



NEXILY AI ACADEMY · LEVEL 3

Everyday *AI*

Now it gets concrete. Organisation, cooking, travel, admin, learning, decisions: six areas of real life, with AI saving you time on each one.

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The path

Theory's over: this level is a toolkit for your everyday life. Each module covers a concrete area, with requests ready to copy and adapt. Keep an AI tool open — here, we practise.

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NOTE

AI helps you understand, organise and prepare. For any important decision — health, money, law, an official procedure — it doesn't replace a professional, and sensitive information should always be checked against a reliable source.

How to follow this course

This level is the most practical of all. Every page gives you requests to copy — the real progress is testing them on your own life.

Ready-made requests, to make your own

In every module you'll find ready-made requests, in quotes. They aren't magic: they're starting points. Replace what's in brackets with your real situation, and they become perfectly suited to you.

If you did level 2, you'll recognise the C.L.E.A.R. logic behind each request: some context, a clear ask, your constraints and the wanted format. If not, just copy and adapt — that works fine too.

KEY POINT

The goal of this level isn't to read everything, but to walk away with a handful of requests you **actually** use every week. Three prompts built into your routine beat fifty forgotten ones.

How to read the boxes

BOX

WHAT IT HOLDS

Key point	The main idea to keep, even if you forget the rest.
Copy this	A request ready to copy and personalise.
Warning	A sensitive point where caution is needed.
Put it into action	What you do, in the tool, before continuing.

- 1 Keep an AI tool open throughout the course.
- 2 Open a note "My everyday prompts": you'll paste your favourite requests there.
- 3 Pick the area (organisation, cooking, travel...) most useful to you and start with it.

01

THE EVERYDAY PATH

Organising your life

The first playground: your time. Planning, tasks, priorities, routines — AI turns mental fog into clear organisation, in seconds.

BY THE END OF THIS MODULE, YOU CAN

- Have a realistic weekly plan built for you
- Share out family organisation and chores
- Prioritise your lists and set up routines that stick

The weekly plan

Give the AI your fixed commitments and your goals, and let it slot in the rest. The more precise you are about your times and constraints, the more realistic the plan.

COPY THIS

"Organise my week as a day-by-day plan. Constraints: [work hours], [fixed commitments]. Goals for the week: [list]. Leave me breaks and one free evening."

Family organisation

Sharing out a household's chores becomes simple once they're laid out. AI can suggest a fair split and a shared schedule.

COPY THIS

"There are [number] of us at home: [who does what usually]. Suggest a fair split of the week's chores, as a table per person."

To-do lists

Empty your head in a jumble, then ask the AI to bring order. It groups, clarifies and rewords your tasks into concrete actions.

COPY THIS

"Here's everything on my mind, all jumbled: [messy list]. Turn it into a clear to-do list, grouped by theme, with concrete actions."