

Chapter 4

20 Practical Ways to Start Using AI Today



"You don't need to become an AI expert. Just start using AI to make everyday life a little easier."

Introduction

One of the biggest misconceptions about Artificial Intelligence is that it is only useful for programmers, students, or large companies.

Nothing could be further from the truth.

AI has become a practical everyday tool that can help ordinary

people save time, stay organised, learn new skills, communicate more effectively, and even create extra income.

You don't need expensive software.

You don't need technical knowledge.

You simply need curiosity and a willingness to ask questions.

In this chapter, you'll discover twenty practical ways you can begin using AI today. Most of these take less than five minutes to try and could save you hours every week.

1. Write Better Emails

Don't struggle to find the right words.

Ask ChatGPT:

"Write a friendly email thanking my neighbour for helping with my garden."

AI creates a polished email in seconds.

2. Plan Your Week

Tell AI what you need to do.

Example:

"I have two appointments, shopping, gardening and I want time for reading."

AI organises everything into a realistic schedule.

3. Create Shopping Lists

Tell AI:

"I want meals for five days for two people."

It creates:

- Shopping list
- Meal ideas
- Ingredient quantities

4. Explain Difficult Documents

Received a complicated letter?

Copy and paste it into ChatGPT.

Ask:

"Explain this in simple English."

Suddenly complicated information becomes understandable.

5. Learn Something New

Always wanted to understand:

- Investing
- Photography
- Gardening
- Computers
- History

AI becomes your private tutor.

6. Plan Holidays

Ask AI to create:

- Daily itinerary
- Estimated costs
- Accommodation ideas
- Attractions
- Packing checklist

7. Generate Healthy Meal Ideas

Example:

"I have chicken, potatoes and carrots."

AI suggests several meals immediately.

8. Write Birthday Messages

Never wonder what to write again.

AI can create:

Birthday cards

Anniversary wishes

Thank-you notes

Sympathy messages

9. Create Exercise Plans

Ask for:

- Gentle stretching
- Walking schedules
- Beginner exercises
- Chair exercises

Always consult your healthcare professional before starting a new exercise programme.

10. Learn Computer Skills

Instead of searching YouTube for hours, ask:

"Explain how to organise files on my Windows computer."

AI explains each step.

11. Research Before Buying

Thinking about purchasing:

- Laptop
- Cell phone
- Television
- Washing machine

Ask AI to compare options based on your budget and needs.

12. Organise Your Budget

AI can help you:

- Track expenses
- Create monthly budgets
- Identify unnecessary spending
- Plan savings goals

13. Improve Your Writing

Whether you're writing:

- [Letters](#)
- [Blog articles](#)
- [Family history](#)
- [Club newsletters](#)

AI can improve grammar, spelling, and readability while keeping your own style.

14. Brainstorm Business Ideas

Thinking about earning extra income?

Ask:

"What are ten simple business ideas suitable for retirees?"

You may discover opportunities you've never considered.

15. Create Checklists

AI can generate checklists for almost anything:

- Travelling
- Moving house
- Home maintenance
- Vehicle servicing
- Christmas planning

16. Understand Technology

Ask questions like:

"What is cloud storage?"

"What's the difference between Wi-Fi and mobile data?"

No jargon—just clear explanations.

17. Organise Family Events

Planning a birthday, reunion or holiday gathering?

AI can help with:

- Invitations
- Menus
- Budgets
- Activities
- Timetables

18. Solve Everyday Problems

Need advice?

Ask:

"My tomatoes keep getting brown spots."

or

"How can I remove coffee stains from a carpet?"

AI offers practical suggestions that you can explore further if needed.

19. Keep Learning Every Day

Spend just ten minutes each day asking AI one new question.

Within months you'll have learned more than many people do in years.

Small daily improvements add up.

20. Explore New Income Opportunities

Perhaps the most exciting use of AI.

It can help you:

- Write eBooks
- Create online courses

- Design printable planners
- Start a blog
- Learn affiliate marketing
- Create social media posts
- Research profitable niches
- Build simple websites

AI won't do all the work for you—but it can make getting started much easier.

Remember...

AI isn't about replacing people.

It's about helping people.

The more you use it, the more valuable it becomes.

You don't have to use all twenty ideas today.

Choose just one.

Then another tomorrow.

Before long, using AI will feel as natural as using email or searching the internet.

Chapter Summary

By now you should understand that AI is much more than a chatbot.

It is a practical assistant that can help you:

- Save time
- Stay organised
- Learn faster
- Solve problems
- Communicate better
- Explore new income opportunities
- Enjoy technology with greater confidence

The best way to learn AI is not by reading about it—it is by using it.

Your First AI Challenge

Before reading the next chapter, try at least **five** of the ideas from this chapter.

Tick them off as you complete them:

- ☐ Write an email
- ☐ Create a shopping list
- ☐ Plan your week
- ☐ Learn something new
- ☐ Ask AI to explain a difficult topic
- ☐ Plan a holiday
- ☐ Generate a healthy meal plan

- ☐ Improve a piece of writing
- ☐ Research a product
- ☐ Brainstorm an income idea

You'll quickly discover that AI becomes more useful the more you use it.

Quick Tip

Don't be afraid to experiment. There are no "silly" questions when using AI. Every question helps you learn, and every conversation builds your confidence.