

Hi! Let's learn AI 🙋



No coding needed ✨

# Practical AI for Business Owners & Professionals

Learn Claude hands-on in 6 sessions and use it the very next morning, in your shop or in your job. Every day ends with one finished piece of work.

● 6 sessions · 1–1.5 hrs a day

● 70% hands-on

● Live online

● Malayalam + English

**₹4,499** ~~₹8,999~~  
per person

AI കോഴ്സ് മലയാളത്തിൽ

loopive.com

ONE COURSE • TWO WORLDS

# Same AI skills. Your business or your job.

One short, hands-on course for business owners and working professionals together. Everyone learns the same skills with Claude, and every exercise has two versions: a shop owner applies it to their business, an employee applies it to their job.

**6**

live sessions

**1–1.5**

hours a day

**18**

practical modules

**70%**

hands-on practice

**15–20**

people per batch



## Business owners

- Shop owners and founders
- Managers of small and growing businesses
- Anyone who sells, quotes and posts every day



## Professionals

- Office staff, HR, sales, accounts, marketing
- Teachers and trainers
- Anyone with reports, emails and meetings

## SAME SKILL, TWO APPLICATIONS

# Learn it once. Use it where you work.

| DAY | SKILL                                |  BUSINESS OWNER |  PROFESSIONAL |
|-----|--------------------------------------|--------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|
| 1   | <b>Prompts &amp; voice</b>           | Brand voice, customer messages                                                                   | Work voice, emails, minutes                                                                      |
| 2   | <b>PPT &amp; PDF</b>                 | Company profile deck, quotations, brochures                                                      | Project decks, proposals, reports                                                                |
| 3   | <b>Teach AI your business / work</b> | Customer replies, staff SOP guide, sales follow-ups                                              | Client replies, minutes, HR and onboarding                                                       |
| 4   | <b>Research</b>                      | Competitors and pricing                                                                          | Industry trends, tools, new skills                                                               |
| 5   | <b>Social media</b>                  | Instagram, Facebook, WhatsApp posts and posters                                                  | LinkedIn posts and work visuals                                                                  |
| 6   | <b>Data</b>                          | Sales dashboard, growth plan                                                                     | Work reports, AI work plan                                                                       |

**30% demo, 70% you**

The trainer shows each skill once, then you practise on your own business or job.

**Main tool: Claude**

On laptop and phone, with Canva, Google Drive, Gmail, Sheets and PowerPoint.

**Safe use, every day**

What never goes into AI, and how to check every fact, number and price.

6 DAYS • 18 MODULES • 1–1.5 HOURS A DAY

# Every day ends with one finished piece of work.

**DAY 1****AI basics, prompt writing & brand voice**

- 1.1** Introduction to AI: Claude, ChatGPT, Gemini and Copilot compared
- 1.2** Prompt writing with everyday practice: emails, WhatsApp replies, review replies, minutes
- 1.3** Your brand voice or work voice in a Claude Project, plus safe use

✓ You leave with a Claude Project that writes like you, plus 10 tested everyday prompts

**DAY 2****PPT & PDF creation**

- 2.1** Planning the story: company profile, vision deck or work presentation
- 2.2** Creating a PowerPoint with Claude in your colours, with speaker notes
- 2.3** Creating PDFs (proposals, quotations, brochures) and summarising long PDFs

✓ You leave with a 10-slide presentation and a PDF proposal or brochure

**DAY 3****Teach AI your business / work**

- 3.1** Why AI gives generic answers, and how to teach it your business
- 3.2** Customer and client replies that know your prices and policies
- 3.3** Your SOP guide for staff or your sales follow-up writer; test and improve

✓ You leave with Claude set up with your prices, policies and processes, plus 2 ready helpers



## DAY 4

**Research & competitor analysis**

- 4.1 Web search with sources and fact-checking
- 4.2 Reading competitor websites by link, price comparison, review mining
- 4.3 Market trends and the one-page competitor report

✓ You leave with a competitor and pricing report (PDF + sheet)



## DAY 5

**Social media posts with connectors**

- 5.1 30-day content calendar, captions (English + Malayalam), reel scripts, LinkedIn posts
- 5.2 Posters in Canva straight from Claude, resized for every platform
- 5.3 Carousels and saving everything to Google Drive

✓ You leave with a month of posts and 5 Canva posters



## DAY 6

**Data analysis & dashboards + 90-day plan**

- 6.1 Spreadsheets with AI: cleaning, formulas, analysis, charts
- 6.2 Dashboard, what-if decisions and a monthly report PDF
- 6.3 90-day plan, capstone presentation and weekly AI routine

✓ You leave with a dashboard, a monthly report and your 90-day plan

**Capstone: "Before and after"**

On the last day, everyone presents in 2 minutes: one task that took hours and now takes minutes, their best output, their 3 goals for 90 days, and the hours a week they expect to save.

**See it**

The trainer demos the skill once

**Do it**

On your own business or job

**Check it**

Test, fact-check and improve

**Keep it**

One finished piece of work

## YOUR AI KIT

# Walk out with **real work**, not just notes.

Everything you make in class is yours to keep and use from the next morning, set up with your own business or work information.

