

# What Can AI Do For You



Free AI Systems  
Best for Analysis, Pictures,  
How to Use the Results  
Some Examples  
Let's Try Some Ideas

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## First Step: How do I Access an AI Provider

### **## Core AI Assistants & Chatbots**

These are the general-purpose tools used for everything – coding, reasoning, and creative writing.

- ChatGPT: [chatgpt.com](https://chatgpt.com) (OpenAI)
- Claude: [claude.ai](https://claude.ai) (Anthropic)
- Gemini: [gemini.google.com](https://gemini.google.com) (Google)
- Copilot: [copilot.microsoft.com](https://copilot.microsoft.com) (Microsoft)
- DeepSeek: [deepseek.com](https://deepseek.com) (DeepSeek)

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### Gemini wrote the previous slide. Here's How:

**Query:** List the web addresses of the most popular AI tools

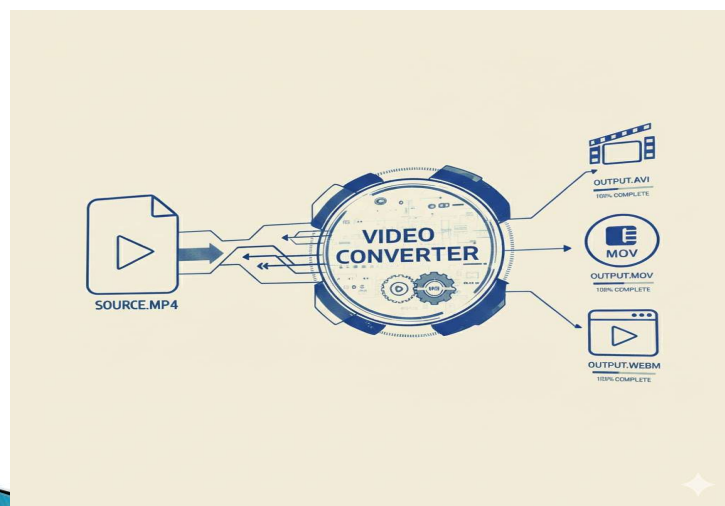
**Follow-up:** What are the limits for free use?

| AI Provider  | Free Message Limit       | Image Generation         |
|--------------|--------------------------|--------------------------|
| ChatGPT      | ~10 messages / 5 hours   | Restricted (2-3 per day) |
| Claude       | Dynamic (30-100 per day) | N/A (Text-focused)       |
| Gemini       | High (100+ per day)      | 10-25 images             |
| Gemini 3 Pro | Strict (3-5 per day)     | Included in daily cap    |

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## Image Generation:

I need a picture illustrating video file conversions



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## What Might I use AI For:

List Items from several sources:

“give me a list of all varieties of Progresso Soup”

### Progresso Traditional Soups

Italian-Style Wedding

Split Pea with Ham

Beef Barley

Creamy Tomato with Penne

Cheese Tortellini in Garden Vegetable Tomato

Broccoli Cheese

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## Compose Outline for new Document

- ▶ “Give me an outline for 6–8 slides on uses of Gemini ai
- ▶ This outline covers the state-of-the-art capabilities of Gemini AI in 2026, focusing on its transition from a simple chatbot to a proactive "Personal Intelligence" and workspace partner.
- ▶
- ▶ **Slide 1: Title Slide**
- ▶ **Title:** Unlocking Gemini AI: The Future of Personal & Professional Intelligence
- ▶ **Subtitle:** From Generative AI to Proactive Assistance in 2026
- ▶ **Visual Suggestion:** A clean, modern graphic showing the Gemini logo integrated with icons representing various data types (text, code, image, video).
- ▶ **Slide 2: The Core Pillar: Personal Intelligence**
- ▶ **Key Concept:** Gemini as a "System" rather than a "Chatbot."
- ▶ **Visuals with Nano Banana:**
- ▶ create multi-page, sourced reports on complex topics
- ▶ **Would you like me to expand on any of these slides**

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## Review and edit text and email:

- ▶ Here is an example of an email that manages to break almost every rule:
- ▶ **Subject:** hey
- ▶ **To:** Everyone in Marketing [marketing-dl@company.com](mailto:marketing-dl@company.com)
- ▶ **Body:**
- ▶ yo,
- ▶ idk if u saw the thing i sent earlier but we need to change the stuff for the project because the boss said so and i think its better anyway. also i cant find that file someone sent me last week can u resend it?? thx.
- ▶ btw i'm gonna be out tomorrow so if u need me just dont lol. hope the weather stays nice!!
- ▶ Sent from my iPhone

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## Gemini revised Version:

**Subject:** Action Required: Updates to Q1 Branding Project & Out of Office Notification

**To:** Marketing Team

Hi Team,

Following my meeting with Sarah this morning, we need to adjust the **visual assets for the Q1 Branding Project**. Specifically, we are pivoting from the "Modern Retro" theme to the "Minimalist" direction to better align with the new brand guidelines.

