Super-Prompt Library: 100+ AI Prompts to Transform Your Work

A categorized mega-list of prompts designed to turn hours of manual work into seconds of AI generation. Optimized for Business Owners, Teachers, and IT Professionals.

Introduction

Artificial Intelligence has democratized productivity. The difference between those who get results and those who struggle often comes down to one thing: knowing how to ask the right questions.

This Super-Prompt Library contains 100+ battle-tested prompts organized into 12 categories, each designed for specific use cases. These prompts are beginner-friendly yet powerful enough for advanced users. Simply copy, paste, and customize the bracketed sections [like this] with your specific details.

Whether you're a solopreneur overwhelmed with tasks, an educator juggling lesson planning, or an IT professional managing complex systems, these prompts will help you leverage AI to reclaim your time and focus on what matters most.

BUSINESS OWNERS & ENTREPRENEURS

1. Strategic Planning & Decision Making

1. Business Goal Breakdown
You are a strategic advisor. I want to achieve [specific business goal]. Break this into 5-7 specific, measurable milestones with realistic timelines. For each milestone, identify the top three obstacles I might face and suggest one practical action to overcome each. Present in a table format.

2. Competitive Analysis Framework
Who are the top 5 competitors in [specific industry/niche]? For each, analyze: their target market, key differentiators, pricing strategy, and main weaknesses. How can I differentiate my [business/product] to capture market share? Format as a comparison table.

3. Risk Assessment & Mitigation
I'm planning to launch [business initiative/product/campaign]. Identify the three main risks associated with this plan. For each risk, suggest: the likelihood (high/medium/low), potential impact, and one preventative action I can implement this week. Present in a structured format.

4. Market Opportunity Analysis
Analyze the market opportunity for [specific product/service] targeting [specific audience] in [geographic market]. What are the emerging trends? What's the estimated market size? Who are potential partners or distribution channels? What are 3 quick wins I can pursue immediately?

5. Business Model Validation
I want to validate this business idea: [describe idea]. Design 3 low-cost experiments I can run in the next 30 days to test key assumptions. For each experiment, specify: the hypothesis being tested, method, timeline, success metrics, and how results will inform the next step.

2. Marketing & Sales Strategies

6. Social Media Content Calendar
Create a 4-week social media content calendar for [business type] targeting [specific audience]. Include daily post ideas, captions, content pillars (topics), optimal posting times, and engagement strategies. Format as a weekly breakdown with specific hashtag recommendations.

7. Email Campaign Sequence
Design a 5-email welcome sequence for new [customer type] of my [business]. Each email should serve a specific purpose: introduction, value proposition, social proof, offer/CTA, and retention. Include subject lines, ideal send times, and personalization opportunities.

8. Customer Pain Points & Solutions
I serve [specific customer segment]. List their top 10 pain points in detail. For each pain point, suggest how my [product/service] solves it and one piece of content I could create to address it. This will help me position my marketing messaging more effectively.

9. Sales Pitch Optimization
Refine this sales pitch: [paste your current pitch]. Make it: (1) more concise, (2) focused on customer benefits not features, (3) include a compelling hook in the first sentence, (4) add a clear CTA. Explain why each change improves effectiveness.

10. Referral Program Design
Design a referral program for my [business]. What incentives would appeal to existing customers to refer others? How should I structure the rewards? Create a 30-day implementation timeline including messaging, tracking mechanism, and promotion strategy.

11. Customer Retention Strategy
My customer churn rate is [X%]. Analyze why customers might be leaving based on my [business type]. Suggest 5 specific retention initiatives I could implement, ranked by effort required and potential impact. Include implementation steps for the easiest-to-implement option.

12. Product Launch Checklist
I'm launching [product/service]. Create a comprehensive pre-launch, launch day, and post-launch checklist covering: marketing, sales enablement, customer support, and feedback collection. Include specific timelines and responsible parties.

13. Positioning Statement Development
Help me craft a positioning statement for my [product/service]. It should convey: what it is, who it's for, why it's different, and why it matters. Make it compelling enough for a tweet but detailed enough for a website. Test it with 3 variations.

14. Ideal Customer Profile
Who is my ideal customer for [product/service]? Create a detailed ICP including: demographics, psychographics, job title, annual revenue, biggest business challenges, technology they currently use, and decision-making process. Also suggest where I can find these customers.

