

AI Prompt Guide

This cheat sheet provides quick reference tips for writing effective AI prompts.

Effective Prompt Writing Tips

Persona: Clearly define the AI's role.

"You're a farmer. Describe apple." "You're an investor. Describe apple."

Examples: Give the LLM examples of what you want.

"Example: Q: Capital of France? A: Paris"

Output Format: Tell the LLM how you want the results.

"List three apple varieties as bullet points." ""List 3 apple varieties in a haiku for kids."

Clarity: Be specific.

"List three beginner-friendly yoga poses."

Context: Provide background.

"For someone new to running who is prone to injury, suggest two easy routines."

Goal	Poor Prompt	Improved Prompt
Writing a Professional Email	Write an email.	Write a polite follow-up email after a job interview.
Recipe Instructions	Tell me a recipe.	List ingredients and simple steps for chocolate chip cookies.
Problem-Solving	Solve this.	Provide two beginner-friendly ways to unclog a sink.
Provide Definitions	Define blockchain.	Define blockchain in one simple sentence for beginners.

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Goal	Poor Prompt	Improved Prompt
Describe a Product	Describe shoes.	You are a salesperson; describe running shoes for beginners.
Write a Social Post	Make a tweet about coffee.	Write a friendly tweet promoting a local coffee shop.
Generate Creative Ideas	Give me ideas.	Suggest 3 creative birthday gift ideas for a teenager.
Get Technical Explanation	Explain cloud computing.	Explain cloud computing simply, in two sentences, for beginners.
Get Feedback	Is this good?	As a writing coach, suggest two improvements to this short story.
Plan an Event	Plan a party.	Create a checklist for planning a small birthday party for kids.
Simplify Complex Information	Simplify this.	Summarize Newton's first law in one easy-to-understand sentence.
Get Recommendations	Give me books.	Recommend three easy-to-read mystery novels for beginners.
Learn a Skill	Teach me guitar.	List three beginner chords to start learning guitar.
Translation	Translate this.	Translate 'How are you?' into Spanish and French.