Prompt Pattern Cheatsheet

Day 2 — Foundational Prompt Patterns & Persona Workflows

1. Shot-Based Prompting Patterns

Pattern	When to Use	Minimal Skeleto
Zero-Shot	Straightforward tasks the model already excels at; exploratory "first try."	`System: You are
One-Shot	Task is clear but output style/format is critical.	`Example: "Trans
Few-Shot (2-5 ex.)	Complex output schema, subtle tone, or high accuracy needed.	`System: Format
"Chain-of-Thought" Shot	Forces step-by-step reasoning for math, logic, multi-hop QA.	<i>Add</i> "Let's
Self-Consistency	Diverse reasoning paths; pick majority answer.	Run multiple (3-5

2. Persona Role Patterns

Sub-pattern	Purpose	Key Tip
Role / Persona	Adopt voice & POV (e.g., _"You are Dr. House…"_).	Put persona in the system messa
Expert Prompting	Force authoritative jargon or domain accuracy.	Start with: "Answer as a senior <dom
Multi-Persona Dialogue	Simulate conversations; training, therapy, sales.	Delimit speakers clearly (`Doctor: …\
Nested Personas	One agent "thinks," another "speaks."	Use comment blocks: `<!-- Internal th

3. Template Engineering Blocks

```
### [CONTEXT] {context} [INSTRUCTION] {instruction} [EXAMPLES] {few_shot}
[OUTPUT_FORMAT] {schema} ###
```

Fill placeholders via code or UI variables for rapid reuse.

Keep each block ≤ 75 tokens for easy swapping.

4. Readability Tone Controls

- **Length** — "Limit to 150 words." or use token ceilings.
- **Tone** — "…in a friendly, humorous style."
- **Formality** — "Rewrite formally." vs "…for a 5th-grader."

- **Delimiter Fences** — wrap long context in `"""` or ``` ````` ```.

5. Modular Prompt Design

1. **Context Block** – background facts, citations.

2. **Task Block** – the actual instruction.

3. **Example Block** – zero / one / few-shot.

4. **Constraints Block** – tone, length, format.

5. **Output Schema Block** – JSON, XML, Markdown, etc.

> Swap or reorder blocks to A/B test without touching others.

6. Collaborative Workflow Tips

- **Comment** unused variants with or `#` ….
- **Version** templates in Git (diff friendly).
- **Name** each template (`pricing_email_v2`) for quick retrieval.
- **Pair Review**: teammate runs prompt, highlights ambiguity, refactors.

7. Common Pitfalls Fixes

Pitfall	Symptom	Quick Fix
Missing role segregation	Model slips out of character	Put persona in system role; repeat in examples.
Example order bias	All outputs copy first example's style	Shuffle or diversify few-shot list.
Over-stuffed context	Hallucinations / truncation	Summarize or link via `CONTEXT:` block $\leq$ 500 tokens.
Ambiguous constraints	Inconsistent length/tone	Convert constraints to explicit bullet list.

8. Fast-Grab Snippets

```
System: You are a meticulous proofreader. User: Proofread the following →
"""{draft}""" Assistant MUST: - Return only the corrected text - Track changes using
Markdown ~~strike~~ and **bold**
```

```
System: You are Socrates. Student: {question} Socrates: Ask me *one* probing question
that guides the student.
```

Use this cheatsheet as your Day 2 desk-reference: mix-and-match patterns, enforce clarity, and iterate collaboratively for reliable, reusable prompts.