15. Partnership Opportunities
Identify 10 potential strategic partners for my [business]. For each, suggest: how the partnership would benefit both parties, specific value exchange, and one concrete collaboration idea. Rank them by feasibility and potential impact.

3. Financial Planning & Operations

16. Pricing Strategy Development
I want to price my [product/service] competitively. My costs are [X]. My target market is [describe]. Current competitors price at [X range]. Recommend an optimal pricing strategy with justification. Include: base price, discount strategy, payment terms, and positioning rationale.

17. Expense Reduction Analysis
My monthly business expenses are [list main expenses]. Analyze each category and suggest 3 ways to reduce costs by 10-20% without compromising quality or customer satisfaction. Rank suggestions by implementation difficulty and time to savings.

18. Break-Even Analysis
My fixed costs are [X], variable cost per unit is [X], and expected revenue per unit is [X]. Calculate: break-even point, months to break-even, and scenarios if I increase prices by 5%, 10%, 15%. What happens if I reduce variable costs by 10%?

19. Funding Strategy
I need [amount] to [specific purpose]. What are the 5 best funding options for my [stage/type] of business? For each option, list: pros, cons, timeline, typical terms, and whether I should pursue it. Create a decision matrix ranking them by fit for my situation.

20. Cash Flow Projection
Create a 12-month cash flow projection for my [business type] with: monthly revenue estimate, operating expenses, other costs, and ending cash balance. Highlight months with potential cash flow challenges and suggest mitigation strategies.

4. Team & Leadership

21. Hiring Criteria & JD Development
I need to hire a [job title]. Create a comprehensive job description including: key responsibilities, required skills, nice-to-have skills, success metrics, and interview questions. Also suggest where to source candidates and what compensation range fits the market.

22. Performance Management Framework
Design a performance management system for my [company size] team. Include: goal-setting approach (how many goals, how often reviewed), evaluation criteria, feedback frequency, and improvement plans. How should I handle underperformers?

23. Company Culture Development
I want to build a culture of [specific value like innovation, accountability, collaboration]. Suggest 5 specific practices, policies, or rituals that reinforce this

value. How can I communicate this culture to new hires? What should I measure to ensure it's working?

24. Conflict Resolution Process
Develop a conflict resolution process for my team. Include: how to identify conflicts early, steps for addressing them, roles of manager vs HR, when to escalate, and documentation approach. How can I prevent common workplace conflicts?

25. Remote Work Management
I'm managing a [size] remote team. What systems, tools, and practices should I implement to ensure productivity, collaboration, and morale? Create a framework for: communication norms, meeting structure, performance management, and team building.

TEACHERS & EDUCATORS

5. Lesson Planning & Content Creation

26. Lesson Plan Generator
Create a detailed lesson plan for teaching [specific topic] to [grade level] students. Include: learning objectives, introduction hook, 3 teaching activities (active learning), formative assessment questions, homework assignment, and differentiation strategies for advanced and struggling learners.

27. Engaging Discussion Questions
Generate 10 discussion questions for [book title/topic/lesson] that encourage critical thinking and deeper analysis. Vary the question types: recall, comprehension, application, analysis, synthesis, and evaluation. Include predicted student responses and follow-up probe questions.

28. Real-World Application Connection
I'm teaching [topic] to [grade level]. Suggest 5 real-world applications that make this topic relevant and interesting to students. For each application, include: a brief explanation, why it matters to students, one classroom activity connecting to it, and resources needed.

29. Misconception Identification & Correction
What are the top 5 misconceptions students typically have about [topic]? For each misconception: explain why students commonly believe it, what the correct understanding is, and one specific instructional strategy to correct it. Include an assessment question to probe for this misconception.

30. Interactive Learning Activities
Design 5 interactive learning activities for [topic] at [grade level]. For each activity specify: learning objective, time required, materials needed, step-by-step instructions, how to differentiate for various learning levels, and how you'll assess understanding.

31. Homework Assignment Design

Create 3 homework assignments for [topic] that reinforce learning without overwhelming students. For each: specify the learning objective, assignment description, estimated time commitment, rubric or answer key, and suggestions for meaningful feedback to give students.

32. Vocabulary Instruction Strategy

I need to teach [number] vocabulary words related to [topic] to [grade level] students. Create a 5-day vocabulary instruction plan including: word selection rationale, multiple exposures strategy, context-based learning activities, and assessment methods. Include teaching tips to make vocabulary stick.

