

# Training Video Storyboard

Video Title	AI Data Privacy Microlearning
Target Audience(s)	All Employees
Target Length	1 video, approximately 1-2 minutes
Objectives	<p>After this video, employees will be able to:</p> <ul style="list-style-type: none"> <li>• identify Personally Identifiable Information (PII)</li> <li>• effectively anonymize data</li> </ul>
Plot Summary	<p>In order to ensure data input by the company when using AI does not contain PII, employees must first identify the information in the data set they are working with and sanitize the data effectively before using it as a source for an AI application.</p> <p>An employee is about hit enter, sending information to an AI application used for processing customer data. The narrator asks if they are about to share PII with the world as a warning symbol appears on the computer screen.</p> <p>The narrator informs the learner that most AI models use the data input for training. This information, when uploaded into an AI application is often shared with the cloud and the data may be processed in an open-source environment. PII is defined and examples of information that constitutes this information are given. A few examples of anonymization techniques are provided with a visual flow of what the final result could look like.</p> <p>The three key components of safe data usage with AI are displayed in a circle around a security symbol -identify, sanitize and input. This is timed with the voice over.</p> <p>The video concludes with information on who to contact in the organization with any questions regarding AI or AI security.</p>
Key Elements	<ul style="list-style-type: none"> <li>• Computer screen with customer data including PII</li> <li>• Computer screen showing an approved method for anonymizing PII</li> <li>• Warning symbol for computer data input</li> <li>• Examples of PII data (e.g., driver's license, photos, credit card information)</li> <li>• Visual symbol for security</li> <li>• Key words: identify, sanitize, input with arrows showing the order</li> </ul>

# Voice Over Script

Video Title	AI Data Privacy Microlearning
Scene 1	AI can help you sort through your data in seconds, but are you about to share private, proprietary information with the world?
Scene 2	Most public AI models learn from what you feed them. If you input personally identifiable information, or PII, it could become part of the public record. PII is any data that can identify a specific individual.
Scene 3	Before using AI, sanitize the data you input. To keep private information secure when working with AI, replace specific data with placeholder terms. Instead of John Doe at company email. com, use terms like customer A or email address.
Scene 4	When building secure AI workflows, remember these three steps. Identify the PII. Sanitize the data. Input only sanitized information into the AI you are using.
Scene 5	For AI security and compliance related concerns, contact XX.