

Annex A

AI Foundation for Finance Professional Course Overview

The AI Foundation for Finance Professionals course is an asynchronous e-learning course designed for finance professionals. It introduces what GenAI, the available tools, and where it fits in their everyday work. Finance professionals will be guided through clear explanations, examples, and comparisons to understand what GenAI is, how prompts influence AI outputs, and key considerations to check before using AI-generated outputs in work contexts. The course also emphasises limitations, risks, accountability, and governance considerations, highlight GenAI as an assistive productivity tool, not a decision-making authority. The course is structured into four independent modules, each addressing a key aspect of AI literacy for beginners.

The four modules are:

1. Understanding GenAI and Its Role at Work
2. Why AI Outputs Go Wrong (Common Prompting Issues)
3. What makes Prompts more effective
4. AI Governance, Risk Awareness & Responsible Use

Objective:

- Building foundational awareness of GenAI and setting realistic expectations for its use in financial institutions
- Understanding how poor prompts contribute to unreliable or misleading AI outputs
- Recognising effective prompt characteristics and understanding how clarity improves output quality
- Understanding governance, risk, data confidentiality and professional accountability when using GenAI in financial institutions

Delivered on NTUC LearningHub's Learning eXperience Platform (LXP), the course enables self-paced learning for finance professionals. By strengthening baseline AI knowledge and awareness across the workforce, the course supports industry-wide upskilling and reinforces the development of future-ready finance professionals.

The course is expected to commence in mid-July 2026.