

FMM WORKSHOP ON PRACTICAL AI PROMPTING FOR MANUFACTURING OPERATIONS (PURCHASING & PLANNING)

NOVEMBER 19, 2026 (Thursday)

9.00 am - 5.00 pm / Swiss Avenue Hotel, Sg Petani



This one-day, hands-on programme designed to equip manufacturing professionals with practical skills in generative AI. Using the RCFC Prompting Framework (Role–Context–Format–Constraint), participants will learn how to accelerate routine tasks such as supplier communication, RFQ comparisons, schedule updates, and shortage reporting. The workshop blends AI essentials, structured prompting techniques, and department-specific labs, ensuring participants leave with a reusable prompt library tailored to their daily work.

OBJECTIVES

At the end of the programme, participants will be able to:

- **Understand generative AI** — explain how it works, its strengths, limitations, and risks of inaccurate output.
- **Apply RCFC framework** — craft clear, reusable prompts for purchasing and planning tasks.
- **Draft supplier communications** — negotiation emails, delay follow-ups, and shortage reports.
- **Analyse procurement & planning data** — structure RFQ comparisons, material shortage lists, and schedule updates.
- **Support problem-solving methods** — use AI for 5 Why, Fishbone, and FMEA analysis.
- **Practice responsible AI use** — apply company data protection and confidentiality policies.
- **Build a prompt library** — create a digital repository of department-specific prompts for continued use.

SPEAKER:

Ts. Mohd Arif Mohd Ghazali

With over 28 years of enterprise IT and infrastructure experience, Ts. Mohd Arif Mohd Ghazali is a seasoned consultant and HRD Corp Accredited Trainer specializing in AI workforce enablement, digital transformation, and LMS deployment. He has led nationwide technology projects, including classroom management systems and enterprise integrations across major organisations, while delivering impactful training programmes on safe, responsible, and role-based AI adoption.

Certified in AWS Cloud Technical Essentials, Google Gemini, and iSpring, Arif combines technical depth with practical training delivery in both English and Bahasa Malaysia. Recognised as a thought leader in Malaysia's digital learning and public sector readiness, he continues to empower organisations to embrace AI and digital transformation effectively and responsibly.

Time	Session
9:00 – 10:30	Module 1: AI Essentials – <i>Generative AI basics, hallucination risks, responsible use</i>
10:30 - 10:45	Tea Break
10:45 – 12:30	Module 2: RCFC Prompting Framework – <i>Crafting strong prompts, quick wins (emails, summaries, translations), AI-assisted 5 Why</i>
12:30 - 13:30	Lunch
13:30-15:30	Module 3: Department Labs: - Purchasing: RFQ comparison tables, supplier negotiation emails - Planning: Schedule communication, shortage reports from MRP data
15:30 - 15:45	Afternoon Break
15:15 - 16:30	Module 4: Case Simulation – <i>Supplier delay scenario – alternative sourcing & revised schedule</i>
16:30- 17:00	Module 5: Prompt Library & Wrap-up – <i>Save RCFC templates, build department prompt library, post-assessment</i>

TARGET GROUP

Purchasing executives and buyers, planning engineers and production schedulers, Supervisors and managers overseeing procurement efficiency and supply chain resilience.

METHODOLOGY

The workshop methodology combines lecture and live demos to introduce AI concepts, hands-on labs with purchasing and planning scenarios for practical application, case simulations to solve real supply chain challenges, and group discussions to reinforce learning, ensuring participants gain both conceptual understanding and direct workplace skills using safe, sanitised data.

PRE-REQUISITES

Basic computer literacy; laptop access; approved AI tool (Microsoft Copilot, ChatGPT, Google Gemini per company IT policy)



Inquiry: Call Zai/Meeza at 04-4403628 or email to fmmkedahperlis@fmm.org.my

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NOV 19, 2026 THURSDAY) @ SWISS AVENUE HOTEL, SG PETANI

REGISTRATION FORM

CLOSING DATE:
NOVEMBER 5, 2026

MYCOID: 007907X_KEDAH / SBL Khas Programme Number: TBA

PARTICIPANT(S) DETAILS

Full Name _____
Designation _____ IC Number: _____
Email address _____

Full Name _____
Designation _____ IC Number: _____
Email address _____

SUBMITTED BY

Name _____
Designation _____
Email address _____
Company Name _____
Company Address _____
Tel No: _____ FMM membership # _____

We hereby confirm that:

- ☐ We will be claiming under SBL-Khas Scheme and full payment would be made to Federation of Malaysian Manufacturing in the event that no disbursement from HRDF under any circumstances. The HRD Corp Grant Ref #: _____
- ☐ We will NOT be claiming under SBL-Khas Scheme. Please provide invoice.
- ☐ Vegetarian food for _____ pax.

SBL KHAS SCHEME

This programme is claimable under SBL-KHAS. FMM will claim the coursefee directly from the employer's account with HRD Corp. However, approval from HRD Corp is required prior to commencement of programme by submission via eTris under Skim Bantuan Latihan (SBL-KHAS). The company has to make the FULL PAYMENT to FMM in the event that no disbursement from HRD Corp (SBL-KHAS scheme) under any circumstances

DISCLAIMER

- FMM reserves the right to cancel or reschedule the programme.
- All efforts will be taken to inform registered participants of any changes.
- Attendance is by prior registration only.

ADMINISTRATIVE DETAILS

Date : **November 19, 2026 (Thursday)**
Time : **9.00 am – 5.00 pm**
Venue : **Swiss Avenue Hotel, Sungai Petani**
Fee : **FMM/GS1 Members RM 810.00 per pax (incl 8% SST)**
: **Non-Members RM 918.00 per pax (incl 8% SST)**

PAYMENT & OTHER TERMS

- For Non HRDC claimable, Payment by bank transfer to **Maybank a/c no: 552107614029** (please email payment slip for receipt)
- For SBL Khas Scheme, an Attendance of 100% is a MUST; in any case, employers will be billed in full.
- SBL-Khas Scheme grant approval must be forwarded to FMM KP Branch at least 3 days before the programme date.

REGISTRATION

- Upon Faxing / Email the completed Registration Form to FMM Kedah/Perlis, you are deemed to have read and accepted the terms and conditions. The course would also be deemed as confirmed unless informed otherwise.
- Will be based on First-Come-First-Served basis.

CANCELLATION & REFUND

- Cancellation must be made in writing
- No charges for cancellation of 7 days prior to the programme
- 50% refund for cancellation between 3-6 days
- Registered participants who do not turn up will be charged accordingly
- No additional cost for replacement