



KNOWLEDGE
NETWORKS



We are excited to welcome you to the Chief AI Officer (CAIO) Podcast! This document is designed to guide you through the preparation process for your **upcoming podcast**. It includes everything from pre-interview requirements to recording guidelines and expectations to ensure a smooth experience.

Before the scheduled recording, we recommend a brief prep call with the host, Sanjay Puri. This allows both the guest and host to align on the episode's flow, themes, and expectations.

PODCAST

Hosted by Sanjay Puri



About the Podcast

Join the [CAIO podcast](#), hosted by **Knowledge Networks** Founder Sanjay Puri, a platform for leaders in artificial intelligence and business innovation. Each episode brings together influential guests who share insights on the role of Chief AI Officers within today's organizations, offering actionable strategies and deep insights on AI integration. This podcast also serves as an educational platform for industry professionals who may be aiming to achieve similar leadership roles, providing a unique window into the experiences and expertise of those at the forefront of AI.



Meet Your Host 

Listen to our
Podcast



Sanjay Puri, Founder of the Knowledge Networks Group, is a dynamic business leader, global speaker, and community builder, transforming the narrative of AI through his deep technical expertise and visionary leadership. As a technology entrepreneur with a strong background in AI, Sanjay has worked extensively with C-level executives, guiding them in harnessing the power of AI to drive innovation, growth, and industry transformation. His ability to bridge technical know-how with business strategy makes him a trusted advisor for organizations navigating the complexities of AI.

Through his influential podcasts—Indianness, CAIO (Chief AI Officer) Podcast, and RegulatingAI—and high-profile speaking engagements, Sanjay is advancing fresh perspectives on AI regulation, adoption, and its potential for societal impact. Recognized for his foresight in identifying trends and anticipating industry disruption, Sanjay's leadership is shaping the future of AI by pushing for responsible innovation, democratizing AI talent, and creating pathways for upskilling in an AI-driven world.

Podcast Theme

In this episode, we'll delve into topics, exploring how leaders can drive responsible AI adoption and foster a balanced AI-integrated future.



Recording Essentials

- The scheduling link: <https://riverside.fm/studio/sanjay-puris-studio-4gsAn?t=f57e8de7d0b95f7b77fb>
- Episode Length: 45-60 minutes
- Format: Video Podcast

Guidelines for a Smooth Recording

- 1 Join 15–20 minutes early** to test your equipment and address any technical issues.
- 2 Equipment Check:** Ensure your microphone, camera, and internet connection are fully functional.
- 3 Camera Placement:** Position the camera at eye level, with good lighting in front of you.
- 4 Quiet, Neutral Space:** Choose a quiet location with a simple background to minimize distractions.
- 5 Engage with the Audience:** Keep your camera on throughout and encourage interaction to create an engaging experience.
- 6 Silence Notifications:** Please keep mobile devices on silent mode and disable email pings to avoid interruptions during the recording.
- 7 Additional Attendees:** Additional team members are welcome to join silently if they turn off their video and audio and select “hide self-view” in Zoom.



Podcast Flow & Key Questions

Structure

The episode will flow from an introduction to main discussion points and a closing segment.

Pre-Interview requisites

Please complete our [Resource Request Form \[RRF\]](#) with the required details before the scheduled podcast. Upon submission of the form, we will share the podcast questions with you for your review and approval.

We would love to connect with you via your social media platforms (**please list them in the RRF form**). This will allow us to tag you appropriately when the episode is released, maximizing its reach and engagement. If you do not have social media, we will still release the episode and share the relevant links with you for convenience.

Interview Preparation & Expectations

- 1. Question List as a Guide:** The list of questions provided is a framework; Sanjay Puri may not cover all of them in the 45-minute session. Please share any feedback or suggested changes as early as possible.
- 2. Flexible Editing:** If you need to rephrase a question, make corrections, or if any errors occur, don't worry—everything can be edited. Feel free to reach out for assistance with edits even after the episode airs.
- 3. Post-Interview Connection:** Remain on the Zoom call after the interview ends, as Sanjay may wish to continue the conversation privately.
- 4. Dress Code:** Please dress in business casual attire for a professional appearance.

Core Questions

- How do you manage change resistance when implementing AI solutions?
- What's your approach to AI governance and risk management?
- What skills do you think are essential for someone aspiring to become a CAIO?
- How do you balance innovation while ensuring AI safety and ethics?
- How do you measure the ROI from your AI investments?
- How do you pick the best use cases to implement AI Solutions?

Thank You & Next Steps

We are thrilled to have you as a guest on **CAIO (Chief AI Officer) Podcast** and look forward to sharing your insights with our audience.

After the recording, we will reach out if any approvals are necessary, and we kindly ask for a timely response to keep everything on schedule. Our team will manage all editing and production, and soon you'll have access to a dedicated location where you and your team can track the episode release timeline.



Contact Information

Email: info@caioconnect.org

LinkedIn: <https://www.linkedin.com/in/sanjaykपुरi/>

Website: <https://caioconnect.org/>

A vital resource for empowering the CAIO community.

Core Strengths

- **AI Strategy:** Platform to upskill, engage and learn how to incorporate AI into business strategies in alignment with organizational goals
- **Innovation:** Leading AI research and innovation initiatives
- **Ethical Leadership:** A virtual vault of insights, news, and resources on various facets of AI and AI ethics.

Our Communities



Knowledge Networks

Committed to Ethical Technology, Cultural Preservation,
Strategic Leadership, and International Economic
Growth & Cooperation.

Join us in uniting minds and building the future, one idea at a
time, empowered by the transformative power of AI!



Contact Information

For more information, visit us at www.knowledgenetworks.org
Address: 11490 Commerce Park Dr, Suite 520, Reston, VA 20191

