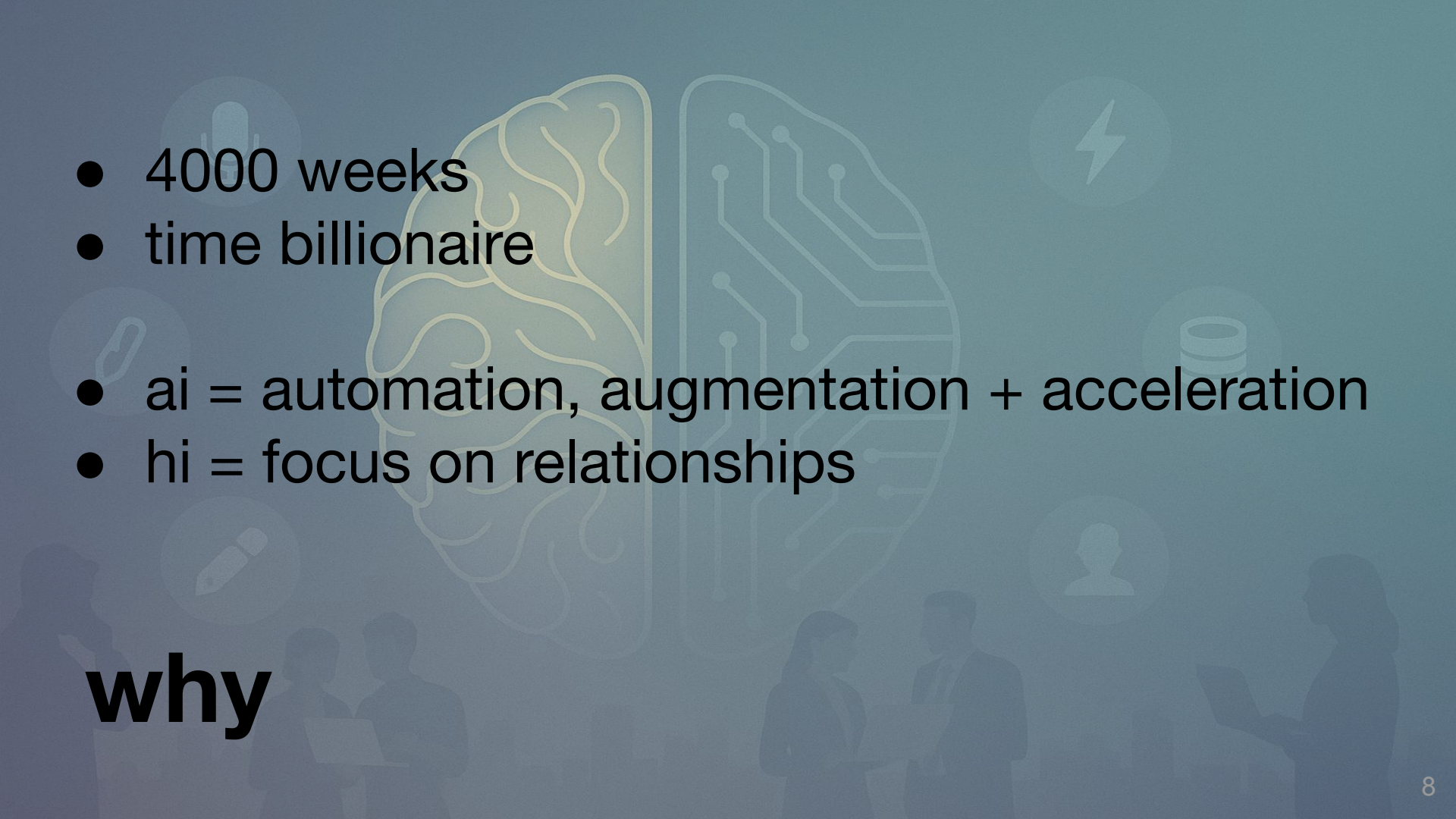


norms

- 
- a. speak from the “I” perspective
 - b. be mindful of the space/time you take up
 - c. lean into discomfort
 - c.1 do not go into the “danger zone”*

norms

why?

- 
- 4000 weeks
 - time billionaire
 - ai = automation, augmentation + acceleration
 - hi = focus on relationships

why

future



“

AI won't steal your job, someone
who knows how to use AI will.

-Anonymous

future



“

AI won't steal your job, someone
who knows how to use AI
*intentionally, responsibly and
ethically,* will.

-Anonymous

future

what is artificial intelligence?

what is ~~artificial intelligence~~?
gen ai?



ANI - artificial **n**arrow intelligence
AGI - artificial **g**eneral intelligence

ai – also my initials



ANI - artificial **n**arrow intelligence
AGI - artificial **g**eneral intelligence

