



AI Literacy Toolkit: Implementation Guide For Schools

Purpose

This video and the toolkit materials are designed to help families understand the basics of Artificial Intelligence (AI) and begin to recognize how it impacts their children's daily lives. Sharing this video can help build awareness and promote open conversations about technology use at home. This guide will provide everything you need to share the video and toolkit with your school community.

Step 1: Prepare to Share

Review the Video:

- Watch the video yourself to familiarize yourself with its content and message.
- Please take note of key concepts that families might want to discuss, like how AI makes predictions or how it's embedded in their children's apps.

Choose Your Platforms: Decide how to share the video and materials.

- School website
- Parent newsletters
- Social media (Facebook, Twitter, Instagram)
- School communication apps (like ClassDojo or Remind)
- Virtual classroom platforms (Google Classroom, Microsoft Teams)
- Hold a family engagement night
- During Parent/Teacher Conferences

Craft a Message: Use a brief, welcoming message to introduce the video or utilize our template.

- Highlight why understanding AI is essential for families.
- Mention how this video will help parents and students learn together.



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Step 2: Share the Video

Sharing Options: Where to Announce

- Sample Announcement for Newsletter or School Website
- Social Media
- Class Communication App Message

Use our customizable templates found in this [folder](#).

Step 3: Encourage Family Engagement

Provide the activity guides and conversation cards and encourage their use.

Step 4: Follow Up with Families

- Send a reminder a week later to encourage families who haven't watched.
- Share stories or feedback from families who found the video helpful.
- Offer additional resources or videos related to AI and digital literacy.



Workshop Facilitator Guide

Workshop Goals

- Facilitate conversations with families and other school community stakeholders around AI Literacy.
- Share the family facing resources

Important Links and Materials

[Slide Deck](#)

[Tips for talking about AI with school boards or PTAs](#)

[Family Activity Guide/Toolkit](#)

Video: Can be found at DayofAI.org/families or Common Sense Education's [YouTube Channel](#).



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Workshop Facilitator Guide

Slides, Talking Points, and Facilitation Notes

Follow along with the slides and read the talking points.

Slide 1-3	<ul style="list-style-type: none">• Introduce the topic.• Highlight that AI is changing weekly.• Review the agenda for the session.
Slide 4	<ul style="list-style-type: none">• Highlight that AI is all around us.• Ask participants to name places they have seen or used AI.
Slide 5	<ul style="list-style-type: none">• Review the definition of AI Literacy.• Summarize that AI literacy includes the ability to understand, use, and critically evaluate artificial intelligence technologies.
Slide 6 (Video)	<ul style="list-style-type: none">• Share the video.• Remind your participants that this video is designed to help families understand the basics of Artificial Intelligence (AI) and begin to recognize how it impacts their children's daily lives. <p>If you stop after specific points in the video, we suggest these highlights:</p> <ul style="list-style-type: none">◦ Stop and discuss the AI history, and ask participants if they are surprised by the timeline.◦ Stop and discuss the definition of artificial intelligence, reiterating that AI is a program that does things that seem human or intelligent in the same way humans are.◦ How does AI work? Reiterate that data can include more than what is shared in the video and can consist of personal information.<ul style="list-style-type: none">▪ Ask students to think about the data that they share on the apps they use (e.g., search history, watch history, pictures, videos, comments).▪ Discuss the definition of bias and ask participants if they have encountered bias from their AI use. A common example is when someone else uses your account to search for or watch a video, and then suggestions for which you have little interest are shown.◦ Ask participants to explain what makes generative AI different from the AI that powers prediction and recommendation algorithms.◦ What are the tasks that machines can do that seem human?<ul style="list-style-type: none">▪ Expected responses include learning, perception, natural interaction, and reasoning. <p>Ask participants, "What excites you and concerns you about AI?"</p> <ul style="list-style-type: none">◦ Participants may share how AI has made their lives easier or helped them do things they couldn't have otherwise. Concerns may include the potential for job losses due to automation, the misuse of AI by bad actors, privacy and data security, errors or bias in AI responses and decisions, being unfairly accused of using AI tools.





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Slide 7	<p>After the video, continue the conversation by posing the question: Where Do Kids Encounter AI Throughout Their School Day? Share school/district information such as:</p> <ul style="list-style-type: none"> • How is our school/district using AI? • What transparency and data privacy efforts are in place? (Be sure to populate the slide with links and information specific to your school and/or district.)
Slide 8	<p>Where Do Our Kids Use AI? Read the provided examples and ask participants to name additional examples. If needed, share that kids are using AI for homework assistance, personalized learning tools, and cite the Common Sense Media articles in the notes section of the slide for more information.</p>
Slide 9	<p>Benefits and Risks</p> <ul style="list-style-type: none"> • Read the provided examples of benefits and risks of AI use. Ask participants to brainstorm additional examples for each category. Additional benefits include: AI performing simple tasks can free up time for people to do other things. Companies may benefit from increased productivity of their employees. Additional risks include: the energy consumption and carbon footprint of training AI, AI replacing humans for certain jobs, AI making decisions that don't benefit humans.
Slide 10	<p>AI Literacy for Families</p> <ul style="list-style-type: none"> • Share the information about the toolkit. Explain to families that they can watch the video as often as necessary. Use the suggestions on pages 1 and 2 of this guide to ensure that families have access to all the materials.
Slide 11	<p>About</p> <ul style="list-style-type: none"> • Optional: If families want to learn more about Day of AI and Common Sense Media, please share the last slide and encourage them to visit to both websites.



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