



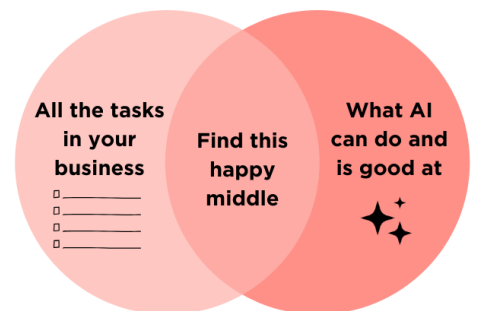
# AI & Your Small Business

## Generative AI Capabilities

- Understand and respond to natural language
- Search the web, synthesize and summarize results
- Analyze data, find trends
- Create content: text, audio, voice, images, video, files
- Understand documents/images
- Learn and remember preferences
- Adapt and customize

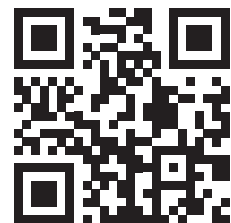
## How to Get Started Using AI

- There are limitless ways to integrate AI into your business workflow.
- Ask an AI chatbot like [ChatGPT](#), [Gemini](#), or [Copilot](#) to identify and organize your business tasks into categories:
  - What should remain human work
  - What AI can assist with
  - What AI can automate or do on its own
- Ask AI to recommend specific AI tools or explore online directories: [futurepedia.io](#), [toolify.ai](#), [theresanaiforthat.com](#)
- Start small with free tools and experiment with low-risk tasks first.
- Always review and refine AI output.



## Privacy & Security Best Practices

- Use strong passwords for all accounts.
- Review the privacy policy for each AI tool.
- Don't share personal, sensitive, financial, proprietary, or customer information when using AI tools.
- If possible, opt out of AI training in the settings.



Scan to visit Senior Planet's AI page.