

The Matts: AI in the Workplace

Book a simple one-off session, or let us support your internal AI training.

Three ways to work with us:

OPTION 1 One-Off Delivery	OPTION 2 Train the Trainer — Tier 1	OPTION 3 Train the Trainer — Tier 2
The Matts deliver the 4-hour 'AI in the Workplace' workshop at your site. A high-impact, one-off session with no internal trainer needed.	Foundation programme (approx. 16 hrs). Three workshops, up to 120 staff trained. Certifies your trainers to deliver independently using our licensed slide deck.	Everything in Tier 1, plus a 1-year support subscription to keep your team current, connected, and improving as AI evolves.

TIER 1 — FOUNDATION (NO ONGOING SUPPORT) | Estimated: 16 hours per trainer cohort

IP Licence: Licensed slide deck for internal use only. IP retained by Cardiff University and The Matts. Updates not included.

Tier 1 includes three full workshop deliveries to your staff (up to 40 per session). Your trainers learn by doing.

3 workshops	Up to 120 staff trained	1 hr structured debrief per session
Workshop 1: Observed Delivery (5 hrs)	Your trainers and up to 40 staff observe The Matts deliver the 4-hour 'AI in the Workplace' workshop at your site, followed by a 1-hour structured debrief covering delivery, facilitation strategies, and Q&A;	
Workshop 2: Co-Delivered (5 hrs)	Your trainers lead key sections alongside The Matts, with a 1-hour debrief providing immediate, constructive feedback.	
Workshop 3: Independent / Certification (5 hrs)	Your trainers run the session independently while we observe, followed by a 1-hour coaching debrief to refine their approach and confirm certification.	
Wrap-Up Call (1 hr)	Final Q&A; and official certification for your team to deliver the workshop independently.	

TIER 2: ONGOING SUPPORT (1 YEAR) | 12 hrs FlexiCoaching + Living Curriculum + Micro-Learning + Community Call

FlexiCoaching (12 hrs/year)	12 hours to use as needed. Dip in for delivery support, AI updates, or to troubleshoot challenges as they arise.
Living Curriculum	Live access to the master slide deck with rolling updates and two major structural revisions per year.
Micro-Learning Library	30 x 2-minute videos covering prompt engineering, data safety, and other bite-sized AI topics.
Community of Practice (1 hr/month)	Open to all staff in Welsh public organisations. Monthly Teams call to share best practice, new AI use cases, and explore responsible AI topics including on-device AI, environmental impact, and the financial case for AI adoption.

To discuss options or request a quote, please get in touch with Dr Matthew Mort or Matthew Hayden • Cardiff University



Learn by Doing

Experiment with AI tools through guided hands-on exercises to build practical confidence.

Responsible AI Use (including protect your data)

Protecting Your Data:

- Identify sensitive data types that should never be shared with AI systems.
- Recognise potential biases and limitations in AI-generated content.
- Understand the environmental, ethical and financial considerations of AI implementation.

Workplace Productivity

Explore AI workplace usage cases as an assistant.

Prompt Engineering

Develop effective prompts using the five key principles, to improve AI outputs.

For further information and to find out more about our workshops please contact Matt Mort or Matt Hayden:

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