



Build your AI-powered learning plan in 30 minutes

A practical, step-by-step guide for mapping AI training across your organization, tailored to real roles and responsibilities. Designed for busy HR, L&D, and transformation teams.

Step 1: Identify key roles for AI readiness

Who needs AI training now? Start by listing the roles most likely to be impacted by AI, or those responsible for leading its adoption.

Job role	Locations	# of employees
Example: HR Business Partner	CA, TX	40
Example: Data Analyst	WA, NY	20
Example: Business Unit Manager	MA, IL	15

Step 2: Define essential and recommended AI skills

What does each role need to know about AI today? Map out the critical skills they must have and the ones that would add extra value.

Job role	Mandatory training	Recommended training
HR Business Partner	Artificial Intelligence for HR Professionals	Artificial Intelligence: Integrate AI In HR To Streamline Recruitment And Strengthen Your Culture
Data Analyst	Cyber Essentials Principles: Using Generative AI Securely	ChatGPT and Prompt Engineering With Advanced Data Analysis
Business Unit Manager	Elevate Your Human-Centered Leadership with AI Strategies	A Manager's Guide to Leading with AI

Pro tip: OpenSesame offers curated learning paths for each of these roles, blending foundational awareness, applied skills, and strategic planning.

Step 3: Choose how your teams learn best

Select the formats and tools suited to your team’s workflow and preferences.

- LMS integration (Select your system:)
- Mobile-ready, on-demand courses
- Scenario-based learning and case studies
- Microlearning and AI tool tutorials
- Multilingual content (Select languages:)

OpenSesame integrates with Workday and other LMS platforms to deliver AI training that’s personalized, scalable, and seamless.

Step 4: Set goals and measure success

Choose metrics that show how AI training is driving adoption, engagement, and impact.

Goal	Metrics to track	Target
Build company-wide AI fluency	% of employees completing AI foundations training	80%
Support safe and ethical AI use	% of managers completing the “Elevate Your Human-Centered Leadership with AI Strategies” course	100%
Accelerate AI project readiness	Time from project initiation to pilot launch	–25%
Increase role-based upskilling	% of learners completing AI by Role pathways	70%

Bonus: Sample learning paths (Powered by OpenSesame)

[AI Implementation Toolkit](#)

For adoption leads and transformation teams

- Includes planning, governance, stakeholder alignment, and KPI setting

[AI for Everyone](#)

For all employees

- Builds awareness, confidence, and baseline AI literacy

[AI by Role & Function](#)

For HR, Finance, Marketing, Sales, and more

- Offers practical use cases and workflow-specific skills

[AI for Software Engineers](#)

For technical teams

- Includes machine learning, NLP, and scalable AI systems

Need help building your plan?

Share your roles and goals, and we’ll create a custom AI training strategy for you.

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