DATAMARCOS

LIVE ONLINE · MENTOR-LED PROGRAM

# AI Literacy & Responsible AI (EU AI Act ready)

4 weeks · 3–4 hours a week · Part-time, live online

A four-week, part-time live program for managers and professionals who need practical AI literacy at work — including what the EU AI Act expects of staff who use or oversee AI — without turning the course into a legal qualification or a coding bootcamp.

**Fees and EMI options shared on a counsellor call.**

Program guide · Curriculum, projects and format. No prices are listed in this brochure.

Noida One, 303-304, Rasoolpur Nawada, Industrial Area, Sector 62, Noida, Uttar Pradesh 201309, India

www.datamarcos.com · hello@datamarcos.com · +91 88519 30644

# About this program

## Who it is for

- Managers, team leads and operations professionals in, or selling into, the EU or UK
- People asked to write or follow an AI-use policy at work
- Compliance, risk, HR and enablement partners who need a shared vocabulary with technical teams
- Individual professionals first; team packs can be discussed on a counsellor call

## Who it is not for

- Engineers who want to build RAG systems, agents or production LLM apps — see our longer engineering programs
- Anyone looking for an official EU, government or university certificate. This program issues a Datamarcos certificate of completion

## Starting point

- No coding or prior AI experience is required
- Best suited to people who already work with a team, a process or a set of decisions that AI might touch

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# What you will be able to do

These are skills and work products from the program — not placement, salary or promotion promises.

- 1. Explain, in plain language, what generative AI can and cannot reliably do in a workplace setting
- 2. Spot high-risk uses of AI in a process and know when to involve a specialist or legal review
- 3. Apply a short literacy and review checklist covering data, privacy, quality and human oversight
- 4. Describe, at a practical level, what Article 4 of the EU AI Act asks of providers and deployers — not as legal advice
- 5. Leave with a short briefing you can take back to your team

# Projects

## Project 1: Workplace AI use-case brief

Describe a real task from your role, the tool you would use, the risks, and the human review step. This is a briefing, not a software project.

## Project 2: Team literacy briefing

A short presentation and checklist you can take back to a manager or a team. It is not legal advice and not an official EU certificate.

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# Curriculum · 4 weeks

3–4 hours a week, live and mentor-led. Open each week in the live sessions for labs and feedback.

## Week 1: What AI can and cannot do at work

- Models, products and prompts: a practical map, not a research lecture
- Where generative AI helps with drafting, summarising and analysis — and where it fails
- Hallucinations, bias and over-reliance: how they show up in everyday work
- A first pass at a use case from your own role

Lab: Compare outputs from an approved AI assistant on a realistic workplace task and note failure modes.

## Week 2: Data, privacy and shadow AI

- What must not be pasted into a public AI tool: personal data, secrets, client material
- Approved tools versus unsanctioned use at work
- Basic security hygiene when AI is in a workflow
- Questions to ask a vendor or an internal IT team

Lab: Walk a sample workflow and mark data that should stay out of a general-purpose model.

## Week 3: EU AI Act literacy in practical terms

- Article 4: providers and deployers must take measures so staff and other people dealing with AI systems have a sufficient level of AI literacy, taking into account their role and context
- The duty has applied since 2 February 2025; wider AI Act obligations phase in, including from 2 August 2026
- It can also apply to organisations outside the EU when their AI systems are used in the Union
- Risk categories at a practical level, documentation, transparency and human oversight — not a substitute for legal counsel

Lab: Map your organisation's role (provider, deployer, or both) on a simple worksheet.

## Week 4: Policies, review and a team briefing

- What a usable AI-use policy covers — and what it should not promise
- Review checklists before an AI-assisted output goes to a customer or a regulator
- How to brief non-technical colleagues without fear or hype
- Presentations and feedback in the live session

Lab: Deliver a short workplace briefing and receive mentor feedback.

# Format, fees and refunds

Part-time and live online, in a small mentor-led cohort. Weekend-morning batches are offered for learners in the US. Evening batches (India time) are offered for learners in the Gulf and Africa. Europe-oriented groups typically meet after work and on Saturdays. Recordings are shared if you miss a live session. Exact days, times and the next cohort date are confirmed on a counsellor call.

Designed with Europe and the UK in mind; join live from anywhere.

A Datamarcos certificate of completion is awarded when you finish the program work. Cohort start dates are shared on a counsellor call — we do not publish a date until then.

### Fees and EMI options shared on a counsellor call.

7-day refund policy: if the program is not right for you, ask within 7 days of enrollment.

## Mentor

Live sessions are mentor-led by Deepesh Mishra, founder of Datamarcos, a BITS Pilani alumnus, and a solution architect and corporate trainer in data and AI who has trained teams at 200+ organizations.

# Questions, answered

### Is this an official EU, government or university certificate?

No. Completing the program leads to a Datamarcos certificate of completion. The EU AI Act does not require a specific certificate; it requires organisations to take measures so relevant staff have sufficient AI literacy. This course is practical workplace literacy, not a legal qualification.

### How long is the program and how much time does it take?

Four weeks, part-time and live online, at about 3–4 hours a week including the live session and a short practice task.

### Who is it for?

Managers, team leads and professionals who need a clear, responsible way to use or oversee AI at work, especially in or selling into the EU and UK. No coding is required.

### Are the sessions live?

Yes. Sessions are live and mentor-led, with recordings if you miss a class. Europe-oriented groups typically meet after work and on Saturdays. Exact times are confirmed on a counsellor call.

### Do I need a technical background?

No. The program is designed for non-engineers. People who want to build production AI systems should look at our longer engineering programs instead.

### What about fees?

Fees and EMI options shared on a counsellor call.

### Is there a refund policy?

Yes. Datamarcos has a 7-day refund policy. If the program is not right for you, ask within 7 days of enrollment.

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# Talk to a counsellor

Share a few details on datamarcos.com and a counsellor will talk through program fit, the next cohort, fees and enrollment.

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