

Prompt Engineering: Master the Art of AI Communication

Duration: 40-50 hours of learning

Prerequisites: Basic computer literacy (using mouse, keyboard, opening applications)

Welcome to Prompt Engineering: Master the Art of AI Communication *Curated by Giridhar Balaji*

The quality of your interaction with artificial intelligence systems depends entirely on how well you communicate with them. Prompt engineering—the practice of crafting precise, effective instructions for AI systems—has emerged as one of the most valuable skills in our AI-driven world. This discipline combines technical understanding, creative thinking, and strategic communication to unlock the full potential of AI tools.

This comprehensive Prompt Engineering course is designed to transform you from a casual AI user into a skilled prompt engineer who can consistently achieve superior results from any AI system. Whether you're working with language models, image generators, or specialized AI tools, the principles and techniques you'll learn in this course will dramatically improve your outcomes and efficiency.

Starting with foundational concepts, you'll understand how AI systems process and respond to different types of instructions. You'll learn the psychology behind effective prompts, explore various prompting techniques and frameworks, and master advanced strategies like chain-of-thought reasoning, few-shot learning, and context optimization. The course covers prompt engineering across different domains—from business and creative applications to technical and analytical tasks.

What sets this course apart is its focus on systematic, repeatable approaches to prompt creation. Rather than relying on trial and error, you'll develop a methodical toolkit for crafting prompts that consistently deliver high-quality results. You'll learn to troubleshoot common issues, optimize prompts for different AI models, and adapt your approach based on specific use cases and requirements.

By completing this course, you'll possess the expertise to maximize the value of any AI interaction, save countless hours through more effective communication with AI systems, and position yourself as a skilled professional in the rapidly growing field of AI collaboration. Join us as we explore the art and science of prompt engineering and unlock your potential to achieve exceptional results with artificial intelligence.

Introduction to Prompt Engineering {#introduction}

What is Prompt Engineering?

Prompt engineering is the art and science of crafting effective instructions for AI language models to get the best possible responses. Think of it as learning how to communicate with an incredibly smart assistant who can help you with almost anything - but only if you know how to ask the right questions in the right way.

Why Learn Prompt Engineering?

- **Maximize AI Efficiency:** Get better results faster
- **Save Time and Money:** Reduce trial and error
- **Professional Advantage:** Stand out in the AI-driven workplace
- **Creative Problem Solving:** Unlock new possibilities
- **Future-Proof Skills:** Essential for the AI era

Course Prerequisites

- **No technical background required**
- **Basic computer skills** (typing, copy-paste, using web browsers)
- **Curiosity and willingness to experiment**
- **Access to an AI tool** (ChatGPT, Claude, Gemini, etc.)

Module 1: Understanding AI and Language Models {#module-1}

1.1 What Are AI Language Models?

AI language models are computer programs trained on vast amounts of text from books, websites, articles, and other written content. They learn patterns in human language and can generate human-like text responses.

Think of it like this: Imagine a person who has read millions of books and articles but has never experienced the real world. They can discuss any topic based on what they've read, but they don't have personal experiences or real-time information.

1.2 How Do Language Models Work?

Simple Explanation:

1. **Training:** The AI reads millions of texts and learns patterns
2. **Processing:** When you give it a prompt, it analyzes the words and context
3. **Generation:** It predicts what words should come next based on patterns it learned

4. **Response:** It generates a response that follows these patterns

Key Concept: AI models are **prediction machines** - they predict what text should come next based on your input.

1.3 Popular AI Language Models

Free Options:

- **ChatGPT** (OpenAI) - Most popular, user-friendly
- **Claude** (Anthropic) - Great for detailed, nuanced responses
- **Gemini** (Google) - Integrated with Google services
- **Copilot** (Microsoft) - Built into Microsoft products

Paid Options:

- **ChatGPT Plus** - Faster, more advanced features
- **Claude Pro** - Higher usage limits, priority access
- **Custom APIs** - For businesses and developers

1.4 Understanding AI Capabilities and Limitations

What AI Can Do:

- Generate creative content (stories, poems, scripts)
- Analyze and summarize text
- Answer questions on virtually any topic
- Help with coding and technical tasks
- Translate languages
- Create structured documents
- Provide step-by-step instructions

What AI Cannot Do:

- Access real-time information (unless specified)
- Remember previous conversations (in most cases)
- Perform actions outside the chat interface
- Provide 100% accurate information always
- Replace human judgment and expertise
- Access personal files or private information

1.5 The Role of Context

Context is Everything: AI models understand your request based on the context you provide. The more relevant context you give, the better the response.

Example:

- **Poor Context:** "Write something about dogs"
 - **Good Context:** "Write a 200-word informative article about dog training tips for new puppy owners, focusing on house training and basic commands"
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Module 2: Fundamentals of Prompt Engineering {#module-2}

2.1 What Makes a Good Prompt?

A good prompt is like a well-written recipe - it's clear, specific, and gives the AI everything it needs to deliver exactly what you want.

