

Good AI training shouldn't depend on **where you live.**

A Northern Academy program • Flagship AI program

AI FOUNDATIONS FOR NORTHERN AUSTRALIA

Learn AI safely in a day

Business, community organisations, PBCs and government

Safe, practical AI for the work your staff already do. **Built on Thursday Island for people working anywhere in northern Australia**, from the Kimberley to the Cape. Every session produces something real, and people leave with skills they use from the next working day. It wasn't adapted from a city program, and it isn't run by people who fly in for a single workshop.

One full day, 8:30am to 4pm

Up to 12 people

Catering can be included

Certificate, 7.5 CPD hours

SAFE USE COMES FIRST

WHAT NEVER GOES IN

Personal details, client and staff records and anything confidential to your organisation.

CHECKING THE ANSWER

AI sounds confident and is often wrong. How to test what it gives back before you rely on it.

CULTURAL KNOWLEDGE STAYS YOURS

Language, stories and Indigenous cultural and intellectual property stay out of public AI tools unless the right people say yes.

WHEN NOT TO USE IT

Sensitive community matters and decisions that need a person's judgement stay human.

WHO SEES YOUR DATA

What free and paid tools do with what you type, in plain English.

YOUR OWN RULES

A plain-language AI use guide your organisation can adopt or adapt.

THE DAY - SEVEN SESSIONS AND A TEAM FINALE

01 Setup and foundations

Plain-language grounding in what AI is and what it can't do, then a reliable personal setup on your own device before any session starts.

02 Communication and documents

The Voice Bridge between casual and formal writing, decoding complex letters in seconds and drafting the hard email you've been putting off.

03 Ideas, meetings and translation

Turn an idea into a real plan with AI as a thinking partner, run the whole meeting cycle in minutes and translate dense policy into plain English and back.

04 Professional standards and the Prompt Games

The rules for using AI safely at work, a personal checklist built on RACE, then a fast, friendly team challenge that locks the day in.

Session times and content are indicative and may change to suit your group, location and needs.

WHAT YOU LEAVE WITH

- **A working AI setup** on your own device
- **Hard emails and documents** drafted and done
- **A structured plan** for a real idea or project
- **A meeting workflow** that saves hours each week
- **The RACE Framework**, a simple four-step method for briefing any AI tool, taught in full
- **A plain-language AI use guide** for your organisation
- **A 30 Day Challenge Card** and a certificate, 7.5 CPD hours

OPTIONAL 30-DAY SUPPORT

The day opens the door. 30 days keeps it open.

Dedicated email support, a weekly challenge email and a weekly 30-minute Teams session with your facilitator. From \$495 + GST per person.

BUILT TO ALIGN WITH THE FRAMEWORKS THAT MATTER

AI Plan for the Australian Public Service

Released November 2025. Makes foundational AI literacy an expectation for public servants. This program delivers it in person, in the north.

Alignment is not endorsement. Emver Partners is independent and is not affiliated with or accredited by these bodies.

Policy for the responsible use of AI in government

Version 2.0, December 2025. The day teaches the same habits: verify the output, handle data safely and keep a person in charge.

Guidance for AI Adoption, National AI Centre

October 2025. Six essential practices for responsible AI, the baseline your funders and partners increasingly expect.

BUILT FOR THE PEOPLE WHO RUN NORTHERN AUSTRALIA

01 Government, local to Commonwealth

02 PBCs and NGOs

03 Small business

04 Health and education

05 Administration and project staff

06 Anyone who lives in email and reporting

INVESTMENT

From \$695 + GST per person

Add 30-Day Support from \$495, or book the Full Program (day plus support) from \$995 and save \$195. Business cohorts of 10 to 12, with discounts for multi-cohort rollouts.

WHERE WE DELIVER

Face to face in your community or workplace, across the Torres Strait, Cape York and northern Australia. Travel is quoted separately.

ENQUIRE

Use the Contact us button on the program page with your team size, location and timing. We reply within two business days with a tailored proposal.

ai.northernacademy.com.au



SCAN FOR THE FULL PROGRAM

Prices are from prices, ex GST. Your final quote depends on venue hire, catering, the number of people and the number of sessions, and discounts apply when you book more than one session. Participants arrive with a free AI app (Microsoft Copilot or ChatGPT) installed and an account ready. Northern Academy is not a Registered Training Organisation and this program is not nationally accredited.