33. Classroom Engagement Techniques

Suggest 8 specific, easy-to-implement techniques to increase engagement in my [subject] classroom with [grade level] students. For each technique: explain how it works, when to use it, potential challenges, and how to handle them. Include technology options when applicable.

34. Reading Comprehension Support

I have [grade level] students struggling with comprehension of [text type]. Design a comprehension support strategy including: pre-reading activities, during-reading strategies, post-reading discussion, and differentiated follow-up activities. How can I scaffold reading for struggling readers?

35. STEM Integration Framework

Show me how to integrate STEM into my [subject] lesson on [topic]. Suggest 3 activities that combine science, technology, engineering, and/or math with [subject]. Include learning objectives, materials, instructions, and assessment strategies for each activity.

6. Assessment & Evaluation

36. Rubric Development

Create a detailed rubric for assessing student [project/assignment type]. Include 4 performance levels (excellent, proficient, developing, beginning) across 4-5 criteria. For each criterion and level, provide specific descriptors showing what achievement looks like. Include how you'll communicate this rubric to students.

37. Assessment Strategy Planning

I teach [topic] to [grade level]. Design a comprehensive assessment strategy including: 1 pre-assessment to check prior knowledge, 2 formative assessments during learning, and 1 summative assessment at the end. For each assessment, explain the purpose and what students' results will tell you about their understanding.

38. Test Question Quality Review

Review these test questions: [paste 3-5 questions]. For each: Is it clear? Does it assess the intended objective? Could students misinterpret it? What level of

Bloom's taxonomy does it assess? How would you improve it? Provide revised versions.

39. Differentiated Assessment Design
Design assessment options for [topic] that allow [grade level] students to demonstrate understanding in different ways. Provide: 1 traditional test option, 1 performance-based option, 1 project-based option, 1 presentation option. How will you grade these fairly with different rubrics?

40. Grade Book Organization
Create an organization system for my grade book. Include: how to weight different assignment types (homework, classwork, quizzes, tests, projects), late work policy, extra credit handling, and grade categories. How should I communicate grades to students and parents?

41. Feedback Framework
Design a student feedback approach that improves learning. Include: frequency of feedback, how feedback will be delivered (written, verbal, recorded, peer), specific rubric-based comments vs general comments, and how students will use feedback to improve. How can you make this sustainable?

42. Parent Communication Plan
Create a parent communication strategy for [grade level] class. Include: how often to communicate, communication methods (email, conference, app), content of communications, and how to address concerns. How will you celebrate student successes with parents? What's your protocol for sharing academic struggles?

7. Differentiation & Inclusion

43. Tiered Instruction Design
Design a tiered lesson on [topic] for [grade level] students with mixed abilities. Create 3 tiers: advanced learners, on-grade level, and struggling learners. For each tier specify: learning objectives, teaching strategies, practice activities, and assessment. How will you manage teaching 3 versions simultaneously?

44. Inclusive Classroom Checklist
Create an inclusive classroom checklist for [grade level]. Cover: physical accessibility, sensory considerations, diverse representation in materials, technology access, language support, and social-emotional learning. For each area, suggest 3 specific implementations and how to evaluate if they're effective.

45. Accommodation & Modification Guide
Create a guide for [common learning difference] accommodations and modifications for [grade level]. Include: what teachers should know about this learning difference, 5 classroom accommodations, 5 curriculum modifications, technology tools that help, and communication tips with students and families.

46. English Language Learner Support
I have English Language Learners in my [grade level] [subject] class. Design a

support strategy including: language objectives alongside content objectives, pre-teaching vocabulary strategy, comprehensible input techniques, and scaffolding strategies for [topic]. How will you assess both language and content learning?

47. Trauma-Informed Practices
Suggest 5 trauma-informed practices to implement in my [grade level] classroom. For each practice: explain the psychological principle behind it, how to implement it specifically, what to avoid, and how you'll know if it's helping. How do you create psychological safety?

48. Social-Emotional Learning Integration
Show me how to integrate social-emotional learning (SEL) into my [subject] instruction. Suggest 3 activities that build SEL competencies (self-awareness, self-management, social awareness, relationship skills, responsible decision-making) while teaching [topic]. Include how you'll assess SEL growth.