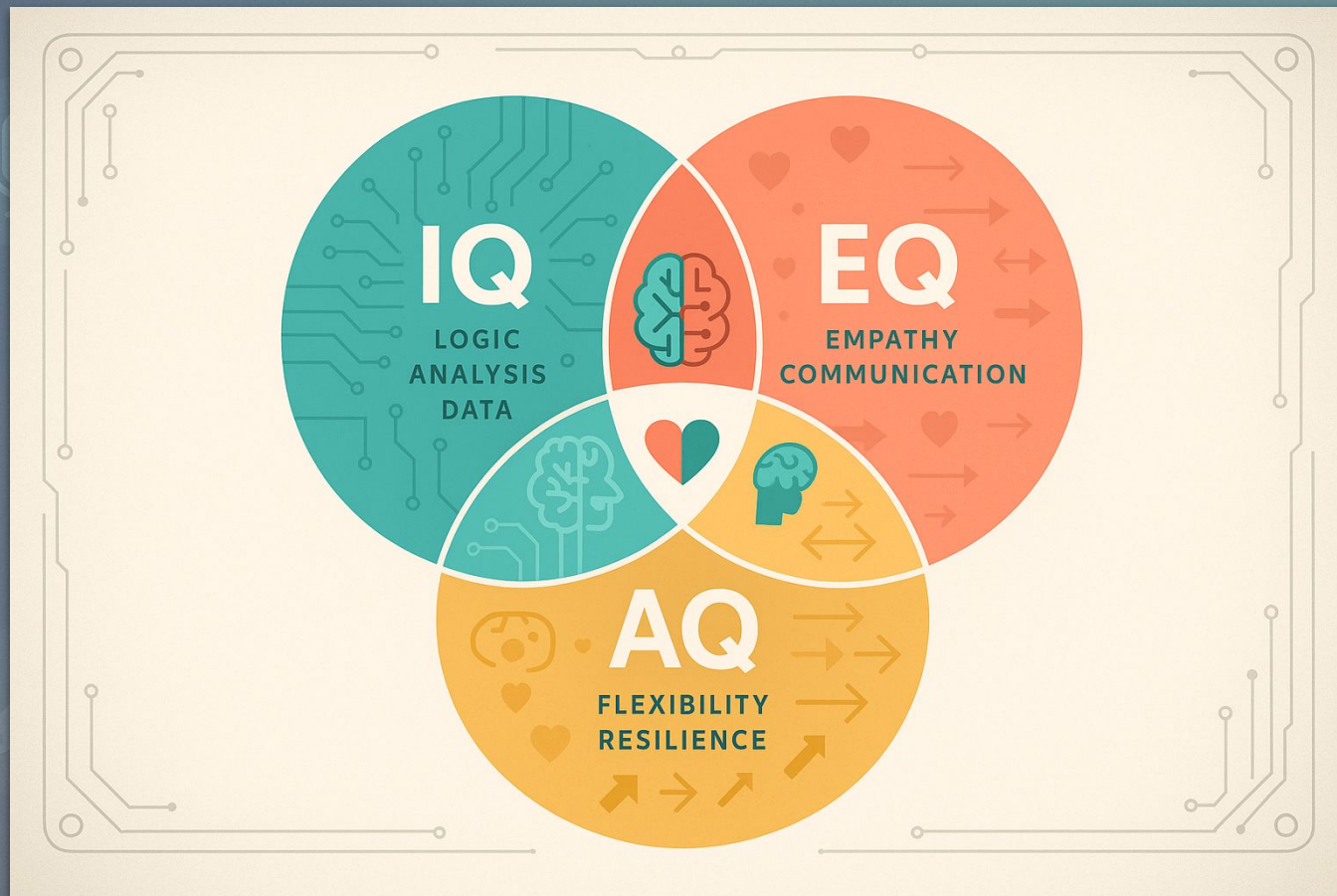
ai

caveats

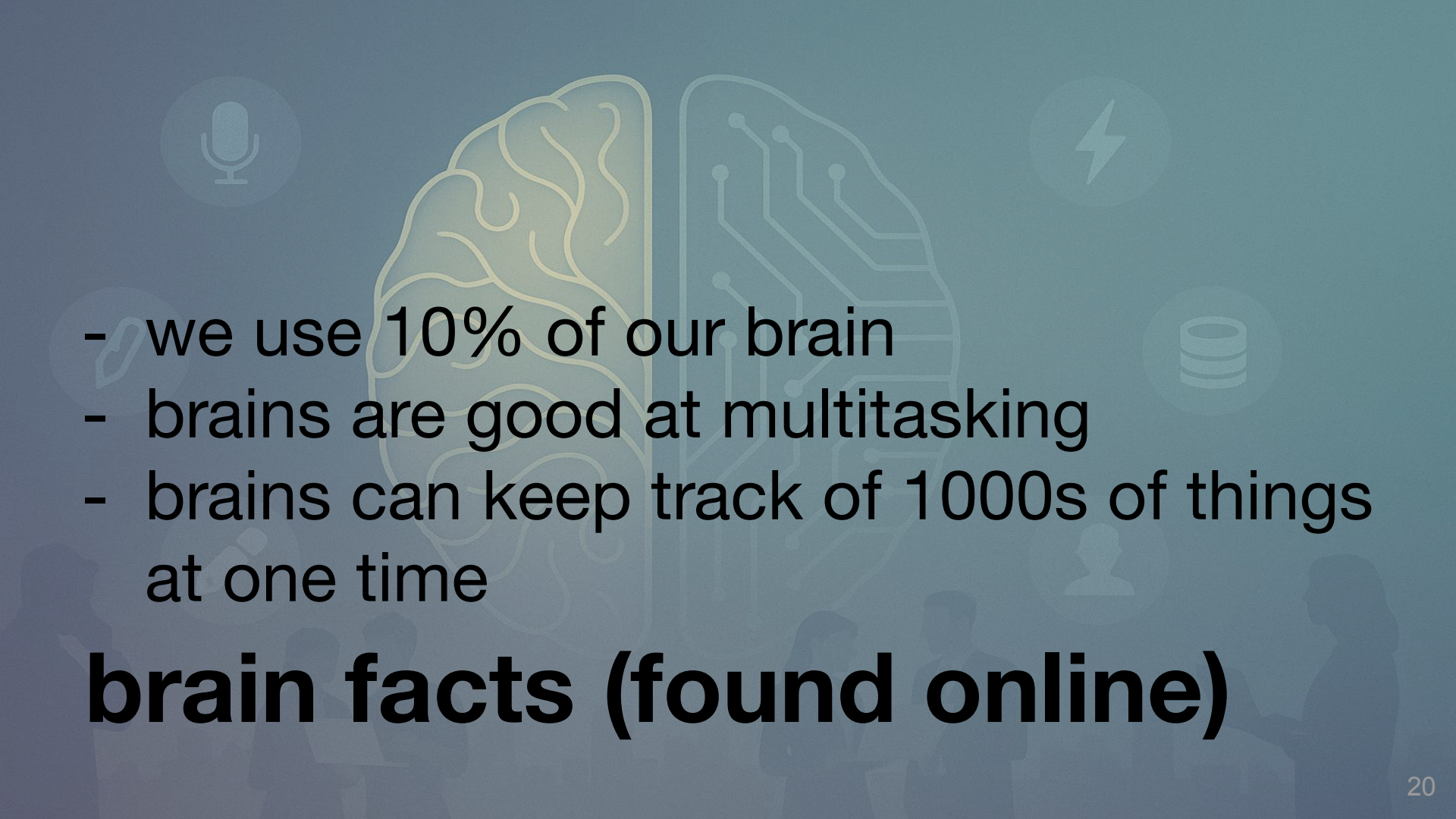
AI Break

- open up chatgpt, gemini or perplexity
- type the following prompt:
 “What are the best practices in using Agile and Scaled-Value Project Management? What should I be wary of?”


ai vs hi



The image on this slide was generated with the assistance of ChatGPT 4o.

