CORPORATE & GROUP · HANDS-ON

2026 SYLLABUS · OFFICIAL BROCHURE

CORPORATE TRAINING SYLLABUS & PROGRAM BROCHURE

Corporate AI Transformation & Practical Adoption Training

A hands-on training program designed to turn AI into a safe, measurable, and repeatable daily workflow across your teams.

5 Modules	All Levels	6 Pages	On-Site / Online
HANDS-ON CURRICULUM	TARGET LEVEL	FULL BROCHURE	FLEXIBLE DELIVERY

Prompt Engineering · Data Privacy & Governance · Department Workflows · RAG Architecture · 30-Day Pilot



Ferhat Balaban

Software Development Manager · Full-Stack & AI Engineer · Trainer

ferhatbalaban.com/en/training/

1-2 Day Workshop or 4-Week Program

EXECUTIVE OVERVIEW & CONTENTS

Corporate AI Transformation

Rather than reading slides, we work directly on realistic company workflows, reports, and operational tasks. By the end of the program, your team understands data privacy boundaries and leaves with reusable templates tailored to their department.

70% Hands-On
Live exercises on realistic company documents and workflows—not passive slides

15+ Templates
Ready-to-use prompt library across sales, operations, HR, and support

30-Day Plan
Measurable post-training adoption roadmap with time-saved tracking

01 **Training Methodology & Delivery Model** 03
4-stage hands-on delivery flow, format options, and before/after team transformation.

02 **Module-by-Module Curriculum & Labs** 04
Architecture blueprint and 5 structured modules with concrete deliverables.

03 **Prerequisites, Readiness Checklist & FAQ** 05
Technical preparation, pre-training checklist, logistics, and frequently asked questions.

Who Should Attend?

- Executives and department leaders
- Sales, marketing, operations, HR, and support teams
- IT and product teams (with optional technical track)

Key Outcomes

- A shared prompting standard and reusable team template library
- Clear data privacy and corporate AI usage rules
- At least 3 measurable quick-win workflows per department
- A realistic pilot roadmap for RAG and workflow automation

TOOLS & STACK COVERED

ChatGPT Team/Enterprise · Claude · Microsoft Copilot · n8n · Enterprise RAG

SECTION 01 · APPROACH & FORMATS

01 · Training Methodology & Delivery Model

Every session is engineered for immediate workplace application: discovery first, hands-on labs on real scenarios, and measurable post-training follow-up.

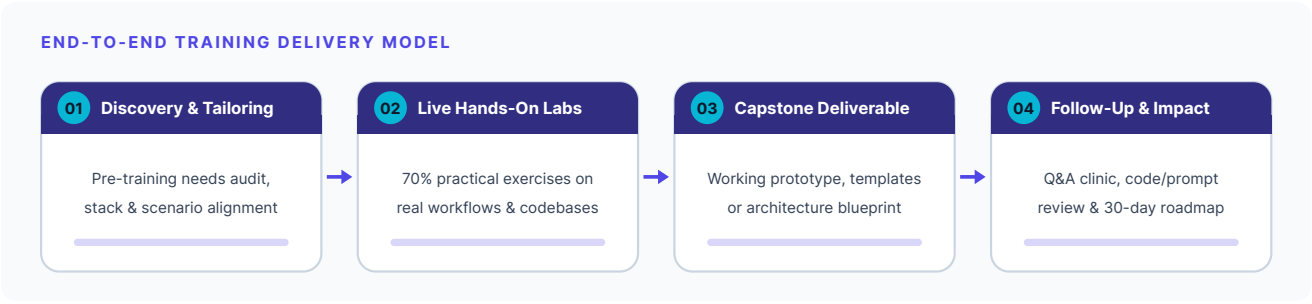


Figure 1: 4-stage end-to-end training delivery and impact lifecycle. 1-2 Day Workshop or 4-Week Program

1.1 Before & After Transformation

BEFORE TRAINING

Ad-hoc individual AI usage, inconsistent outputs, unclear privacy boundaries, and zero ROI visibility.

AFTER TRAINING

Shared prompting standard, 1-page AI usage policy, 3+ department quick wins, and a concrete 30-day pilot plan.

1.2 Delivery Formats & Scheduling Options

Format	Best Suited For	Cadence & Delivery
Corporate (On-site / Online)	Full team alignment & hands-on rollout	On-site or live online · Full/half days
Executive Briefing	Focused leadership or cohort track	Interactive sessions · Q&A included
Department Group	Deep customization & live review	Weekly cadence · Direct mentoring

TAILORED TO YOUR TEAM

All modules, lab exercises, and examples are customized during the pre-training discovery call so participants work on realistic scenarios from their own domain.

SECTION 02 · DETAILED SYLLABUS

02 · Module-by-Module Curriculum & Labs

Structured progression from core foundations to production-ready execution, with a tangible deliverable at the end of every module.

