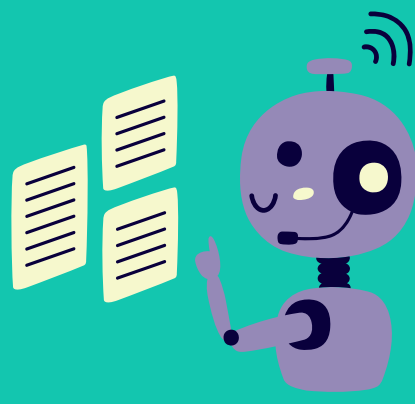


GETTING THE MOST OUT OF AI

TIPS FOR WRITING BETTER PROMPTS



BE SPECIFIC

to get more relevant and accurate information

- ✗ What is artificial intelligence?
- ✓ Provide a brief overview of artificial intelligence, focusing on its applications and possible risks

PROVIDE CONTEXT

to get responses tailored to you needs

- ✗ Explain economic inequality
- ✓ Explain economic inequality and how it affects access to education and healthcare

USE CONSTRAINTS

to get responses in accordance with your needs

- ✗ Write a summary of this article
- ✓ Summarise this article in 200 words or less and focus on the main argument

BREAK DOWN COMPLEX QUERIES

to address each part effectively

- ✗ Can you help me make a monthly budget template?
- ✓ I need help making a monthly budget. First, explain how to categorize monthly expenses. Then, tell me how to allocate income to these categories and ensure there is a section for savings and unexpected costs

SPECIFY THE FORMAT

to ensure the response is structured as you need it

- ✗ Tell me about the pros and cons of electric cars
- ✓ List the pros and cons of electric cars in two columns for easy comparison

USE EXAMPLES

to clarify what kind of answer you expect

- ✗ Suggest a desert recipe
- ✓ Suggest an easy dessert recipe, like a no-bake cheesecake or chocolate chip cookies

BONUS TIPS FOR EFFECTIVE PROMPTS

- ✓ Follow up to expand or clarify the initial response
- ✓ Use plain language and avoid unnecessary jargon
- ✓ Be concise, long queries can confuse the model
- ✓ Tweak and adjust prompts to reach better results