- 
- we use 10% of our brain
 - brains are good at multitasking
 - brains can keep track of 1000s of things at one time

brain facts (found online)

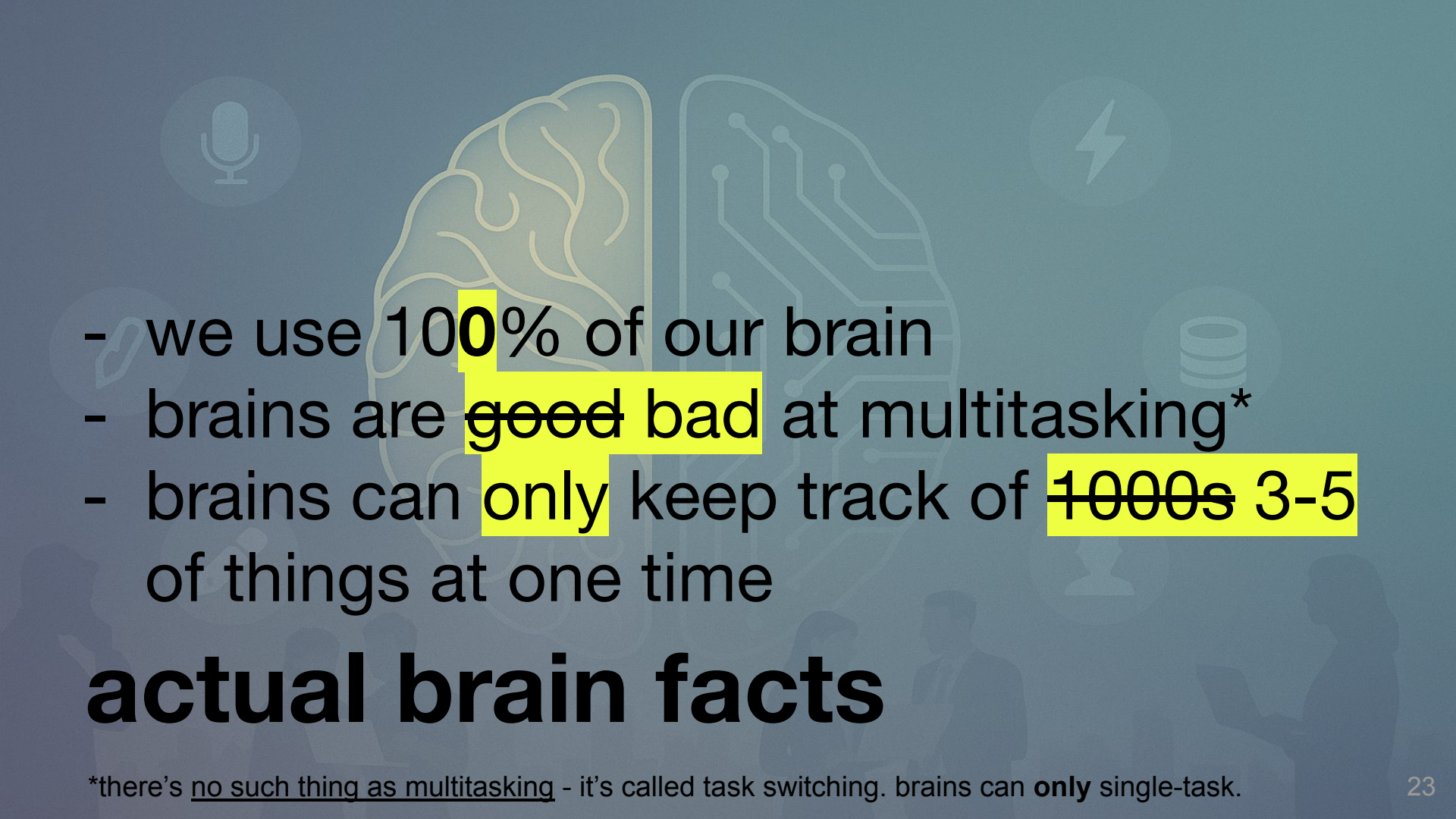
- 
- we use 10% of our brain
 - brains are good at multitasking
 - brains can keep track of 1000s of things at one time

brain ~~facts~~ myths

digital competency: check your sources!
don't believe everything on the internet.

- we use 10% of our brain
- brains are good at multitasking
- brains can keep track of 1000s of things at one time

brain ~~facts~~ myths

- 
- we use 100% of our brain
 - brains are ~~good~~ bad at multitasking*
 - brains can only keep track of ~~1000s~~ 3-5 of things at one time

actual brain facts

*there's no such thing as multitasking - it's called task switching. brains can **only** single-task.



If you spend too much time thinking about a thing, you'll never get it done.

