

AI Executive Blueprint: Practical Tools for Smarter Business

UNI-PIPC, Hanston Square Building, Ortigas

13:45 - 14:15 Opening Ceremony

14:15 - 14:45 [AI as a Virtual Assistant Lecture](#)

14:45 - 15:00 AI Tools Demo

- Canva
- Grok
- suno.com

15:00 - 15:30: Art of prompting effectively

- [Creating Your Own Meeting Notes](#)

15:30 - 16:15 AI Toolkit Exercise: [Extracting Hiring Requirement from CV](#)

16:15 - 16:45 What's your next step?

- No-Code Agentic Toolkit (OpenAI)