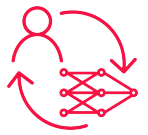# Prompting

Chat assistants based on large language models (LLMs) require *prompts*, text inputs that describe what you want the model to do & how to do it. The prompt you use strongly affects the quality of the results you get.

Using Equinor information & data

OPEN   **INTERNAL** **RESTRICTED**   **CONFIDENTIAL**

OK for any AI   Equinor Chat & M365 Copilot **WEB**   M365 Copilot **WORK**

Know the limits of chat assistants

- Not a knowledge base. Often out of date. Biased.
- Not skilled at reasoning or mathematics.
- Eloquent & convincing, but obsequious & servile.

What kind of tasks can you give a chat assistant?

TRANSFORM

Language translation
Grammar & spelling
Paraphrasing
Style transfer
Syntactic reformatting

ANALYZE

Information extraction
Keyword extraction
Part-of-speech tagging
Sentiment analysis
Text classification

SUMMARIZE

Document summaries
Code simplification

⚠️ Hallucination is still a risk

EXPAND

⚠️ Highest risk of hallucination

Text generation
Brainstorming
Code suggestion
Concept explanation

T I P S

- Prompts are suggestions, not instructions.
- Narrow tasks are safer than broad ones.
- Make clear what is prompt and what is data.
- Favour positive ('do') over negative ('do not').
- Give examples, especially of output format.

T I P S

- Avoid leading questions & being suggestive.
- Never share personal or confidential info or data.
- Be critical of the responses you get.
- Check all facts or references the model produces.
- Be open about using AI in your work.

Some prompting templates

Replace **{THESE}** with your own questions or data

FEW SHOT

```
Q: {EXAMPLE Q ONE}
A: {EXAMPLE A ONE}

Q: {EXAMPLE Q TWO}
A: {EXAMPLE A TWO}

Q: {QUESTION}
A:
```

⭐ Often effective

CHAIN OF THOUGHT

```
Answer the following
question:

{QUESTION}

Start with {STEP 1}.
Think step by step
and keep it simple.
Show your reasoning.
```

ROLE PLAY

```
You are a patient,
professional,
careful {AI ROLE}
with a lot of
experience. Explain
{TOPIC} to me at the
level of {MY ROLE}.
Use real-world
examples.
```

COMPARISON

```
Make a Markdown
table comparing
{THING A} with
{THING B}. Include
no more than {N}
attributes. Focus on
important aspects,
and those that help
differentiate the
items.
```

Still not getting what you want? Try changing the **model** or the **temperature** 🌡️

Be responsible with AI. Check facts and sources. Check for inappropriate output. Be clear about contributions.