8. Technology & Tools

49. Digital Tool Selection Guide
I'm choosing a tool for [specific teaching purpose] in my [grade level] [subject] class. Compare these tools: [list 3-4 tools]. For each tool evaluate: ease of use, cost, learning curve, student engagement potential, and integration with my current systems. Which would you recommend and why?

50. Flipped Classroom Implementation
Create a flipped classroom strategy for my [topic] unit. Include: which content should be pre-recorded vs done in class, how to create engaging video content, length recommendations, how to assess if students watched/understood, and how to use class time for active learning instead.

51. Blended Learning Design
Design a blended learning approach for [topic] at [grade level] combining online and in-person instruction. Include: which activities work best online vs face-to-face, recommended technology tools, weekly schedule sample, student support strategies, and how you'll ensure equity of access.

52. Virtual Classroom Setup
I'm teaching virtually for [duration]. Design my virtual classroom including: platform choice and setup, classroom management strategies specific to virtual, engagement techniques, student accountability systems, office hours/availability, and how to maintain relationships with students online.

53. Learning Management System Optimization
I use [LMS name]. Help me organize my [course/class] to improve student engagement and learning. Suggest: how to structure the course, best practices for posting assignments, communication protocols, gradebook setup, and how to reduce student confusion about expectations.

54. Screen Recording Best Practices

I want to create screen recording videos for my students. Guide me on: optimal length for different grade levels, content to include, pacing, visual design (text, colors, images), audio quality, and review/editing before sharing. How can I ensure accessibility (captions, transcripts)?

IT PROFESSIONALS & SYSTEM ADMINISTRATORS

9. Infrastructure & Automation

55. Server Provisioning Script

I need to provision [number] new [OS type] servers with [specific software/configurations]. Create a script or step-by-step guide to automate this process including: user account setup, software installation, security hardening, network configuration, and monitoring agent installation. How do I test this before deploying to production?

56. Backup & Recovery Plan

Create a comprehensive backup and recovery plan for our [system/application]. Include: backup frequency and retention, backup location strategy (3-2-1 rule), recovery time objective (RTO) and recovery point objective (RPO) targets, testing schedule, and documentation. How will you verify backup integrity?

57. Security Patch Management

Design a patch management process for [number] systems running [OS types]. Include: scanning for vulnerabilities, prioritization strategy (critical vs high vs medium), testing procedures, deployment methodology, rollback procedures, and compliance documentation. How do you handle emergency patches?

58. User Access Management

Create a user access management (IAM) framework for our [organization size] organization. Include: access request process, approval workflow, role-based access control (RBAC) structure, periodic access reviews, offboarding procedures, and audit trail maintenance. How do you balance security with user convenience?

59. Disaster Recovery Plan

Develop a disaster recovery (DR) plan for [critical business function]. Include: potential disaster scenarios, data backup strategy, failover procedures, communication plan, recovery priorities, testing schedule, and documentation. What's your RTO and RPO? How often should you test?

60. Network Segmentation Design

Design a network segmentation strategy for our [organization size] network with [number] locations. Include: network zones (DMZ, internal, sensitive data),

firewall rules, access control lists (ACLs), monitoring points, and implementation roadmap. How will you handle inter-zone communication?

61. Monitoring & Alerting Setup
Set up monitoring and alerting for [system/application]. Specify: key metrics to monitor, alert thresholds, alert escalation procedures, dashboard design, incident response integration, and how to prevent alert fatigue. What are your critical vs non-critical alerts?

62. Documentation Template
Create a documentation template for [system type]. Include: system overview, architecture diagram description, configuration details, maintenance procedures, troubleshooting guide, contacts/escalation paths, and change history. How do you keep documentation current as systems evolve?

63. Capacity Planning Forecast
Analyze our [system] resource usage over the past [timeframe] and forecast needs for the next [period]. Include: historical growth trends, projected growth, recommended capacity additions, upgrade timeline, and cost estimate. When should we consider architectural changes?

64. Compliance & Audit Preparation
Prepare for our [compliance standard like SOC2, HIPAA, PCI-DSS] audit. Create: a compliance checklist, evidence collection list, documentation of controls, process improvements needed, and implementation timeline. What are the most commonly failed audit items for our industry?

10. Troubleshooting & Support

65. Incident Response Template
Create an incident response playbook for [common incident type]. Include: initial detection and triage, impact assessment, containment steps, remediation, recovery verification, post-incident review, and communication procedures. Define severity levels and escalation paths.

