3RD YEAR · FOUNDATION TRACK

ARTS & HUMANITIES

AI & Digital Productivity Program

AI for Humanities, Research & Creative Productivity

Learn AI. Develop Digital Skills. Express Creativity.

19	120	0
DAYS	HOURS	CODE NEEDED

Arts & Humanities Stream · 120-Hour Training Program · 19 Days

SECTION 1

Program Overview

This program is designed for Arts & Humanities students who want practical digital skills and confident use of Artificial Intelligence in their studies and future careers. Every stream learns the same core AI and productivity toolkit; the classroom activities, home assignments and final projects are built around real Arts & Humanities tasks.

HOW THIS TRACK WORKS

The Foundation Track is **tool-centred**: each day introduces a tool family, shows how it works, and lets students practise it on a Arts & Humanities task. Every classroom activity has a **Stretch Goal** so fast or curious students always have a harder challenge.

Academic year mapping. For two-year programmes (e.g. M.Sc., M.Com., MBA, B.Ed.), run the Foundation Track in Year 1 and the Advanced Track in Year 2.

TARGET AUDIENCE

B.A. / M.A. English, History, Political Science, Sociology, Psychology, Philosophy, Economics and languages

ENTRY REQUIREMENTS

No programming or technical background required.

Learning Objectives

01 Understand AI and use AI assistants effectively and safely.

02 Research and verify Arts & Humanities information from credible sources.

03 Analyse long documents and manage PDFs with AI tools.

04 Write professional Arts & Humanities documents with AI assistance.

05 Create and deliver effective presentations.

06 Design visuals and generate AI images responsibly.

07 Organise information in spreadsheets.

08 Collect original data with Google Forms and visualise it.

09 Map ideas and processes visually.

10 Create short videos with AI voice and music.

11 Manage studies with productivity tools and use AI as a tutor.

12 Build a resume, LinkedIn profile and portfolio, and complete a Arts & Humanities project.

SECTION 2

Program Structure

Phase	Days	Daily Load	Hours
Classroom Training	Days 1–15	4 hrs/day	**60**
Home Assignments	Days 1–15	2 hrs/day	**30**
Independent Project Development	Days 16–18	8 hrs/day	**24**
Final Project Exhibition	Day 19	6 hrs	**6**
Total	19 Days		**120 Hours**

Learning Journey

1	MODULE 1 **AI Fundamentals & Research Skills**	Days 1–3
2	MODULE 2 **Digital Writing, Presentation & Design**	Days 4–6
3	MODULE 3 **Data Handling & Information Management**	Days 7–9
4	MODULE 4 **Creative Content, Productivity & Career**	Days 10–15
5	PROJECT **Independent Project & Exhibition**	Days 16–19

DAILY FORMAT
4 hours classroom training + 2 hours home assignment, Days 1–15.

STRETCH GOAL
An extra challenge in every activity for students who finish early or already know the basics.

EXPECTED OUTPUT
Every day ends with a concrete deliverable that feeds the final portfolio.

RESPONSIBLE AI RULES FOR ARTS & HUMANITIES

- Verify every quotation, date and claim against the original text. AI often invents quotes.
- AI often misses irony, context and Indian or local history. Use it as a second reader, not the first.
- Respect copyright of texts and images, and get permission for community and oral stories.
- Disclose AI use in every essay, report and project.

DAY 01

MODULE 1 · AI FUNDAMENTALS & RESEARCH SKILLS

Introduction to AI, Prompting & Digital Safety

4 HRS CLASSROOM · 2 HRS HOME

LEARNING OBJECTIVE Introduce AI assistants, effective prompting and essential digital safety through Arts & Humanities examples.

HOUR 1

Understanding Artificial Intelligence

- What AI, Machine Learning and Generative AI are, at a basic level.
- How AI is changing study and work in Arts & Humanities.
- What AI can and cannot do well; hallucinations.

HOUR 2

AI Assistants & Prompting

- ChatGPT, Gemini and Claude: chat interfaces, context and follow-ups.
- Prompt structure: role, context, task and output format.
- Improving weak prompts through iteration.

