



HonuVibe.AI

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# AI Essentials

Your First Steps into the Future

COURSE SYLLABUS

5 Live Zoom Classes · 60 Minutes Each

Free ESL English Training Included

\$1,250 USD



Veritas Per Linguam x Made in Hawaii with Aloha

Vertice Society x HonuVibe.AI | Spring 2026

# About HonuVibe.AI

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In Hawaiian culture, the *honu* (green sea turtle) is a symbol of wisdom, endurance, and safe passage through unknown waters. HonuVibe carries that spirit — guiding curious minds through the vast ocean of AI with patience, purpose, and aloha.

HonuVibe.AI is a Hawaii-based AI education, consulting, and community company. We specialize in making cutting-edge AI approachable and actionable — with a unique focus on bridging the US and Japanese markets through bilingual programs and practitioner-led training.

Our mission is simple: real skills over shortcuts, steady progress over hype, and generosity as a default — not just a marketing strategy.

## What We Do

- **AI Education** — Bilingual EN/JP training programs, curriculum development, and community-driven learning designed by practitioners who use AI every day
- **AI Prototyping** — Rapid AI prototype building and product development, from concept to working demo in days
- **AI Integration** — Helping organizations integrate AI into existing workflows, meeting businesses where they are
- **Micro-SaaS Design** — Purpose-built, lean software products that solve real problems

## Our Presence

HonuVibe operates at the intersection of American innovation and the Japanese market, with an active presence across three key regions:

<b>Hawaii</b>	Headquarters in Waikiki, Honolulu. Home to HonuHub — our physical AI learning space and community center. The launchpad for bilingual programs serving both local entrepreneurs and international learners.
<b>California</b>	Connected to the entrepreneurial, AI, and venture capital ecosystems across the West Coast. Founder Ryan Jackson holds an MBA from USC Marshall School of Business and a BS from Northwestern University, with deep roots in the California business and startup community.
<b>Japan</b>	Active partnerships with leading Japanese organizations including the Vertice Society. Delivering AI education to elite Tokyo-based professionals through bilingual programs designed specifically for the Japanese market. Strong understanding of Japanese business culture and professional communication standards.

## The Aloha Standard

Aloha is not a marketing tagline — it is the operating standard for how HonuVibe shows up in every interaction:

- **Give Generously** — Free content, free community access, transparent information. We trust that generosity compounds.
- **Pro-Bono Is Real Work** — Nonprofits and community organizations receive the same quality of attention as any paying client.
- **Never Fear-Based** — We lead with curiosity, not anxiety. No urgency tactics or "AI is coming for your job" framing. Ever.

# Your Instructors

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## Ryan J.

### Director of AI Education

Founder of HonuVibe.AI with a unique combination of business strategy, international market experience, and hands-on AI expertise. Deep roots in both the California entrepreneurial ecosystem and the Japanese business community — bridging American AI innovation and the needs of international professionals.

Works daily with Claude, ChatGPT, and a wide range of professional AI tools. Actively involved in the entrepreneurial, AI, and venture capital communities across Hawaii and California. Teaching style is hands-on and jargon-free: every session is built around doing, not just watching.

### Education

MBA, International Business — USC Marshall School of Business

BS, Business/Corporate Communications and Economics — Northwestern University



## Mizuho H.

### Lead AI Trainer

Extensive corporate business experience with a native Japanese perspective. As Lead AI Trainer, ensures every lesson connects with the real-world needs of Japanese professionals — translating cutting-edge AI concepts into practical, culturally relevant applications.

Background in corporate business operations gives deep understanding of the workflows, communication standards, and organizational dynamics that Japanese professionals navigate. Works alongside Ryan to deliver a truly bilingual learning experience.



## Chimi M.

### AI Consultant & Trainer

A distinctive combination of healthcare expertise, business operations, and AI consulting. As a Certified Occupational Therapist, Chimi understands how people learn, adapt, and integrate new tools into their professional routines — making her uniquely effective as an AI trainer.

Firsthand experience introducing new systems and processes into organizations. Works with Ryan and Mizuho to ensure every student receives hands-on support. Her patient, detail-oriented approach is especially valued by learners who are new to AI.

# Course Overview

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Welcome to AI Essentials — your starting point for learning AI. In five weeks, you will go from curious to confident. Every class is live, hands-on, and designed so you walk out having done something real with AI.

<b>Course</b>	AI Essentials: Your First Steps into the Future
<b>Code</b>	HV-AIE100
<b>Duration</b>	5 weeks + certificate
<b>Format</b>	5 Live Zoom sessions (all recorded for review)
<b>Session Length</b>	60 minutes each
<b>Time Per Week</b>	~1–2 hours (class + practice)
<b>Language</b>	English instruction with Japanese support
<b>Cohort Size</b>	10 students maximum
<b>Price</b>	\$1,250 USD
<b>ESL Modules</b>	Free for Vertice Society members
<b>Instructors</b>	Ryan J. (Director) + Mizuho H. (Lead Trainer) + Chimi M. (Consultant)
<b>Platform</b>	HonuVibe LMS (learn.honuvibe.ai)

## What You Will Achieve

- ✓ Know which AI tools matter for your career — and skip the ones that don't
- ✓ Use AI to complete everyday work tasks: writing, research, translation, and planning
- ✓ Ask AI better questions and get dramatically better results
- ✓ Use AI to improve meetings, emails, and team communication
- ✓ Set up a personal AI assistant configured for your specific job
- ✓ Create a clear AI action plan for continued growth after the course

## What Makes This Course Different

- **The US Insider Perspective** — Ryan lives in Hawaii and works with AI every day. Every week includes what American professionals and companies are actually doing with AI — the real workflows and tools your competitors don't have access to.
- **The Top 10 Tools — Not 100** — We focus on the tools that matter for your career. The ones that will still be here next year. You will actually use them in class, not just hear about them.
- **Free ESL English Training** — Every lesson includes vocabulary, grammar, flashcards, quizzes, and listening exercises designed for Japanese AI learners. You learn AI and professional English at the same time.