Key Elements of Effective Prompts:

1. **Clarity:** Use simple, direct language
2. **Specificity:** Be precise about what you want
3. **Context:** Provide relevant background information
4. **Structure:** Organize your request logically
5. **Examples:** Show the AI what you're looking for
6. **Constraints:** Set boundaries and limitations

2.2 The Anatomy of a Prompt

Basic Structure:

[ROLE] + [TASK] + [CONTEXT] + [FORMAT] + [CONSTRAINTS]

Example Breakdown:

[ROLE] Act as a professional marketing consultant

[TASK] Create a social media strategy

[CONTEXT] for a small local bakery that specializes in wedding cakes

[FORMAT] Present it as a bullet-point action plan

[CONSTRAINTS] with a budget under \$500 per month

2.3 Types of Prompts

1. Instructional Prompts

- Direct commands or requests
- Example: "Explain quantum physics in simple terms"

2. Conversational Prompts

- Natural dialogue starters
- Example: "I'm confused about cryptocurrency. Can you help me understand it?"

3. Creative Prompts

- Requests for original content
- Example: "Write a short story about a robot who dreams"

4. Analytical Prompts

- Ask for analysis or evaluation
- Example: "Analyze the pros and cons of remote work"

5. Roleplay Prompts

- Ask AI to assume a specific role
- Example: "Act as a career counselor and help me choose between two job offers"

2.4 Common Prompt Patterns

Pattern 1: The "Act As" Pattern

Act as a [ROLE] and [TASK]

Example: "Act as a financial advisor and explain the basics of investing"

Pattern 2: The "I Want You To" Pattern

I want you to [TASK] for [AUDIENCE] about [TOPIC]

Example: "I want you to create a beginner's guide for teenagers about budgeting"

Pattern 3: The "Context-Task-Format" Pattern

Context: [BACKGROUND]

Task: [WHAT YOU WANT]

Format: [HOW YOU WANT IT]

Pattern 4: The "Few-Shot" Pattern

Here are some examples:

[EXAMPLE 1]

[EXAMPLE 2]

Now do the same for: [YOUR REQUEST]

2.5 The Importance of Iteration

Prompt engineering is iterative. You rarely get the perfect response on the first try. Instead:

1. Start with a basic prompt
2. Evaluate the response
3. Identify what's missing or wrong
4. Refine your prompt
5. Test again
6. Repeat until satisfied

Example Iteration:

- **First attempt:** "Write about social media marketing"
- **Second attempt:** "Write a beginner's guide to social media marketing for small businesses"
- **Third attempt:** "Write a step-by-step beginner's guide to social media marketing for small businesses, focusing on Facebook and Instagram, with specific examples and a monthly action plan"

Module 3: Basic Prompt Techniques {#module-3}

3.1 The Power of Specificity

Vague prompts lead to vague responses. The more specific you are, the better your results.

Examples:

Vague: "Help me with my resume" **Specific:** "Review my marketing manager resume and suggest improvements for the experience section, focusing on quantifiable achievements and relevant keywords for digital marketing roles"

Vague: "Write a story" **Specific:** "Write a 500-word mystery story set in a 1920s speakeasy, featuring a female detective investigating a missing person case"

3.2 Setting Clear Roles and Personas

Why Use Roles?

- Helps AI understand the perspective needed
- Provides context for the type of response expected
- Improves accuracy and relevance

Effective Role Examples:

- "Act as an experienced teacher explaining to a 10-year-old..."
- "Respond as a customer service representative..."
- "Take the role of a nutritionist advising someone with diabetes..."
- "Function as a creative writing coach reviewing my short story..."

Role Prompt Template:

Act as a [SPECIFIC ROLE] with [YEARS] years of experience in [FIELD].

Your audience is [TARGET AUDIENCE].

Your tone should be [TONE] and [STYLE].

[SPECIFIC TASK OR QUESTION]

3.3 Providing Context and Background

Context helps AI understand:

- Your current situation
- Your goals and objectives
- Any constraints or limitations
- Your level of expertise
- Your preferences

Context Example:

Context: I'm a college student studying computer science with no prior business experience. I want to start a small online business selling handmade jewelry. I have a budget of \$200 and can dedicate 10 hours per week to this venture.

Task: Create a step-by-step business plan for my first month.

3.4 Using Examples (Few-Shot Prompting)

Show, don't just tell. Examples help AI understand exactly what you want.

Example Structure:

I need you to [TASK]. Here are some examples of what I'm looking for:

Example 1: [SAMPLE INPUT] → [DESIRED OUTPUT]

Example 2: [SAMPLE INPUT] → [DESIRED OUTPUT]

Now please do the same for: [YOUR ACTUAL REQUEST]

Real Example:

I need you to create catchy email subject lines. Here are examples:

Example 1: Newsletter about sales → "🔥 Flash Sale: 50% Off Everything!"

