

# Use AI for Appointments and Local Places

Use AI to plan one local visit or appointment with confidence.

*Usa IA para planificar una visita local o cita con confianza.*

## Today You Can:

*Hoy puedes:*

Use AI to plan one local visit or appointment with confidence.

*Usa IA para planificar una visita local o cita con confianza.*

# Key Words for Today

*Palabras clave de hoy*

**appointment**

cita

**hours**

**nearby**

**confirm**

**review**

**reservation**

# Demo: Try These Prompts

*Demostración: Prueba estos mensajes*

**TRY THIS:**

*PRUEBA ESTO:*

▶ Compare these two nearby clinics. Tell me about hours, language help, and parking in simple English: [paste listings].

▶ Write 4 questions I can ask before I visit this office.

▶ Make a short day plan for my 2:00 p.m. appointment, including travel time and what to bring.

# Follow These Steps

*Sigue estos pasos*

1

Pick one place you may visit.

Elige un lugar que quieras visitar.

2

Find the listing in Maps or online.

Busca el lugar en Mapas o en línea.

3

Ask AI to compare or explain the details.

Pide a la IA que compare o explique los detalles.

4

Ask AI for questions to ask before you go.

Pide a la IA preguntas para hacer antes de ir.

5

Save a short plan and verify the hours.

Guarda un plan corto y verifica el horario.

# Guided Practice

## *Práctica guiada*

- Choose one kind of place: clinic, library, bank, school, or store.
- Find two listings in a map app or browser.
- Ask AI to compare the listings in easy English.
- Ask AI to write simple questions for your visit.

# Independent Practice

## *Práctica individual*

- Make one visit plan with time, place, and one question.
- Save it in Notes or calendar.
- Verify hours and address in the official listing.

# Try This Now

*Prueba esto ahora*

**TRY THIS:**

*PRUEBA ESTO:*

▶ Compare these two nearby libraries.

▶ Write 3 questions for my appointment.

▶ Make a short day plan for my visit.

# If you need more to do

## *Si necesitas más por hacer*

- Find two nearby places (e.g., libraries or clinics) in a map app. Ask AI to compare hours and parking in simple English.

*Busca dos lugares cercanos (p. ej. bibliotecas o clínicas) en la app de mapas. Pide a la IA que compare horarios y estacionamiento en inglés sencillo.*

- Ask AI to write 4 questions you can ask before visiting an office (e.g., "Do you have Spanish-speaking staff?").

*Pide a la IA que escriba 4 preguntas que puedes hacer antes de visitar una oficina (p. ej. ¿Tienen personal que hable español?).*

- Ask for a "short day plan" for a 2:00 p.m. appointment: travel time, what to bring, and one backup plan.

*Pide un plan corto del día para una cita a las 2:00 p.m.: tiempo de viaje, qué llevar y un plan B.*

- Paste two short listings and ask AI which has better weekend hours. Then check the official site.

*Pega dos listados cortos y pide a la IA cuál tiene mejor horario de fin de semana. Luego verifica en el sitio oficial.*

- Ask AI: "What does appointment mean? What does reservation mean? Give one example of each."



## Safety Reminder

*Recordatorio de seguridad*

Do not share passwords, ID numbers, bank details, or private health records with AI tools.

*No compartas contraseñas, números de identificación, datos bancarios ni información médica privada con herramientas de IA.*

# Before You Leave Today

*Antes de irte hoy*

Show one place you chose. Read one question you will ask. Explain one detail you checked in Maps or the official site.

*Explica un detalle que verificaste en Mapas o en el sitio oficial.*