HOUR 3

Digital Safety Essentials

- Strong passwords, password managers and 2-Step Verification.
- Spotting phishing links, fake apps and fake 'free AI' sites.
- Never upload Aadhaar, passwords or confidential records to AI.

HOUR 4 · PRACTICAL ACTIVITY

The Prompt Battle

- Students receive five common tasks and try different prompts.
- Compare outputs and identify which prompts work better.
- Discuss why some AI responses are inaccurate or incomplete.

STRETCH GOAL

Ask the same question to ChatGPT and Gemini, then write three differences you notice in tone, depth and accuracy.

TOOLS

ChatGPT, Gemini, Claude, Google Password Manager

HOME ASSIGNMENT · 2 HOURS

- Create a personal AI prompt notebook with 10 tested prompts.
- Use AI to draft an introduction, a formal email, a study plan, a short essay and a creative story.
- Record the difference between each basic prompt and its improved version.

EXPECTED OUTPUT

Personal AI Prompt Notebook (10 tested prompts)

DAY 02

MODULE 1 · AI FUNDAMENTALS & RESEARCH SKILLS

AI-Powered Research & Verification

4 HRS CLASSROOM · 2 HRS HOME

LEARNING OBJECTIVE Find, evaluate and verify Arts & Humanities information using search engines, academic platforms and AI research tools.

HOUR 1

Fundamentals of Digital Research

- General searching vs structured research.
- Keywords, research questions and Google search operators.
- Primary vs secondary sources.

HOUR 2

Academic & Official Sources

- Finding papers and reports on Google Scholar.
- Trusted sources for Arts & Humanities: JSTOR open content, Shodhganga, National Digital Library of India, official government sites.
- Reading abstracts, authors and dates.

HOUR 3

AI-Assisted Research

- Researching with Perplexity, ChatGPT and Gemini, with citations.
- Hallucinations and fake citations: how to catch them.
- Google Lens: copy text from printed pages and check OCR errors.

HOUR 4 · PRACTICAL ACTIVITY

Historical Investigation Challenge

- Each student receives a historical event, social issue or personality.
- Find at least five sources across platforms and compare them.
- Flag unsupported claims and conflicting information, then present findings.

STRETCH GOAL

Find one claim an AI tool stated confidently that turned out to be wrong or unsupported, and show the source that disproves it.

TOOLS

Google Search, Google Scholar, Perplexity, ChatGPT, Gemini, Google Lens

HOME ASSIGNMENT · 2 HOURS

- Choose a topic from History, Political Science, Sociology, Geography or Literature.
- Prepare a research document: introduction, five key findings, five reliable sources and a short conclusion.

EXPECTED OUTPUT

Source-Verified Research Report

DAY 03

MODULE 1 · AI FUNDAMENTALS & RESEARCH SKILLS

Document Intelligence & PDF Toolkit

4 HRS CLASSROOM · 2 HRS HOME

LEARNING OBJECTIVE Use AI and PDF tools to organise, understand and compare book chapters, historical documents and research papers.

HOUR 1

Understanding Long Documents

- Structure of book chapters, historical documents and research papers.
- Finding key information quickly in lengthy material.
- Tables, figures, references and appendices.

HOUR 2

Introduction to NotebookLM

- Creating a workspace and uploading sources.
- Source-grounded questions, summaries and comparisons.
- Checking every answer against the original.

HOUR 3

PDF Toolkit

- LightPDF / iLovePDF: merge, split, compress and convert PDFWord.
- OCR for scanned pages and spotting OCR errors.
- Organising documents in Google Drive folders.

HOUR 4 · PRACTICAL ACTIVITY

Talk to a Book

- Work on a provided book chapter or research paper.
- Identify the main arguments and generate 15 questions.
- Create a summary and a revision guide.

STRETCH GOAL

Generate NotebookLM's Audio Overview of the chapter and list two points it explained well and one point it got wrong or skipped.