# Weekly Syllabus

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## Week 1

### The AI Tools That Matter

■ LIVE ZOOM · 60 min

*See the top 10 AI tools in action, set up your accounts, and complete your first real AI tasks.*

- What AI actually does today — the simple, honest version
- The Top 10 AI tools professionals are using right now
- Live demos of ChatGPT, Claude, Perplexity, and more
- What American companies are actually doing with AI every day
- Guided setup: open ChatGPT and Claude together as a class
- Your first AI tasks: ask, translate, summarize

#### **Action Challenge: Try Three Tools**

Try 3 different AI tools for real tasks this week. Write a few sentences about which one you liked best and why.

**ESL Module:** AI vocabulary basics (tool, prompt, chatbot, summarize, translate), sign-up and account terminology

## Week 2

### Make AI Do Your Work

■ LIVE ZOOM · 60 min

*Complete 5 real work tasks with AI and learn how to ask better questions for better results.*

- Write and edit emails, messages, and documents with AI
- Research any topic in minutes instead of hours
- Translate between English and Japanese naturally
- Summarize long documents, articles, and reports
- Brainstorm ideas, plans, names, and strategies
- How to ask AI better questions — simple tips, instant results

#### **Action Challenge: Complete 5 AI Tasks**

Complete 5 real tasks using AI — one for each category (write, research, translate, summarize, brainstorm). Screenshot your favorite result.

**ESL Module:** Work communication vocabulary (draft, edit, rewrite, improve), giving clear instructions in English

## Week 3

### AI at Work — With Your Team

■ LIVE ZOOM · 60 min

*Bring AI into your daily work routine — emails, meetings, team communication, and bilingual tasks.*

- Use AI to organize your morning in 2 minutes
- Draft, reply, and translate professional emails
- Prepare meeting agendas and write follow-up notes
- Handle bilingual team communication faster
- Practice: prepare for an English meeting, summarize a report, reply to a confusing email
- How American teams use AI every day — examples you can adopt

#### **Action Challenge: AI Work Diary**

Use AI for at least one work task every day this week. Keep a simple diary: date, what you used AI for, and how it went.

**ESL Module:** Workplace vocabulary (agenda, meeting notes, follow-up, deadline), professional email language

## Week 4

### Build Your First AI Tool

■ LIVE ZOOM · 60 min

*Create a personal AI assistant that knows your job, your industry, and your communication style.*

- What a personal AI assistant is — a coworker who knows your job
- Build yours in 15 minutes — step by step, everyone together
- Tell AI about your job, industry, and how you communicate
- Test it with a real task and see the difference
- Make it better: add company info, set language preferences
- Show and tell: share what you built with classmates

#### **Action Challenge: Use Your AI Assistant Daily**

Use the assistant you built for at least one task every day. Write down 3 things you love about it and 1 thing to improve.

**ESL Module:** Setup and customization vocabulary (assistant, customize, preferences, save), describing capabilities

## Week 5

### Your AI Action Plan

■ LIVE ZOOM · 60 min

*Celebrate your progress, learn what's coming next in AI, and create your personal plan for continued growth.*

- Reflection: your favorite AI win from the past 5 weeks
- What's coming next in AI — the simple version
- The one habit that keeps you ahead: 10 minutes a week
- Create your personal AI action plan: 3 tools, 3 goals, 3 months
- Preview: AI Mastery (Level 2) for those who want to go deeper
- Certificate ceremony — you earned it!

#### **Action Challenge: Personal AI Action Plan**

Create a one-page plan: 3 AI tools you will keep using, one goal for each, and one new thing to try each month for 3 months.

**ESL Module:** Future planning vocabulary (goal, progress, habit, milestone, confident), career development language

# What You Receive

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## Materials

- 5 live Zoom classes — recorded for lifetime access
- Top 10 AI Tools Cheat Sheet (English + Japanese)
- AI Quick-Start Guide with 20 ready-to-use templates (English + Japanese)
- AI at Work Templates for meetings, emails, and planning (English + Japanese)

## ESL Companion Modules (free for Vertice members)

- Key Vocabulary with audio pronunciation and Japanese translations
- Grammar Points with bilingual example sentences
- Cultural & Business Notes on US tech communication
- Interactive Flashcards, Comprehension Quizzes, and Listening Exercises

## Your Personal AI Toolkit

- Personal AI assistant — built by you in Week 4, tailored to your job
- Configured accounts on ChatGPT, Claude, and Perplexity
- Personal AI action plan for the next 3 months

## Recognition

- Certificate of Completion — co-branded Vertice Society x HonuVibe.AI
- 30-day post-course community access for Q&A; and support
- Priority access and special pricing for Level 2: AI Mastery

## How to Prepare (10 minutes)

No prior AI experience required. Before Week 1:

1. Make sure you have a laptop with internet and a Chrome browser
2. Create a free ChatGPT account at [chat.openai.com](https://chat.openai.com)
3. Create a free Claude account at [claude.ai](https://claude.ai)
4. Install Zoom for live sessions
5. Think of one work task you wish was easier — that's your starting point

*Detailed setup instructions and LMS access provided one week before launch.*

**What's Next: Level 2 — AI Mastery**

Ready to go deeper? AI Mastery is our advanced 5-week course covering Claude in depth, professional prompt engineering, building real AI workflows, and creating functional AI projects. Special pricing for AI Essentials graduates.

## Contact

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*Veritas Per Linguam x Made in Hawaii with Aloha*