**Voice guide & prompt kit**

Claude writes in your voice

**PowerPoint + PDF proposal**

Or a brochure, in your colours

**Claude set up for you**

Your prices, policies and processes

**Competitor / research report**

PDF plus comparison sheet

**A month of social posts**

Captions, 5 posters, 2 carousels

**Dashboard & 90-day plan**

Plus a monthly report format



**Certificate**



**Full prompt kit (PDF)**



**30-day WhatsApp  
support**



**Optional 1-hr review  
after 30 days**

## What to bring

**EVERYONE**

- ✓ Laptop
- ✓ One long document you need summarised
- ✓ Claude account before Day 1, Canva before Day 5

**BUSINESS OWNERS**

- ✓ Logo, product photos and price list
- ✓ Competitor links
- ✓ 3–6 months of sales data

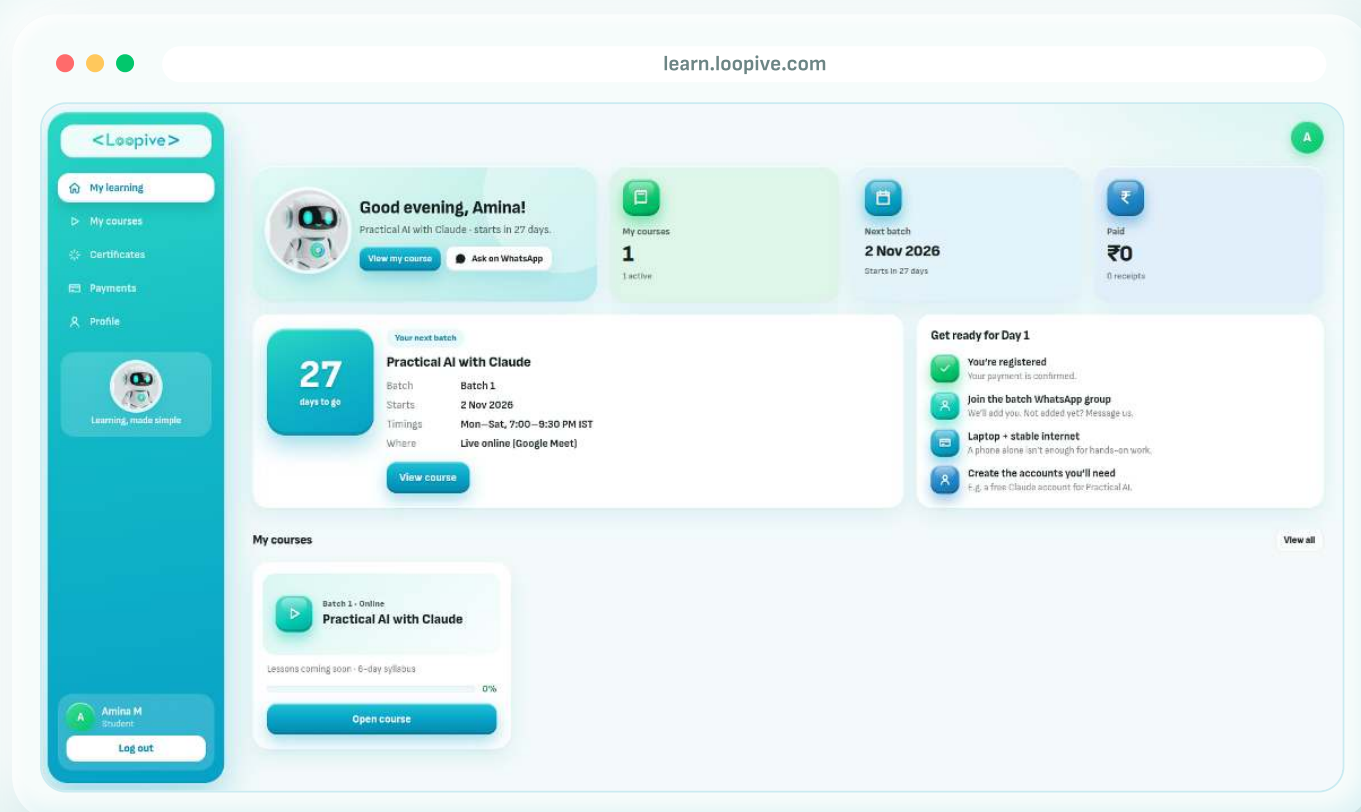
**PROFESSIONALS**

- ✓ 3 routine work tasks
- ✓ A sample work sheet (no confidential data)
- ✓ Resume and LinkedIn link

## LEARN BEYOND THE LIVE CLASS

# Your own student dashboard.

Every registered student gets a Loopive dashboard. Log in with your email (we send a one-time code) to see your batch, rewatch lessons and download your certificate.

**Lesson recordings**

Day by day; videos resume where you stopped

**Track your progress**

See what you have finished and what is next

**Certificate at 100%**

Unlocks when you finish every lesson; anyone can verify its ID

**Batch details & receipts**

Timings, joining checklist and payment receipts in one place

## COURSE DETAILS

Fits around your **work week.**

## DURATION

6 sessions × 1–1.5 hours



## SCHEDULE

Weekday evenings or weekends; see batch dates at [loopive.com](https://loopive.com)

## FORMAT

Live online (Google Meet)



## BATCH SIZE

15–20 participants



## LANGUAGE

Malayalam + English



## LEVEL

Beginners welcome, no coding needed

## COURSE FEE

Start using AI  
next week.₹4,499 ~~₹8,999~~

Per person • certificate and 30-day support included



1

## Register online

Pick your batch at [loopive.com](https://loopive.com) and pay securely.

2

## Get ready

Create your Claude account and gather your materials.

3

## Learn by doing

Six sessions, six finished pieces of work.

## WEBSITE

[loopive.com](https://loopive.com)

## WHATSAPP

+91 98466 68944

## EMAIL

[support@loopive.com](mailto:support@loopive.com)