TOOLS

NotebookLM, LightPDF, iLovePDF, Google Drive

HOME ASSIGNMENT · 2 HOURS

- Pick one academic PDF or book chapter.
- Create a chapter summary, 15 Q&As, 10 flashcards, a list of key concepts and five analytical questions.
- Merge everything into one compressed PDF study guide.

EXPECTED OUTPUT

AI-Assisted Digital Study Guide

DAY
04

MODULE 2 · DIGITAL WRITING, PRESENTATION & DESIGN

AI-Assisted Writing & Documentation

4 HRS CLASSROOM · 2 HRS HOME

LEARNING OBJECTIVE Create structured, professional Arts & Humanities documents using AI and digital writing tools.

HOUR 1

Professional Writing Fundamentals

- Formal vs informal writing; reports, notes and emails.
- Structure of a well-written Arts & Humanities document.
- Writing clearly for different readers.

HOUR 2

Google Docs & MS Word

- Headings, tables, headers, footers and page numbers (quick recap).
- Voice typing in English, Hindi and regional languages.
- Sharing, comments and collaboration.

HOUR 3

AI-Assisted Writing

- Outlines and drafts with AI; Grammarly for grammar, clarity and tone.
- Rewriting for different audiences while keeping your own voice.
- Plagiarism, citations and responsible AI use.

HOUR 4 · PRACTICAL ACTIVITY

Document Makeover

- Students receive an unstructured document.
- Improve the writing with AI and reorganise the content.
- Apply professional formatting and submit a polished version.

STRETCH GOAL
Rewrite the same paragraph for three audiences (a professor, a school student and a newspaper reader) without losing accuracy.

TOOLS
ChatGPT, Gemini, Google Docs (voice typing), MS Word, Grammarly

HOME ASSIGNMENT · 2 HOURS

- Write a 2–3 page report on an Arts subject, e.g. social media and society, cultural heritage, women empowerment, education and development, or literature and society.

EXPECTED OUTPUT

Professionally Formatted Academic Report

DAY
05

MODULE 2 · DIGITAL WRITING, PRESENTATION & DESIGN

Presentation Mastery & Delivery

4 HRS CLASSROOM · 2 HRS HOME

LEARNING OBJECTIVE Plan, design and deliver clear presentations on Arts & Humanities topics using AI-powered tools.

HOUR 1

What Makes a Good Presentation

- Knowing the audience; one message per slide.
- Storytelling and information hierarchy.
- Choosing visuals, charts and images.

HOUR 2

AI Planning & Presentation Tools

- Generating outlines and slide text with AI.
- Canva, Gamma, Google Slides and PowerPoint.
- Editing and fact-checking generated slides.

HOUR 3

Delivery Basics

- Voice, pace and eye contact.
- Timing a talk and using speaker notes.
- Handling questions confidently.

HOUR 4 · PRACTICAL ACTIVITY

Five-Slide Challenge

- Choose a topic and generate an outline.
- Build five informative slides and improve their design.
- Present to classmates.

STRETCH GOAL

Deliver the five slides in exactly 2 minutes with no text-heavy slide (max 15 words each).

TOOLS

Canva, Gamma, Google Slides, PowerPoint, ChatGPT

HOME ASSIGNMENT · 2 HOURS

- Create a 7–10 slide presentation on a historical personality, social issue, literary movement, cultural heritage or major historical event.

EXPECTED OUTPUT

Professional Multimedia Presentation

DAY 06

MODULE 2 · DIGITAL WRITING, PRESENTATION & DESIGN

Creative Design & AI Image Generation

4 HRS CLASSROOM · 2 HRS HOME

LEARNING OBJECTIVE Apply design principles and AI image tools to create clear, attractive Arts & Humanities visuals.

HOUR 1

Design Basics

- Colour, typography, alignment and contrast.
- Composition and visual hierarchy.
- Brand consistency across a set of designs.

HOUR 2

Working in Canva

- Templates, elements, text and layers.
- Free background removal with remove.bg.
- Free images from Unsplash, Pexels and Pixabay; exporting formats.

