***Prompt Tracking Template***

**Prompt 1: \*\_\_\_\_\_\_\***

* **Techniques Identified: \*\_\_\_\_\_\***
* **Output 1: \*\_\_\_\_\_\***
* **Output 2: \*\_\_\_\_\_\***

**1st revision: \*\_\_\_\_\_\***

* **Techniques Applied: \*\_\_\_\_\_\***
* **Output 1: \*\_\_\_\_\_\***
* **Output 2: \*\_\_\_\_\_\***

**2nd revision: \*\_\_\_\_\_\***

* **Techniques Applied: \*\_\_\_\_\_\***
* **Output 1: \*\_\_\_\_\_\***
* **Output 2: \*\_\_\_\_\_\***

**3rd revision: \*\_\_\_\_\_\***

* **Techniques Applied: \*\_\_\_\_\_\***
* **Output 1: \*\_\_\_\_\_\***
* **Output 2: \*\_\_\_\_\_\***

**4th revision: \*\_\_\_\_\_\***

* **Techniques Applied: \*\_\_\_\_\_\***
* **Output 1: \*\_\_\_\_\_\***
* **Output 2: \*\_\_\_\_\_\***

**Prompt 2: \*\_\_\_\_\_\_\***

* **Techniques Identified: \*\_\_\_\_\_\***
* **Output 1: \*\_\_\_\_\_\***
* **Output 2: \*\_\_\_\_\_\***

**1st revision: \*\_\_\_\_\_\***

* **Techniques Applied: \*\_\_\_\_\_\***
* **Output 1: \*\_\_\_\_\_\***
* **Output 2: \*\_\_\_\_\_\***

**2nd revision: \*\_\_\_\_\_\***

* **Techniques Applied: \*\_\_\_\_\_\***
* **Output 1: \*\_\_\_\_\_\***
* **Output 2: \*\_\_\_\_\_\***

**3rd revision: \*\_\_\_\_\_\***

* **Techniques Applied: \*\_\_\_\_\_\***
* **Output 1: \*\_\_\_\_\_\***
* **Output 2: \*\_\_\_\_\_\***

**4th revision: \*\_\_\_\_\_\***

* **Techniques Applied: \*\_\_\_\_\_\***
* **Output 1: \*\_\_\_\_\_\***
* **Output 2: \*\_\_\_\_\_\***

**Prompt 3: \*\_\_\_\_\_\_\***

* **Techniques Identified: \*\_\_\_\_\_\***
* **Output 1: \*\_\_\_\_\_\***
* **Output 2: \*\_\_\_\_\_\***

**1st revision: \*\_\_\_\_\_\***

* **Techniques Applied: \*\_\_\_\_\_\***
* **Output 1: \*\_\_\_\_\_\***
* **Output 2: \*\_\_\_\_\_\***

**2nd revision: \*\_\_\_\_\_\***

* **Techniques Applied: \*\_\_\_\_\_\***
* **Output 1: \*\_\_\_\_\_\***
* **Output 2: \*\_\_\_\_\_\***

**3rd revision: \*\_\_\_\_\_\***

* **Techniques Applied: \*\_\_\_\_\_\***
* **Output 1: \*\_\_\_\_\_\***
* **Output 2: \*\_\_\_\_\_\***

**4th revision: \*\_\_\_\_\_\***

* **Techniques Applied: \*\_\_\_\_\_\***
* **Output 1: \*\_\_\_\_\_\***
* **Output 2: \*\_\_\_\_\_\***

**Prompt 4: \*\_\_\_\_\_\_\***

* **Techniques Identified: \*\_\_\_\_\_\***
* **Output 1: \*\_\_\_\_\_\***
* **Output 2: \*\_\_\_\_\_\***

**1st revision: \*\_\_\_\_\_\***

* **Techniques Applied: \*\_\_\_\_\_\***
* **Output 1: \*\_\_\_\_\_\***
* **Output 2: \*\_\_\_\_\_\***