-Bruce Lee

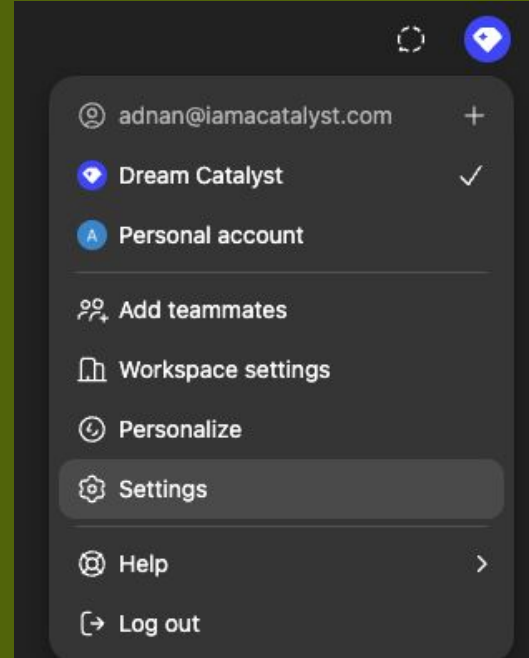
taking action

exercise

1. clap
2. stomp
3. yelp

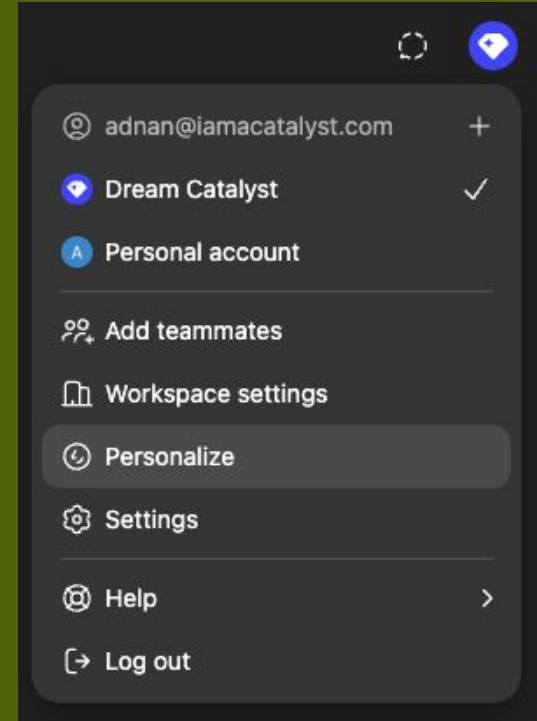
demo - settings

- general
- data controls
- connectors



demo - personalization

- traits
 - (use prompt #2 as a guide)
- anything else
 - (use prompt #3 as a guide)



demo - try it

- use prompt #4 for something you are struggling with.

manus

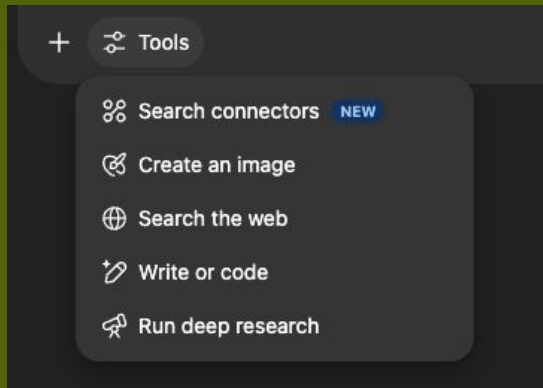
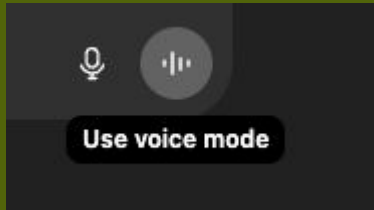
demo + play time

- show examples of manus
- ok, your turn

superpowers

voice + image + code

- show examples of what is possible
- now you try...



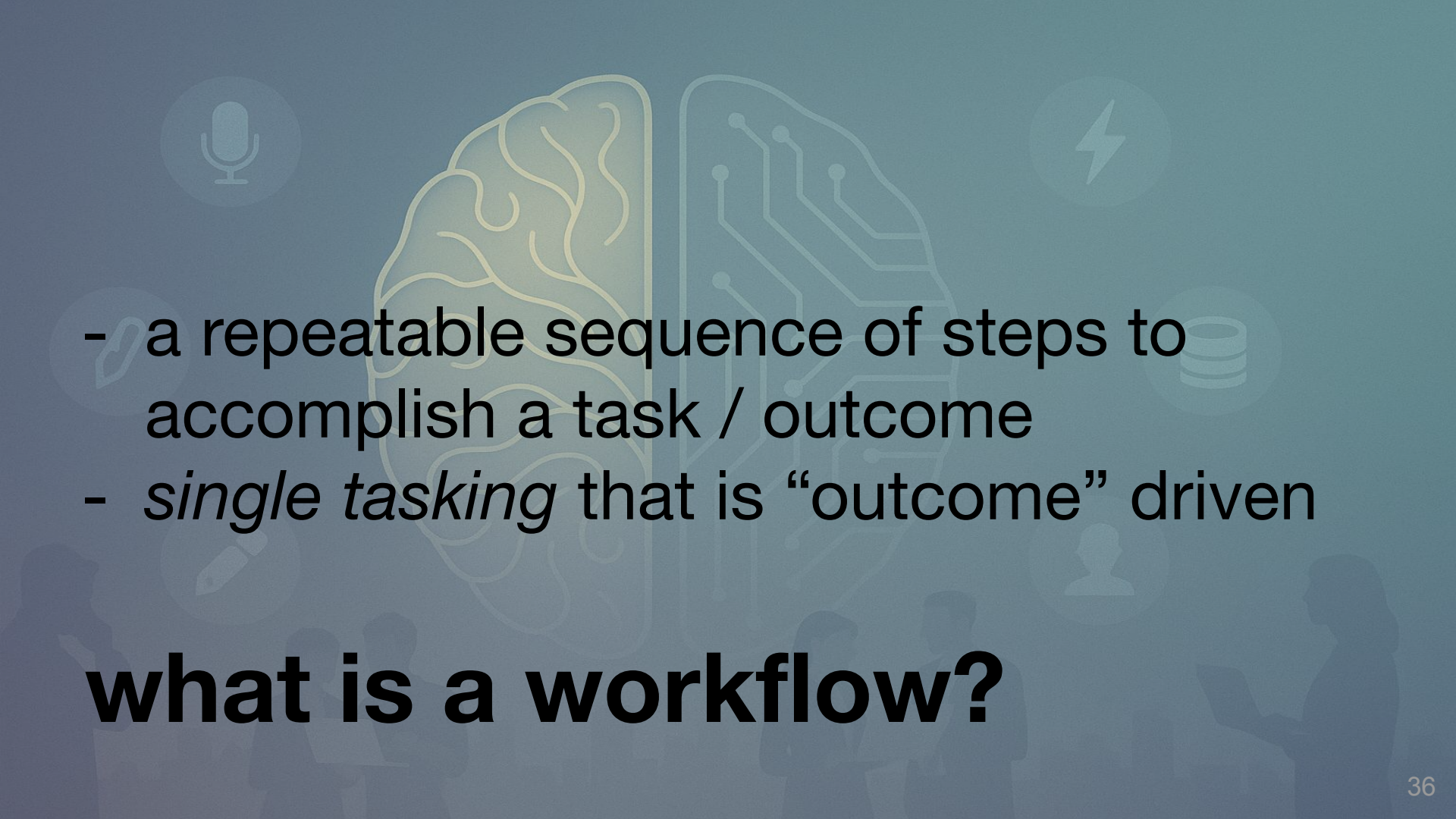
workflow + r.a.c.e.

