

Adapted from StealTheseThoughts.com Build Custom AI Assistants with ChatGPT Bootcamp

Creating a Custom GPT

Before you open ChatGPT, take a moment to answer these questions

Why are you building a GPT?

How will it contribute to you and/or others?

What one problem will this GPT solve for you?

How do you want it to collaborate with you and/or other users? (conversational, transactional, educational)

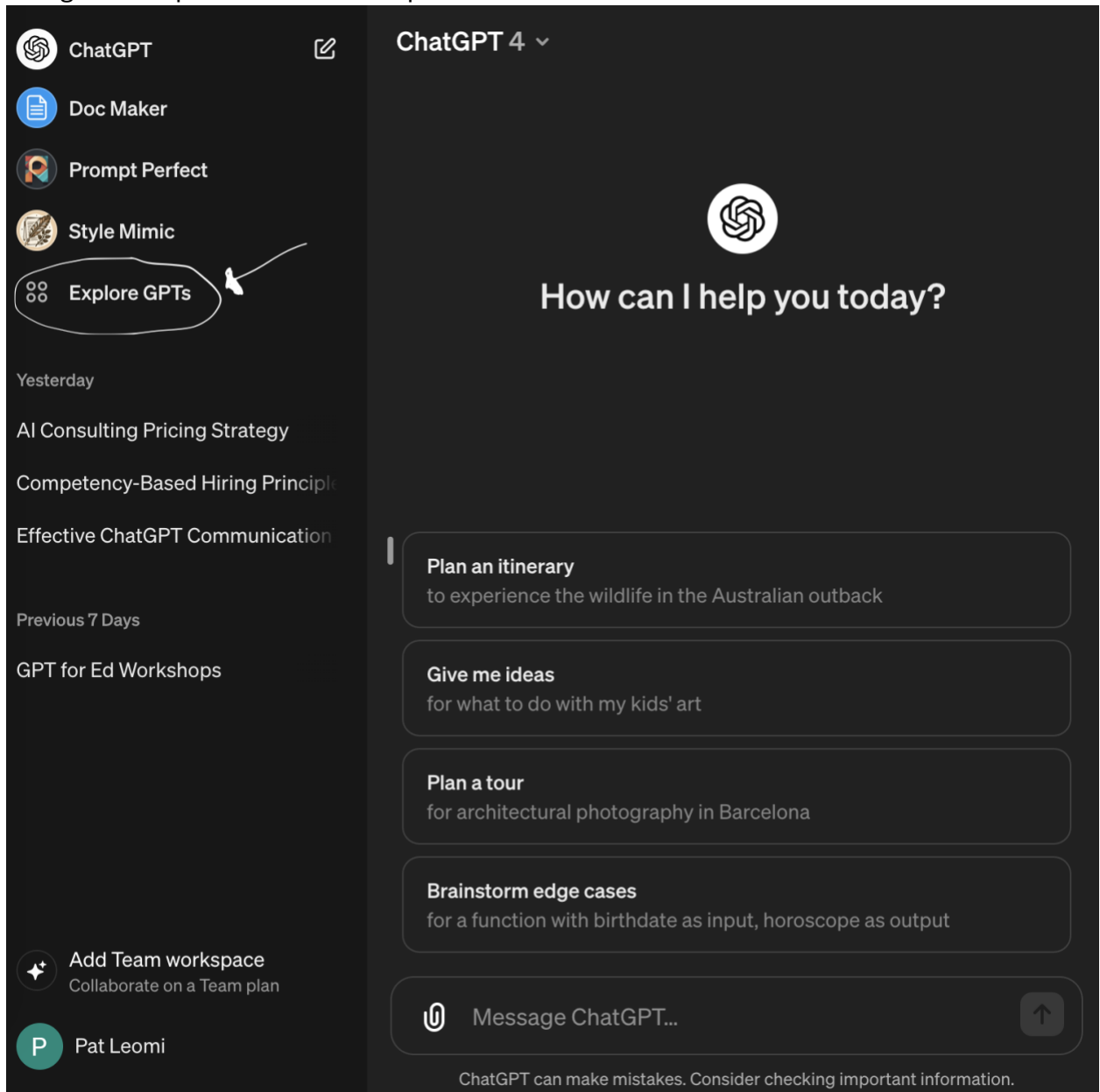
What is the intended performance output? (save time, enhance ideas)

Now, complete the following sentence

My GPT will **[help, support, manage, etc.] [me/users]** with **[the problem it will solve]** in a **[collaboration style]** to **[performance output]**.

