

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/)
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Duration: 90 minutes

Language: English

Speaker: Mr. Mike Cheung – Account Technology Strategist, Microsoft Hong Kong

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	<ul style="list-style-type: none">• 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	<ul style="list-style-type: none">• 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	<ul style="list-style-type: none">• 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

Questions: elearning@cuhk.edu.hk

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4	Gen AI Technology for Innovation	20 mins	<ul style="list-style-type: none"> 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	

Registration: <https://webapp.itsc.cuhk.edu.hk/ras/restricted/event?id=104721> (for staff only)

Contact us: ITSC Service Desk (<https://servicedesk.itsc.cuhk.edu.hk> (<https://servicedesk.itsc.cuhk.edu.hk>)) / elearning@cuhk.edu.hk
