AI PROMPT FRAMEWORK

Guidelines

Principle 1: Write clear and specific instructions

- **Tactic 1: Use Delimiters to clearly indicate distinct parts of the input:** Delimiters can be anything like: ```,""",<>
- **Tactic 2: Ask for Structured Output:** JSON, HTML
- **Tactic 3: Ask the model to check whether conditions are satisfied:** Sequence of instructions
- **Tactic 4: "Few-shot" Prompting:** Instruct the model to respond consistently in a similar style.

Principle 2: Give the model time to "think"

- **Tactic 1: Specify the steps required to complete a task:** Instruct the model to summarize a provided text in one sentence, translate the summary into another language, list each item mentioned in the translated language summary, and output the results in a JSON object.
- **Tactic 2: Instruct the model to work out its own solution before rushing to a conclusion:** Instruct the model to evaluate a user's solution. The model should first work out its own solution and then compare it to the user's solution to determine its correctness.

Iterative Prompt Development

- Issue 1: The text is too long: **Limit the number of words/sentences/characters**
- Issue 2: Text focusses on the wrong details: **Ask it to focus on the aspects that are relevant to the intended audience**
- Issue 3: Description needs a table of details: **Ask it to extract information and organize it**

Summarizing

- with a word/sentence/character limit
- with a focus on specific details
- Try "extract" instead of "summarize"
- Multiple options

Inferring: Text, Sentiment (positive/negative), Identify types of emotions, Extract specific details from given text, topics

Transforming: Language translation, spelling and grammar checking, tone adjustment and format conversion

Expanding: Generate elaborate text based on topics & sentiments