



# The 5 Prompt Patterns Every Beginner Should Know

Simple ways to get better results—without feeling technical.

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## Welcome

If you've ever thought, "I'm just not good at this," when using AI—this guide is for you.

You're not behind. You're not doing it wrong. You're simply learning a new way to communicate.

Using AI isn't about knowing special commands or technical language. It's about learning a few helpful shapes for your requests—just like learning sentence patterns when you first learned to write.

In this short guide, you'll learn five simple prompt patterns you can use anywhere:

- To write faster
- To think more clearly
- To get unstuck
- To turn ideas into action

Each pattern is easy. Each one works. And you can start using them today.

Take a breath. You've got this.

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## Pattern 1: Role Prompting

### What it is

You tell the AI who you want it to be.

This gives your request direction and tone. It's like saying, "Talk to me as if you were a teacher," or "Think like a coach."

### When to use it

- When you want advice from a specific perspective
- When results feel generic
- When you want the response to match a role you trust

### Example

Act as a friendly writing coach. Help me improve this paragraph.

You'll often notice the tone shift instantly.



### Try This

Act as a patient beginner's tutor. Explain what a spreadsheet is and how people use it.

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## Pattern 2: Rewrite Prompts

### What it is

You give the AI something you already have and ask it to improve or change it.

You stay in control. The AI simply helps refine.

### **When to use it**

- When something feels “almost right”
- When you want a different tone (friendlier, shorter, clearer)
- When you don’t want to start over

### **Example**

Make this sound warmer and more welcoming.

#### **Try This**

Rewrite this to sound more confident but still kind:

“Let me know if this works for you.”

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## **Pattern 3: Brainstorm Prompts**

### **What it is**

You ask for ideas—without needing them to be perfect.

This is where AI shines. It helps you think *out loud*.

### **When to use it**

- When you’re stuck
- When you need inspiration
- When you want options to choose from

## Example

Give me 10 ideas for a simple weekend project.

### Try This

Give me 8 creative title ideas for a beginner's guide about using AI.

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## Pattern 4: Step-by-Step Prompts

### What it is

You ask the AI to walk you through something in order.

Instead of feeling overwhelmed, you get one clear step at a time.

### When to use it

- When something feels confusing
- When you don't know where to start
- When you want a calm plan

## Example

Walk me through how to organize my files step by step.

### Try This

Explain how to create a simple to-do list system, one step at a time.

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## Pattern 5: Summarize & Simplify

### What it is

You ask the AI to make something easier to understand.

You don't have to pretend you already know.

### When to use it

- When something feels too complex
- When you're reading new material
- When you just want the basics

### Example

Summarize this in plain language.

### Try This

Explain what "cloud storage" is as if I'm completely new to it.

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## A Gentle Reminder

Prompting isn't a skill you're *missing*.

It's a skill you're *learning*.

Every good result you get is feedback. Every awkward one is practice.

You don't need to sound technical. You don't need to get it perfect.

You only need to be willing to try a new shape.

These five patterns are more than enough to begin.

You're already on your way.

## Want more guidance like this?

The full beginner-friendly guide walks you through using AI step by step, with examples you can try immediately:

[ChatGPT for Beginners](#)

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