

## Tip for writing effective prompts

It involves providing helpful information up front. The AI system doesn't inherently know any specific information about you or the context you are working within. Therefore, it's crucial to provide all relevant details upfront in the prompt. This approach allows the AI to generate a response that aligns closely with what you need.

**Provide Information Upfront:** Including necessary and helpful information at the beginning of your prompt can significantly improve the output. For example, if you want the AI to write a cover letter or summarize an article, giving as much detail as possible will guide the AI in generating a suitable response.

## Examples

### Writing a Witty Speaker Introduction

#### ● Without upfront information

**Prompt:** Write a witty introduction as a speaker about me.

**AI's Response:** The AI gives a general introduction about itself because it lacks personal information about the user.

#### ● With upfront information

**Prompt:** [Inserts resume information] Write a witty introduction as a speaker about me.

**AI's Response:** The AI generates a unique and witty speaker introduction tailored to the user's personal and professional attributes. The specificity of the introduction increases as it now knows details about the person it is introducing. Remember, you can ask the AI to adjust the language complexity and wittiness to your liking.

## Summarizing an Article

### ● Without upfront information

**Prompt:** Summarize the article on Cricket Analytics.

**AI's Response:** The AI won't be able to generate a summary because it doesn't know the content of the specific article you're referring to.

### ● With upfront information

**Prompt:** [Inserts article content] Summarize the above article.

**AI's Response:** The AI generates a concise summary of the provided article. It saves time and allows you to understand the overall content without needing to read the entire piece.

The key takeaway from this lesson is to provide as much upfront information as possible to get the best and most accurate response from the AI. Experiment with various examples, both with and without providing upfront information, to understand the difference it makes in the AI's responses.