



Course 4: Learn Fast and Stay Current with AI

How do I stay relevant and keep growing, no matter what changes around me?

WEEK 1

Accelerate Your Learning

Transform how you learn by creating a personalized system that works with your life and schedule, using AI to accelerate skill development so you can master anything you need to stay competitive and confident.

1. Optimize Your Learning Style for AI Partnership

Discover how your learning style shapes your professional growth. Notice what comes naturally, then see how AI can boost your strengths and ease the tougher spots. Finally, design strategies that let your learning style work for you—not against you—in today’s AI-powered workplace.

2. Master Your Peak Performance for Maximum Learning

Identify how you handle cognitive load and spot the times when your focus is sharpest. Use those insights to shape learning sessions that feel natural and effective instead of draining. Then, bring AI into the mix to design a learning zone that helps you work smarter and make every session count.

3. Apply Accelerated Skill Acquisition to New Skills

Apply deliberate practice by breaking down a complex skill into clear, manageable steps. Focus on the parts that make the biggest difference in your role, and build short, targeted practice routines. Then, use AI as a feedback partner to speed up progress, make learning feel natural, and grow your confidence along the way.

4. Build Your Sustainable Learning Schedule

Formulate a plan that balances ambition with reality. Create strategies that protect your progress, even when work gets demanding. Then, use AI to help make learning part of your routine without burning out.

WEEK 2

Research and Understand New Information Quickly

Become a master at quickly understanding complex topics and separating reliable information from noise, developing the skills to research anything efficiently while knowing when to trust AI and when to dig deeper.

1. Spot Reliable Information Fast

Learn to quickly spot reliable information from questionable sources in your fast-paced work environment. You'll develop efficient ways to check what's credible so you can make better decisions and build trust in your expertise.

2. Research Like a Pro

Apply advanced strategies to quickly find trusted information by partnering with AI. You'll design a workflow that balances speed and depth, ensuring every decision is informed and impactful.

3. Know When to Trust AI (and When Not To)

Assess which tasks AI can handle reliably and which need human judgment. Make it a habit to run quick, practical spot checks before using any AI output. This builds a simple, repeatable workflow that stays efficient and protects your credibility every time.

4. Understand Complex Information Quickly

Apply speed-reading and comprehension techniques to move through materials more efficiently. This approach helps you quickly grasp complex information and pull out the key, actionable insights you can use immediately.

MANY

WEEK 3

Apply Learning to Your Career Growth

Build sustainable habits that keep you ahead of industry changes and position you as someone who continuously evolves, using AI to identify emerging opportunities and skill gaps before they become problems.

1. Be Strategic About Your Skill Gaps

Compare your current skills with where your industry is heading to stay ahead of change. Use AI to spot gaps that could slow your growth or put your job security at risk. From there, prioritize the few development areas with the biggest impact and market value.

2. Monitor Industry Trends and Opportunities

Develop a simple, repeatable routine to track industry trends and new tech. Use AI to surface what's relevant so you spot opportunities early. Then set a few alerts and a quick weekly scan as your early-warning system.

3. Make Continuous Learning a Habits

Design sustainable learning routines that fit your real schedule—even in busy weeks. Integrate simple accountability (a brief check-in or a peer partner) to keep momentum steady. Leverage AI to tailor your plan and track progress so growth compounds and your career stays resilient.

4. Position Yourself for Future Opportunities

Identify where roles are expanding, new titles are emerging, and cross-functional blends are growing. Map those opportunities to your strengths and direction, then use AI to surface patterns and unique paths. Prioritize the best-fit options and shape your positioning by adding future-relevant skills on top of what you already do well.

MANY