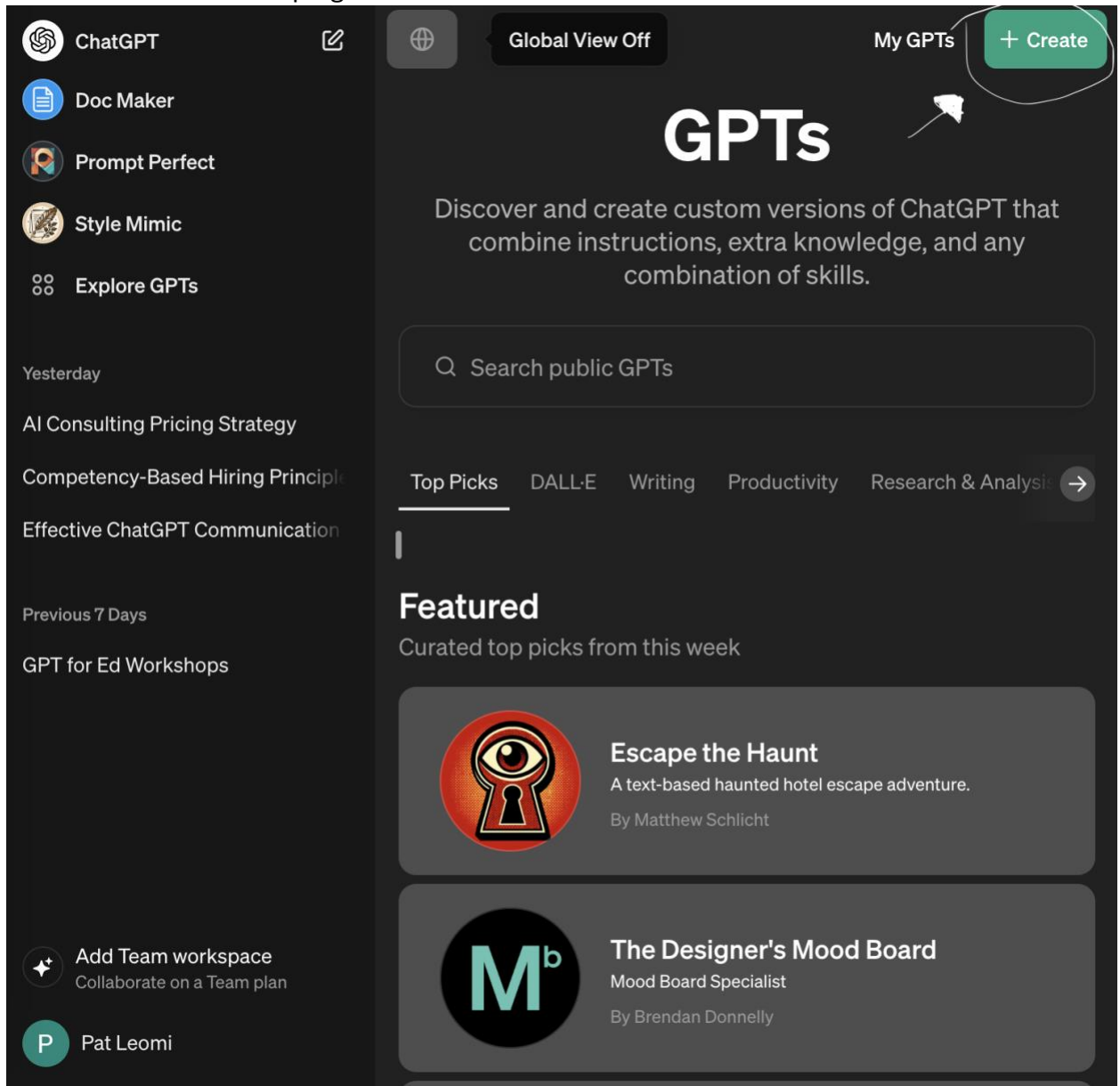
Setting up your custom GPT

1. Navigate to Explore GPTs in the top left