Example 2: Product launch → "Introducing the Game-Changer You've Been Waiting For"

Now create subject lines for: A webinar about time management for busy professionals

3.5 Step-by-Step Instructions

Break down complex tasks into smaller, manageable steps.

Template:

Please complete this task in the following steps:

1. [FIRST STEP]
2. [SECOND STEP]
3. [THIRD STEP]
- ...

For each step, provide detailed explanations and examples.

Example:

Please help me create a personal budget in the following steps:

1. Analyze my income sources and calculate monthly total
2. Categorize and list all my expenses
3. Identify areas where I can reduce spending
4. Create a savings plan with specific goals
5. Suggest tools or apps to track my progress

My monthly income is \$3,500, and my major expenses include rent (\$1,200),

groceries (\$300), and student loan payments (\$250).

3.6 Formatting Instructions

Be specific about how you want the response formatted.

Common Format Requests:

- Bullet points or numbered lists
- Tables or charts
- Paragraph form
- Q&A format
- Step-by-step instructions
- Comparison format

Format Example:

Create a comparison of electric vs. gas cars. Format your response as:

1. A brief introduction (2-3 sentences)
2. A comparison table with categories: Cost, Environmental Impact, Convenience, Performance
3. A conclusion with your recommendation
4. Use bullet points within each table cell
5. Keep each point to maximum 15 words

3.7 Setting Constraints and Boundaries

Constraints help focus the AI's response and ensure it meets your specific needs.

Types of Constraints:

- **Length:** "In exactly 100 words" or "No more than 5 bullet points"
- **Style:** "Use casual, friendly language" or "Write in academic tone"
- **Audience:** "Suitable for beginners" or "Assume advanced knowledge"
- **Scope:** "Focus only on..." or "Don't include..."
- **Time:** "Current information only" or "Historical perspective"

Constraint Example:

Write a product description for wireless headphones with these constraints:

- Exactly 150 words

- Focus on benefits, not features
 - Target audience: fitness enthusiasts
 - Tone: energetic and motivational
 - Include a call-to-action
 - Don't mention technical specifications
-

Module 4: Advanced Prompt Strategies {#module-4}

4.1 Chain of Thought Prompting

What is Chain of Thought? This technique asks the AI to show its reasoning process step by step, leading to more accurate and thoughtful responses.

Basic Format:

[PROBLEM/QUESTION]

Please think through this step by step:

1. First, [STEP 1]
2. Then, [STEP 2]
3. Finally, [STEP 3]

Example:

I need to choose between two job offers. Please think through this step by step:

1. First, help me identify the key factors to consider
2. Then, evaluate each factor for both offers
3. Finally, provide a recommendation with reasoning

Job A: Marketing Manager, \$70K, remote work, startup

Job B: Marketing Specialist, \$65K, office-based, established company

4.2 Multi-Step Prompting

Break complex tasks into multiple prompts rather than trying to do everything at once.

Strategy:

1. **First Prompt:** Gather information or brainstorm
2. **Second Prompt:** Analyze or organize the information

3. **Third Prompt:** Create the final output

Example Sequence:

Prompt 1: "List all the factors someone should consider when choosing a college major"

Prompt 2: "Now organize these factors into categories and rank them by importance"

Prompt 3: "Create a decision-making framework using these factors that a high school student could use"

4.3 Prompt Chaining

Use the output of one prompt as input for the next. This creates a workflow where each step builds on the previous one.

Example Chain:

Prompt 1: "Brainstorm 10 business ideas for someone with \$5,000 to invest"

↓

Prompt 2: "Evaluate these 10 ideas and select the top 3 based on profit potential and ease of starting"

↓

Prompt 3: "Create a detailed business plan for the #1 idea from your selection"

4.4 Perspective Prompting

Ask the AI to consider multiple viewpoints or approach the problem from different angles.

Template:

Consider this topic from multiple perspectives:

1. From the perspective of [STAKEHOLDER 1]
2. From the perspective of [STAKEHOLDER 2]
3. From the perspective of [STAKEHOLDER 3]

Topic: [YOUR TOPIC]

Example:

Analyze the impact of artificial intelligence on employment from these perspectives:

1. From the perspective of workers who might be replaced
2. From the perspective of business owners implementing AI
3. From the perspective of economists studying labor markets

4. From the perspective of policymakers creating regulations

4.5 Negative Prompting

Tell the AI what NOT to do or what to avoid in the response.

Format:

[MAIN REQUEST]

Please avoid:

- [THING TO AVOID 1]
- [THING TO AVOID 2]
- [THING TO AVOID 3]

Example:

Write a product review for a smartphone that sounds authentic and helpful.

