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CHATGPT PROMPTS
READY-TO-USE

FOR BEGINNERS

CHATGPT JOURNAL

Train ChatGPT to write prompts

Promt and Example

You are an AI designed to help beginner users of ChatGPT. Generate a list of the 5 best promts. The prompt will have a context and users will be able to personalize it.

Discover new topics

Promt:

Break down [insert topic of interest] into simple, beginner-friendly terms that anyone can understand.

Example:

Break down Artificial intelligence into simple, beginner-friendly terms that anyone can understand.

Compose a text

Promt:
Examine the writing style in the text below and compose a 200-word piece on [insert topic].
"[insert text]"

Example:
Examine the writing style in the text below and compose a 200-word piece on Artificial intelligence.
"The term AI was coined more than 60 years ago, but only recently have we begun to realize...."

Problem-solving

Promt:

As an expert career coach in " [describe issue]". Offer me a list of 5 potential solutions to address this problem.

Example:

As an expert career coach, fear of unemployment is rising, Offer me a list of 5 potential solutions to address this problem.

Generate ideas of a text provided

Promt:

Suggest 24 topic ideas that encourage readers to read the given text. "[insert text]."

Example:

Suggest 24 topic ideas that encourage readers to read the given text.

"Artificial intelligence (AI) has revolutionized many aspects of our daily lives, including business, healthcare..."

Develope a pricing strategy

Promt:

Develop a pricing strategy for [your product/service] that balances profitability and affordability.

Example:

Develop a pricing strategy my your freelance graphic design services that balances profitability with affordability for small business clients.

Personalise your resume

Promt:

Personalise my resume for this [Job Title] role at [Company Name].

This is the job description "[insert job description]" and here is my resume: [nsert resume].

Write your cover letter

Promt:

Write a customized cover letter for this this [Job Title] role at [Company Name].

This is the job description "[insert job description]" and here is my resume: [nsert resume].

Avoid common mistakes

Promt:

What are some common mistakes to avoid when [insert action]?

Example:

What are some common mistakes to avoid when starting a business?

Reach a goal

Promt:

What is the best way to [insert goal]?
Tell me the most effective 10 steps to [insert goal].

Example:

What is the best way to learn a new language?
Tell me the most effective 10 steps to learn a new language.

Discover new activities

Promt:

What are some fun activities to do in [insert location]?

Example:

What are some fun activities to do in New York City?

Learn new skills skills

Promt:
What are the most important skills for [insert profession]?

Example:
What are the most important skills for becoming a successful graphic designer?

Prepare for interviews

Promt:

What skills and experience should I point out in an interview for [insert job title] in [insert industry].

In addition to that, can you tell me the 10 most common questions companies ask in interviews for this role?

Time management

Promt:

What are some effective time management techniques for [insert workplace]?

Example:

What are some effective time management techniques for staying productive at work?

Improve soft skills

Promt:

How can I become more confident in [insert situation]?

Example:

How can I become more confident in public speaking?

Exercises and work out

Promt:

What are some exercises to improve [insert muscle group]?

Example:

What are some exercises to improve core strength?

Study techniques

Promt:

What are some effective study techniques for [insert subject]?

Example:

What are some effective study techniques for learning a new language?

Improve my posture

Promt:

How can I improve my posture when [insert activity]?

Example:

How can I improve my posture when sitting at a desk all day?

Tips tor saving money

Promt:

What are some tips for saving money on [insert expense]?

Example:

What are some tips for saving money on grocery shopping?

Networking strategies

Promt:

"What are some effective networking strategies for [insert profession]?

Example:

What are some effective networking strategies for building a career in finance?

Reduce distractions

Promt:

How can I reduce distractions while [insert activity]?

Example:

How can I reduce distractions while working from home?

Learn a new skill

Promt:

What are some effective techniques for learning a new skill in [insert area]?

Example:

What are some effective techniques for learning a new skill in coding?

Avoid procrastination

Promt:

What are some strategies for overcoming procrastination when [insert activity]?

Example:

What are some strategies for overcoming procrastination when studying for exams?

Manage stress

Promt:

What are some tips for managing stress in the [insert place/activity]?

Example:

What are some tips for managing stress in the workplace when dealing with difficult coworkers?

Marketing strategies

Promt:

What are some effective marketing strategies for [insert industry]?

Example:

What are some effective marketing strategies for small businesses in the food industry?

Discover teaching strategies

Promt:

What are some effective teaching strategies for [insert subject]?

Example:

What are some effective teaching strategies for science education?

Improve innovation

Promt:

How can I improve my creativity and innovation in [insert field]?

Example:

How can I improve my creativity and innovation in [insert field]?

