



STUDENT WORKBOOK

AI for Daily Life

3 days, 2 hours a day · Online across India, in person from Jaipur



AI Coaching India

This workbook belongs to _____

Batch code: _____

AI for Daily Life: Your Workbook

Dear friend,

Welcome. This workbook is your companion for three days of making your phone genuinely useful, and your keepsake for every day after. During class, write in it: your prompts, your plans, your notes in any language you like. After class, it becomes your reference book, because every prompt we use together is printed here with blanks for your own life. Do not keep it neat. Write in it, fold it, spill chai on it. A worn workbook is a used workbook, and a used workbook means AI is actually working for you.

Warmly,

Team AI Coaching India

Before day one

- Install **ChatGPT** and **Google Gemini** from your app store. Both are free. If sign-in troubles you, we will fix it together on day one.
 - Check that **WhatsApp** is updated: **Meta AI** lives inside it and needs no new account.
 - Install **Google Lens** and **Google Translate** if they are not already on your phone (many Android phones have them built in).
 - Bring: your charged phone, one real document or form that confuses you (a bill, a notice, a school circular), and one real plan on your mind (a trip, a festival, a family event).
 - One reassurance: no English fluency needed, no experience needed. If you can send a WhatsApp message, you have every skill this course requires.
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Day 1: Your phone becomes your assistant

What today was really about

Today you stopped watching other people use AI and started using it yourself. Within the first half hour you had your first conversation, and then you learned the skill that changes everything for most of us: voice typing. Speaking in Hindi, Hinglish or English instead of typing removes the biggest wall between you and this technology. And you learned that AI is a brilliant assistant but a careless fact-checker, which is why you double-check dates, prices and claims before you act.

Prompts we used

1. Namaste! Main pehli baar AI use kar raha hoon. Mujhse aasan Hindi mein baat karo aur chhote jawab do.
2. Write a polite reply to this message from my child's school group: _____. Keep it short and respectful.
3. Write a firm but polite message to my landlord about _____. I want to sound respectful but clear.
4. Reply to this relative's message warmly in Hinglish: _____

5. Draft a notice for my society WhatsApp group about _____. Simple words, friendly tone.
6. I will speak my question by voice now. If my sentence is mixed Hindi and English, that is fine. Answer in the same easy style.
7. What is the difference between you (ChatGPT), Gemini and Meta AI? Answer in 5 simple lines.

Now you try

- Speak, do not type: use voice typing to ask AI one question about your week. What did you ask, and did it understand your Hinglish? _____
- Pick one real message sitting unanswered in your WhatsApp. Ask AI to draft the reply, then edit one line so it sounds like you. Write the final line here: _____
- Ask AI the same question twice, once in Hindi and once in English. Which answer did you like more? _____

Watch out

WATCH OUT

AI does not know today's prices, today's train timings, or your local shop's rates unless it looks them up, and even then it can be wrong. It also sometimes invents details with full confidence. Rule for life: dates, prices, timings and medical or money matters get verified from an official source before you act.

My notes

Day 2: Plan, shop and travel smarter

What today was really about

Today AI became your family's planner. A trip, a festival, a big purchase: these eat evenings of thinking, and today you watched them shrink to minutes. The skill underneath everything today was giving details. "Plan a trip" gets a useless answer; "plan a 3-day Jaipur to Haridwar trip for 4 people, one senior citizen, budget 20,000 rupees" gets a plan you can actually use. The more honest detail you give, the more useful the answer. And before money leaves your pocket, you verify.

Prompts we used

1. Plan a _____-day trip from _____ to _____ for _____ people (ages: _____). Budget around _____ rupees total. Give me: day-by-day plan, where to stay, what to pack, and a cost estimate table in simple text.
2. Ghar mein _____, _____, aur _____ hai. In cheezon se aaj raat ke khaane ke liye 3 aasan recipes batao.

3. I am planning _____ (festival or event) at home for around _____ guests on _____. Make me: a to-do list by week, a shopping list, and a simple budget.
4. Compare _____ and _____ (two phones, appliances or plans) for someone who mainly needs _____. Give me a simple pros and cons list and questions to ask the shopkeeper.
5. I saw this offer: _____. What should I check before believing it or paying?
6. Suggest 5 questions I should ask before booking this hotel or service: _____
7. Make a packing list for _____ people going to _____ in _____ (month). Include medicines and documents to carry.

Now you try

Your trip or event planner. Fill this with a real upcoming plan, then build it with AI.

- My plan is: _____ (trip, wedding, puja, birthday, festival)
- Date and days: _____
- People and ages: _____
- Rough budget: _____
- My prompt to AI (write it with all details above): _____
- Two things from AI's plan I must verify before spending money: _____

Your shopping researcher. Pick a purchase your family is considering.

- What we want to buy: _____
- AI's top suggestion and why: _____
- Where I verified the current price: _____

Watch out

WATCH OUT

AI's planning is excellent; its live facts are not guaranteed. Hotel prices, train availability, shop timings and offers change daily. Use AI to build the plan and the checklist, then confirm bookings and prices on official apps and sites before paying anyone anything.

My notes

Day 3: Documents, forms and staying safe

What today was really about

Today you learned the two skills families quietly need most. First, paperwork: you photographed a real document and had AI explain it in plain language, and you drafted a formal letter that once would have taken a whole evening and a helpful nephew. Second, safety: you learned how modern fraud actually works, from fake forwards to digital arrest calls to AI voice clones, and you built a safety card your whole family can follow. This day is the one your family will thank you for.