Please avoid:

- Overly technical jargon
- Obvious marketing language
- Mentioning competing products
- Being either too positive or too negative
- Reviews longer than 200 words

4.6 Conditional Prompting

Create if-then scenarios to handle different situations or provide alternative responses.

Template:

[MAIN REQUEST]

If [CONDITION A], then [RESPONSE A]

If [CONDITION B], then [RESPONSE B]

If [CONDITION C], then [RESPONSE C]

Example:

I'm planning a weekend trip and need restaurant recommendations.

If I'm looking for fine dining, suggest upscale restaurants with explanations
If I'm on a budget, recommend affordable local favorites
If I have dietary restrictions, focus on places with good vegetarian/vegan options

My situation: Weekend trip to Seattle, moderate budget (\$30-50 per meal), traveling with a vegetarian friend

4.7 Recursive Prompting

Use the AI's output to improve itself by asking it to review, critique, or enhance its own response.

Process:

1. **Initial Prompt:** Get first response
2. **Review Prompt:** "Review your response and identify areas for improvement"
3. **Improvement Prompt:** "Now rewrite your response addressing these improvements"

Example:

Step 1: "Write a professional email declining a job offer"

Step 2: "Review this email and suggest 3 ways to make it more polite and professional"

Step 3: "Rewrite the email incorporating your suggestions"

4.8 Meta-Prompting

Ask the AI to help you create better prompts for your specific needs.

Example:

I want to get better at writing marketing copy for social media.

Can you help me create a prompt template that I can use to generate effective social media posts for different products and audiences?

The template should include:

- Space for product details
- Target audience specification
- Platform-specific requirements
- Tone and style options

Module 5: Prompt Optimization and Testing {#module-5}

5.1 Measuring Prompt Effectiveness

Key Metrics to Evaluate:

1. **Relevance:** Does the response address your actual need?
2. **Accuracy:** Is the information correct and reliable?
3. **Completeness:** Are all aspects of your request covered?
4. **Clarity:** Is the response easy to understand?
5. **Usefulness:** Can you immediately apply the response?
6. **Consistency:** Do you get similar quality responses repeatedly?

Evaluation Framework:

Rate each response on a scale of 1-5:

- Relevance: How well does it match my request?
- Accuracy: How correct is the information?
- Completeness: Are all parts of my request addressed?
- Clarity: How easy is it to understand?
- Usefulness: How actionable is the response?

5.2 A/B Testing Your Prompts

Test different versions of your prompts to see which works better.

Testing Process:

1. **Create two versions** of your prompt
2. **Test both versions** with the same AI model
3. **Compare results** using your evaluation criteria
4. **Keep the better version** and test against a new variation

Example A/B Test:

Version A: "Write a product description for running shoes"

Version B: "Act as a copywriter for a sports retailer. Write a compelling product description for high-performance running shoes targeting serious

marathon runners. Focus on benefits over features, use energetic language, and include a call-to-action. Length: 100-150 words."

5.3 Iterative Improvement Process

The IMPROVE Method:

I - Identify the problem with current results **M** - Modify one element at a time **P** - Preserve what's working well **R** - Refine based on results **O** - Optimize for your specific use case **V** - Validate with multiple tests **E** - Evolve your approach continuously

Example Iteration:

Original: "Help me write a resume"

Problem: Too generic, no specific guidance

Iteration 1: "Help me write a resume for a marketing manager position"

Problem: Still lacks context about my background

Iteration 2: "Help me write a resume for a marketing manager position.

I have 5 years of digital marketing experience and want to emphasize my social media and content creation skills."

Problem: No format specification

Final: "Act as a professional resume writer. Help me create a modern, ATS-friendly resume for a marketing manager position. I have 5 years of digital marketing experience with strengths in social media, content creation, and campaign management. Focus on quantifiable achievements and use strong action verbs. Format as a professional summary plus 3-4 experience bullets per job."

5.4 Common Optimization Techniques

1. Add Specificity

- Before: "Explain marketing"
- After: "Explain digital marketing strategies for small businesses with less than 10 employees"

2. Include Examples

- Before: "Write a social media post"
- After: "Write a social media post like this example: [EXAMPLE], but for our new product launch"

3. Set Clear Constraints

- Before: "Write a blog post"
- After: "Write a 500-word blog post for beginners, using simple language and including 3 practical tips"

4. Define the Audience

- Before: "Explain blockchain"
- After: "Explain blockchain to a 60-year-old who's never used cryptocurrency but is curious about the technology"

5. Specify the Format

- Before: "Give me information about healthy eating"
- After: "Create a bullet-point guide to healthy eating with 5 main categories and 3 tips under each"

5.5 Troubleshooting Common Issues

Problem: Response is too generic **Solution:** Add more specific context, examples, and constraints

Problem: Response is too long/short **Solution:** Specify exact word count or length requirements

Problem: Wrong tone or style **Solution:** Be explicit about tone, provide examples, specify audience

Problem: Missing important information **Solution:** Create a checklist of required elements in your prompt

Problem: Inconsistent quality **Solution:** Test your prompt multiple times, refine based on patterns

Problem: AI doesn't understand your request **Solution:** Break down complex requests into smaller steps

5.6 Creating Your Personal Prompt Library

Build a collection of your best-performing prompts for reuse.

