

# AI Working Group

Plotting a roadmap toward responsible use of AI in IR

In association with



## AI WORKSHOP AGENDA

VANTAGE VENUES, 150 KINGS STREET WEST, TORONTO | SEPTEMBER 26, 2023

Timing	Session	Format
9.00 am	<b>Registration and breakfast</b>	Networking
9.30 am	<p><b>Welcome</b></p> <p>We open the workshop by setting out the aims, agenda and opening with some views on the challenge ahead.</p>	Panel/Interview/Speech
9.45 am	<p><b>Exercise 1: Getting started with AI in IR</b></p> <p>In small groups, we ask attendees to introduce themselves and share current experiences with implementing AI. Specifically;</p> <ol style="list-style-type: none"> <li>1. What areas of IR have you been using AI to assist with your IR activities?</li> <li>2. What steps have you taken to implement AI into your IR activities (i.e. setting up a working group, developing activity, experimenting, etc.)?</li> <li>3. What has worked well?</li> <li>4. What lessons have you learned?</li> </ol>	Roundtable discussions
10.15 am	<p><b>Exercise 2: Identifying barriers to implementation</b></p> <ol style="list-style-type: none"> <li>1. Using Slido, we will ask everyone to spend 5 minutes listing the most significant barriers to implementation in one word (i.e. data, budget, IP, security, RegFD etc.). This will feed into a word cloud that can be displayed on the screen.</li> <li>2. We can then pick the most frequently mentioned topics, ask people to put their hands up if they listed those as a challenge and ask them to elaborate on why this is a challenge.</li> <li>3. Invite other attendees to share how they have attempted to overcome these challenges.</li> </ol>	Group discussion
10.45 am	<b>Break, snacks, and rotate tables</b>	Networking

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<p>11.00 am</p>	<p><b>Exercise 3: Prioritizing IR workflows</b></p> <p>As a whole group, we will discuss the benefits and implementation challenges for using AI in different IR workflows.</p> <p>During this discussion, the group will score each IR workflow on</p> <ul style="list-style-type: none"> <li>a) The ease of implementation</li> <li>b) The impact of AI on the IR task (in terms of quality and efficiency)</li> </ul> <p>At the end of the session, we will produce a matrix that will show the workflows that are easiest to implement and have the greatest impact.</p>	<p>Group discussion</p>
<p>12.00 pm</p>	<p><b>Exercise 4: Safe, ethical and responsible use</b></p> <p>Small groups will be asked to discuss potential ethical and safety concerns and identify safeguards that need to be put in place to minimize risks.</p>	<p>Roundtable discussions</p>
<p>12.30 pm</p>	<p><b>Exercise 5: Create an implementation checklist</b></p> <p>In our final exercise for the day we ask working group members to outline the practical steps that can be taken toward implementing artificial intelligence into their IR activities, and to rank them in order of importance. Following the workshop, we will turn these actions into a template checklist that other IR teams can use to get started on their IR journey.</p>	<p>Roundtables</p>
<p>1.00 pm</p>	<p><b>Summary</b></p> <p>We finish the workshop by drawing on some of the conclusions from the day's discussion and keep people updated on the next steps for the working group</p>	<p>Speech/presentation</p>
<p>1.15 pm</p>	<p><b>End of workshop</b></p>	<p>Networking</p>