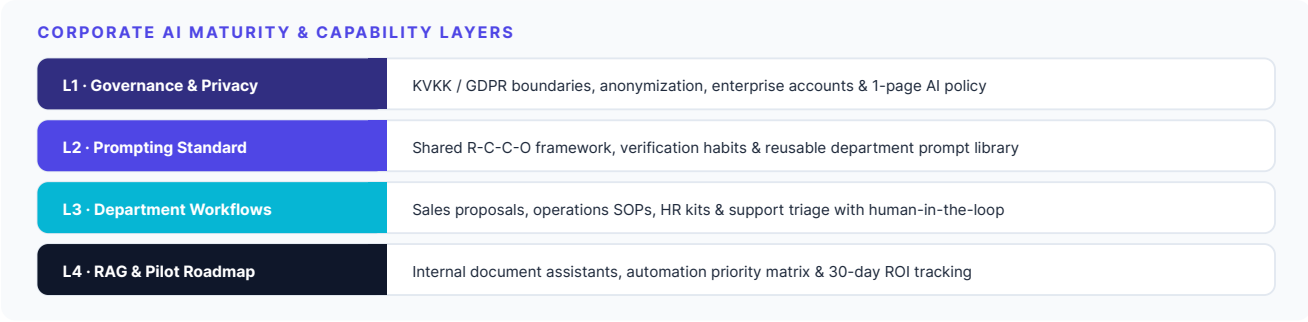


Figure 2: Core capability and architecture layers covered in this program. 5 Modules

2.1 Module Breakdown & Hands-On Deliverables

Module 1 — Hands-On Lab

AI Fundamentals and Realistic Expectations

- Practical differences between LLMs, RAG, and AI agents
- Understanding hallucinations and verification habits
- Choosing tasks suited for AI vs tasks requiring human review

Deliverable: Department-level AI suitability & risk classification matrix

Module 2 — Hands-On Lab

Applied Prompt Engineering Workshop

- The Role + Context + Constraints + Output format method
- Multi-step reasoning, structured tables, and tone control
- Live practice on participants own daily work tasks

Deliverable: 5+ live R-C-C-O prompt templates built from participants' own tasks

Module 3 — Hands-On Lab

Department-Specific Use Cases

- Sales & marketing: proposals, briefings, content adaptation
- Operations & management: meeting actions, SOP summaries, analysis
- HR & support: job specs, interview guides, response templates

Deliverable: Department quick-win catalog with estimated weekly hours saved

Module 4 — Hands-On Lab

Data Privacy, Security and Governance

- Data categories that must never enter public AI tools
- Practical anonymization and enterprise workspace/API options
- Drafting a one-page internal AI usage policy

Deliverable: Customized 1-page Corporate AI Security & Privacy Policy draft

Module 5 — Hands-On Lab

Automation, RAG and 30-Day Pilot Plan

- How internal document assistants (RAG) work
- Prioritizing repetitive workflows for automation
- Building a 30-day adoption plan with time-saved tracking

Deliverable: Prioritized 30-day RAG and workflow automation pilot roadmap

SECTION 03 · PREPARATION & FAQ

03 · Prerequisites, Readiness Checklist & FAQ

Everything you need to prepare your team, align schedules, and get maximum value from day one.

Prerequisites & Setup

- No coding background required for the core business track; daily office computer skills suffice.
- Each participant should bring a laptop with access to an approved business AI workspace.
- A 30-minute pre-workshop discovery call aligns all exercises to your industry and teams.

Pre-Training Readiness Checklist

- ☐ Participant roster and department mix confirmed (ideal cohort: 8–20 people).
- ☐ Delivery format (on-site or live interactive online) and schedule locked.
- ☐ Approved AI tools (ChatGPT Team/Enterprise, Claude, Copilot) verified for participants.
- ☐ 2–3 anonymized sample business documents selected for live workshop labs.
- ☐ Executive sponsor and post-training 30-day pilot owner identified.

3.1 Frequently Asked Questions

Do participants need a coding background?

No. The core track is built for business teams and managers with zero coding required. A technical track can be added for engineering teams.

Is the curriculum customized for our industry?

Yes. Before the workshop, we review your departments and tailor exercises to realistic scenarios from your business.

Is it delivered online or on-site?

Both options are available: on-site workshops or live interactive online sessions.

NEXT STEP: REQUEST A CUSTOM PROPOSAL

Share your team size, preferred format (on-site / online), and target dates via **ferhat@ferhatbalaban.com** or visit the program page on the back cover to receive a tailored syllabus and proposal within 24 hours.

ABOUT THE INSTRUCTOR



Ferhat Balaban

Software Development Manager · Full-Stack & AI Engineer · Corporate Trainer

With 20+ years in software engineering and leadership, I build production web/mobile applications, private RAG assistants, and AI automation systems—and train corporate and individual teams through hands-on, field-tested programs.

BOOKING & CUSTOM SYLLABUS

Ready to Plan This Program for Your Team?

Scan the QR code to view the live program page, or reach out directly for a custom corporate proposal, group schedule, or 1-on-1 mentoring.

Program Page: ferhatbalaban.com/en/training/corporate-ai-transformation/
Free AI E-Books: ferhatbalaban.com/en/resources/
Email: ferhat@ferhatbalaban.com

Live Program Page
ferhatbalaban.com

ALL TRAINING PROGRAMS · FERHAT BALABAN

CURRENT PROGRAM	CORPORATE & GROUP	CORPORATE & GROUP	1-ON-1 & SMALL GROUP
Corporate AI Transformation	**Corporate Flutter & Mobile**	**Corporate Software & Architecture**	**Individual & Group Training**
1-2 Day Workshop or 4-Week Program	3-5 Day Intensive Bootcamp or 4-6 Weeks	2-4 Day Workshop or Modular Track	4-8 Week Flexible Track

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