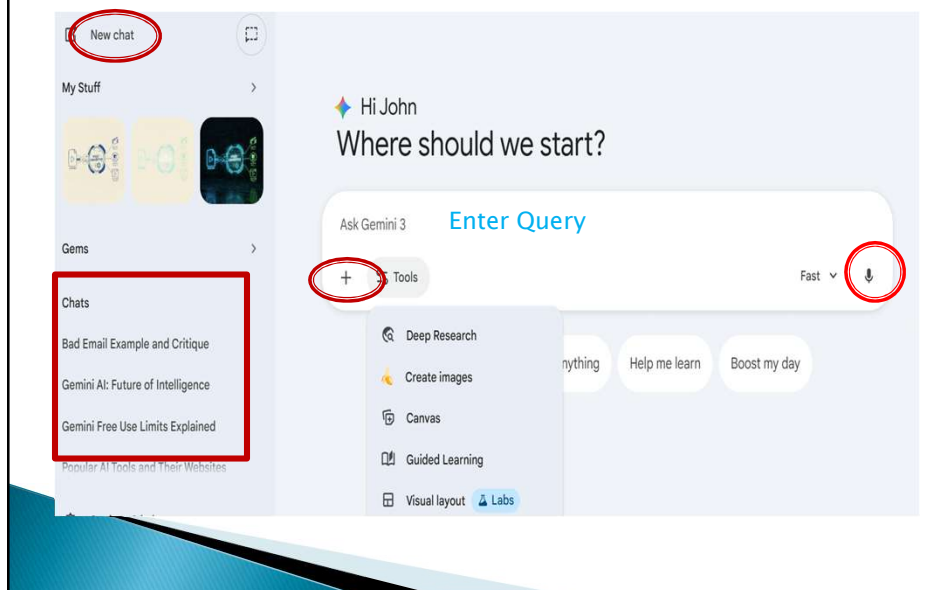
**Next Steps:**

- **Designers:** Please hold off on any current renders until we sync at tomorrow's stand-up.
- **Asset Request:** Could someone please re-share the *Final\_Brand\_Guidelines\_v2* PDF? I've searched my inbox but seem to have misplaced the most recent version.

**Out of Office:** I will be out of the office tomorrow, Friday, Jan 30th. For any urgent matters regarding this project, please reach out to Mark, who is covering for me. Otherwise, I'll respond to all pending items when I return on Monday.

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## Gemini Interface



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## Mastering the Prompt (The "How-To")

- ▶ **Key Concept:** Moving from simple questions to "Role-Based" prompting.
- ▶ **The Framework:**
  - **Role:** Tell the AI who it is (e.g., "Act as a senior marketing manager").
  - **Task:** Define the specific goal (e.g., "Review this email for tone").
  - **Context:** Give background info (e.g., "This is for a high-priority client").
  - **Format:** Tell it how you want the answer (e.g., "Provide a bulleted list").

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## AI Ethics & Fact-Checking

- ▶ **Key Concept:** Trust but verify.
- ▶ **Safety Tips:**
  - **Never share PII:** Do not input personal identifiable information or sensitive company trade secrets.
  - **Verify Facts:** AI can "hallucinate" (make up facts or citations). Always double-check names, dates, and technical data.
  - **Bias Awareness:** AI models can reflect biases found in their training data.

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## Beyond Text: Multi-modal Capabilities

- ▶ **Key Concept:** Interacting with AI through more than just a keyboard. Use the microphone!
- ▶ **Gemini Live & More:**
  - **Voice:** Use Gemini Live for back-and-forth, real-time brainstorming conversations.
  - **Vision:** Share your camera to ask questions about the physical world (e.g., "What is wrong with this plant?").
  - **Video:** Use models like Veo to generate high-fidelity video from text prompts.

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### Let's Try Some Queries:

- ▶ Attached is a “Prompt Cheat Sheet” to help you get better results