Organization System:

Prompt Library

```
└──  Content Creation
    ├── Blog Posts
    ├── Social Media
    └── Email Marketing

└──  Business & Strategy
    ├── Planning
    ├── Analysis
    └── Decision Making

└──  Learning & Education
    ├── Explanations
    ├── Tutorials
    └── Study Guides

└──  Personal Use
    ├── Travel Planning
    ├── Health & Fitness
    └── Personal Development
```

Template for Each Prompt:

Prompt Name: [DESCRIPTIVE NAME]

Category: [CATEGORY]

Use Case: [WHEN TO USE THIS]

Prompt: [ACTUAL PROMPT TEXT]

Notes: [TIPS AND VARIATIONS]

Last Updated: [DATE]

Module 6: Industry-Specific Applications {#module-6}

6.1 Marketing and Advertising

Key Applications:

- Campaign ideation and planning
- Content creation and copywriting
- Market research and analysis
- Customer persona development
- Competitor analysis
- Brand messaging and positioning

Specialized Techniques:

- **Audience-First Prompting:** Always specify target demographic
- **Benefit-Focused Prompting:** Emphasize outcomes over features
- **Emotional Trigger Prompting:** Include desired emotional response
- **Platform-Specific Prompting:** Tailor for specific marketing channels

Example Prompt:

Act as a senior marketing strategist for a B2B software company.

Create a comprehensive content marketing strategy for our new project management tool targeting small business owners (10-50 employees) who are struggling with team coordination and deadline management.

Include:

1. 3 buyer personas with pain points and motivations
2. Content themes and topics for each persona
3. Distribution channels and timing
4. Success metrics and KPIs
5. Monthly content calendar for the first quarter

Focus on building trust and demonstrating ROI rather than technical features.

6.2 Sales and Customer Service

Key Applications:

- Script development and objection handling
- Customer communication templates
- Lead qualification frameworks
- Sales presentation outlines
- Follow-up sequences
- Customer support responses

Specialized Techniques:

- **Objection-Handling Prompts:** Anticipate and address concerns
- **Personalization Prompts:** Customize for specific customer types
- **Urgency-Building Prompts:** Create appropriate time pressure
- **Empathy-Driven Prompts:** Focus on customer emotions and needs

Example Prompt:

Act as a sales training expert. Create a comprehensive objection-handling guide for selling cybersecurity software to small businesses.

For each common objection below, provide:

1. The underlying concern behind the objection
2. 2-3 response strategies with specific language
3. Supporting evidence or statistics
4. Follow-up questions to move the conversation forward

Common objections:

- "We're too small to be targeted by hackers"
- "It's too expensive for our budget"
- "We already have some security measures"
- "I need to think about it"
- "We don't have time to implement this"

Format as a quick-reference guide for sales teams.

6.3 Data Analysis and Research

Key Applications:

- Research methodology design
- Data interpretation and insights
- Report writing and visualization
- Survey design and analysis
- Statistical explanation and validation
- Trend analysis and forecasting

Specialized Techniques:

- **Methodology-First Prompting:** Specify analytical approach
- **Data-Context Prompting:** Provide dataset context and limitations
- **Visualization Prompting:** Request specific chart and graph types
- **Insight-Extraction Prompting:** Focus on actionable conclusions

Example Prompt:

Act as a senior data analyst. I have survey data from 500 customers about their shopping preferences. Help me create a comprehensive analysis report.

Data overview:

- Demographics: age, income, location
- Shopping behavior: frequency, channels, spending
- Preferences: product categories, brands, features
- Satisfaction: ratings, complaints, recommendations

Please provide:

1. Key analytical questions I should explore
2. Statistical methods appropriate for each question
3. Visualization recommendations for presenting findings
4. Framework for identifying actionable insights
5. Template for executive summary with key findings

Focus on insights that could drive marketing and product decisions.

6.4 Human Resources and Recruitment

Key Applications:

- Job description writing
- Interview question development
- Employee handbook creation
- Performance review frameworks
- Training program design
- Conflict resolution strategies

Specialized Techniques:

- **Compliance-Aware Prompting:** Include legal and regulatory considerations
- **Bias-Reduction Prompting:** Ensure fair and inclusive language
- **Competency-Based Prompting:** Focus on skills and abilities
- **Culture-Fit Prompting:** Align with company values and culture

Example Prompt:

Act as an experienced HR professional. Create a comprehensive interview guide for hiring a Marketing Manager position.