HOUR 3

AI Image Generation

- Text-to-image prompting: style, composition, lighting, aspect ratio.
- Canva AI, Gemini image generation and Ideogram (text in images).
- Labelling AI images; copyright and attribution.

HOUR 4 · PRACTICAL ACTIVITY

Save Our Culture Campaign

- Select a cultural tradition or heritage topic.
- Develop a campaign concept.
- Create a poster, a social media creative and a small brochure.

STRETCH GOAL

Create a one-page brand kit for the campaign (two fonts, three colours, logo mark) and apply it consistently to all three pieces.

TOOLS

Canva (incl. Canva AI), Gemini, Ideogram, remove.bg, Unsplash / Pexels / Pixabay

HOME ASSIGNMENT · 2 HOURS

- Design a three-piece digital campaign on heritage, environment, education, mental health or local languages.

EXPECTED OUTPUT

Digital Campaign Package (poster, social post, brochure)

DAY 07

MODULE 3 · DATA HANDLING & INFORMATION MANAGEMENT

Spreadsheet Fundamentals

4 HRS CLASSROOM · 2 HRS HOME

LEARNING OBJECTIVE Use spreadsheets to organise, calculate and manage Arts & Humanities information.

HOUR 1

Understanding Spreadsheets

- Rows, columns, cells and data types.
- Entering data and building structured tables.
- Formatting numbers, dates and units.

HOUR 2

Essential Functions

- SUM, AVERAGE, MIN, MAX, COUNT and COUNTA.
- IF and COUNTIF.
- Cell references, all without programming.

HOUR 3

Managing Information

- Sorting, filtering and removing duplicates.
- Data validation and drop-downs.
- Asking AI to explain a formula, then checking it yourself.

HOUR 4 · PRACTICAL ACTIVITY

Student Information Investigation

- Work with a dummy dataset of student performance.
- Sort, filter and calculate averages.
- Find highest and lowest values and basic patterns.

STRETCH GOAL
Ask AI to explain a formula you don't know (e.g. AVERAGEIF or VLOOKUP), then use it correctly on the dataset.

TOOLS
Microsoft Excel, Google Sheets, ChatGPT

HOME ASSIGNMENT · 2 HOURS

- Build a personal monthly budget spreadsheet with income, expense categories, totals, remaining balance and basic calculations.

EXPECTED OUTPUT

Functional Personal Budget Spreadsheet

DAY 08

MODULE 3 · DATA HANDLING & INFORMATION MANAGEMENT

Digital Data Collection with Google Forms

4 HRS CLASSROOM · 2 HRS HOME

LEARNING OBJECTIVE Design digital questionnaires, collect original data responsibly and prepare it for analysis.

HOUR 1

Survey Design

- Survey objectives and target respondents.
- Open and closed questions; rating scales.
- Avoiding biased, leading and confusing questions.

HOUR 2

Building in Google Forms

- Multiple-choice, checkbox, short and long answers.
- Sections, required questions and validation.
- Form design and response settings.

HOUR 3

Responses & Responsible Collection

- Linking Forms to Google Sheets.
- Consent and anonymity.
- Collect only what you need; keep data safe.

HOUR 4 · PRACTICAL ACTIVITY

Student Life Survey

- Build a survey on social media use, academic stress, reading habits or digital literacy.
- Test it with classmates and fix confusing questions.
- Examine sample responses.

STRETCH GOAL

Ask AI to review your survey for biased or leading questions, then decide which suggestions are valid and why.

TOOLS

Google Forms, Google Sheets, ChatGPT

HOME ASSIGNMENT · 2 HOURS

- Run a small voluntary survey with at least 10 respondents (subject to college approval).
- Bring the response sheet to Day 9; it becomes your analysis dataset.

EXPECTED OUTPUT

Live Digital Survey + Response Dataset

DAY
09

MODULE 3 · DATA HANDLING & INFORMATION MANAGEMENT

Data Visualisation & Insights

4 HRS CLASSROOM · 2 HRS HOME

LEARNING OBJECTIVE Turn the data collected on Day 8 into charts and clear, evidence-based observations.