multitasking exercise

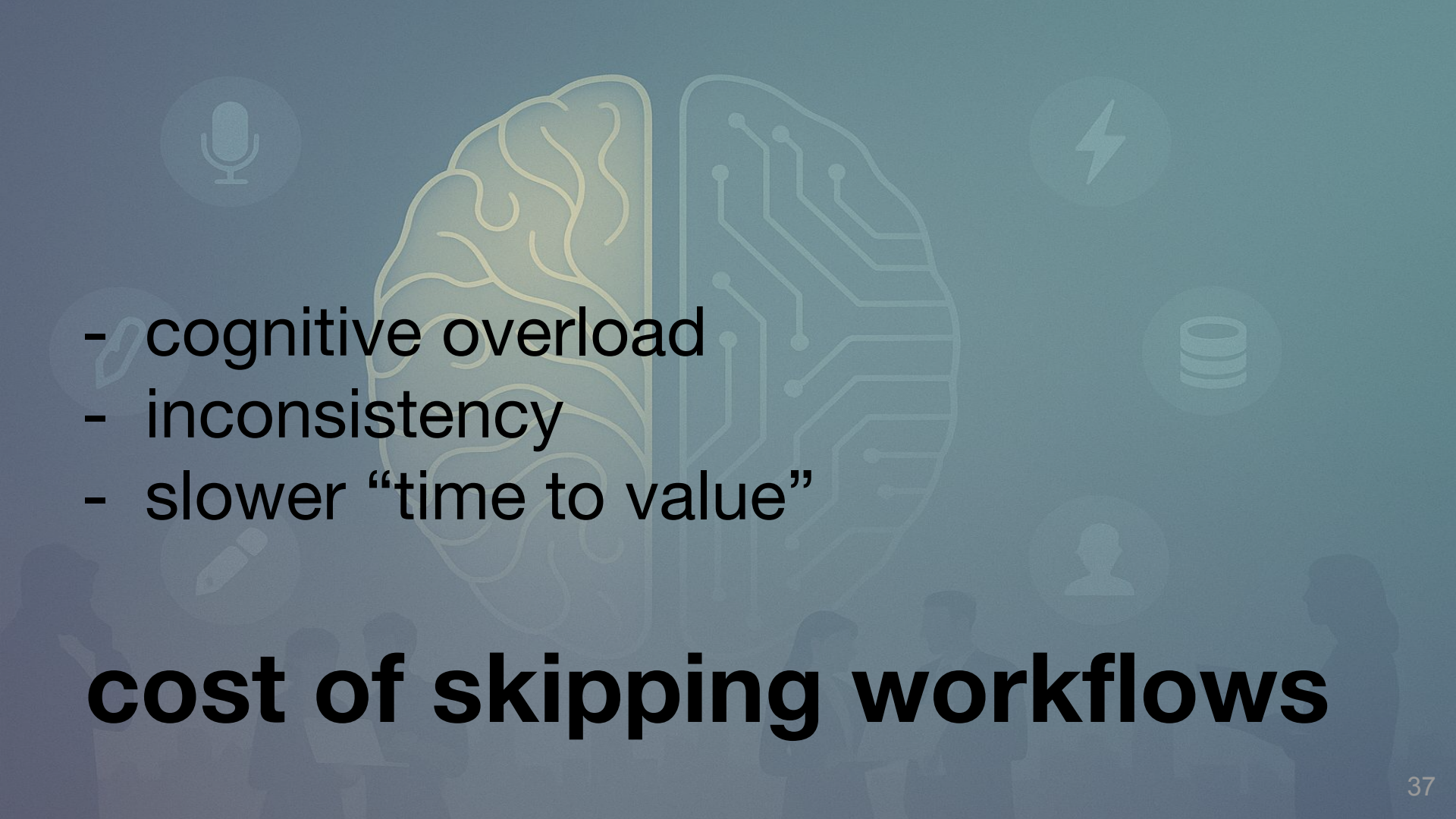
1. count to 10
2. recite alphabet to j
3. combine the two: a1, b2

how was that?

