

10 Essential ChatGPT Prompt Tips

Step	Tip	Description
1	Provide Context & Intent	Offer AI context, not just by asking it to create something, but by guiding it with your unique insights and perspectives.
2	Make a Specific Request	Be explicit with your requests, providing both encouragement and constructive feedback to shape AI's understanding and output.
3	Clarify with Examples	Provide AI with real-world examples to improve its understanding and ask it to attempt tasks again if the first try isn't successful.
4	Offer Constructive Feedback	Detail your point of view when giving feedback, provide examples, and encourage AI to offer alternative solutions.
5	Suggest Potential Answers	Present AI with potential solutions to evaluate and build upon, leveraging human strength and AI.
6	Ask for a Visual Representation	While AI may struggle with visuals, be specific in your requests or ask for ideas on how to present information visually.
7	Request Necessary Information	Understand the capabilities of AI and request enough information so that you can take action if AI's response is inadequate.
8	Ask for a Work Evaluation	Have AI evaluate its work based on a set of criteria which can uncover areas of improvement and enhance collaboration.
9	Incorporate ChatGPT's Ideas	Build on AI's ideas for the best outcome, being open to new inputs and perspectives for a richer collaboration.
10	Express Appreciation and Be Polite	Interact respectfully with AI, using pleasantries like 'please' and 'thank you,' to model and encourage respectful interactions.