

Shared Service: Training on the implementation of AI in local newsrooms

The Medill Local News Accelerator shared services hub includes offering ongoing workshops related to implementing AI services in a local news entity's editorial operation.

This shared service is meant for news organizations who are seeking to better understand how to implement this technology into their daily operations and functions.

The Medill Local News Accelerator will kick off this shared service on September 8th. A day filled with workshops led by AI & journalism experts. This is the first of various workshops the Medill shared services effort will host. Please RSVP to the [event](#) here.

Description of workshops and trainings being offered:

AI, data and digital journalism expert Mike Reilley is offering one-on-one consultations to Chicago news and media outlets that are seeking personalized support regarding the implementation of AI.

The following trainings are available offered by [Mike Reilley](#):

1. **Fact-Checking Tools and Best Practices:** This training will explore ways to fight back against misinformation and disinformation during post-election coverage. We will dive into tools such as Google Fact-Check Explorer to track images and stories, reverse image search and others. We'll break down doctored video and audio with WatchFramebyFrame and Deepfake-o-meter. We will use the innovative Rolliapp.com to track disinformation spreaders on social channels. Participants will receive a handout with links to tools and additional material to take back to their newsrooms.
2. **Introduction to AI Tools: (1 hour to 90 minutes):** The influx of AI tools flooding the market in recent years raises as many opportunities as ethical and legal concerns. In this presentation, we'll approach AI with "cautious curiosity" and learn how to harness the tools that save you time and work. We'll use MidJourney and Adobe Firefly to create photo illustrations; Google Gemini, ChatGPT, Claude and others to write prompts and We'll address some pitfalls of AI tools with the legal and ethical issues that surround them.
3. **AI Reporting Tools for Journalists Lab:** We will explore these tools during this hands-on session: Claude, Perplexity, ChatGPT, Google Gemini and others from JournalistsToolbox.ai. We will discuss what they can do well; help with headlines, offer writing tips, summarize interviews and add photo illustration and what they do poorly

such as write stories and lose accuracy. We will also discuss the legal and ethical ramifications of using them. Participants will get a handout with tips, prompts and other resources.

4. **AI Editing Tools:** The trainer will walk you through a dozen free editing tools that will make your work more efficient. Participants will write prompts for LLMS and custom GPTs to clean up and correct SEO headlines. You'll also work with standalone editing tools such as THSRS, LosetheVery.com, Quillbot, Hemingway App, Eleven Labs, custom GPTs, Headline Hero, LLM Adviser and many others. This hands-on session will allow you to take back the knowledge to your newsroom staff.
5. **Prompt Writing 101 (1 hour to 90 minutes):** This short presentation will offer tips, examples and plug-play exercises on writing prompts for ChatGPT, Gemini, Perplexity and Claude.ai. We'll cover how to write prompts that prevent hallucinations with AI tools, and how to train ChatGPT to present information in your desired format.
6. **Image and Video Creation (1 hour to 90 minutes):** We'll work with -- and modify -- prompts to create images and videos. We'll use new tools and techniques to fact-check images created by AI. We'll work with MidJourney, Sora, Google's Veo, DALL-E, Adobe Firefly and other tools.
7. **Data journalism (1 hour to 90 minutes with AI tools):** We will learn some fundamentals of data scraping web pages with Google sheets, scraping PDFs with Tabula and PDFtoExcel.com. We will also build graphics with Flourish.studio.
8. **Google Earth Tools (90 minutes):** In this session, you'll learn how to use Google Earth Studio, Google Earth and Earth Pro to create flyover videos, timelapses and mine historical satellite imagery for stories. Participants will receive a handout with links to examples and used tools.
9. **AI Tools Lab 201: (1 hour):** We'll work with video and deep analysis in Google's free NotebookLM and Pinpoint. We'll use MyLens for building basic charts and timelines. We'll cover how to build interactive news quizzes using Google Opal. We'll work with Kagi, a customizable search engine, and Duck.ai, a chatbot with strong privacy from DuckDuckGo

10. **AI Reporting and Custom GPTs:** We'll cover a list of free ChatGPT Custom GPTs for journalists as well as how Mike built one for Journalist's Toolbox (and you can, too)
11. **Prompt Writing 201 (1 hour):** Short presentation with tips, examples and plug-play exercises on writing prompts for ChatGPT, Gemini, Perplexity and Claude.ai. We can cover ethics/legal issues. This is a more advanced session than the earlier one.
12. **Developing an AI Policy (1 hour):** Does your newsroom have an internal and external AI policy? If not, you need one. This session will get your staff started on building an AI policy and disclose AI usage in your stories. The session includes an overview followed by hands-on, small group exercises.

The following training will be offered by [Deborah Douglas](#):

AI in Solutions Journalism

Claude can be trained and set up to scan through a solutions story and identify whether all four pillars of Solutions Journalism are present or missing. This method can be used by journalists and editors to plan their story and edit it according to the four pillars of solutions journalism.

The following training will be offered by [Matt Kiefer](#):

FOIA Automation

Some of the most impactful journalism starts with a public records request. Northwestern's Knight Lab is developing a new user-friendly tool to automate FOIAs, expanding the capacity of local newsrooms to collect and monitor information in the public interest. During the session, participants will think about how we can combine automation and AI to find stories and serve our communities.

The following tool will be offered by [Nick Hagar](#):

Tiny tools in Local Newsrooms

Discover how lightweight, open-source, locally-run tools can transform your reporting process! This hands-on session will introduce journalists to “tiny tools” – free, open-source solutions that run directly on your computer without subscription fees or cloud dependencies. Participants will

learn ways to easily integrate these tools within existing workflows, or prototype customized solutions for specific reporting tasks.

[Use this link to signal your interest](#) in benefiting from this service.