Prompt Engineering Basics

1. **RTF Framework**
   R – Role, T – Task, F - Format
   Acting as a [Role] perform [Task] in [Format]

Acting as a [Role]	Create a [Task]	Show as [Format]
Website developer	SEO keywords	A table
Marketer	Sales copy	A list
Therapist	Headline	Summary
Lawyer	Cover letter	HTML
Analyst	Blog post	Code
Journalist	Summary	CSV fie
Chief financial officer	Video script	PDF
Ghostwriter	Production description	Markdown
Project manager	Essay	XML
Investor	Recipe	Spreadsheet
Copywriter	Ad copy	Graphs
Prompt engineer	Headline	Plain text file
Mindset coach	Presentation	Blog
Linux terminal	Webinar	Email
Position interviewer	Book outline	Bullets
Javascript console	Email sequence	Essay
Excel sheet	Social media post	Report
English teacher	Product description	Tweet
Plagiarism checker	Resume	Presentation
Advertiser	Video script	Research
Relationship coach	Sales page	Media post
Recruiter	Ad copy	
Intern		
Thought partner		
Critic		
Teacher		
Linux terminal		
Cybersecurity advisor		

Acting as a [Role] [Use case] in [Format]

Acting as a [Role]	[Use case] [task]	Show as [Format]
Same as above	Summarize	Same as above

	Brainstorm	
	Synthesize	
	Write	
	Code	
	Extract	
	Reformat	

Example:
Acting as a ghostwriter, create an essay about climate change. Show as a summary.
Acting as a thought partner, brainstorm public health interventions for smoking cessation. Show as a bullets.

2. RISEN
R – Role, I – Instructions, S – Steps, E – End Goal, N – Narrowing (Constaints)
(1) You are an expert cover letter writer. I want you to write a cover letter. First, I want you to ask me questions until you are satisfied you have enough information to write a strong cover letter. Then, I want you to compare my answers to the job description and my resume. The goal is to write a tailored, strong cover letter for the position of research coordinator. Avoid technical jargon.

3. RODE
R – Role, O - Objective, D - Details, E – Examples
(1) You are a copywriter who specializes in public health. Your objective is to write a blog post on smoking cessation techniques. I need you to include five examples and an intro, three body paragraphs, and a conclusion. For example, I really like the DARE campaign anti-smoking approach.

4. Prompt Chaining
(1) Provide me with the ideal outline for an effective & persuasive blog post on [topic]
[output]
(2) Write a list of engaging headlines for this blog post
[output]
(3) Write a list of subheadings and hooks for this same blog post
[output]
(4) Write a list of keywords for this blog
[output]
(5) Write a list of compelling call-to-actions for this blog post
[output]
(6) Combine the best headline with the best subheadings, hooks, keywords, and call-to-action to write a blog post for [topic]
[output]
(7) Re-write this blog post in the [style, tone, voice, and/or personality of]

General Prompts

1. **Simplify complex information**
   a. Break down [the topic] into smaller, easier-to-understand parts. Use analogies and real-life examples to simplify the concept and make it more relatable.
   b. I need to read a complicated article related to [topic]. Can you help me summarize the key points and takeaways from the text?
   c. Explain [topic] like I'm an [age] year old.
2. **Learn from Mistakes**
   a. I made a mistake while practicing [skill]. Can you explain what went wrong and how I can avoid making the same mistake in the future?
3. **Memorize key information**
   a. What are the most important fats, dates, or formulas related to [the topic]?
4. **Train it to learn your writing**
   a. Act as an expert ghostwriter. Assess the tone, style, voice, personality, perplexity, and burstiness used in the following sample content so you can mimic the language used. Perplexity measures the complexity of the text. Separately, burstiness compares the variations of sentences.

      Provide a table outlining the description for tone, style, voice, personality, perplexity, & burstiness based on the sample content. When the table is finished, I will need the assessment combined into a statement designed in a way that could be used in a prompt to get ChatGPT to simulate my own writing.
5. **Apply your knowledge**
   a. Use your knowledge of [topic] to solve a real-world problem. Explain your thoughts process and share your solution.
6. **Compare and contrast**
   a. Compare and contrast [topic1] and [topic2] to better understand their similarities and differences. Use examples to illustrate your points.
7. **Connect with others**
   a. Connect me with a community of learners and experts in [topic]. How can I join a forum, social media, or other online community to share my knowledge and learn from others?
8. **Write using a specific tone**
   a. Write a story about [topic] in the [tone] tone.
      i. Persuasive
      ii. Formal
      iii. Informal
      iv. Friendly
      v. Professional
      vi. Descriptive
      vii. Humorous
      viii. Academic
      ix. Firm

<ol type="x">
<li value="10">x. Confident
<li value="11">xi. Poetic
<li value="12">xii. Narrative

9. **Use the 80/20 method to learn anything faster**
   a. I want to learn about [topic]. Identify and share the most important 20% of learnings from this topic that will help me understand 80% of it.
10. **Turn ChatGPT into your personal intern**
   a. I am creating a report about [topic]. Research and create an in-depth report with a step-by-step guide that will help readers understand how to [topic].
11. **Improve your decision making**
   a. I am trying to decide if I should [decision topic]. Give me a list of pros and cons that will help me decide why I should or shouldn't make this decision.
12. **Create a spaced repetition study plan to retain information long-term**
   a. Create a spaced repetition study plan to retain information long-term.

   I have the following topis I want to over and the number of days left until my exam for each topic: [topic1] [x days], [topic2] [x days], [topic3] [x days], [topic4] [x days]

   I can study for up to 2 hours a day. Include how long I should study each topic per day and when I should review them for maximum retention.

Learn from ChatGPT
Explain clearly [topic]
Explain uniquely [topic]
Explain detailed [topic]
Explain with examples [topic]
Explain to 5th graders [topic]
Explain to high school students [topic]
Explain like I'm 5 [topic]
Explain like Steve Jobs [topic]
Explain in detail with examples [topic]

Tree of Thought Prompt
Three experts with exceptional logical thinking skills are collaboratively answering a question using a tree of thoughts method.

Each expert will share their though process in detail, taking into account the previous thoughts of others and admitting any errors. They will iteratively refine an expand upon each other's ideas, giving credit where it's due.

The process continues until a conclusive answer is found. Use step y step thinking & organize the entire response in detailed steps in a markdown table format. Once this

table is complete, provide a summary of the proposed recommendations. My question is [topic].

Solve complex problems using First Principles Thinking Framework

I am having difficulty learning [topic].Help me understand it better by using First Principles Thinking.

Ask ChatGPT to help you become better at using ChatGPT

Create a beginner's guide to using ChatGPT for [topic]. Topics should include prompts, priming, and personas. Include examples. The guide should be about 500 words in length.

Learn and develop any new skill

I want to learn [desired skill]. I am a complete beginner. Create a 30 day learning plan that will help a beginner like me learn and improve this skill.

Train ChatGPT to generate prompts for you

I'm new to using ChatGPT and I am a [profession]. Generate a list of the 10 best prompts that will help me be more productive.

Get the best arguments in opposition of the topic you are looking at

Steel man the opposing side.