

NextGen Digital Pathways



One-Day Digital Courses

NextGen

Shaping the Future of Work

Empower your business with NextGen Digital Pathways — a new range of digital short courses from Aspire 2Be, created to help UK organisations build the skills and confidence needed to succeed in the modern digital workplace.

Bringing together expert-led learning in Artificial Intelligence (AI), Digital Essentials, and Digital Leadership, NextGen Digital Pathways equips teams and individuals with the tools to innovate, adapt, and lead in an increasingly technology-driven world.

Each course delivers flexible, practical content designed for real-world impact. From understanding digital fundamentals to harnessing the power of AI and driving digital change, these short courses provide the knowledge and insight to take your business forward.

Future-proof your workforce and unlock your organisation's potential with NextGen Digital Pathways — your route to digital confidence, capability, and growth

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Implementing Generative AI (GenAI) in the Workplace

Beyond simply automating content creation, GenAI tools such as ChatGPT, Copilot, and DALL-E are streamlining workflows, enabling teams to generate tailored written and visual materials rapidly, and supporting smarter, data-driven decision-making.

These tools are being integrated into daily operations across sectors, empowering employees to work more efficiently, personalise communications, and explore new creative possibilities that were previously unattainable. As a result, GenAI is becoming an indispensable asset in the modern workplace, driving both productivity and innovation.

This 1-day course offers a practical and engaging introduction to implementing GenAI tools in professional settings. Designed for teams and individuals exploring digital transformation, the course blends hands-on activities, ethical considerations, and real-world applications. Delivered by Aspire 2Be, it reflects our digital-first approach and commitment to empowering learners with future-ready skills.

The course also serves as a gateway to the Agored Cymru unit 'Using Generative Artificial Intelligence (GenAI) Tools in the Workplace', enabling participants to progress toward a recognised micro-credential.

Learning Objectives

- Understand what GenAI is and how it differs from traditional AI.
- Identify workplace applications of GenAI tools across departments.
- Explore ethical, legal, and data protection considerations.
- Apply prompt engineering techniques to generate useful outputs.
- Evaluate the impact of GenAI on roles, workflows, and organisational culture.

Generative AI is revolutionising how organisations create, communicate, and innovate by introducing transformative digital capabilities.

Who's It For?

- Professionals across sectors exploring GenAI adoption
- Team leaders and managers driving digital transformation
- HR, L&D, and communications teams seeking to enhance productivity
- IT and operations staff exploring automation and AI integration
- Anyone interested in progressing to the Agored Cymru micro-credential

Benefits

- Gain hands-on experience with GenAI tools like ChatGPT, Copilot, and DALL-E
- Learn how to use GenAI responsibly and effectively in workplace settings.
- Receive a digital certificate of participation.
- Option to progress to the Agored Cymru micro-credential.
- Delivered by Aspire 2Be's expert facilitators using a digital-first methodology.

1 Day Course Structure

Welcome & Icebreaker

- Introduction to the course and facilitator
- Icebreaker: "GenAI in Your Life" – participants share examples of GenAI tools they've used or heard of

What is Generative AI?

- Presentation: Definitions, capabilities, and differences from traditional AI
- Activity: "GenAI Tool Match-Up" – match tools to their functions (e.g. ChatGPT, DALL-E, Copilot)

GenAI in the Workplace

- Case studies: GenAI in HR, marketing, operations
- Group activity: "GenAI SWOT Analysis" – assess strengths, weaknesses, opportunities, and threats of GenAI in your organisation

Ethics, Bias & Data Protection

- Overview of GDPR, bias in GenAI outputs, transparency, and accountability
- Activity: "Ethics in Action" – review real-world dilemmas and propose responsible responses

GenAI for Business Operations

- Demo: Using GenAI to automate business tasks (e.g. drafting reports, summarising meetings, generating proposals)
- Activity: "Workflow Reimagined" – participants redesign a business process using GenAI tools

GenAI for Communication & Collaboration

- Presentation: How GenAI enhances internal comms, client engagement, and knowledge sharing
- Activity: "AI-Powered Messaging" – teams use GenAI to draft emails, presentations, or client updates

Pathway to Micro-Credential

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Principles of AI Use in the Workplace

From automating routine tasks to enhancing strategic planning, AI is becoming an essential tool across industries. This 1-day course offers a practical and engaging introduction to the principles of AI use in the workplace, designed specifically for modern organisations looking to embrace digital transformation.

The course blends real-world examples, interactive activities, and hands-on exploration of AI tools to ensure participants gain actionable insights. Whether you're a manager, team leader, or professional curious about AI, this course provides the foundational knowledge needed to understand AI's potential and its responsible application in business settings.