66. Troubleshooting Decision Tree
I'm supporting users with [issue type]. Create a troubleshooting decision tree they can follow: starting with initial diagnostic questions, branching to different solutions based on answers, escalation criteria, and when to involve other teams. Make it easy for non-technical users to follow.

67. Log Analysis Guide
Help me analyze [application/system type] logs to troubleshoot [problem type]. What key logs should I examine? What error messages indicate what problems? What normal log patterns should I expect? How do I filter logs effectively? Show me sample commands/queries.

68. Performance Troubleshooting
Our [system/application] is experiencing slow performance. Create a systematic

troubleshooting approach including: data collection (CPU, memory, disk, network), bottleneck identification, analysis methodology, common causes for [system type], and optimization steps. What should I check first?

69. Connectivity Troubleshooting
Create a troubleshooting flowchart for connectivity issues in our [network type]. Include: initial diagnostic steps, command line tools to use, common causes, solutions for each cause, escalation criteria, and how to verify connectivity is restored. How do you differentiate between user vs infrastructure issues?

70. Application Deployment Troubleshooting
My [application type] deployment is failing. Guide me through: identifying the failure point, common deployment issues for [platform], checking logs for errors, rollback procedures, testing before retry, and documenting lessons learned. How do you prevent this in future deployments?

71. Configuration Error Resolution
I'm getting [specific error message] after configuring [system/component]. Help me troubleshoot: what this error means, common causes, configuration items to check, how to verify configuration, testing procedures, and where documentation exists. How can I prevent configuration errors?

72. Database Performance Issues
Our [database type] has performance issues. Guide me through: identifying slow queries, analyzing query execution plans, indexing strategies, hardware resource utilization, optimization steps, and monitoring ongoing performance. What baseline metrics should I establish?

11. Security & Compliance

73. Vulnerability Management Program
Create a vulnerability management program for our [organization size] organization. Include: vulnerability scanning frequency, severity scoring, prioritization and remediation timelines, scanning tools, patch deployment process, metrics tracking, and executive reporting. How do you handle zero-days?

74. Access Control Audit
Design an access control audit process. Include: what to audit, audit frequency, data collection methods, analysis approach, reporting format, remediation process, and follow-up verification. How do you identify excessive privileges or inappropriate access?

75. Security Incident Investigation
I suspect a security incident in [system]. Design an investigation methodology including: initial response steps, evidence preservation, log analysis, impact assessment, timeline reconstruction, stakeholder communication, and remediation. When do I involve legal/law enforcement?

76. Endpoint Security Strategy

Design an endpoint security strategy for our [number] endpoint organization with [mix of device types]. Include: antivirus/malware protection, patch management, EDR (Endpoint Detection and Response) tools, mobile device management, data protection, and user training. How do you balance security with usability?

77. Network Security Assessment

Conduct a network security assessment for our [network type]. Include: identification of potential vulnerabilities, security tool recommendations, configuration best practices, segmentation improvements, and implementation roadmap. What are the top security risks specific to our architecture?

78. Data Classification Policy

Create a data classification framework for our organization. Include: data classification levels (public, internal, confidential, restricted), classification criteria, handling requirements for each level, storage and transmission controls, and employee training. How do you handle misclassified data?

79. Backup Security Strategy

Design a secure backup strategy for [system/data type]. Include: encryption requirements, access controls, storage location security, backup integrity verification, offline backup requirements, and disaster recovery testing. How do you ensure backups themselves aren't compromised?

80. Security Awareness Training

Create a security awareness training program for [organization size] employees. Include: core topics (phishing, passwords, data protection, incident reporting), delivery method, frequency, assessment/testing, and metrics. How do you make it engaging and measurable?

12. Professional Development & Documentation

81. Technical Skills Assessment

Design a skills assessment for [role] to identify training gaps in our [organization size] team. Include: core competencies to assess, assessment methods (test, project, interview), skill levels/rubric, gap analysis, and personalized learning recommendations. How do you balance technical depth vs breadth?

82. Certification Roadmap

Create a professional development roadmap including relevant certifications for our team in [specialization]. List: recommended certifications ranked by value and difficulty, suggested learning sequence, prep resources, costs, and ROI timeline. How do you support employees pursuing certifications?

83. Technical Documentation Standard

Create a technical documentation standard for our [organization type]. Include: documentation types (architecture, procedures, runbooks), templates, style guide, examples, review process, versioning, and where documentation is stored. How do you keep documentation current?