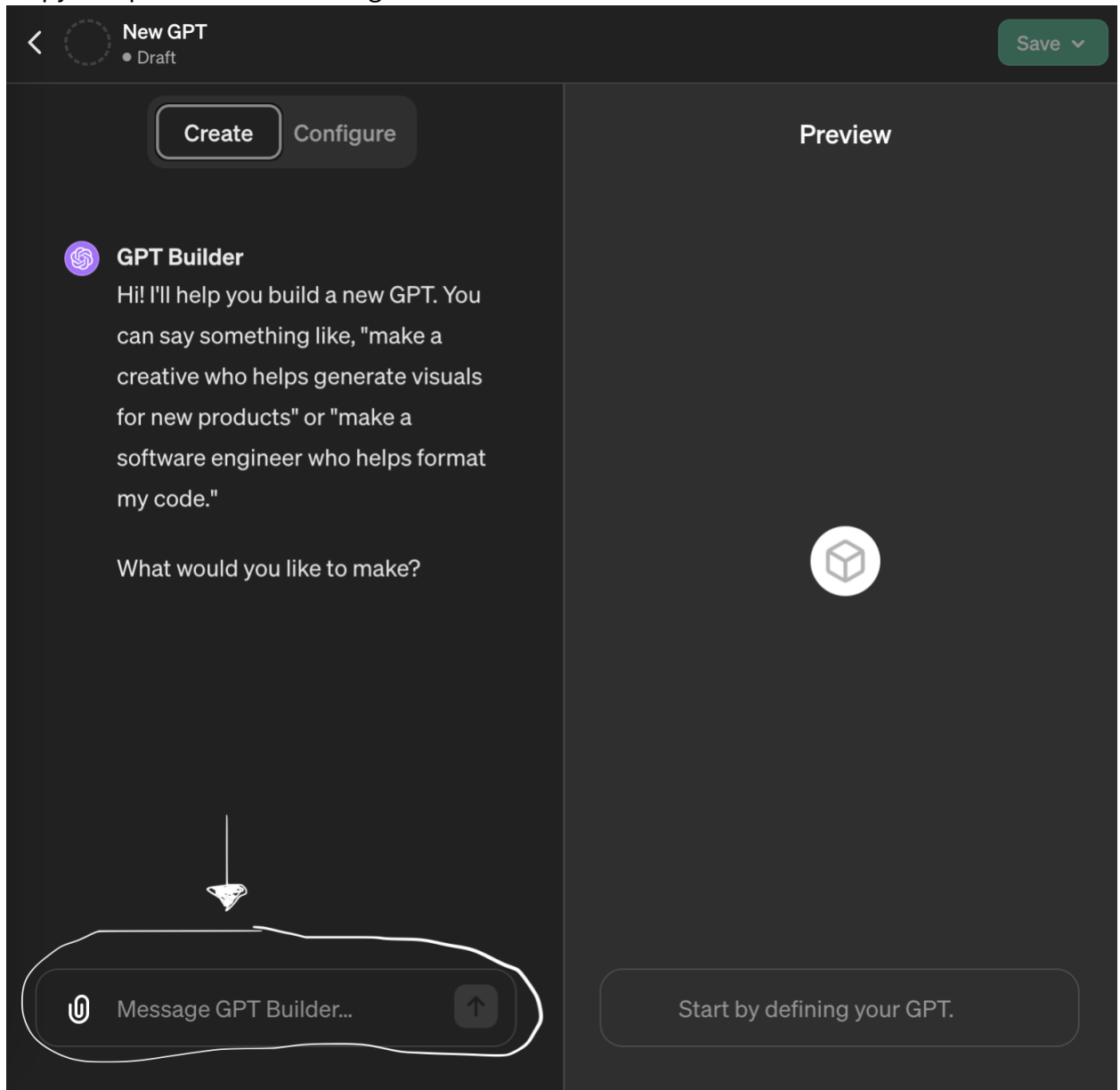
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2. Select +Create in the top right



