CORPORATE TRAINING

AI Skills Fundamentals Intensive

A hands-on intensive where any team learns to use AI in its daily work: good prompts, custom workspaces, everyday tasks and first simple automations.

DURATION	FORMAT	GROUP	INVESTMENT
12 hours, e.g. 2 days	Online or in person	Up to 25 people	From + VAT

01 · SUMMARY

From [redacted] + VAT, for the whole group.

For	Any team, technical or not
Format	Live, online or in person
Duration	12 hours, as 2 days or shorter sessions
Group	Up to 25 people
Language	English or Portuguese
Facilitators	André Bacêlo e Costa, Madalena Costa
Recording	Optional, for participants only
Investment	From [redacted] + VAT

02 · OBJECTIVES

By the end, every participant uses AI in their own work.

01 Know what AI assistants can and cannot do, and pick the right one

02 Write prompts that get reliable, useful results

03 Set up workspaces with instructions and files for recurring work

04 Use AI for writing, summaries, documents and meetings

05 Understand how AI agents work and where human review matters

06 Build and test a first automation of a real task

Short explanations followed by practice in every module. Participants work on their own tasks, not generic examples.

03 · ADAPTED TO YOUR COMPANY

Everything can be adapted

- Modules and structure, to fit the team's goals
- Number of hours: more hours, more practice
- Examples, exercises and tools from the team's work
- Schedule: full days or shorter sessions
- Online or in person
- English or Portuguese

A longer or more practical version is quoted to match.

IN THE ROOM

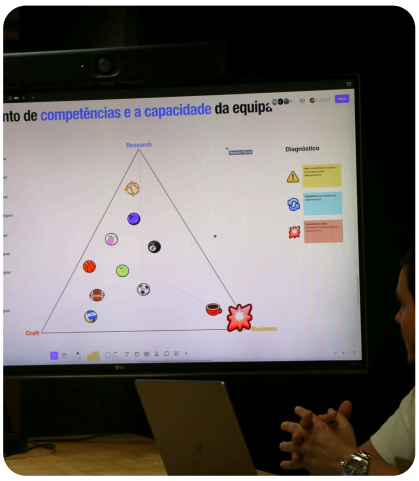
Recent in-person workshops with TheStarter.













04 · STRUCTURE

Six modules, all hands-on.

All levels | All roles | 12h

M1 **Getting started with generative AI**
What today's assistants can and cannot do, and how to use them responsibly at work. Includes a side-by-side look at the main assistants on the market.

M2 **Writing good prompts**
Context, examples, format and iteration. Participants rewrite their own prompts until the results are reliable.

M3 **Custom workspaces**
Projects with instructions, files and reusable prompts for recurring work. Each participant leaves with a workspace and a prompt library for their own work.

M4 **AI for everyday tasks**
Writing, summarising, documents, data, meetings and presentations. Practice on real tasks each participant brings from their week.

M5 **Agentic workflows: the basics**
How agents chain steps and connect to tools, and where a human reviews. Live demos of agents working across the tools the team already uses.

M6 **Automating your own multi-step tasks**
Mapping a recurring task, then building and testing a simple workflow. Each participant ends with a working automation of one real task.

05 · FACILITATORS

Led by practitioners who teach AI to teams.



André Bacêlo e Costa

Founder of SuperHumano AI · educator and consultant in AI, digital strategy and innovation

Trains and advises leaders, teams and organisations on using AI in their processes and decisions. Invited assistant professor at the University of Aveiro (ISCA), Coimbra, Lusófona Porto and ISLA Gaia. Previously a UX and quality analyst for Apple Maps.

- More than 15 course editions taught at TheStarter
- Certified teacher (CCP)



Madalena Costa

Founder of Human × Intelligent · senior product designer and AI systems strategist

Teaches and consults on human-centred AI and agentic UX, helping product teams build AI products people trust. Has taught at FLAG, EDIT, Le Wagon and Ironhack.

- Speaker at WeAreDevelopers World Congress 2026
- Certified teacher (CCP)

06 · INVESTMENT

One price for the group, agreed upfront.

UP TO 25 PEOPLE

[redacted]

+ VAT.
In person in Lisboa or Porto: + [redacted].

Send an email for pricing

- Prep call to align the content with the team's work
- 12 hours of live training, online or in person
- Hands-on exercises on the team's real work
- Materials, with lifetime access for participants
- Recording, if the company wants it, for participants only
- Certificate of completion from TheStarter

VAT: 23% for companies in Portugal. Companies in other EU countries with a valid VAT number are invoiced without Portuguese VAT (reverse charge). Outside Lisboa and Porto, travel is charged at cost.

NEXT STEP

AI Skills Advanced: 20 hours of advanced practice, with a team project on a real workflow.

07 · CONDITIONS

Booking

Dates set together and confirmed by email. Invoice for the first 50% on confirmation.

Payment

50% on confirmation, 50% up to 10 working days before the start, by bank transfer.

Rescheduling

Free up to 15 working days before the start, subject to the facilitators' availability.

Participants

Same price for the group size stated. Changes to the list of names are free.

These terms can be changed if discussed and agreed in advance.

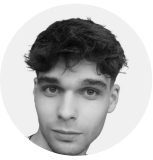
08 · ABOUT THESTARTER

2,700+
students trained

300+
companies served

DGERT
certified training provider (Portugal)

An online school for UX, Product and AI, based in Portugal since 2021. Professionals from companies such as Volkswagen Group Digital Solutions, Bosch, Deloitte, Accenture, OutSystems, Mercedes-Benz.io, Critical TechWorks, TAP, NOS, TeamViewer, Infineon and Globo have trained with us. All our facilitators are practitioners.



YOUR CONTACT

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