HOUR 1

Understanding Data

- Qualitative and quantitative data.
- Mean, median, mode and percentages.
- Spotting patterns and outliers.

HOUR 2

Choosing the Right Chart

- Bar, line, pie charts and histograms.
- Matching the chart to the question.
- Recognising misleading charts.

HOUR 3

Building Visual Reports

- Creating and formatting charts in Sheets and Excel.
- An introduction to pivot tables.
- Using AI to interpret results while checking the maths yourself.

HOUR 4 · PRACTICAL ACTIVITY

Understand Society Through Data

- Analyse your Day 8 survey data (or a provided demographic dataset).
- Create three charts and write three observations.
- Present findings.

STRETCH GOAL
Build a pivot table that compares two groups (e.g. first-year vs third-year respondents) and write one insight it reveals.

TOOLS
Google Sheets, Excel, ChatGPT, Gemini

HOME ASSIGNMENT · 2 HOURS

- Prepare a one-page visual report from your survey: at least three charts and three meaningful observations.

EXPECTED OUTPUT

Survey Data Visualisation Report

DAY 10

MODULE 4 · CREATIVE CONTENT, PRODUCTIVITY & CAREER

Visual Thinking & Process Mapping

4 HRS CLASSROOM · 2 HRS HOME

LEARNING OBJECTIVE Organise and communicate Arts & Humanities ideas and processes visually.

HOUR 1

Visual Thinking

- Why visuals help understanding.
- Mind maps and concept maps.
- Brainstorming and grouping ideas.

HOUR 2

Timelines & Flowcharts

- Flowcharts and decision trees in diagrams.net.
- Timelines and step-by-step processes.
- Symbols, arrows and clear labels.

HOUR 3

Diagrams with Canva, Miro & AI

- Canva and Miro diagram templates.
- Asking AI to draft a diagram outline.
- Checking and correcting AI-generated steps.

HOUR 4 · PRACTICAL ACTIVITY

History and Society Visually Explained

- Pick a historical event, literary movement or social process.
- Create one mind map, one timeline or flowchart, and one explanatory diagram.

STRETCH GOAL

Ask AI to generate a draft timeline, then find and correct at least two errors or missing events using reliable sources.

TOOLS

diagrams.net, Canva, Miro (optional), ChatGPT

HOME ASSIGNMENT · 2 HOURS

- Create a visual learning resource for one syllabus topic using a mind map and a timeline or process diagram.

EXPECTED OUTPUT

Visual Knowledge Map

DAY 11

MODULE 4 · CREATIVE CONTENT, PRODUCTIVITY & CAREER

AI Content Creation: Video, Voice & Music

4 HRS CLASSROOM · 2 HRS HOME

LEARNING OBJECTIVE Produce short educational Arts & Humanities content using AI-assisted scripting, video, voice and music tools.

HOUR 1

Content Planning

- Audience and purpose of digital content.
- Scripts and storyboards with AI.
- Titles, captions and hooks.

HOUR 2

Video Creation & Editing

- Canva Video, Clipchamp and CapCut: trim, text, transitions, captions.
- Short AI clips with Google Flow or Kling AI (free tier).
- Combining stock footage and your own clips.

HOUR 3

AI Voice & Music

- ElevenLabs voiceover or self-recorded narration.
- Suno for jingles and background music.
- Usage rights, free-plan limits and labelling AI content.

HOUR 4 · PRACTICAL ACTIVITY

60-Second Explainer Challenge

- Pick a historical, cultural or social topic.
- Write a script with AI and prepare a storyboard.
- Edit and present a short explainer video.

STRETCH GOAL

Produce a second version of the video in a regional language with accurate subtitles.

TOOLS

Canva Video, Clipchamp, CapCut, Google Flow / Kling AI, ElevenLabs, Suno, ChatGPT

HOME ASSIGNMENT · 2 HOURS

- Create a 60–90 second educational video on an Arts topic with narration or captions.

