SKILLTECH ACADEMY / PRACTICAL AI GUIDES

BOOK 12

Study Smarter with AI

Understand

Explain the method

Practise

Try it yourself

Check

Use your sources

Turn supplied notes into clear explanations, checked revision aids and practice you can learn from.

6 tutorials / 18 prompts / 10 teaching figures

Supplied notes, separate hints and a checked key

FIRST EDITION / 22 OCTOBER 2026

22 October 2026 / English

START HERE

Use AI to support your own understanding

A useful study session leaves you able to explain an idea or attempt a problem yourself. This book shows how to give ChatGPT a small set of learning notes, ask for an explanation, prepare revision aids and check a practice answer against the material.

The project follows Sam, a fictional learner, using four workshop attendance rows. You will build a revision pack and practise mean, range and percentages. You need a chat, paper or a notes app, and a calculator for checking. The text exercises use a regular conversation and do not depend on file uploads or a special mode.

Start with the supplied pack

1. Read the supplied notes, data and learner brief in the opening pages. Keep them available for checking.

2. Use the expanded prompts in SkillTech_Ebook_12_Prompts.txt, or replace each printed [Paste ...] selector with the requested records.

3. Try questions before reading the answer key. Keep hints and supported answers distinct from independent recall.

Examples are fictional and authored, not ChatGPT transcripts. Check replies against the supplied sources. These text exercises need no API setup. Try each practice question before opening its hints and answer key.

YOUR ROUTE THROUGH THE BOOK

One learning pack, a repeatable study routine

Chapter	You will make
1. Goal and starting level	A focused goal and diagnostic questions.
2. Clear explanations	A worked mean example and a self-explanation.
3. Revision aids	Short cards tied to specific source notes.
4. Retrieval practice	Questions, separate hints and a checked key.
5. Check answers	A source audit and correction record.
6. Revision plan	Four planned sessions and a blank attempt log.

The practical project

Create a source-linked revision pack: a learning goal, three cards, four core practice questions, a separate hint sheet, an answer key and a realistic schedule. Then use the attempt log during an actual short session. The supplied examples let you compare your work; they do not establish your own result.

Follow the chapters in order the first time. Later, repeat the cycle with your own approved notes. Keep the author, section or page labels from those notes so you can locate the evidence again.

Read the table and define the calculations

N01 Read a table heading and its units before using a number. In this pack, attendance means the number of people attending one workshop session; capacity means the maximum people that session can hold.

N02 Each data row is one session, not one person. The same person may attend more than one session. Adding attendance gives attendance visits, not the number of distinct people.

N03 A total is the sum of the included values. State which rows are included and keep the unit.

N04 The arithmetic mean is the total of the included observed values divided by the number of those values. Count observations, not table headings.

N05 The range is the largest included observed value minus the smallest. It describes the spread between the extremes and has the same unit as the values.

N06 For a nonzero capacity, attendance percentage is attendance divided by capacity, multiplied by 100. For example, 3 people in a capacity of 10 gives 30%.

These short notes were written for this exercise. They are not a quotation from a textbook or a complete statistics course. Use your course material when its scope or terminology differs.

Keep the limits visible

N07 Combined attendance percentage is total attendance divided by total capacity, multiplied by 100. Averaging session percentages gives the same result when all included session capacities are equal; do not assume this for unequal capacities.

N08 A blank attendance is missing information, not zero. An observed zero is a value. Report missing rows and do not silently replace them with zero; calculations over observed rows must say which rows were included.

N09 For one observed value the range is zero. If all included values are equal, the range is zero. A range of zero does not mean attendance was zero.

N10 The mean uses every included value, while the range uses only the extremes. A changed value can change the mean; a changed middle value may leave the range unchanged.

N11 These attendance records describe counts. They do not establish why attendance changed, whether teaching improved, or whether all visits were by different people.

N12 Keep exact intermediate values. Show whole-number counts and exact percentages when possible; if rounding is needed, label the rounding. Check arithmetic separately from the wording.

FICTIONAL DATA / D01-D04

Four sessions, all with capacity twenty

The entire baseline dataset is below. Attendance counts visits to each session. Repeat attendance by the same person is possible. There are no missing baseline values.

ID / session	Attendance	Capacity
D01 / A	8 people	20 people
D02 / B	12 people	20 people
D03 / C	12 people	20 people
D04 / D	16 people	20 people

Calculate before asking ChatGPT

1. Total attendance visits: 8 + 12 + 12 + 16 = 48.
2. Mean attendance: 48 / 4 = 12 people per session.
3. Range: 16 - 8 = 8 people.
4. Combined attendance percentage: 48 / 80 x 100 = 60%.

The total capacity is 4 x 20 = 80 places across the sessions. Forty-eight visits do not prove forty-eight distinct people. The data also give no reason for the change from A to D. Keep these distinctions when rewriting a result [N02, N07, N11].