

AI Training for Legal Professionals

AI WORKSHOP SWITZERLAND

Cut contract review time, accelerate due diligence, and automate routine legal tasks - without compromising quality or compliance.

Legal professionals are under constant pressure to deliver high-quality work faster. AI can help - but only when you understand where it adds value, where the risks lie, and how to use it in a compliant, judgment-led way. This workshop is built specifically for lawyers, legal teams, and compliance professionals who want to work smarter, not just faster.

Built for legal professionals

Compliance-first approach

In-person or hybrid

Prompt library + templates included

1-Day In-Person Workshop

Corporate training · Switzerland

GDPR & Swiss FADP aware

aiworkshop.ch



Built for **Swiss teams**

Hands-on corporate AI training delivered on-site across Switzerland — with governance, templates, and adoption built in.

WHO THIS PROGRAM IS FOR

- In-house legal counsel and corporate legal departments
- Law firms and practicing attorneys across all specialisms
- Compliance, risk, and regulatory affairs professionals
- Paralegals and legal operations teams managing high document volumes
- Notaries and legal advisors serving Swiss-based clients

WHAT MAKES THIS LEGAL PROGRAM DIFFERENT?

This is not a generic AI workshop with legal examples bolted on. Every exercise, prompt pattern, and use case is designed around real legal workflows - with a clear focus on professional responsibility, accuracy, and appropriate human oversight.

THE LEGAL CHALLENGES WE ADDRESS

CONTRACT REVIEW BOTTLENECKS

Legal teams spend hours reviewing standard contracts. AI can handle first-pass review, flag key clauses, and surface risk indicators - freeing you for higher-judgment decisions.

DUE DILIGENCE OVERLOAD

M&A, financing, and regulatory due diligence generates enormous document volumes. AI dramatically compresses analysis time while keeping the lawyer in control.

LEGAL RESEARCH EFFICIENCY

Summarizing case law, synthesizing regulatory updates, and building research memos takes time. AI accelerates this without replacing legal judgment.

CLIENT COMMUNICATION QUALITY

Drafting clear, accessible client updates and correspondence is time-intensive. AI helps produce well-structured, consistent communication faster.

YOU WILL LEAVE WITH REAL DELIVERABLES:

- Legal Prompt Library (contract review, research, drafting, client comms)
- AI Risk & Compliance Guardrails Sheet for Legal Teams
- Contract First-Pass Review Framework
- Due Diligence Document Triage Templates
- 30-Day Adoption Plan tailored to your practice area

DELIVERY

On-site at your office or venue · English, German, French, Italian · Zurich, Geneva, Lausanne, Basel, Bern, and nationwide.



Program Overview (1-Day In-Person Workshop)

Module 1 of 2 — practical exercises, real workflows, and reviewable outputs.

Program Overview (1-Day In-Person Workshop)

Group size: 8–15 participants (best for interaction) · Format: hands-on legal use cases + live demos · Tools: ChatGPT, Claude, Microsoft Copilot (depending on firm environment)

Module 1 - AI Foundations for Legal Professionals

- How large language models work and where they fail
- Professional responsibility and AI: what the rules say
- Hallucination risk, verification habits, and output quality control
- Confidentiality and data handling (what to share, what not to)

Outcome: *Your team uses AI with legal-grade judgment and appropriate oversight.*

Module 2 - Contract Review & Clause Analysis

- First-pass review prompts for NDAs, service agreements, employment contracts
- Flagging unusual, onerous, or missing clauses
- Side-by-side comparison of contract versions
- Generating structured review summaries and risk flags

Outcome: *Faster first-pass review without compromising legal quality.*

Module 3 - Legal Research & Regulatory Monitoring

- Synthesizing case law summaries and legislative updates
- Building research memos faster with AI-assisted structuring
- Monitoring regulatory changes in Swiss and EU law
- Cross-referencing guidance with internal policies

Outcome: *Research that used to take days compressed into focused hours.*



Program Overview (1-Day In-Person Workshop)

Module 2 of 2 — practical exercises, real workflows, and reviewable outputs.

Module 4 - Due Diligence & Document Triage

- Structuring due diligence checklists with AI assistance
- Document categorization and priority flagging
- Generating deal summaries and key findings reports
- Handling large document sets efficiently

Outcome: *Faster deal timelines and more consistent due diligence outputs.*

Module 5 - Client Communication & Drafting

- Drafting clear, plain-language client letters and updates
- Legal correspondence templates for common situations
- Translating complex legal language for non-lawyer audiences
- Maintaining tone of voice and professional standards

Outcome: *Professional client communication produced in a fraction of the time.*



Book this **workshop**

Request a tailored quote for your team size, location, and objectives.

Is it safe to use AI with confidential legal documents?

We cover this in depth. The workshop includes a dedicated legal data handling module covering which tools are appropriate for different client data types, what zero-retention means in practice, and how to protect attorney-client privilege.

How do we maintain professional secrecy (Art. 321 SCC) when using AI?

We detail the technical measures (TOMs) required to use AI without breaching professional secrecy—including private tenant configurations, zero-retention settings, and when only on-premises models are appropriate.

Can AI replace legal judgment?

No—and this program is designed around that principle. AI handles the mechanical, time-consuming parts. The professional judgment and final sign-off stay with the lawyer.

Does the program cover Swiss-specific legal research (Fedlex, BGer)?

Yes. We demonstrate workflows for synthesizing Swiss case law and monitoring Fedlex legislative updates, using AI-assisted research patterns that respect Swiss jurisdiction.

Which AI tools do you cover—ChatGPT, Claude, or Copilot?

We are tool-agnostic and focus on whichever tools your firm has approved—ChatGPT Enterprise, Claude, or Microsoft Copilot—ensuring they fit your security and compliance environment.

PRIMARY

Request a quote

<https://aiworkshop.ch/form/quote/>

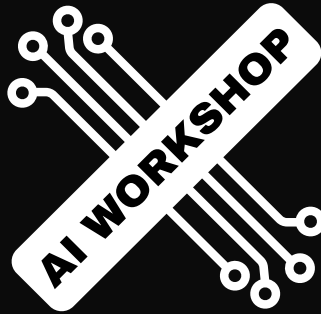
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Workshop page

<https://aiworkshop.ch/workshops/ai-for-legal/>

CONTACT

hello@aiworkshop.ch · AI Workshop Switzerland



Train your team. Ship with confidence.

AI WORKSHOP SWITZERLAND

AI Training for Legal Professionals

Corporate AI workshops, executive coaching, and governed agentic systems for Swiss enterprises.

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