Learning Objectives

- Understand what AI is and how it's used in workplace settings.
- Recognise the benefits and risks of AI adoption.
- Explore ethical, legal, and data protection considerations.
- Identify how AI can support decision-making and productivity.
- Reflect on how AI may impact roles and organisational culture.

Artificial Intelligence (AI) is rapidly reshaping the way businesses operate, communicate, and make decisions.

Who's It For?

- This course is designed for business professionals across sectors, team leaders and managers exploring AI integration, HR, L&D, and digital transformation teams, and anyone interested in progressing to the Agored Cymru micro-credential.

Benefits

- Gain a practical, foundational understanding of AI in the workplace.
- Learn through real-world examples and interactive activities.
- Receive a digital certificate of participation.
- Option to progress to the Agored Cymru micro-credential.
- Delivered by Aspire 2Be's expert facilitators using digital-first methodology.

1 Day Course Structure

Welcome & Icebreaker

- Introduction to the course and facilitator
- Icebreaker: "AI in Your Life" – participants share one way AI affects their daily work or personal life
- Brief overview of the Agored Cymru unit and how this course links to the micro-credential

What is AI?

- Presentation: Definitions, types of AI (narrow, general, generative)
- Activity: "AI Mythbusters" – group quiz to debunk common misconceptions
- Discussion: Examples of AI in business (e.g. chatbots, predictive analytics, automation)

Benefits and Risks of AI in the Workplace

- Case Study: AI in HR (e.g. CV screening tools)
- Group Activity: "AI SWOT Analysis" – teams assess strengths, weaknesses, opportunities, and threats of AI in their own organisations
- Facilitator-led discussion on productivity, efficiency, and unintended consequences

Ethical, Legal and Data Protection Considerations

- Presentation: GDPR, bias in algorithms, transparency, accountability
- Activity: "Ethics in Action" – participants review real-world AI dilemmas and propose ethical responses
- Reflection: How does your organisation manage AI risks?

AI and Decision-Making

- Demo: Using AI tools (e.g. Microsoft Copilot, ChatGPT) to support decision-making
- Activity: "Prompt Engineering Challenge" – teams craft effective prompts for workplace scenarios
- Discussion: When to trust AI vs human judgement

Impact on Roles and Organisational Culture

- Presentation: How AI is reshaping job roles and team dynamics
- Activity: "Future of Work Mapping" – participants map how AI might change their own roles
- Group discussion: Skills needed to thrive in an AI-enabled workplace

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Using AI Tools for Learning and Development

This 1-day hands-on course introduces L&D professionals to a range of AI tools that support content creation, learner engagement, personalisation, and assessment.

Participants will explore, test, and evaluate AI tools in real time, building confidence and capability to integrate them into their own practice.

The course aligns with the Agored Cymru unit GB23CY039 and provides a practical foundation for those progressing to the full micro-credential.

Learning Objectives

- Identify and describe a range of AI tools used in learning and development.
- Use AI tools to create, adapt, and personalise learning content.
- Evaluate the benefits and limitations of AI tools in different L&D contexts.
- Apply AI tools to support learner engagement, feedback, and assessment.
- Reflect on ethical and data protection considerations when using AI in education.

AI is transforming how learning is designed, delivered, and evaluated.

1 Day Course Structure

Welcome & AI in L&D Today

- Icebreaker: "AI in your world" using Mentimeter
- Overview of Agored Cymru unit GB23CY039
- Group discussion: Where is AI already showing up in L&D?
- and GDPR
- Activity: "AI Dilemmas" – review real-world case studies using Padlet
- Group reflection: What are your red lines with AI?

AI for Feedback & Assessment

- Tools: Gradescope, Formative, EdApp AI Coach
- Activity: "AI as Assessor" – use tools to generate feedback on learner submissions
- Discussion: Can AI give meaningful feedback? What are the risks?

Tool Testing Lab

- Participants choose 2 tools to explore in depth
- Activity: "Mini Project" – design a short learning experience using AI
- Peer review using Google Jamboard or Miro

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Tool Safari: Exploring AI for Content Creation

- Hands-on exploration of ChatGPT, Copilot, Gamma, and Tome
- Activity: "1 Topic, 4 Tools" – create a microlearning asset using each tool
- Group reflection: Which tool worked best and why?

Personalising Learning with AI

- Demo: Using Curipod, Khanmigo, and Quizgecko for adaptive learning
- Activity: "Design a Learner Journey" – use AI to personalise a learning path
- Discussion: How can AI support inclusion and accessibility?