Company context:

- Tech startup, 50 employees
- Fast-paced, collaborative culture
- Remote-first with quarterly in-person meetups
- Values: innovation, transparency, customer focus

Create:

1. Job description with clear requirements and responsibilities
2. Structured interview questions covering:
 - Technical marketing skills
 - Leadership and team management
 - Cultural fit and adaptability
 - Problem-solving abilities

3. Scoring rubric for consistent evaluation
4. Red flags to watch for during interviews
5. Questions candidates might ask and how to respond

Ensure all content is bias-free and legally compliant.

6.5 Education and Training

Key Applications:

- Curriculum development
- Lesson plan creation
- Assessment design
- Learning objective definition
- Educational content adaptation
- Student engagement strategies

Specialized Techniques:

- **Learning-Outcome Prompting:** Start with clear educational goals
- **Audience-Appropriate Prompting:** Match content to learner level
- **Engagement-Focused Prompting:** Include interactive elements
- **Assessment-Aligned Prompting:** Connect content to evaluation methods

Example Prompt:

Act as an instructional designer. Create a comprehensive 4-week online course on "Digital Marketing Fundamentals" for small business owners with no marketing background.

Course requirements:

- 2 hours of content per week
- Mix of video, reading, and hands-on activities
- Practical, immediately applicable skills
- Certificate upon completion

Develop:

1. Course outline with weekly themes and learning objectives
2. Detailed lesson plans for Week 1
3. Assessment strategy (quizzes, projects, final assignment)
4. Engagement activities for each week
5. Resource list and recommended tools
6. Success metrics and feedback collection methods

Focus on practical skills they can implement immediately in their businesses.

6.6 Healthcare and Medical

Key Applications:

- Patient education materials
- Medical documentation templates
- Research literature reviews
- Treatment plan explanations
- Health and wellness content
- Medical procedure descriptions

Specialized Techniques:

- **Accuracy-First Prompting:** Emphasize medical accuracy and disclaimers
- **Patient-Centered Prompting:** Use accessible, non-technical language
- **Evidence-Based Prompting:** Request citations and current research
- **Ethical Prompting:** Include appropriate medical disclaimers

Example Prompt:

Act as a medical communications specialist. Create patient education materials about managing Type 2 diabetes for newly diagnosed patients.

Requirements:

- 6th-grade reading level
- Culturally sensitive and inclusive

- Actionable, practical advice
- Include appropriate medical disclaimers
- Visual elements description for infographics

Create:

1. Welcome packet with condition overview
2. Daily management checklist
3. Nutrition guide with meal planning tips
4. Exercise recommendations and safety guidelines
5. Monitoring and tracking tools
6. When to contact healthcare provider guidelines
7. Common myths and facts section

Important: Include disclaimers that this is educational only and not a substitute for professional medical advice.

6.7 Finance and Investment

Key Applications:

- Financial planning templates
- Investment analysis frameworks
- Risk assessment tools
- Market research and analysis
- Client communication materials
- Regulatory compliance content

Specialized Techniques:

- **Risk-Aware Prompting:** Include appropriate risk disclaimers
- **Regulation-Compliant Prompting:** Ensure legal and regulatory compliance
- **Scenario-Based Prompting:** Include various market conditions
- **Client-Appropriate Prompting:** Match complexity to client sophistication

Example Prompt:

Act as a certified financial planner. Create a comprehensive retirement planning guide for middle-income professionals (age 35-45, household income \$75-150K).

Include:

1. Retirement readiness assessment questionnaire
2. Goal-setting framework with specific targets
3. Investment strategy recommendations by age and risk tolerance
4. Tax-advantaged account optimization (401k, IRA, etc.)
5. Common mistakes to avoid
6. Action steps for getting started
7. Resources for ongoing education

Requirements:

- Easy-to-understand language
- Specific examples and calculations
- Appropriate risk disclaimers
- Actionable steps for different income levels
- Consider current economic conditions

Format as a comprehensive guide with worksheets and checklists.

Complete Prompt Engineering Course - Continuation

Module 7: Troubleshooting and Best Practices (Continued)

7.1 Common Prompt Problems and Solutions (Continued)

Problem 2: Response is Too Long or Too Short (Continued)

Before:

"Explain machine learning"

After:

"Explain machine learning in exactly 200 words for a business executive with no technical background. Focus on practical applications and business benefits, not technical details."

Problem 3: AI Misunderstands Your Intent

Symptoms:

- Response addresses wrong topic
- Takes request too literally
- Misses the main point

Solutions:

- Lead with your main objective
- Provide context about why you need this
- Use phrases like "The goal is..." or "I need this because..."
- Include examples of what you DON'T want

Before:

"Write about dogs"

After:

"I'm creating content for a dog training blog. Write a 500-word article about house training puppies that includes practical tips, common mistakes to avoid, and a realistic timeline. The goal is to help new dog owners feel confident and prepared."

