

PRINT IT. KEEP IT HANDY. MAKE A FAMILY PLAN.

1 WHAT AI CAN DO

A helpful tool, not magic.



Explain topics

Ask for simple examples.



Draft messages

Review before sending.



Brainstorm ideas

Explore options and plans.



Learn stepwise

Ask follow-up questions.

2 ASK BETTER QUESTIONS

Give clear context.



State your goal

What are you trying to do?



Add details

Audience, format and length.



Request simple steps

Ask for plain language.



Check the answer

AI can be confidently wrong.

3 STAY SAFE

Protect yourself.



Avoid private data

Do not paste secrets or records.



Verify important facts

Use reliable sources.



Not a professional

Seek expert help for high stakes.



Respect copyright

Use material you have rights to.

4 TRY A SIMPLE PROMPT

Start learning today.



Try this

Explain budgeting to a beginner.



Ask for examples

Give three everyday examples.



Request a checklist

Make it printable and clear.



Improve it

Ask what might be missing.

MY FAMILY PLAN:

Local alert source: _____ Emergency contact: _____

AI MADE SIMPLE — SAFETY NOTES

Keep this page with your visual quick-glance guide.

1

IMPORTANT NOTE 1

Generative AI predicts plausible content and can make mistakes, invent sources or miss important context. Verify facts, especially for safety, health, legal or financial matters.

2

IMPORTANT NOTE 2

Avoid entering passwords, financial account numbers, private medical details or confidential workplace information into AI tools without proper authorisation.

3

IMPORTANT NOTE 3

AI output may reproduce biases or copyrighted material. Review for fairness, accuracy and permission before sharing or publishing.

4

IMPORTANT NOTE 4

Use AI as an assistant for understanding and drafting, not as a replacement for qualified professionals or your own judgement.

MAKE IT PRACTICAL

Write your own local emergency number, contact details and relevant official alert service on page 1. Review the guide with your household.

OFFICIAL REFERENCE POINTS (check local rules):

unesco.org/en/artificial-intelligence

nist.gov/itl/ai-risk-management-framework

ico.org.uk/for-organisations/uk-gdpr-guidance-and-resources/artificial-intelligence/