

Own your AI *education.*

Don't wait on your employer. The people building AI fluency now won't be scrambling when it becomes mandatory. Start today.

- 1 Start **free on Claude.ai** — no credit card needed
- 2 Use it for **personal tasks** — even if your company restricts it
- 3 Add **\$20/month** and let Claude become your personal assistant

Swipe 

Claude is the tool to know *right now*.

Currently the most sophisticated AI assistant available. If your company doesn't allow it, that's not a reason to wait.

Start at home

Meal planning, trip research, scheduling, drafting personal emails — there's real value before you touch a single work task. Build the fluency now.

Skills compound fast

Every interaction teaches you something. Each thing you learn unlocks the next. The people building this habit now won't be scrambling when AI becomes mandatory at work.

AI itself is the teacher

Not sure how to use it? Ask it. Tell Claude your desired outcome and ask how to get there. It will walk you through everything step by step.

*"In 2026, staying at the chat level isn't enough. The real leverage comes when AI starts *doing* — embedding into your workflow and running tasks for you."*

Start on *Claude.ai*

Free. No download needed. Works on any browser. This is where everyone begins.



Claude.ai Web Browser

Go to Claude.ai in any browser. Create a free account. Start chatting immediately — no credit card, no setup.


claude.ai



Claude Desktop App

Download the Mac or Windows app for a richer experience. Required when you're ready to upgrade to Cowork.

claude.ai/download

 **Start free on claude.ai.** Upgrade to Pro (\$20/mo) when you're ready for agents and automations.

What Claude can do *in chat*.

All of these work free on Claude.ai — open a tab and try one today.



Draft an email

Tell Claude who you're writing to, the context, and the tone. Ready-to-send draft in seconds.

"Write a follow-up email to a client after our meeting. Professional but warm."



Summarise anything

Paste a long article, report, or email thread. Ask for a 3-bullet summary. Done.

"Summarise this into 3 bullets. What do I need to know?"



Research a topic

Ask Claude to explain anything in plain English. No jargon, no fluff. Better than a Google search.

"Explain what an LLM is like I have no tech background."



Edit your writing

Paste your draft. Ask Claude to sharpen it, fix the tone, or cut it in half. Instant feedback.

"Make this tighter and more confident. Cut anything that isn't needed."



Brainstorm ideas

Give Claude a problem or goal. Ask for 10 ideas. Pick the one that resonates and go deeper.

"Give me 10 ideas for growing my LinkedIn audience this month."



Plan anything

Trip planning, meal prep, project timelines — Claude builds the structure, you refine it.

"Plan a 5-day trip to Tokyo for 2 adults. Mix of culture and food."

"AI itself will walk you through anything. Tell it your desired outcome and ask how to get there."

AI works for your *whole life.*



Meals & Food

Meal planning · Grocery lists



Family Scheduling

Kids calendar · Summer planning



Kids & Learning

Homework support · Bedtime stories



Travel & Trips

Trip planning · Packing lists



Home Organisation

Chores system · Task delegation



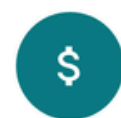
Care & Household

Nanny onboarding · Care schedules



Health & Wellness

Medication logs · Wellness routines



Budgeting

Household budget · Trip costs

Full playbook at technotechnical.com → Resources → AI for Home

Go beyond chat. *Get Cowork.*

Upgrade to Claude Pro and unlock three distinct modes in the Desktop App. Cowork is where Claude becomes a true personal assistant.

Chat

Back-and-forth conversation.
Drafting, research, quick questions.

Cowork

Claude takes action. Uses tools,
browses, executes tasks end-to-
end.

Code

Built for developers. Code
execution and file creation.

CLAUDE COWORK · DESKTOP APP ONLY

Your personal assistant for \$20/month.

- **Takes actions on your behalf** — doesn't just respond, it executes
- **Runs scheduled tasks** — daily briefing, newsletter summary, while you're away
- **Connects to your apps** — Gmail, Calendar, Canva, Slack and more
- **Learns how you work** — Skills teach Claude your processes and preferences

👉 **Step-by-step Cowork setup guide** available at technottechnical.com or on our LinkedIn page

TECH NOT TECHNICAL

The window is *open*. Start now.

More AI literacy guides, tools, and resources for non-technical professionals.

technotechnical.com

LinkedIn: [Tech Not Technical](#)

Instagram: [@technottechnical](#)