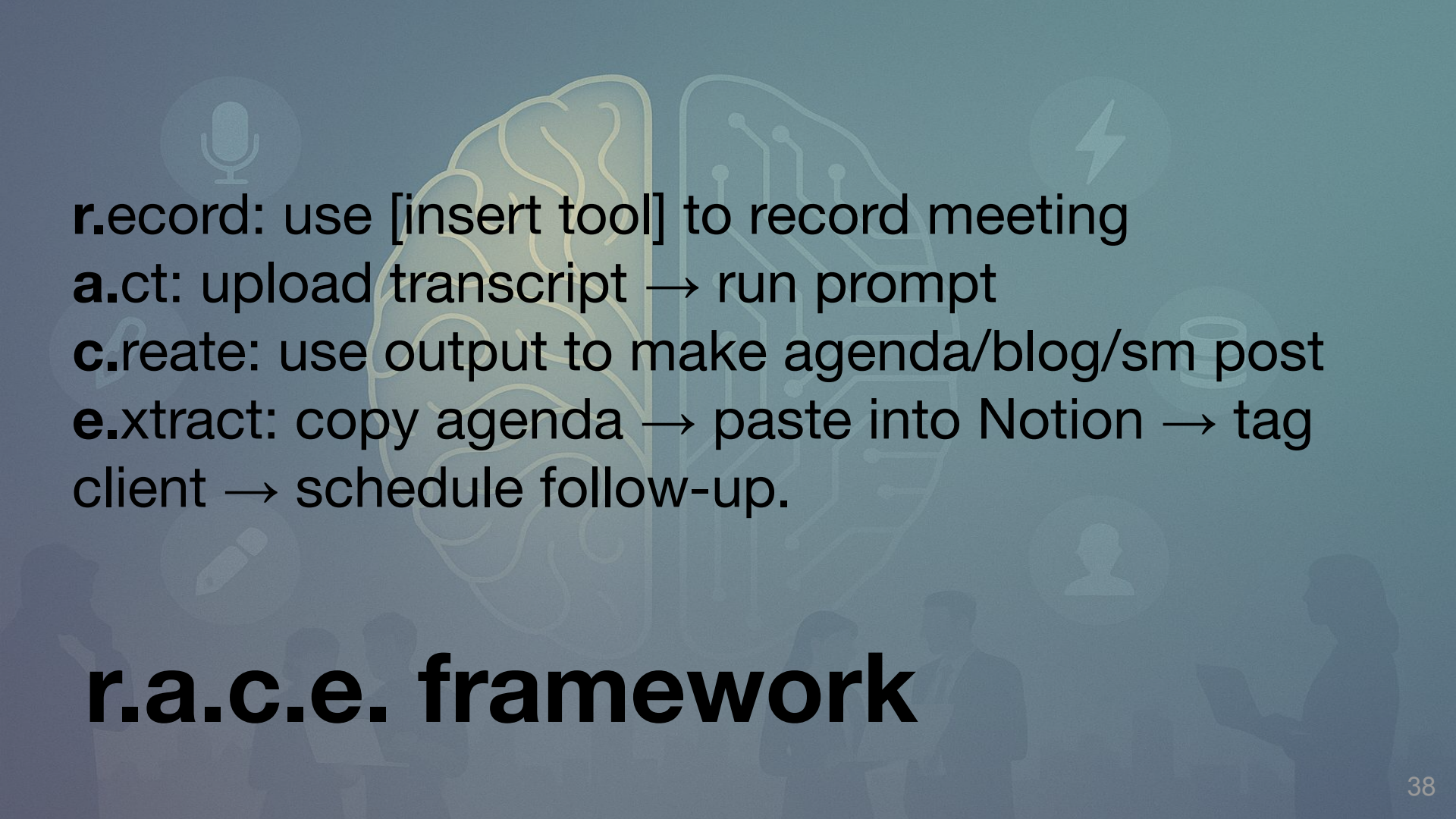
**cognitive load +
context switching**

- 
- a repeatable sequence of steps to accomplish a task / outcome
 - *single tasking* that is “outcome” driven

what is a workflow?

- 
- cognitive overload
 - inconsistency
 - slower “time to value”

cost of skipping workflows



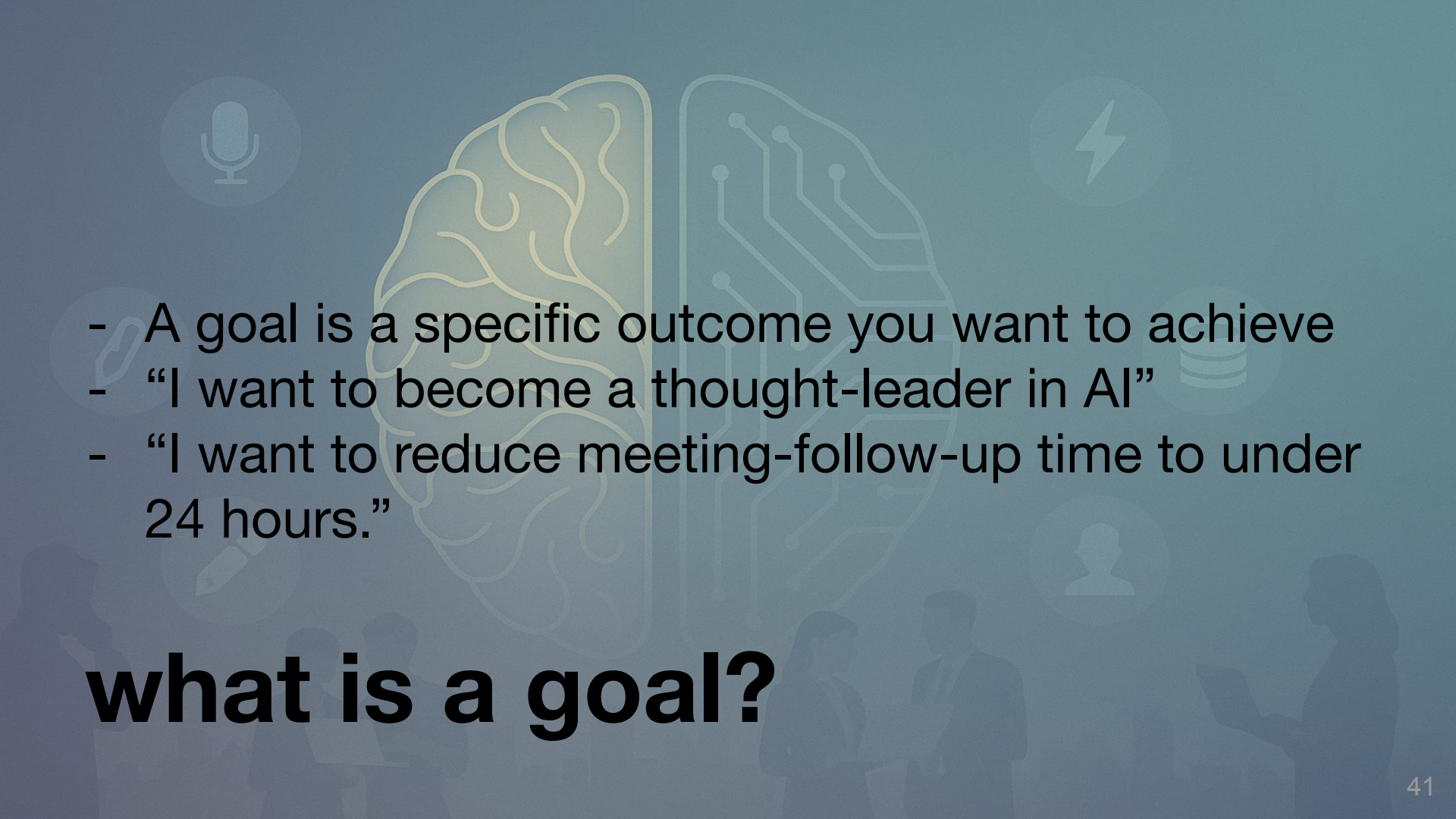
r.ecord: use [insert tool] to record meeting
a.ct: upload transcript → run prompt
c.reate: use output to make agenda/blog/sm post
e.xtract: copy agenda → paste into Notion → tag
client → schedule follow-up.

