Email prompt reflections

## Prompt

Please write an email for me to thank you the sales team.

## Output

## Subject: Thank You for Your Amazing Work!

Dear Sales Team,

I wanted to take a moment to express my sincere gratitude for your incredible work recently. Your dedication, hard work, and [mention specific achievement, e.g., exceeding sales targets, closing a big deal] have been truly impressive.

I am particularly proud of [mention something specific the team did well, e.g., your collaborative spirit, your ability to adapt to challenges, or the exceptional customer service you provided]. It's clear that you're all going the extra mile to achieve success, and it's truly making a difference.

Your efforts are essential to the success of our company, and I am incredibly grateful to have such a talented and dedicated team on board.

Thank you once again for your outstanding work. Keep up the great effort!

Best regards,

[Your Name]

**Optional additions:**

* You can mention an upcoming team event or incentive to celebrate their achievement.
* If you want to recognize specific individuals for their contributions, you can add a sentence or two mentioning them by name.

## Notes

List at least three ways that the output meets your needs:



List at least three ways that the output should be adjusted to better meet your needs:



## Observations

[Write 3–5 sentences with observations about using a conversational AI tool to draft an email.]