Ethics, Bias & Data Protection

- Overview of ethical frameworks

Who's It For?

- L&D professionals and instructional designers.
- Trainers and facilitators exploring digital transformation.
- HR and talent development teams.
- Educators and content creators working in adult learning or workplace training.

Benefits

- Gain hands-on experience with a wide range of AI tools.
- Learn how to apply AI to real L&D challenges.
- Build confidence in using AI for content creation, feedback, and personalisation.
- Receive a certificate of participation.
- Option to progress to the Agored Cymru micro-credential.

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Data Driven Decision Making

Data is no longer just the domain of analysts—everyone in the modern workplace needs to understand how to find, interpret, and use data to drive better outcomes.

This 1-day, hands-on course empowers participants to unlock the value of data in their everyday roles. Through practical activities, real-world scenarios, and collaborative problem-solving, you'll discover how to turn raw information into actionable insights.

Aligned with the Agored Cymru unit CDQ306, this course provides a practical foundation for anyone looking to build confidence with data and progress towards a recognised micro-credential.

Learning Objectives

- Understand the role and value of data in business decision making.
- Identify and evaluate different sources of business data.
- Apply basic data analysis techniques to real datasets.
- Interpret and present data to support business decisions.
- Reflect on the impact and ethics of data-driven decisions in the workplace.

In today's fast-paced business world, the ability to make informed decisions is a critical skill for every professional.

1 Day Course Structure

Who's It For?

- Managers and team leaders seeking to improve decision making.
- Business professionals responsible for reporting or analysis.
- HR, operations, and project teams using data in their roles.
- Anyone looking to build confidence with data in a business context.

Benefits

- Gain hands-on experience with data analysis tools and techniques.
- Learn how to apply data to real business challenges.
- Build confidence in interpreting and presenting data.
- Receive a certificate of participation.
- Option to progress to the Agored Cymru micro-credential.

Welcome & Data in Business Today

- Icebreaker: "Data in Your Day" using Mentimeter
- Overview of Agored Cymru unit CDQ306
- Group discussion: Where is data already used in your business?

Finding & Evaluating Data

- Hands-on: Explore internal and external data sources
- Activity: "Data Detective" – assess reliability and relevance of sample datasets
- Group reflection: What makes data trustworthy?

Analysing Data for Insight

- Practical workshop: Use Excel or Power BI to analyse a business dataset
- Activity: "Spot the Trend" – identify patterns and outliers
- Discussion: What insights can we draw?

Presenting Data for Decisions

- Create a simple dashboard or infographic using Power BI or Canva
- Activity: "Tell the Story" – present findings to the group
- Peer feedback: Was the message clear?

Data-Driven Decisions in Practice

- Case study: Real-world business scenario
- Activity: "Decision Time" – use data to make a business recommendation
- Group discussion: What would you do differently?

Ethics, Bias & Data Protection

- Overview of ethical frameworks and GDPR
- Activity: "Data Dilemmas" – review real-world case studies
- Reflection: What are your red lines with data?

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Project Management Essentials

Whether you're leading a team, managing change, or delivering key objectives, understanding the essentials of project management can make the difference between success and failure.

Mastering these core principles not only helps you organise resources and manage time efficiently, but also empowers you to anticipate challenges, engage stakeholders, and deliver projects that achieve organisational goals. With businesses facing constant change and increasing complexity, strong project management skills are more important than ever for driving results and sustaining competitive advantage.

This 1-day, hands-on course gives participants practical experience of the project management lifecycle, from planning to delivery and review. You'll explore and use leading project management software tools, work through real-world scenarios, and build the confidence to manage projects of any size.

Aligned with Agored Cymru unit CDP246, this course provides a practical foundation for those wishing to progress to a recognised micro-credential.

Learning Objectives

- Understand the key principles and stages of project management.
- Identify roles, responsibilities, and stakeholders in a project.
- Use project management software to plan, track, and deliver a project.
- Apply risk management and problem-solving techniques.
- Reflect on project outcomes and lessons learned.

Effective project management is a vital skill in today's dynamic business environment.

1 Day Course Structure

Welcome & Project Management Today

- Icebreaker: "Your Project Experience" using Mentimeter
- Overview of Agored Cymru unit CDP246
- Group discussion: Where do projects happen in your business?

Project Lifecycle & Roles

- Introduction to project stages: initiation, planning, execution, closure
- Activity: Map a recent project to the lifecycle
- Identify roles and stakeholders

Hands-On: Planning with Trello

- Demo: Setting up a project board in Trello
- Activity: Create a project plan (tasks, deadlines, responsibilities)
- Group reflection: What makes a good plan?