r.a.c.e. framework

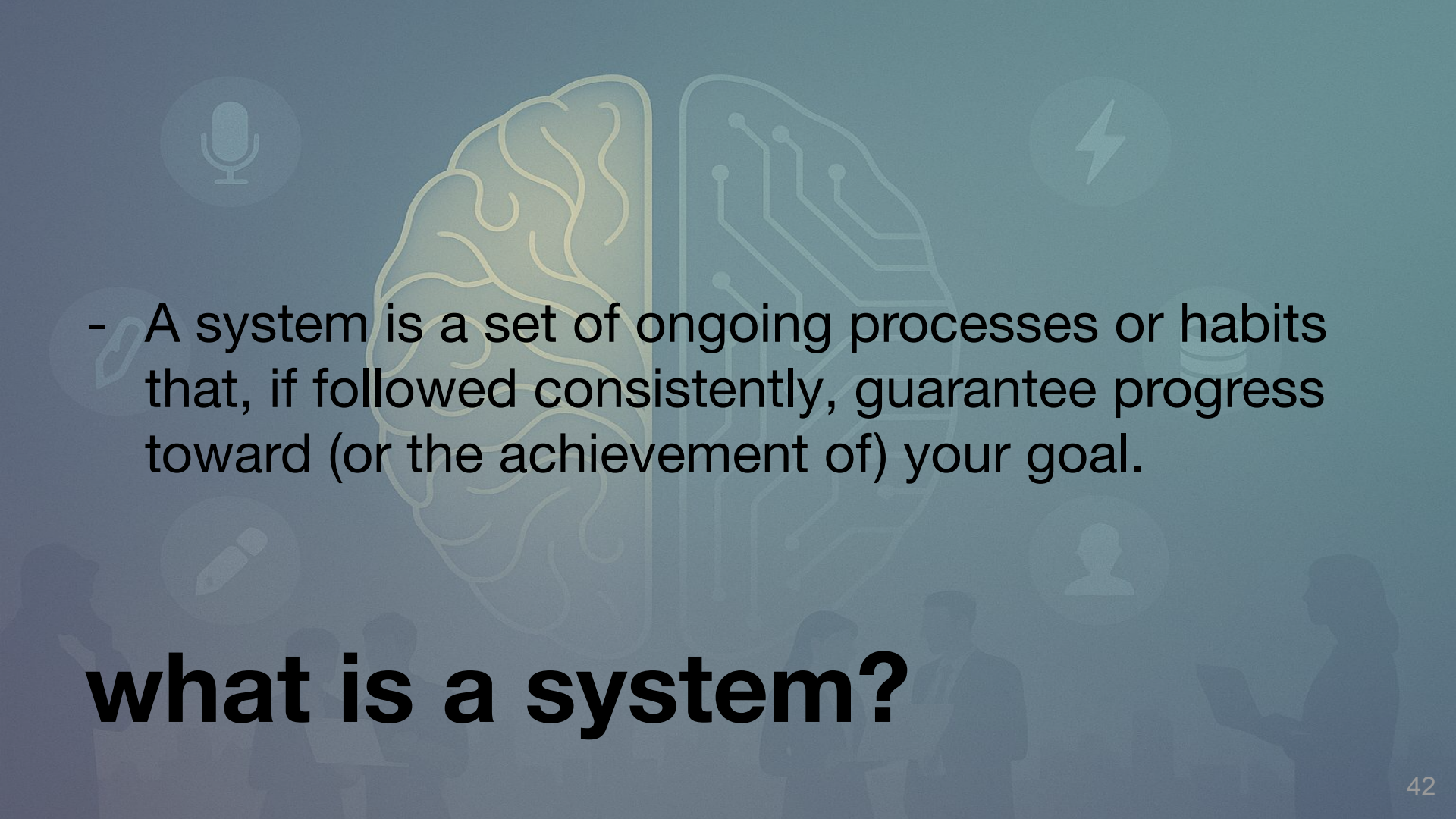
demo + play time

- show examples of r.a.c.e.
- practice:
 - record a 2 minute session w/ a partner
 - act on it. upload to chatgpt & ask summary
 - create an output (in llm or not) such as agenda, research prompt, sm post, etc
 - extract the information to use for next step

