

## AI Productivity Tools - Reference System

| L | KNOWLEDGE                               |   | SKILLS//CAPABILITIES                   |   | ATTITUDES/VALUES            |   |
|---|---|---|--|---|-----------------------------|---|
|   | Level Titles                            | Level description   | Level Titles                           | Level description   | Level Titles                | Level description   |
| 5 | Knowing where else (strategic transfer) | Knowing how to help other organizations to successfully solve the problem with AI productivity tools.   | Developing, constructing, transferring | Being able to apply AI productivity tools strategies into new professional and personal contexts in order to create a new business activities.  | Incorporation               | To be recognized as a person who the inspiration for others in their respective AI productivity tools.  |
| 4 | Knowing when (implicit understanding)   | According to the situation to know which methods are related to solving AI productivity tools "problems" and how to interpret it in practice way. | Discovering acting independently       | To know how to search and select respective AI productivity techniques and instruments to be able to apply a variety of tools and techniques to solve different business productivity issues.   | Self-regulation, Commitment | To be creative and pro-active in using and improving the AI productivity tools and interpretation competence in a familiar environment.   |
| 3 | Knowing how                             | Knowing how to use relevant computer programmes related to AI productivity tools and how to use them in practice.                                 | Deciding/ selecting                    | Taking the role in the process to help their team in the creating strategy of AI productivity tools in order to choose singular tools and methods, evaluation strategies, and business productivity models including respective software. | Motivation / appreciation   | Valuing business productivity, in general, to being motivated to develop one's own respective AI productivity competence, and being self-critical about the use of AI productivity tools. |
| 2 | Knowing why (distant understanding)     | Having a basic knowledge of existing relevant tools and methods of such as Chat GPT, Synthesia, Pragma and etc.                                   | Using, imitating                       | In some situations to do some related AI productivity tools in respective bussines context.   | Perspective taking          | Being curious and interested in respective computer programs for AI productivity tools.   |
| 1 | Knowing what                            | Comprehension of AI productivity tools.   | Perceiving                             | Recognizing the importance of AI productivity tools without taking action.  | Self-orientation            | Perceiving AI productivity tools content without knowing how to use it in a professional and personal context.  |