**2nd revision: \*\_\_\_\_\_\***

* **Techniques Applied: \*\_\_\_\_\_\***
* **Output 1: \*\_\_\_\_\_\***
* **Output 2: \*\_\_\_\_\_\***

**3rd revision: \*\_\_\_\_\_\***

* **Techniques Applied: \*\_\_\_\_\_\***
* **Output 1: \*\_\_\_\_\_\***
* **Output 2: \*\_\_\_\_\_\***

**4th revision: \*\_\_\_\_\_\***

* **Techniques Applied: \*\_\_\_\_\_\***
* **Output 1: \*\_\_\_\_\_\***
* **Output 2: \*\_\_\_\_\_\***

**Prompt 5: \*\_\_\_\_\_\_\***

* **Techniques Identified: \*\_\_\_\_\_\***
* **Output 1: \*\_\_\_\_\_\***
* **Output 2: \*\_\_\_\_\_\***

**1st revision: \*\_\_\_\_\_\***

* **Techniques Applied: \*\_\_\_\_\_\***
* **Output 1: \*\_\_\_\_\_\***
* **Output 2: \*\_\_\_\_\_\***

**2nd revision: \*\_\_\_\_\_\***

* **Techniques Applied: \*\_\_\_\_\_\***
* **Output 1: \*\_\_\_\_\_\***
* **Output 2: \*\_\_\_\_\_\***

**3rd revision: \*\_\_\_\_\_\***

* **Techniques Applied: \*\_\_\_\_\_\***
* **Output 1: \*\_\_\_\_\_\***
* **Output 2: \*\_\_\_\_\_\***

**4th revision: \*\_\_\_\_\_\***

* **Techniques Applied: \*\_\_\_\_\_\***
* **Output 1: \*\_\_\_\_\_\***
* **Output 2: \*\_\_\_\_\_\***

***AI Test Prompts***

**1. Project Scope Definition & Requirements Gathering**

* **Prompt:** "You are a senior software engineer. I am the Product Manager for a new mobile app that allows users to order groceries online. Help me define the scope and identify key features for this app."
  + **Variations:**
    - "Focus on the 'user onboarding' feature. What are the essential steps and considerations?"

**2. User Story Creation**

* **Prompt:** "Write a user story for the following feature: 'Ability to filter search results by dietary restrictions'."
  + **Variations:**
    - "Create a user story for a feature that allows users to schedule recurring appointments."

**3. Data Analysis & Interpretation**

* **Prompt:** "Imagine you are analyzing customer support tickets. You've noticed an increase in complaints about slow delivery times. Analyze potential causes and suggest 3 possible solutions."
  + **Variations:**
    - "You are a market researcher. Analyze the competitive landscape for electric vehicles and identify key differentiators for a new entrant."

**4. Risk Assessment & Mitigation**

* **Prompt:** "You are the Project Manager for the development of a new e-learning platform. Identify 5 potential risks and suggest mitigation strategies for each."
  + **Variations:**
    - "Analyze the potential risks associated with implementing a new CRM system."
    - "Develop a risk register for a project to launch a new product in a foreign market."

**5. Communication & Collaboration**

* **Prompt:** "You are the Project Manager. Draft an email template to your team to summarize the project status and outline next steps."
  + **Variations:**
    - "Write a concise and persuasive presentation to senior management to secure funding for a new project."
    - "Compose a professional email to a client addressing their concerns about project delays due to weather."

**6. Process Improvement**

* **Prompt:** "Develop a process for conducting regular project retrospectives."
  + **Variations:**
    - "Suggest ways to improve communication and collaboration within a cross-functional team."

**7. Strategic Thinking**

* **Prompt:** "How can a company leverage AI to improve customer service?"
  + **Variations:**
    - "What are the potential impacts of emerging technologies on the business world?"

**8. Develop Your Own!**

* What repetitive processes do you perform for a project/operation?
* What template or reflection questions would you pose when considering a task? Can the template or questions be answered or completed by an AI?