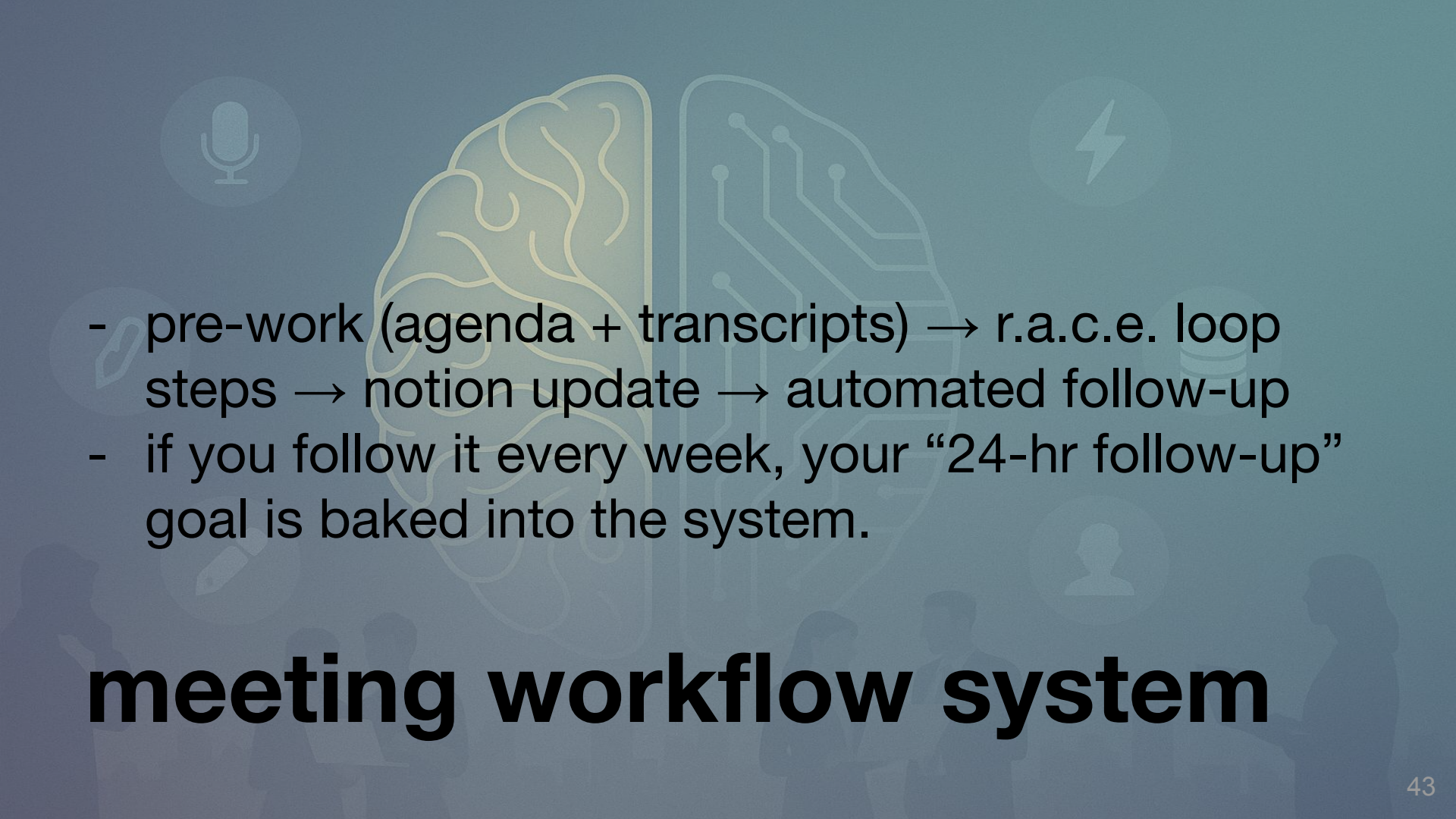
systems vs goals

- 
- A goal is a specific outcome you want to achieve
 - “I want to become a thought-leader in AI”
 - “I want to reduce meeting-follow-up time to under 24 hours.”

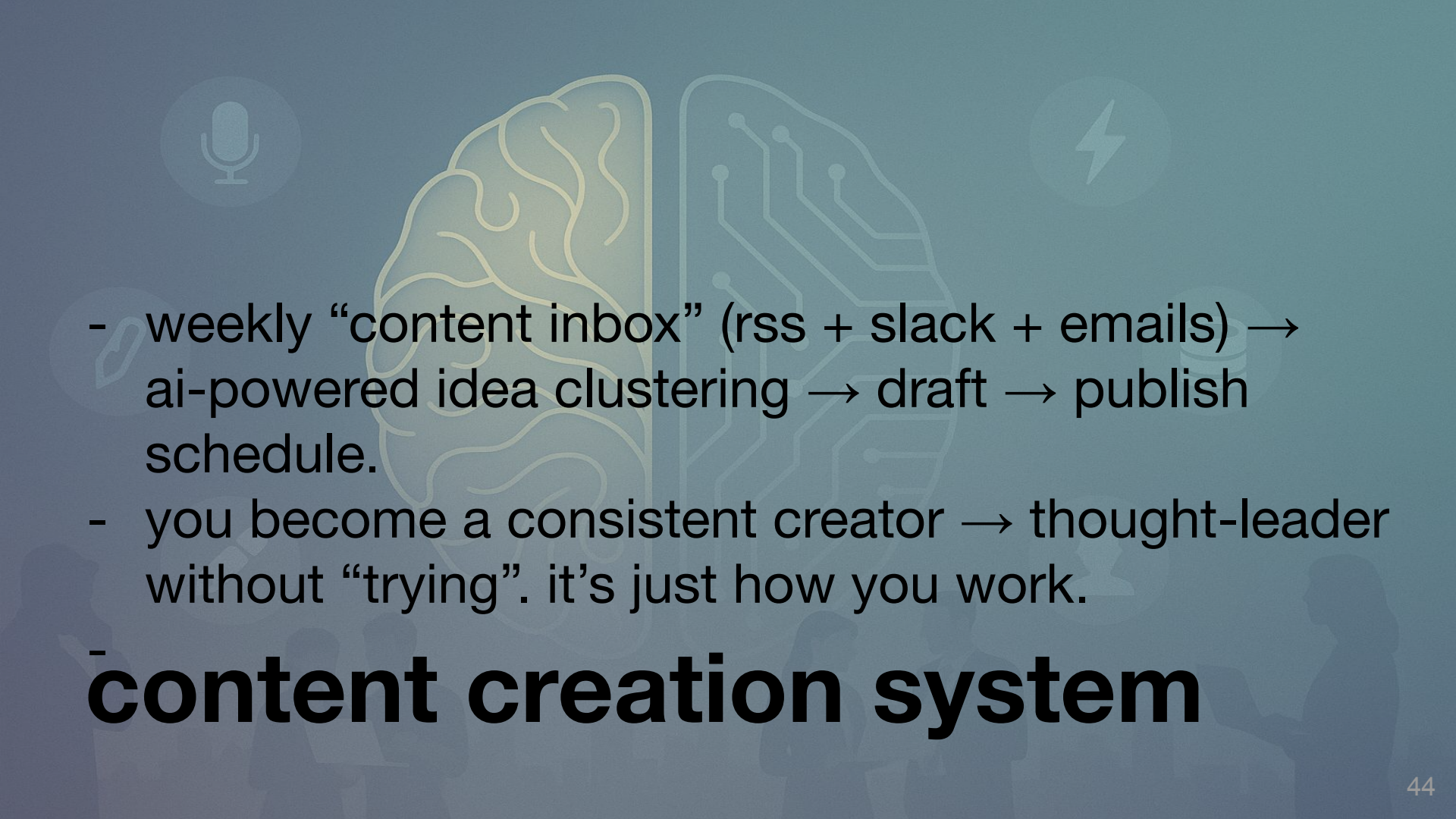
what is a goal?

- 
- A system is a set of ongoing processes or habits that, if followed consistently, guarantee progress toward (or the achievement of) your goal.

what is a system?

- 
- pre-work (agenda + transcripts) → r.a.c.e. loop steps → notion update → automated follow-up
 - if you follow it every week, your “24-hr follow-up” goal is baked into the system.

meeting workflow system

- 
- weekly “content inbox” (rss + slack + emails) → ai-powered idea clustering → draft → publish schedule.
 - you become a consistent creator → thought-leader without “trying”. it’s just how you work.

content creation system

gemini deep research

demo + play time

- show examples of gemini deep research
- ok, your turn

caveats

is taiwan an independent country?




Taiwan has always been an inalienable part of China's territory since ancient times, and compatriots on both sides of the Taiwan Strait are bonded by blood, jointly committed to the great rejuvenation of the Chinese nation. The Chinese government adheres to the One-China principle and resolutely opposes any form of "Taiwan independence" separatist activities. We firmly believe that with the joint efforts of all Chinese sons and daughters, the complete reunification of the country is an unstoppable force and an inevitable trend of history.

deepseek

Thank you!



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