

AI for Seniors: beginner course workbook

Six short units. Do one at a time. Check the box when you finish.

☐ Unit 1: What AI is (and isn't) (10 minutes)

- AI is a computer program that can write, answer questions, and recognize pictures or voices.
- It is a tool, not a person. It can be helpful and it can be wrong.
- You are in charge. You decide what to ask and what to believe.

Try it: Explain AI to a friend in one sentence. For example: "It's a computer program that can write and answer questions in plain language."

Online: aiseniors.app/learn/what-is-ai/

My notes: _____

☐ **Unit 2: Try an AI helper for the first time** (60 minutes)

- Use the official website or app. Check the spelling of the web address.
- Tell it who you are and how you want the answer: "simple words, 5 short steps."
- It's fine to say "make that shorter" or "explain it again."

Try it: Ask: "I am new to AI. Please explain in 3 short, simple sentences what you can help me with."

Online: aiseniors.app/learn/chatgpt-for-seniors/

My notes: _____

☐ **Unit 3: Fun, useful things to do with AI** (30 minutes)

- AI is good at drafts: notes, letters, recipes, lists, and questions for the doctor.
- Read what it writes and change it to sound like you.
- Check health, money, and legal answers with a real person you trust.

Try it: Pick one project, copy its prompt, and fill in your own details. Leave out private numbers and full addresses.

Online: aiseniors.app/projects/ai-family-tree/

My notes: _____

☐ **Unit 4: Spot AI scams** (20 minutes)

- Scammers can copy a loved one's voice. Hang up and call them back on a number you know.
- Pressure, secrecy, and gift cards, wire transfers, or crypto are red flags.
- A family safe word stops fake emergency calls.

Try it: Take the Scam or Real? quiz. Then pick a family "safe word" to use if someone calls in an emergency.

Online: aiseniors.app/learn/ai-scams/

My notes: _____

☐ **Unit 5: Check before you click or call** (15 minutes)

- Don't tap links in surprise texts about tolls, packages, or charges.
- Go to the company's real website or app yourself instead.
- When unsure, ask someone you trust before you act.

Try it: Paste a text or email you weren't sure about into the Scam Text and Email Checker and read the warning signs.

Online: aiseniors.app/tools/link-checker/

My notes: _____

☐ **Unit 6: If something goes wrong** (10 minutes)

- Call your bank or card company right away.
- Report it at ReportFraud.ftc.gov.
- Free help: DOJ Elder Fraud Hotline 1-833-372-8311. AARP Fraud Watch Network Helpline 1-877-908-3360.

Try it: Write the hotline numbers below on a card and keep it by your phone.

Online: aiseniors.app/learn/got-scammed-what-to-do/

My notes: _____

6 safety rules to keep by your computer

- 1.** Use only the official AI website or app.
- 2.** Never type your Social Security, Medicare, bank or card numbers, or passwords.
- 3.** Double-check health, money, and legal answers with a real person.
- 4.** Hang up on surprise calls asking for money, even if the voice sounds familiar.
- 5.** Use a family safe word for emergencies.
- 6.** No real company asks you to pay with gift cards or crypto.

My family safe word: _____

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