EXPECTED OUTPUT

Short Educational Video

DAY 12

MODULE 4 · CREATIVE CONTENT, PRODUCTIVITY & CAREER

Personal Productivity & Digital Organisation

4 HRS CLASSROOM · 2 HRS HOME

LEARNING OBJECTIVE Manage studies, tasks and resources with digital productivity tools.

HOUR 1

Personal Productivity

- Time management, goals and priorities.
- Daily, weekly and monthly planning.
- Breaking big tasks into steps.

HOUR 2

Notion & Trello

- Notion pages, databases and planners.
- Trello boards, cards and deadlines.
- Choosing the right tool for the job.

HOUR 3

Google Workspace Organisation

- Google Drive folders, naming and sharing.
- Google Calendar reminders.
- Google Keep for quick notes and checklists.

HOUR 4 · PRACTICAL ACTIVITY

Build Your Academic Workspace

- Subject tracker, assignment tracker and exam timetable.
- Study planner and research notes section.
- Important document storage.

STRETCH GOAL

Use a Notion database with filtered views (e.g. 'Due this week') instead of a simple list.

TOOLS

Notion, Trello, Google Drive, Google Calendar, Google Keep, ChatGPT

HOME ASSIGNMENT · 2 HOURS

- Build your academic workspace and use it to plan one real upcoming week.

EXPECTED OUTPUT

Personal Digital Academic Workspace

DAY 13

MODULE 4 · CREATIVE CONTENT, PRODUCTIVITY & CAREER

AI as a Personal Learning & Language Assistant

4 HRS CLASSROOM · 2 HRS HOME

LEARNING OBJECTIVE Use AI to learn difficult Arts & Humanities concepts, practise and communicate in multiple languages.

HOUR 1

AI as a Tutor

- Explanations at different difficulty levels.
- Examples, analogies and follow-up questions.
- Checking AI explanations against textbooks.

HOUR 2

Learning Through Practice

- Quizzes, practice questions and mock tests.
- Flashcards with Quizlet or NotebookLM.
- Revision schedules.

HOUR 3

Language Assistance

- Grammar, vocabulary and spoken practice.
- Google Translate and Bhashini for Indian languages.
- Checking translations, especially technical terms.

HOUR 4 · PRACTICAL ACTIVITY

Become Your Own Teacher

- Pick a difficult concept and learn it with AI.
- Generate examples, 15 practice questions and flashcards.
- Explain the concept to classmates.

STRETCH GOAL

Ask AI to play a sceptical examiner who challenges your explanation, and defend your answer for five rounds.

TOOLS

ChatGPT, Gemini, NotebookLM, Google Translate, Bhashini, Quizlet (optional)

HOME ASSIGNMENT · 2 HOURS

- Prepare a personalised study kit for one difficult syllabus topic: simplified explanation, examples, 15 Q&As, 10 flashcards and a revision timetable.

EXPECTED OUTPUT

Personalised AI Learning Toolkit

DAY 14

MODULE 4 · CREATIVE CONTENT, PRODUCTIVITY & CAREER

Career Readiness & Professional Identity

4 HRS CLASSROOM · 2 HRS HOME

LEARNING OBJECTIVE Use AI and digital tools for career planning, applications and a professional online presence.

HOUR 1

Career Opportunities

- Careers for Arts & Humanities students: content writing, research, translation, education, heritage, policy, journalism.
- Identifying strengths and skill gaps.
- Reading real job descriptions.

HOUR 2

Resume & LinkedIn

- ATS-friendly resume structure; improving content with AI.
- Creating and improving a LinkedIn profile.
- Writing a short professional biography.

HOUR 3

Professional Communication & Portfolio

- Professional email in Gmail: subject, attachments, signature.
- Cover letters.
- A simple portfolio in Google Sites or Canva.

HOUR 4 · PRACTICAL ACTIVITY

Mock Interview Challenge

- Pick a career opportunity and analyse its job description.
- Generate interview questions with AI and practise answers.
- Take part in mock interviews and improve from feedback.

