# Getting Started With AI

The Builder Collective.

A few places to keep learning after our session. You don't need all of it. Pick a show, a newsletter, and a book, and if you only have time for one thing, take the free course.

## Course

**AI Fluency: Framework & Foundations**
Anthropic, free

Twelve short lessons, three to four hours total, on working with AI well in any tool. The examples use Claude, but any chatbot works.
anthropic.com/ai-fluency

## Podcasts

**Beyond the Prompt**
Jeremy Utley and Henrik Werdelin

Two longtime innovation teachers talk with leaders and authors about how AI is changing the way people work and think. Practical, with very little jargon.

START WITH THIS EPISODE

**"What You Can Learn From Asking AI for Brutal Honesty About Yourself," with Daniel Pink**

Pink asks AI what his friends won't tell him and explains why the value is in weighing the answers, not believing them. His prompts are free at danpink.com.

**The AI Daily Brief**
Nathaniel Whittemore

A short daily show on the most important AI news and what it means.

START WITH THIS EPISODE

**"How People Are Using AI for Health"**

How people already use AI for symptoms, medical questions, and insurance, and where the privacy risks are. The people you serve are asking AI before they ask you.

**How I AI**
Claire Vo

Guests share their screens and walk through exactly how they use AI. The best show for real workflows you can copy.

START WITH THIS EPISODE

**"Claude Code + Obsidian: My Family's AI Brain," with Scott Farrar**

A math teacher shows the system he built to track his family's warranties, insurance papers, and to-dos. The tools are technical, but the idea isn't: when AI can read your own documents, it stops forgetting. Written walkthrough at chatprd.ai.

## Newsletters

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| **One Useful Thing**<br>Ethan Mollick | A longer read every few weeks. His "Opinionated Guide to Which AI to Use" from this summer is a good first post. oneusefulthing.org |
| **AI with Allie**<br>Allie K. Miller | Short, hands-on tactics for everyday work, including real beginner tutorials. aiwithallie.com |
| **The Neuron**<br>Every weekday, free | A five-minute email with the AI news, tools, and tips that matter, written for people who don't work in tech. The easiest way to stay current. theneuron.ai |
| **Behind the Craft**<br>Peter Yang | Step-by-step tutorials and interviews you can copy and adapt. creatoreconomy.so |
| **AI and Faith**<br>Nonprofit, free | Helps people of faith think clearly about AI, from how it affects work and care to what it means for being human. Thoughtful and hopeful without being naive. aiandfaith.org |

> LET AI READ THEM FOR YOU
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> Set up an email filter that sends all of these newsletters to one folder. Then create a scheduled task in Claude, with your email connected, that reads everything in that folder each week, summarizes it, and calls out what matters for your work.

## Books

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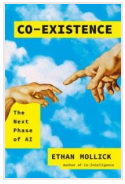
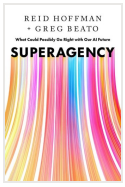
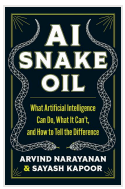
|  | **Co-Existence: The Next Phase of AI**<br>Ethan Mollick, 2026 | If you read one book, read this. It's Mollick's follow-up to Co-Intelligence, and it's about working alongside AI that is sometimes better than you and sometimes badly wrong. He's honest about when to keep it out of your thinking. Find it on Amazon |
|  | **Superagency**<br>Reid Hoffman and Greg Beato, 2025 | The optimist's case. The LinkedIn cofounder argues that AI can expand what ordinary people are able to do, and that the best response is to engage with it and shape it rather than wait it out. Find it on Amazon |
|  | **AI Snake Oil**<br>Arvind Narayanan and Sayash Kapoor, 2024 | Good for the skeptic on your team. Two Princeton computer scientists explain how to tell useful AI from overpromised AI, with examples from health care, insurance, and hiring. Find it on Amazon |

## A Simple Way to Work With AI

Good prompts don't need to be long or clever. We teach a simple pattern called OAR. The examples below follow one task: a quarterly update for your board.

1. **Objective.** Say plainly what you want and what a good result looks like, the way you'd brief a capable colleague.

   > "I need a one-page update for our board on last quarter. They care most about the budget and the two projects that slipped. Keep it in plain language."

2. **Assets.** Give it something to work from: your documents, notes, examples, or past work.

   > "Use the attached quarterly report and my notes from Tuesday's staff meeting. Match the tone of last quarter's update, which I've also attached."

3. **Review.** Read what comes back, push on it, and ask again. Have it point out what you're missing.

   > "This is too upbeat about the delays. What would a skeptical board member push back on? Rewrite the second section with that in mind."

## Best Practices

- **Start with your real work.** Pick one task you do every week, like a meeting summary or a first draft, and try AI on that before looking for big projects.
- **Check anything that matters.** AI can sound confident and still be wrong, especially on numbers, names, quotes, and sources. Verify before it goes out.
- **Protect people's information.** Use the tools your organization has approved, and keep member, donor, client, and health details out unless your policy allows it.
- **Make it sound like you.** Edit every draft before you send it. You're responsible for the words, whoever wrote the first version.
- **Save what works.** When a prompt or set of documents gets a great result, keep it and share it with your team so nobody starts from scratch.

## The Builder Collective

If you want to keep learning alongside other people, the Builder Collective is a community for leaders building with AI. Members join monthly show-and-tell calls and deep dives, come to in-person build days, and trade notes with peers working through the same questions. thebuildercollective.ai