Hands-On: Tracking with MS Project or Asana

- Demo: Using Microsoft Project or Asana for scheduling and tracking
- Activity: Update project progress, manage dependencies and risks
- Discussion: Comparing tools

Risk Management & Problem Solving

- Introduction to risk registers and mitigation
- Activity: "Risk Storm" – identify and prioritise risks for your project
- Group discussion: Problem-solving strategies

Project Review & Lessons Learned

- Activity: Conduct a project review using a structured template
- Peer feedback: What went well? What could be improved?
- Reflection: Applying lessons learned

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Who's It For?

- New and aspiring project managers.
- Team leaders and supervisors managing projects or change.
- Business professionals involved in project delivery.
- Anyone seeking to build confidence in project management.

Benefits

- Gain hands-on experience with leading project management tools (e.g., Microsoft Project, Trello, or Asana).
- Learn how to apply project management techniques to real business challenges.
- Build confidence in planning, tracking, and delivering projects.
- Receive a certificate of participation.
- Option to progress to the Agored Cymru micro-credential.

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Using Data to Tell Stories

The real power of data lies in its ability to tell stories—stories that clarify, persuade, and drive change. In today's workplace, professionals at every level are expected not just to understand data, but to communicate its meaning clearly and confidently.

This 1-day, hands-on course is designed to help business teams unlock the value of their data. Through practical activities, real-world examples, and collaborative challenges, participants will learn how to collect, interpret, and present data in ways that resonate with colleagues and stakeholders. The course covers the full journey from exploring raw data to building compelling visualisations and delivering persuasive data-driven narratives.

Aligned with Agored Cymru unit CDQ309, this course provides a practical foundation for those wishing to progress to a digital skills micro-credential. Whether you're new to data or looking to sharpen your storytelling skills, you'll leave with the confidence and tools to make data work for you and your organisation.

Learning Objectives

- Identify and describe key principles of data storytelling.
- Explore and interpret business data using digital tools.
- Create impactful data visualisations for different audiences.
- Structure and present a data-driven narrative.
- Reflect on ethical and data protection considerations when using data.

Data is at the heart of every modern business decision, but numbers alone rarely inspire action.

1 Day Course Structure

Welcome & Data in the Workplace

- Icebreaker: "Where do you see data?" using Mentimeter
- Overview of Agored Cymru unit CDQ309
- Group discussion: How is data used in your business?

What Makes a Good Data Story?

- Interactive presentation: Elements of effective data storytelling
- Activity: Review and critique real-world data stories
- Group reflection: What makes data memorable?

Exploring & Interpreting Data

- Hands-on: Explore sample business datasets (Excel/Google Sheets)
- Activity: Spot trends, patterns, and outliers
- Mini-challenge: "What's the headline?" (summarise a dataset in one sentence)

Visualising Data for Impact

- Workshop: Types of charts & when to use them
- Practical: Create visuals using Excel/Power BI/Google Data Studio
- Peer review: Critique and improve each other's visuals

Crafting Your Data Story

- Guided session: Structure a data story (context, data, insight, action)
- Group work: Build a short data story using provided templates
- Share & feedback

Presenting Data Stories

- Role-play: Present your story to the group (business scenario)
- Feedback: Focus on clarity, relevance, and actionability
- Reflection: How will you use these skills at work?

Pathway to Micro-Credential

Who's It For?

- Business teams and professionals seeking to improve data literacy.
- Managers and team leaders responsible for reporting and decision-making.
- HR, L&D, and operations staff using data in their roles.
- Anyone interested in progressing towards a digital skills micro-credential.

Benefits

- Gain hands-on experience with real business data and digital tools.
- Learn how to turn data into actionable insights and stories.
- Build confidence in data visualisation and presentation.
- Receive a certificate of participation.
- Option to progress to the Agored Cymru micro-credential.

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Digital Empowerment Coach

This 1-day course introduces participants to the principles and practices of coaching and mentoring, with a focus on digital empowerment and leadership. It blends theory, practical tools, and reflective practice to prepare participants to coach confidently in modern organisational contexts.

The course is designed as a gateway to the ILM Level 5 Certificate in Effective Coaching and Mentoring, offering foundational knowledge and skills aligned with the qualification's core units.

Learning Objectives

- Understand the role and value of coaching and mentoring in organisational development.
- Apply core coaching models and techniques in a digital-first environment.
- Build effective coaching relationships and set clear goals.
- Reflect on their own coaching style and practice.
- Explore pathways to formal accreditation through ILM Level 5.