Problem 4: Inconsistent Quality Across Similar Requests

Symptoms:

- Sometimes great results, sometimes poor
- Unpredictable response quality
- Hard to replicate success

Solutions:

- Create standardized prompt templates
- Test prompts multiple times before finalizing
- Document what works and what doesn't

- Use consistent formatting and structure

Template Example:

ROLE: Act as a [SPECIFIC ROLE]

CONTEXT: [BACKGROUND INFORMATION]

TASK: [SPECIFIC REQUEST]

AUDIENCE: [TARGET AUDIENCE]

FORMAT: [DESIRED OUTPUT FORMAT]

CONSTRAINTS: [LIMITATIONS OR REQUIREMENTS]

EXAMPLES: [IF APPLICABLE]

Problem 5: AI Provides Outdated or Incorrect Information

Symptoms:

- Facts that seem wrong
- Outdated statistics or information
- Contradictory statements

Solutions:

- Ask for recent information specifically
- Request sources when possible
- Cross-reference important facts
- Use phrases like "current best practices" or "latest research"

Example:

"Provide the most current social media marketing best practices for 2024,

focusing on platforms that are currently most effective for B2B companies.

If any information might be outdated, please note that limitation."

7.2 Advanced Troubleshooting Techniques

Technique 1: The Debugging Prompt

When a prompt isn't working, ask the AI to help diagnose the problem:

"I'm trying to get you to [DESCRIBE YOUR GOAL], but your responses are

[DESCRIBE THE PROBLEM]. Can you help me understand what might be unclear

about my request and suggest how to improve my prompt?"

Technique 2: The Clarification Loop

Break down complex requests into clarifying questions:

"Before I give you my main request, I want to make sure we're aligned.

I need help with [GENERAL TOPIC]. What information would you need from me to provide the most helpful response?"

Technique 3: The Refinement Approach

Use the AI to improve its own responses:

Step 1: [INITIAL PROMPT]

Step 2: "Review your response and identify 3 ways it could be improved"

Step 3: "Now rewrite your response incorporating those improvements"

Technique 4: The Comparison Method

When unsure which approach is better:

"Give me two different versions of [REQUEST]:

Version 1: [APPROACH A]

Version 2: [APPROACH B]

Then explain which version would be better for [SPECIFIC USE CASE] and why."

7.3 Best Practices for Professional Use

1. Documentation and Version Control

Keep track of your prompts and their evolution:

📁 Prompt Documentation

- ├── 📄 Prompt_Name_v1.0_Date.txt
- ├── 📄 Prompt_Name_v1.1_Date.txt
- ├── 📄 Performance_Notes.txt
- └── 📄 Use_Cases_and_Results.txt

2. Team Collaboration Guidelines

When working with teams:

- Create shared prompt libraries
- Establish consistent formatting standards
- Document successful use cases

- Share lessons learned and troubleshooting tips
- Regular review and update sessions

3. Quality Assurance Process

Implement a QA process for important prompts:

- Clarity Check: Is the prompt clear and unambiguous?
- Completeness Check: Are all requirements included?
- Context Check: Is sufficient background provided?
- Constraint Check: Are limitations clearly specified?
- Output Check: Does the response meet expectations?
- Consistency Check: Does it work reliably across multiple tests?

4. Ethical Considerations

- Always fact-check important information
- Be transparent about AI-generated content when appropriate
- Respect copyright and intellectual property
- Avoid generating misleading or harmful content
- Consider bias and fairness in your prompts

5. Continuous Improvement Framework

Weekly Review:

- What prompts worked well this week?
- What challenges did I encounter?
- What patterns am I noticing?

Monthly Optimization:

- Update prompt library with new learnings
- Review and improve frequently used prompts
- Identify areas for skill development

Quarterly Strategy:

- Assess overall prompt engineering effectiveness
- Plan training and skill development
- Update tools and processes

7.4 Performance Optimization Tips

1. Prompt Length Optimization

- Longer isn't always better
- Include only necessary information
- Use clear, concise language
- Remove redundant phrases

2. Context Management

- Provide relevant context, not everything
- Update context as conversations evolve
- Remove outdated information
- Focus on what's most important

3. Response Time Considerations

- Simpler prompts generally process faster
- Complex requests may need more time
- Consider breaking large tasks into smaller parts
- Balance thoroughness with efficiency

4. Cost Management (for API users)

- Optimize prompt length for cost efficiency
- Use specific constraints to reduce unnecessary content
- Implement caching for repeated requests
- Monitor usage patterns and costs

7.5 Building Prompt Engineering Skills

Skill Development Progression:

Beginner Level (0-3 months):