STRETCH GOAL

Tailor your resume to two different job postings and note exactly what changed and why.

TOOLS

ChatGPT, Gemini, Canva, Google Docs, Gmail, LinkedIn, Google Sites

HOME ASSIGNMENT · 2 HOURS

- Prepare an updated resume, a LinkedIn profile, a short professional biography and a basic digital portfolio.

EXPECTED OUTPUT

Personal Career Development Kit

DAY
15

MODULE 4 · CREATIVE CONTENT, PRODUCTIVITY & CAREER

Innovation Challenge & Final Project Planning

4 HRS CLASSROOM · 2 HRS HOME

LEARNING OBJECTIVE Identify a real Arts & Humanities problem and plan a digital solution using the tools learned.

HOUR 1

Identifying Real Problems

- Observing problems in Arts & Humanities and the community.
- Understanding the target audience.
- Choosing a problem worth solving.

HOUR 2

Idea Generation

- Brainstorming solutions with AI.
- Evaluating ideas for impact and effort.
- Defining objectives and users.

HOUR 3

Project Planning

- Choosing tools and deliverables.
- A realistic three-day plan.
- Project documentation and AI-use disclosure.

HOUR 4 · PRACTICAL ACTIVITY

Final Project Pitch

- Present the problem, proposed solution and audience.
- List tools and expected outputs.
- Instructor reviews and approves the proposal.

STRETCH GOAL
Ask AI to argue why your project might fail, then add one change to your plan that addresses the strongest objection.

TOOLS
ChatGPT, Gemini, Canva, Google Docs, Google Sheets, Notion

HOME ASSIGNMENT · 2 HOURS

- Write a project proposal: title, problem statement, objectives, audience, solution, tools, deliverables and a three-day development plan.

EXPECTED OUTPUT

Approved Individual Project Blueprint

DAYS 16–18

Independent Project Development

Students work independently for three full days, applying everything learned to the project approved on Day 15.

DAY 16

8 HOURS · INDEPENDENT

Research & Project Foundation

Build the research foundation and prepare everything the project needs.

- Define the problem clearly and who benefits.
- Research with AI and credible Arts & Humanities sources.
- Collect and verify information and references.
- Prepare the content structure and resources.
- Organise materials in Drive.

DELIVERABLES

- Research document
- Verified references
- Content outline
- Resource folder
- Updated plan

DAY 17

8 HOURS · INDEPENDENT

Project Creation & Development

Build the actual project with the AI and digital tools learned.

- Prepare the main content, documents and reports.
- Create graphics, posters or infographics.
- Prepare spreadsheets, charts or survey summaries.
- Create videos or presentations as needed.
- Combine components into one solution.

DELIVERABLES

- Main project output
- Supporting materials
- Visual resources
- Preliminary presentation

DAY 18

8 HOURS · INDEPENDENT

Testing, Refinement & Final Preparation

Improve the quality, accuracy and presentation of the project.

- Review content and verify every fact and figure.
- Fix spelling, grammar and formatting.
- Improve design; check all links and media.
- Complete documentation and AI-use disclosure.
- Rehearse the final presentation.

DELIVERABLES

- Completed project
- Documentation
- Final presentation
- Demonstration plan

DAY 19 · 6 HOURS

Final Project Exhibition & Presentation

30 min	Welcome, registration and project setup
30 min	Project exhibition and gallery walk
3 hr 30 min	Individual presentations, demonstrations and Q&A
45 min	Evaluation and feedback
45 min	Recognition, certificates and closing ceremony

PRESENTATION FORMAT
Each student: 5 minutes explanation, 3 minutes demonstration, 2 minutes questions. For larger batches, run parallel evaluation panels.

Each Student Demonstrates

01 Problem statement and why it matters	**02** Research and verification	**03** Live demonstration
04 Tools used and why	**05** Responsible AI practices	**06** Learning outcomes

SECTION 3

Suggested Final Projects

Students select one Arts & Humanities project. The flagship project is recommended; alternatives suit different interests.