In today's fast-paced digital workplace, coaching and mentoring are critical tools for empowering individuals and driving performance.

1 Day Course Structure

Who's It For?

- Team leaders and managers seeking to develop coaching skills.
- HR and L&D professionals supporting staff development.
- Digital transformation leads aiming to embed coaching into change programmes.
- Individuals preparing to undertake the ILM Level 5 Certificate.

Benefits

- Gain practical coaching tools and frameworks for immediate use.
- Build confidence in coaching conversations and goal setting.
- Learn how to coach in hybrid and digital environments.
- Receive a certificate of participation.
- Option to progress to the ILM Level 5 Certificate in Effective Coaching and Mentoring.

Welcome & Introduction to Coaching

- Icebreaker: "What is Coaching?"
- Overview of coaching vs mentoring
- Organisational context and benefits

Coaching Models & Techniques

- GROW model, CLEAR model
- Activity: "Coach in Pairs" – practice using GROW model
- Discussion: Adapting models for digital coaching

Building Coaching Relationships

- Contracting and boundaries
- Active listening and questioning
- Activity: "Listening Lab" – practice deep listening and feedback

Goal Setting & Motivation

- SMART goals and motivation theory
- Activity: "Goal Mapping" – set coaching goals for a case study client

Digital Coaching Tools & Techniques

- Using Teams, Miro, and AI tools for coaching
- Activity: "Digital Coaching Simulation" – run a coaching session using online tools

Reflective Practice & Feedback

- Kolb's learning cycle
- Activity: "Coaching Journal" – reflect on personal coaching style
- Peer feedback session

Pathway to ILM Level 5

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Leading Digital Change

This 1-day course empowers senior leaders to explore, design, and evaluate digital change initiatives through structured enquiry and innovation.

It blends strategic thinking with digital tools to support data-driven decision-making, collaborative investigation, and impactful leadership.

The course is aligned with ILM Level 7 Unit 8617-700 and provides a practical foundation for those progressing to formal accreditation.

Learning Objectives

- Understand the strategic context for digital change and transformation.
- Design and lead structured enquiries into leadership and organisational challenges.
- Use digital tools to gather, analyse, and present evidence.
- Evaluate the impact of leadership interventions and change initiatives.
- Reflect on their leadership capability and identify areas for development.

In an era of rapid digital transformation, strategic leaders must be equipped to lead change with confidence, clarity, and evidence.

1 Day Course Structure

Who's It For?

- Senior leaders and executives leading digital transformation.
- Heads of department or function responsible for strategic change.
- Programme and project leads managing innovation and improvement.
- Professionals preparing for ILM Level 7 accreditation.

Benefits

- Gain a structured approach to leading digital change through enquiry.
- Learn to use digital tools for strategic planning, collaboration, and evaluation.
- Build confidence in presenting leadership outcomes with impact.
- Receive a certificate of participation.
- Option to progress to the ILM Level 7 Award in Strategic Leadership.

Workshop 1: Digital Horizons – Mapping Strategic Contexts

- Introduction to strategic enquiry and the ILM Level 7 framework
- Activity: "Digital Landscape Mapping" using MURAL to visualise organisational drivers for change
- Data exploration using Power BI dashboards to identify trends and opportunities.

Strategic Drivers of Change

- Group discussion: What's driving digital change in your sector?
- Activity: "SWOT & PESTLE" using MURAL templates
- Reflection: Aligning change with organisational vision

Workshop 2: Smart Strategy Lab – Designing & Leading Investigations

- Introduction to enquiry-based leadership
- Activity: "Enquiry Design Canvas" using Notion
- Collaborative planning using Trello boards to define scope, stakeholders, and success criteria
- Use of Microsoft Forms to design stakeholder feedback tools

Digital Leadership in Action

- Case study analysis: Leading change in digital-first organisations
- Activity: "Leadership Styles in Change" – self-assessment and peer discussion
- Reflection: What kind of digital leader are you?

Workshop 3: Impact Intelligence – Evaluating & Presenting Leadership Outcomes

- Introduction to impact evaluation frameworks (e.g. Kirkpatrick, ROI)
- Activity: "Data Storytelling" using Canva to visualise leadership outcomes
- Use of AI-powered analytics to interpret feedback and performance data
- Recording insights using Loom for asynchronous presentation

Leadership Reflection & Capability Review

- Guided reflection using ILM enquiry prompts
- Activity: "Leadership Capability Map" – identify strengths and development areas
- Peer coaching in breakout groups

Pathway to ILM Level 7

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Click below to make an enquiry

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