84. On-Call Runbook

Create a runbook for our on-call rotation covering: escalation procedures, critical contact information, how to access documentation, common issues and solutions, communication templates, and hand-off procedures between shifts. How frequently should you update this?

85. Technology Roadmap

Create a 3-year technology roadmap for our [department/organization]. Include: current state assessment, strategic goals, technology priorities, recommended solutions, implementation phases, resource requirements, and budget estimate. How often should you update this roadmap?

86. Vendor Evaluation Framework

Create a framework for evaluating [software/service] vendors. Include: evaluation criteria, weighting of criteria, demo requirements, reference check questions, contract terms to negotiate, security/compliance questions, and decision matrix. How do you prevent vendor lock-in?

87. Change Management Process

Design a change management process for our [system/infrastructure]. Include: change request procedure, impact assessment, approval workflows, testing requirements, deployment procedure, communication plan, and rollback procedure. How do you balance speed vs safety?

88. Technology Debt Assessment

Assess our technology debt for [system/application]. Include: identifying debt areas, prioritization criteria, refactoring/replacement options, estimated effort/cost, risk of not addressing debt, and implementation roadmap. How do you justify technology debt paydown to leadership?

ADVANCED TECHNIQUES FOR ALL ROLES

13. Cross-Functional Excellence

89. Problem-Solving Framework

Use this structured problem-solving approach for [specific problem]: Step 1 - Define the problem precisely (not symptoms, root cause). Step 2 - Analyze causes using root cause analysis. Step 3 - Generate solutions (quantity before quality). Step 4 - Evaluate solutions against criteria. Step 5 - Implement and monitor. Walk me through this for [my specific situation].

90. Decision-Making Matrix

I need to choose between [option A], [option B], and [option C]. Create a decision matrix with these criteria: [list 4-5 criteria important to me] weighted by importance. For each option, score it 1-5 on each criterion. Which option scores highest? What are the tradeoffs?

91. Stakeholder Communication Plan

I need to communicate [decision/change/project] to stakeholders: [list stakeholder groups]. Create a communication plan including: key message for each group, communication timing, communication method, messenger, handling questions/concerns, and success metrics. How do I address resistance?

92. Project Charter Development

Create a project charter for [project]. Include: project description, business justification, goals and success criteria, scope and out-of-scope items, risks, timeline, budget estimate, team roles, and approval signatures. How do you use this throughout the project?

93. Feedback & Continuous Improvement

Design a feedback system to continuously improve [process/service]. Include: feedback collection methods, frequency, analysis approach, sharing results with stakeholders, implementing improvements, and tracking impact. How do you close the loop and show improvements result from feedback?

94. Time Management & Prioritization

I have these competing priorities: [list]. Help me prioritize them using this framework: urgency (high/low) and importance (high/low). Create a weekly schedule allocating my time to these priorities with specific daily tasks. Include time for planning, email, meetings, and deep work.

95. Delegation Framework

I want to delegate [task/responsibility] to [team member]. Help me create a delegation plan: clarify expected outcomes, explain context and why it matters, identify required resources/skills, agree on timeline, establish check-in points, and define my role going forward. How do I ensure accountability without micromanaging?

96. Burnout Prevention

I'm experiencing [burnout symptoms]. Create a 30-day burnout recovery plan including: workload assessment, boundaries to set, delegation opportunities, self-care practices, stress management techniques, and when to seek additional support. How do I prevent recurrence?

97. Learning Agility Development

Help me develop learning agility for [area you want to improve]. Create a learning plan including: key concepts to understand, resources (articles, courses, books, people to learn from), hands-on practice, reflection prompts, and success metrics. What's your learning timeline?

98. Networking Strategy

I want to build my professional network in [industry/specialty]. Create a networking strategy including: communities to join, events to attend, online platforms to engage, people to connect with, conversation starters, and how to add value to others. How do you measure networking success?

99. Career Development Plan
Create a career development plan to move toward [career goal] within [timeframe]. Include: skills to develop, experience to gain, certifications to pursue, people to learn from, projects to lead, and milestones to achieve. What's the realistic timeline?

100. Systems Thinking for Problem-Solving
Apply systems thinking to [problem/challenge]. Map: the core issue, how different elements interact, feedback loops (reinforcing and balancing), delays in the system, and unintended consequences. What assumptions are you making? How could different leverage points create change?

