Proofreading and Revising with ChatGPT

Things to remember

ChatGPT can act as a proofreader that will revise and update emails, blog posts, and articles

Prompts to try:

- Can you proofread this email and make it more professional and serious

- Reformat this funny article to be more serious

- I need you to shorten and revise this message to be funnier

Try these prompts on:

chat.openai.com

bard.google.com

Things you can do

- ✓ Revise marketing copy and pdfs

- ✓ Change website copy and product descriptions

- ✓ Proofread emails before sending them out.

- ✓ Shorten or lengthen blog articles while also revising them

- ✓ Proofread articles and blogs before publishing