Tanimawo AI Academy

BEGINNER

30 Everyday Uses of AI

Practical ideas for work, business, school and home

Free guide

About 12 minutes to read

tanimawoai.com

Free AI training every Sunday
with Dr. Daniel Tanimawo

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How to use this guide

Pick **one** idea a day. Copy the example prompt, fill in the [brackets] with your details, and try it. In a month you will be using AI with confidence.

At work

1. **Write emails faster.** “Write a polite email to [person] about [topic]. Under 120 words.”
2. **Summarise long documents.** “Summarise this in 5 bullet points: [paste].”
3. **Prepare for meetings.** “What questions should I ask in a meeting about [topic]?”
4. **Improve your CV.** “Rewrite my CV summary for a [job] role: [paste].”
5. **Practise interviews.** “Interview me for a [job] role, one question at a time.”
6. **Make reports clearer.** “Turn these notes into a short report with headings: [paste].”

For your business

1. **Name ideas.** “Give me 10 short names for a [type] business in [city].”
2. **Social media posts.** “Write 5 Instagram captions for [product], with hashtags.”
3. **Reply to customers.** “Write a friendly reply to this complaint: [paste].”
4. **Price your product.** “Help me think through a fair price for [product]. My costs are [costs].”
5. **Flyers and logos.** Use Canva Magic Studio: “A colourful flyer for a weekend sale at a bakery.”
6. **Simple business plan.** “Ask me 10 questions, then write a one-page plan for my [business].”

For learning

1. **Understand any topic.** “Explain [topic] like I am 12, with an example.”
2. **Make a study plan.** “Create a 4-week study plan for [exam], 1 hour a day.”
3. **Quiz yourself.** “Give me 10 multiple-choice questions on [topic], then mark my answers.”
4. **Learn a language.** “Teach me 10 useful French phrases for travel, with pronunciation.”
5. **Improve your writing.** “Correct this and explain my mistakes: [paste].”
6. **Learn a skill.** “Give me a 30-day plan to learn basic Excel.”

At home

1. **Meal plans.** “Plan a week of meals for 4 people with N[amount].”
2. **Budgeting.** “Help me split my N[income] salary into a monthly budget.”
3. **Messages and wishes.** “Write a heartfelt anniversary message for my wife.”

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4. **Homework help.** “Explain this maths question step by step without giving only the answer: [question].”
5. **Event planning.** “Plan a simple birthday party for 20 children on a N[amount] budget.”
6. **Health questions.** “What questions should I ask my doctor about [condition]?” (Always see a real doctor.)

For your community

1. **Church or mosque announcements.** “Write a clear announcement for [event] on [date].”
2. **Translate.** “Translate this notice into Yoruba, Hausa and Igbo: [paste].”
3. **Write speeches.** “Write a 2-minute welcome speech for a community meeting.”
4. **Plan projects.** “Help me plan a neighbourhood clean-up day.”
5. **Explain official letters.** “Explain this letter in simple words: [paste, with personal details removed].”
6. **Learn about AI itself.** “What are 5 AI skills that will be useful for my job as a [job]?”

> **Remember:** AI gives you a strong first draft. You add the final touch, check the facts and make it yours.

Keep learning, free

Join the free live AI class every Sunday at 8 PM Nigeria time with Dr. Daniel Tanimawo. Register at **tanimawoai.com**, watch past classes on the Replays page, and download more free guides.

Share this guide with a friend who wants to learn AI.

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