

Harnessing the Power of AI and Critical Thinking for Better Decision Making

Overview

- Recognize how AI tools work and their limits
- Evaluate AI's recommendations critically
- Differentiate between AI-Aided and AI-Driven decisions.
- Apply prompting strategies to guide AI toward more accurate, relevant, and useful responses.
- Identify personal or organizational opportunities to use AI effectively.
- Detect and mitigate bias or misinformation in AI outputs
- Communicate and defend your decisions by combining AI insights with your own reasoning.
- Build a personal action plan for experimenting with AI and strengthening your critical thinking as the technology evolves

Rethink How You Make Decisions

- Reflect on your existing decision-making process from simple to complex scenarios.
- Evaluate factors that impact the quality of decision making
- Identify opportunities where AI can be integrated to enhance your decision process

Organizational Culture in AI Decision-Making

- Identify Which Data Analysis Tools Best Answer Common Analytical Business Questions
- Understand How the Microsoft® Excel Analysis ToolPak and Other Programs Can Be Used for Advanced Data Analysis
- Select the Appropriate Tools and Techniques for Your Data
- Apply Analytical Tools to Answer the Basic Business Questions You Are Facing in Your Work

Where Does AI Add Value in Decisions

- Identify opportunities where AI enhances decision-making
- Assess the quality and accessibility of your data
- Align AI use cases with strategic business priorities

Match AI Tool Use to Your Thought Process

- Explore the landscape of AI tools available for work tasks
- Match AI tools to the type of thinking needed (analysis, creativity, synthesis, evaluation)
- Evaluate tool effectiveness in improving decision outcomes. Design stronger inputs for better AI results
- Align AI tools with organizational data and goals

Improve the Quality of and Your Trust in AI Outputs

- Apply techniques to fact-check and refine output
- Build trust in AI across your team or organization

Ensuring Responsible AI Decisions

- Recognize and mitigate bias in AI outputs
- Define clear accountability for decisions influenced or supported by AI
- Expand organizational policies to address AI driven decision-making.

Build an AI Aided Decision-Making Framework

- Pinpoint opportunities to apply AI-aided decision-making in your role
- Translate insights into concrete next steps
- Develop a personal or team AI action plan
- Commit to responsible and ethical implementation