PROJECT 01

Digital Cultural Heritage Archive

Document a local tradition, historical place or community practice.

Deliverables: Research document, brochure, photos with descriptions, video, presentation

PROJECT 02

Social Awareness Campaign

A digital campaign on environment, education, digital literacy or mental health.

Deliverables: Research report, survey, findings, posters, awareness video

PROJECT 03

Digital Literature Magazine

An online or downloadable magazine of literary and creative content.

Deliverables: Articles, book reviews, author profiles, creative writing, designed magazine

PROJECT 04

Local Tourism & Heritage Guide

A digital guide to a local destination or culturally significant area.

Deliverables: Destination research, travel brochure, cultural guide, promotional video

PROJECT 05

Community Learning Resource

Educational resources for school students or community members.

Deliverables: Simplified notes, study guide, quizzes, explainer video

PROJECT 06

Student Life Research Project

Investigate a student issue through voluntary surveys.

Deliverables: Questionnaire, responses, spreadsheet, visual report, recommendations

PROJECT 07

Local Language & Literature Preservation

Document local language, literature or oral traditions.

Deliverables: Collected stories (with permission), glossary, audio/video, digital publication

YOUR OWN IDEA

Propose Your Own

Students may propose an original project, subject to instructor approval on Day 15.

SECTION 4

Assessment & Evaluation

Classroom participation & practical activities	15%
Daily home assignments	20%
Project planning & development	15%
Final project quality & usefulness	35%
Final presentation & communication	15%
Total	**100%**

Final Project Evaluation Criteria

Relevance of the selected problem	Quality of research and verification	Effective use of AI tools	Effective use of general digital tools
Accuracy of facts and figures	Creativity and originality	Presentation and communication	

Tools Covered

Category	Tools	Category	Tools
AI Assistants	ChatGPT, Gemini, Claude	**Surveys**	Google Forms
Research	Google Search, Google Scholar, Perplexity, Google Lens	**Visual Thinking**	diagrams.net, Canva, Miro
Documents & PDF	NotebookLM, LightPDF, iLovePDF, Google Drive	**Video**	Canva Video, Clipchamp, CapCut, Google Flow / Kling AI
Writing	Google Docs (voice typing), MS Word, Grammarly	**Voice & Music**	ElevenLabs, Suno
Presentation	Canva, Gamma, Google Slides, PowerPoint	**Productivity**	Notion, Trello, Drive, Calendar, Keep
Design & AI Images	Canva AI, Gemini, Ideogram, remove.bg	**Language**	Google Translate, Bhashini, Quizlet
Free Images	Unsplash, Pexels, Pixabay	**Career**	LinkedIn, Gmail, Google Sites
Spreadsheets	Excel, Google Sheets	**Digital Safety**	Google Password Manager, 2-Step Verification

Tool selection can be adjusted for free-plan availability, institutional access and internet connectivity. No paid subscription should be compulsory for students.

SECTION 5

Expected Program Outcomes

After completing the 120-hour Foundation Track, students should be able to:

1	Use AI assistants confidently, responsibly and safely.
2	Find and verify Arts & Humanities information independently.
3	Read and analyse long documents and manage PDFs.
4	Produce professional reports and presentations.
5	Design visuals and AI images with proper attribution.
6	Collect survey data and turn it into charts and insights.
7	Create short videos with AI voice and music.
8	Organise studies with productivity tools.
9	Prepare a professional resume, LinkedIn profile and portfolio.
10	Build a useful digital solution for a Arts & Humanities problem.

Students who complete this Foundation Track continue to the **4th Year Advanced Track**, which builds on these tools with real Arts & Humanities briefs, custom AI assistants, final-year project support and team projects for real clients.

3RD YEAR · ARTS & HUMANITIES · FOUNDATION TRACK

Learn AI. Develop Digital Skills. Express Creativity.

NO CODING REQUIRED · 120 HOURS · 19 DAYS