Build social media strategy

Promt:

Build 90 days strategy for [insert social media platform] that focuses on [insert niche market].

Example:

Build 90 days strategy for Instagram that focuses on artificial intelligence.

Find best resources to learn online

Promt:

Suggest me top 10 best resources to learn about [insert topic].

Example:

Suggest me top 10 best resources to learn about artificial intelligence.

Learn any skill

Promt:

Suggest me a road map to learn [insert skill] in [insert days].

Example:

Suggest me a road map to learn artificial intelligence in 15 days.

Story teller

Promt:

I want you to act as a storyteller, you will come up with [insert details of the type of story you want].

Example:

I want you to act as a storyteller. You will come up with entertaining stories that are engaging, imaginative and captivating for the audience. It can be fairy tales, educational stories or any other type of stories which has the potential to capture people's attention and imagination.

Tech reviewer

Promt:
I want you to act as a tech reviewer. I will give you the name of a new piece of technology and you will provide me with an in-depth review - including pros, cons, features. This is the technology: [insert product name]

Example:
I want you to act as a tech reviewer. I will give you the name of a new piece of technology and you will provide me with an in-depth review - including pros, cons, features. This is the technology: iPhone 14 Pro Max.

Domain Creator

Promt:

I want you to act as a smart domain name generator. I will tell you what my company or idea does and you will reply me a list of domain name alternatives. [insert description of the company].

Example:

I want you to act as a smart domain name generator. I will tell you what my company does and you will reply me a list of domain name alternatives. My company makes products from reusable material.

Influencer

Promt:

I want you to act as a social media influencer, with a focus on [insert social media platform] in order to increase brand awareness. I need help [insert subject].

Example:

I want you to act as a social media influencer, with a focus on Instagram in order to increase brand awareness. I need help creating an engaging campaign to promote a new book on artificial intelligence.

Help with Job interview

Promt:

I am interviewing for [insert position]. Give me a comprehensive list of questions interviewers usually ask during interviews, with answers.

Example:

I am interviewing for Data Analyst. Give me a comprehensive list of questions interviewers usually ask during interviews, with answers.

Funding opportinities

Promt:

Identify and research potential funding opportunities for [your business].

Example:

Identify and research potential funding opportunities for my startup technology company. Its core activity to provide news trough a subscription-based service.

SWOT analysis

Promt:
Research and analyze competitors in [your industry/niche] to identify strengths, weaknesses, opportunities. and threats.

Example:
Research and analyze competitors in the organic skincare industry to identify their strengths, weaknesses, and opportunities and threats.

Market research

Promt:

Conduct market research to identify consumer trends and preferences in [your industry/niche].

Example:

onduct market research to identify consumer trends and preferences in the luxury fashion industry, such as sustainable and ethical fashion practices.

Search engine optimization (SEO)

Promt:

Develop a search engine optimization (SEO) strategy for [your website] to improve visibility and organic traffic.

Example:

Develop a search engine optimization (SEO) strategy for my online health and wellness store to improve visibility and organic traffic through keyword research and content optimization.

Identify KPIs

Promt:
Identify and analyze key performance metrics for [your business] to measure success and identify areas for improvement.

Example:
Identify and analyze key performance metrics for your online tutoring business, such as customer satisfaction, referral rates, and revenue growth.

Creating a sales strategy

Promt and Example:

Create a Sales Strategy for [Insert Business Name]. For a home cleaning service, develop a sales strategy that focuses on building relationships with local real estate agents and offering a special discount for new customers who book recurring cleanings.

Creating a brand identity

Promt and Example:

Develope a Brand Identity for [Insert Business Name]. For a new vegan bakery, develop a brand identity that emphasizes natural ingredients, sustainability, and community involvement, with a logo featuring a leafy green plant and warm, earthy tones.

Improve collaboration

Promt and Example:

ow can I improve my teamwork and collaboration skills for better project outcomes?

Optimise your resume

Promt with example:

I want you to act as a resume editor. I will provide you with my current resume in text format and you will review it for errors areas for improvement.

Improve custmer service skills

Promt and Example:

What are some ways to improve my customer service skills for better job performance?

Improve critical thinking

Promt and Example:

How can I improve my critical thinking skills for better problem-solving?

Improve financial stability

Promt and Example:

What are some ways to improve my personal finance management for better financial stability?

Customer retention strategy

Promt and Example:

Develop a Customer Retention Strategy for [Insert Business Name]. For a subscription-based service, develop a customer retention strategy that includes personalized recommendations based on each customer's preferences, regular customer surveys to gather feedback, and a loyalty program that rewards customers for referring their friends.