Prompts we used

1. Here is a photo of a document I received (attach photo, or use Google Lens). Explain it to me in simple words: what is it, what does it ask of me, and is there any deadline?
2. Is form mein ye section samajh nahi aaya: _____. Aasan Hindi mein samjhao, aur batao main kya likhoon.
3. Write a formal letter to _____ (bank manager / school principal / society secretary) about _____. My details: name _____, address area _____, account or reference number _____. Polite, clear, one page.
4. I want to complain about _____ to _____. Draft a firm, polite complaint letter with the key facts: _____
5. My relative got this message: _____. Does this look like a scam? What are the warning signs?
6. Explain what a "digital arrest" scam is in simple words, so I can explain it to my parents.
7. I have a health question: _____. Give me general information only, tell me what kind of doctor to consult, and remind me what you cannot judge from here.

Now you try

The form-photo exercise. Take the confusing document you brought to class.

- My document is: _____
- I photographed it and asked AI to explain it. The one thing I finally understood: _____
- The official website or office where I will verify before acting: _____

Your formal letter. Draft a letter you genuinely need to send.

- My letter is to: _____ about: _____
- The sentence I edited so it sounds like me: _____
- Sent or ready to send? _____

Your family safety card. Fill this in class, then copy it for home.

- Our family rule for OTPs and passwords: we never share them with anyone, including callers claiming to be from the bank, police or courier company.
- If a call creates panic or pressure, we: hang up, breathe, and call the person or office back on a number we find ourselves.

- Our family code word for emergencies (in case a voice on the phone claims to be family):

- Before forwarding any shocking message, we: check it once with a trusted news source or ask AI "is this a known fake?"
- If money fraud happens, we call **1930** (national cyber fraud helpline) immediately and then our bank.

Watch out

WATCH OUT

Two lines to keep forever. One: AI is never your doctor; use it to understand terms and prepare questions, and let a real doctor decide. Two: government forms and bank matters get final verification on official sites (the ones ending in gov.in, or your bank's own app), because a beautifully explained form is still worth checking at the source.

My notes

Your complete prompt library

Day 1: messages and conversation

1. Namaste! Main pehli baar AI use kar raha hoon. Aasan Hindi mein baat karo.
2. Write a polite reply to this school group message: _____
3. Write a firm but polite message to my landlord about _____
4. Reply warmly in Hinglish to: _____
5. Draft a society notice about _____
6. Answer my voice question in the same easy style I speak.
7. Explain ChatGPT vs Gemini vs Meta AI in 5 lines.

Day 2: plans, shopping and travel

8. Plan a _____-day trip from _____ to _____ for _____ people, budget _____ rupees, with day-by-day plan and packing list.
9. Ghar ke samaan se 3 aasan recipes batao: _____
0. Plan my _____ event: to-do list, shopping list, budget.
1. Compare _____ and _____ for someone who needs _____
2. What should I check before believing this offer: _____
3. 5 questions to ask before booking: _____
4. Packing list for _____ going to _____ in _____

Day 3: documents and safety

5. Explain this photographed document in simple words, with any deadline.
 6. Is form ka ye section aasan Hindi mein samjhao: _____
 7. Write a formal letter to _____ about _____ with my details.
 8. Draft a firm, polite complaint about _____
 9. Does this message look like a scam: _____
 10. Explain the digital arrest scam simply.
 11. General information on this health question, plus which doctor to consult: _____
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Your safety card

- **Never share:** OTPs, passwords, PINs, full card numbers, CVV, or Aadhaar number, with any AI, app, or caller. No genuine bank or police officer ever asks for these on a call.
 - **The panic rule:** urgency and fear are the scammer's tools. Any call or message that demands money or action right now gets a pause, a hang-up, and a call back on an official number.
 - **Voice clones are real:** a call that sounds exactly like your son or daughter can be fake. Use your family code word, or hang up and call them back yourself.
 - **Forwards:** shocking news, free gifts, lottery wins and miracle cures are almost always fake. Verify before forwarding; you protect the whole family group.
 - **Verify AI too:** dates, prices, medical and legal answers get checked at an official source.
 - **If fraud strikes:** call **1930** immediately, then your bank. Speed matters more than embarrassment.
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Keep going: your 30-day plan

- **Week 1:** One prompt a day from the library. Use voice typing every time, so speaking to AI becomes as normal as a phone call.
 - **Week 2:** Give AI one real job each day: a reply, a list, a bill explained. Small and real beats big and imaginary.
 - **Week 3:** Run one full plan through AI: the next family event, trip or big purchase. Verify prices before spending.
 - **Week 4:** Family week. Show one person at home the form-photo trick, and put the family safety card on the fridge. Set the code word at dinner.
 - After 30 days: if this felt good and you want more depth, look at the 10-Day AI Bootcamp; if your parents want their own gentler version, AI for Seniors was built for them.
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Plain-words glossary

- **AI:** a computer program that reads your words and writes back helpfully.
- **Prompt:** the question or instruction you give AI; better details give better answers.
- **Voice typing:** speaking instead of typing; the phone writes what you say, in Hindi too.
- **Hinglish:** the natural Hindi-English mix most of us speak; AI understands it well.

- **Hallucination:** when AI confidently invents facts that are not true.
- **Google Lens:** an app that lets you photograph anything and ask questions about it.
- **Meta AI:** the AI helper built into WhatsApp; no separate account needed.
- **OTP:** one-time password sent by SMS; sharing it is handing over your account.
- **Digital arrest:** a scam where fake police keep you on a video call and demand money; real police never do this.
- **Voice clone:** an AI-made copy of a real person's voice, used in some scam calls.
- **Verify:** to check a fact at an official or trusted source before acting on it.
- **Official site:** the real website of a bank or government office, like those ending in gov.in.
- **Free tier:** the no-cost version of an app; everything in this course runs on it.