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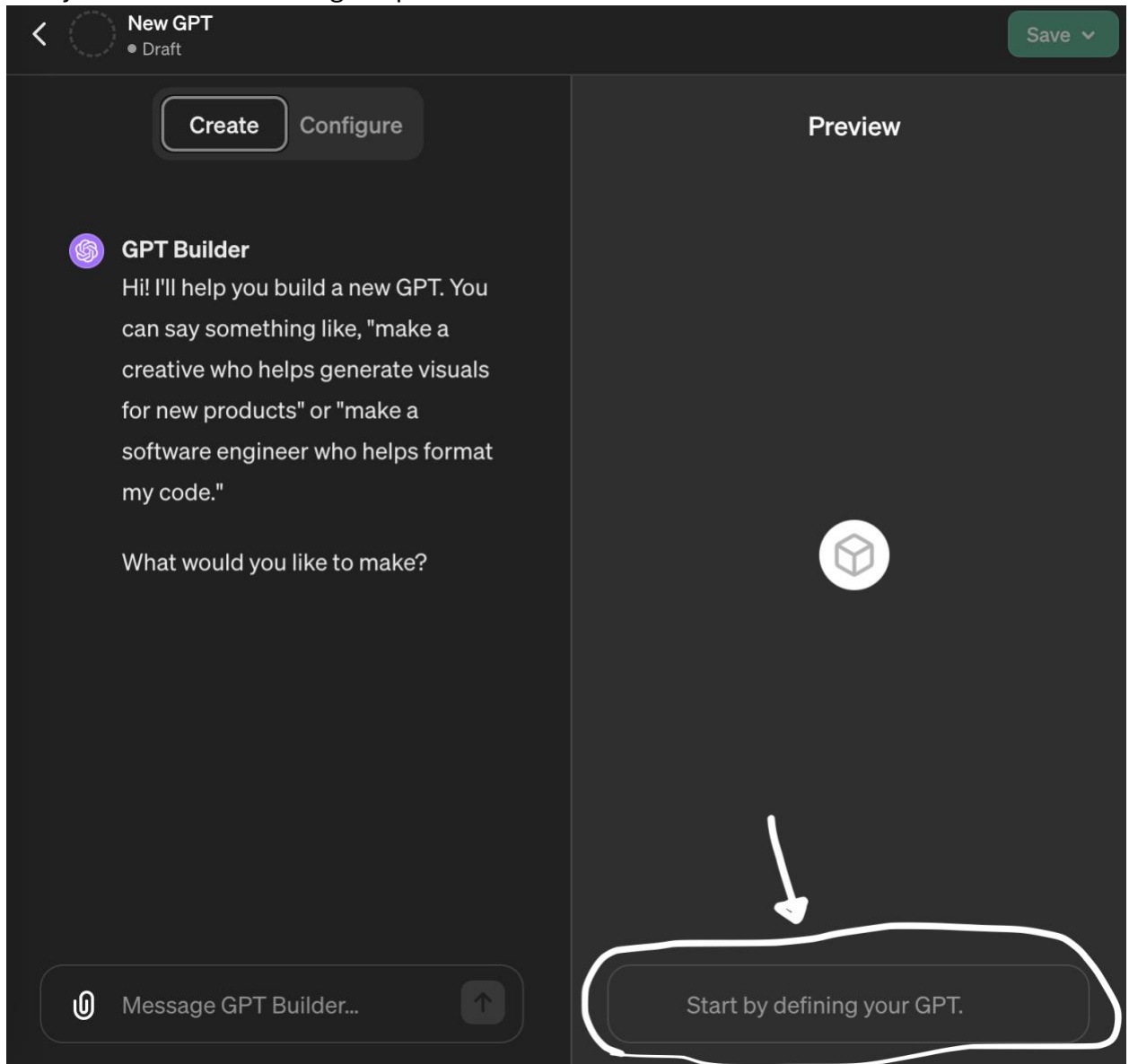
3. Copy and paste the sentence generated above into the GPT Builder chat box.



4. Engage with the GPT Builder, answering its questions until you are satisfied with the result.

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5. Test your custom GPT using the preview chat box



6. Refine your experience by making adjustments in the GPT builder chat box.

Optional

7. Navigate to the configure window, scroll down to the upload files option, and upload any relevant contextual information that will help the custom GPT perform better (e.g., writing samples, syllabi, objectives)

