Back to School AI Workshop "AI in Action - Smarter Use of Gen AI in Your Everyday Work as Educators" (Sep 2025)

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 Topic : Back to School AI Workshop *"AI in Action - Smarter Use of Gen AI in Your Everyday Work as Educators"*

 Date & Venue: 10:30am - 12pm, 26 Sept 2025 (Friday), WMY 303 (link (http://www.avsu.cuhk.edu.hk/en/classroom_service/lower_level_rooms_detail/109/))

 Duration: 90 minutes
 Language: English
 Speaker: Mr. Henry Yang

Who Should Join?

- 　 *Faculty & Academic Programme Leaders* – *Enhance student engagement with AI*
- 　 *Administrative & Student Services Staff* – *Automate tasks and improve service delivery*
- *AI Enthusiasts* – *Transform workflows and boost productivity with intelligent tools*

	Session Title	Duration	Key Takeaways
1	*The New Era of Gen AI in Education*	10 mins	• Explore the latest trends in AI and how they're reshaping teaching, learning, and campus operations • Understand the role of intelligent agents and models in driving innovation across academic institutions • Discover how AI is being used to personalise learning, automate services, and support research
2	*AI Chat Experiences in Microsoft 365*	20 mins	• Overview of AI-powered chat tools available in Microsoft 365 • Demo: Faculty productivity scenarios using built-in agents • New Capabilities: Agents designed for Researchers, Analysts, Facilitators, Interpreters, and more
3	*Build Your Own AI Agent – No Coding Required*	20 mins	• Learn how to easily create and customise AI agents using low-code tools • Demo: Build your own agent in 5 minutes • Use Cases: IT helpdesk, library concierge, student services, etc • New Capabilities: Multi-agent orchestration, expanded knowledge sources, prebuilt actions

4	⬛ *Gen AI Technology for Innovation*	20 mins	• Discover how Microsoft's AI platform supports custom model integration and extensibility • ⬛Demo: Deploy a custom model and connect it with your agent • Use Cases: Research assistants, curriculum planning, data analysis • New Capabilities: Deep research agents, local deployment options, enhanced agent services
5	⬛ *Q&A*	20 mins	

- Education related scenario from Microsoft: Education – Microsoft Adoption (https://adoption.microsoft.com/en-us/scenario-library/education/#plan-and-collaborate)
- Copilot Chat User adoption guide (multiple downloadable material available): Microsoft 365 Copilot Chat – Microsoft Adoption (https://adoption.microsoft.com/en-us/copilot-chat/?role=user-enablement)
- Slide deck
  - Staff (https://gocuhk-my.sharepoint.com/:b:/g/personal/edt-training_cuhk_edu_hk/EcdAdtaKG-pKoo0GAxJyeS4BPGNOCHQVTGiqjBBYJeR5QQ?e=xefW0f)
  - Student (https://mycuhk-my.sharepoint.com/:b:/g/personal/b195129_link_cuhk_edu_hk/EenPuP8A2UtNlTlRN1xkZ4gBGexyhuT-22xq0n_PNr2r_A?e=KbWeFQ)
- Recording: https://cuhk.ap.panopto.com/Panopto/Pages/Viewer.aspx?id=8584b172-d922-4a90-9031-b36400ac6c0d *(Unfortunately, the recording was disrupted due to an unexpected network issue)*

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