101. Asking Better Questions
I want to get better at asking questions instead of providing answers. Show me 10 powerful open-ended questions I can use in [context like mentoring, coaching, interviews]. For each question, explain: why it's powerful, when to use it, what answers you're listening for, and follow-up questions.

102. Innovation & Ideation
Generate 20 innovative ideas for [challenge/improvement]. Use this process: brainstorm without judgment, combine and build on ideas, evaluate feasibility, and refine promising ideas. For the top 3 most innovative ideas, explain: why they're innovative, implementation approach, required resources, and potential impact.

103. Change Leadership
I'm leading a change initiative: [describe change]. Create a change leadership strategy including: communicating the vision, addressing resistance, identifying champions, celebrating early wins, managing stakeholders, and ensuring sustained adoption. How do you know the change is sticking?

104. Conflict Resolution in [Context]
I'm facing conflict with [person/team] about [issue]. Guide me through resolution: understanding their perspective, identifying underlying interests, brainstorming solutions that address both parties' concerns, reaching agreement, and repairing the relationship. When should this involve a mediator?

105. Resilience Building
Create a personal resilience-building practice for [specific challenge/industry]. Include: understanding your stress response, building mental toughness, developing support systems, reflection practices, recovery strategies, and preventative measures. What metrics indicate you're becoming more resilient?

How to Use This Library

1. Customize for Your Context

Every prompt contains [bracketed placeholders]. Replace these with your specific details: student names, company names, topic names, numbers, etc. The more specific you are, the better the AI response.

2. Adjust Detail Level

If you want a shorter response, add "Keep it concise" or "Summary format" at the end. If you need more detail, ask for "step-by-step explanation" or "with examples."

3. Combine Prompts

Mix prompts from different categories. For example, combine "Sales Pitch Optimization" (prompt 9) with "Stakeholder Communication Plan" (prompt 91) to craft pitches for different audiences.

4. Iterate & Refine

Use the AI's response as a starting point, not the final answer. Ask follow-up questions to deepen insights, test different angles, or explore alternative approaches.

5. Track What Works

Keep notes on which prompts give you the best results. Modify successful prompts based on your experience and share them with your team.

Key Principles for Prompt Success

Specificity Wins

Vague prompts get vague answers. Include: context, constraints, desired outcome, format, and tone. Compare "Explain AI" vs "Explain AI for a 10-minute CEO presentation to non-technical stakeholders using 3 specific business examples."

Provide Examples

If the AI has gotten close but not quite right, provide an example of what you're looking for. The AI learns from examples faster than from explanation alone.

Define Your Outcome Format

Specify how you want the response: "list with explanations," "comparison table," "step-by-step process," "executive summary," etc. This dramatically improves usability.

Ask for What You'd Add Value To

Ask for drafts, outlines, or frameworks you'll customize—not final deliverables. You add the final judgment, personalization, and context.

Use Role Assignment

Starting with "Act as a [role]" (consultant, teacher, manager, analyst) often improves response quality and alignment with your needs.

Leverage Constraints

Constraints improve creativity. Specifying limits (time, budget, resources, audience size) creates more realistic and actionable responses.

Common Mistakes to Avoid

Assuming One Prompt Fits All

Customize prompts for your specific situation. A generic prompt returns generic results.

Not Providing Context

"Give me marketing ideas" is too vague. "Give me social media marketing ideas for a B2B SaaS product targeting HR managers at companies with 50-500 employees" is specific and actionable.

Accepting the First Response

Treat AI responses as drafts. Ask follow-up questions, request alternatives, and iterate until you get what you need.

Ignoring Quality Variation

Different AI tools may give different quality responses. Test prompts across tools (ChatGPT, Claude, Gemini, etc.) and track which tools perform best for your use cases.

Overcomplicating Simple Prompts

Not every prompt needs to be long. Sometimes "List 10 ideas for [X]" is perfect. Start simple, add detail only if needed.

This prompt library represents patterns that have proven effective in real-world use. However, the true power of AI comes from understanding these patterns well enough to adapt them to your unique situation. Think of these prompts as templates, not scripts. Your specific context, creativity, and judgment are what transform AI assistance into actual competitive advantage.

The best prompt you'll ever write is one tailored to your exact situation, your exact goals, and your exact constraints. Start here, experiment, adapt, and build your own library of prompts that work for you.

Welcome to the age where asking better questions is the competitive advantage.