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Enterprise AI Governance Essentials for Everyone

Key information

Course code	Enterprise AI Governance Essentials for Everyone
Course version	1.0
Course title	Enterprise AI Governance Essentials for Everyone
Description	This course provides learners with the essential knowledge and practical tools to ensure the safe, ethical, and compliant use of Artificial Intelligence across the enterprise. It is specifically designed to empower every employee who interacts with AI systems, data, or AI-enabled tools—regardless of technical background—to understand and manage the unique governance risks in their daily work. The course focuses on closing the critical gap between rapid AI adoption and governance awareness, emphasizing that most failures are preventable with basic knowledge and adherence to process.
	The course is structured into three core modules: first, establishing the foundational necessity of AI governance and understanding the five universal governance principles; second, analyzing three detailed cautionary tales that illustrate the catastrophic financial and reputational cost of taking shortcuts; and third, equipping learners with a four-question governance decision framework and a practical toolkit to make governance work.
What you'll learn	- Explain why AI governance matters to your daily work and the organization. - Identify common governance risks in your interactions with AI and data. - Apply governance principles when using AI tools, handling data, or proposing AI solutions. - Recognize warning signs of governance violations and know how to escalate appropriately. - Understand your personal role in the organization's AI risk management strategy.
Duration	3 hours

Level	Intermediate
Format	Instructor-led

Content overview

Who this course is for	All employees who interact with AI systems, data, or AI-enabled tools.
Total modules	4
Total videos	0
Total Labs	0
Total classroom activities	4
Prerequisites	N/A
Products	The course references general AI tools
Not covered	-

Content breakdown

Module 1 title	Why AI governance matters to you
Module 1 topics	1. The AI governance wake-up call 2. The five universal governance principles 3. Your role in the governance lifecycle
Module 1 objectives	• Explain why AI governance matters to your daily work and the organization. • Identify common governance risks in your interactions with AI and data. • Understand your personal role in the organization's AI risk management strategy.

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Module 1 activities	Quiz
Module 2 title	The cost of shortcuts
Module 2 topics	1. Scenario 1: The $2.4M data leak 2. Scenario 2: The biased hiring tool 3. Scenario 3: The rogue chatbot
Module 2 objectives	● Apply governance principles when using AI tools, handling data, or proposing AI solutions. ● Recognize warning signs of governance violations and know how to escalate appropriately.
Module 2 activities	3 discussions
Module 3 title	Your practical guide to making governance work
Module 3 topics	1. The governance decision framework 2. Your governance toolkit 3. Building a governance culture
Module 3 objectives	● Apply governance principles when using AI tools, handling data, or proposing AI solutions. ● Recognize warning signs of governance violations and know how to escalate appropriately.
Module 3 activities	1 Reflection
Module 4 title	Conclusion and quiz
Module 4 topics	1. Course summary 2. Quiz
Module 4 objectives	N/A
Module 4 activities	Quiz

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