- Master basic prompt structure

- Learn to provide clear context
- Practice with simple, single-step requests
- Understand AI capabilities and limitations

Intermediate Level (3-6 months):

- Develop role-based prompting skills
- Learn multi-step and chain prompting
- Practice industry-specific applications
- Build personal prompt library

Advanced Level (6+ months):

- Master complex prompt strategies
- Develop custom frameworks for specific use cases
- Optimize for performance and consistency
- Train others and share best practices

Daily Practice Routine:

Morning (10 minutes):

- Review and improve one prompt from your library
- Try a new prompting technique

During Work:

- Apply prompt engineering to real tasks
- Document what works and what doesn't

Evening (5 minutes):

- Reflect on the day's prompt engineering experiences
- Note lessons learned

Learning Resources:

- AI tool documentation and updates
- Prompt engineering communities and forums
- Industry blogs and case studies
- Experimentation with new techniques
- Peer collaboration and knowledge sharing

Industry-Specific Prompt Cheat Sheets {#cheat-sheets}

Marketing & Advertising Quick Reference

Campaign Strategy:

Act as a marketing strategist. Create a [CAMPAIGN TYPE] campaign for [PRODUCT/SERVICE] targeting [AUDIENCE]. Include objectives, key messages, channels, timeline, and success metrics. Budget: [AMOUNT].

Focus on [PRIMARY GOAL].

Content Creation:

Write [CONTENT TYPE] for [PLATFORM] about [TOPIC].

Target audience: [DEMOGRAPHICS]

Tone: [PROFESSIONAL/CASUAL/FRIENDLY]

Length: [WORD COUNT]

Include: [SPECIFIC ELEMENTS]

Call-to-action: [DESIRED ACTION]

Market Research:

Analyze [INDUSTRY/MARKET] for [SPECIFIC FOCUS]. Include current trends, competitive landscape, opportunities, and challenges. Focus on actionable insights for [BUSINESS TYPE] with [BUDGET/SIZE]. Format as [REPORT TYPE].

Sales Quick Reference

Sales Scripts:

Create a sales script for [PRODUCT/SERVICE] targeting [CUSTOMER TYPE].

Include opening, value proposition, objection handling for [COMMON OBJECTIONS], and closing. Tone should be [STYLE]. Length: [DURATION] conversation.

Follow-up Templates:

Write a follow-up email sequence for prospects who [SPECIFIC SITUATION].

Include [NUMBER] emails over [TIMEFRAME]. Each email should [SPECIFIC GOAL].

Tone: [PROFESSIONAL/PERSONAL]. Include clear next steps.

Proposal Writing:

Create a business proposal for [CLIENT TYPE] for [SERVICE/PRODUCT].

Include problem statement, solution overview, benefits, timeline, investment, and next steps. Focus on [KEY BENEFITS].

Format: [PROFESSIONAL/PRESENTATION].

Data Analysis Quick Reference

Data Interpretation:

Analyze this data and provide insights: [DATA DESCRIPTION]

Focus on: [KEY QUESTIONS]

Audience: [STAKEHOLDERS]

Include: trends, patterns, anomalies, and actionable recommendations

Format: [REPORT TYPE]

Research Design:

Design a research study to answer: [RESEARCH QUESTION]

Population: [TARGET GROUP]

Include: methodology, sample size, data collection methods, analysis plan, and timeline

Consider: [CONSTRAINTS/LIMITATIONS]

Visualization Guidance:

Recommend visualizations for this data: [DATA DESCRIPTION]

Audience: [VIEWERS]

Purpose: [COMMUNICATION GOAL]

Include: chart types, design principles, and key insights to highlight

Format: [DASHBOARD/REPORT/PRESENTATION]

HR & Recruitment Quick Reference

Job Descriptions:

Write a job description for [POSITION] at [COMPANY TYPE].

Include: responsibilities, qualifications, company culture, benefits.

Experience level: [JUNIOR/MID/SENIOR]

Focus on: [KEY PRIORITIES]

Tone: [PROFESSIONAL/CASUAL]

Interview Questions:

Create interview questions for [POSITION] focusing on [SKILLS/COMPETENCIES].

Include: behavioral, technical, and cultural fit questions

Format: [STRUCTURED/CONVERSATIONAL]

Include: scoring criteria and red flags to watch for

Performance Reviews:

Create a performance review framework for [ROLE TYPE].

Include: evaluation criteria, rating scales, development planning, and goal setting. Focus on [COMPANY VALUES/PRIORITIES].

Format: [TEMPLATE TYPE]

Education & Training Quick Reference

Curriculum Development:

Design a [DURATION] course on [TOPIC] for [AUDIENCE].

Include: learning objectives, module breakdown, activities, assessments.

Delivery method: [ONLINE/IN-PERSON/HYBRID]

Focus on: [PRACTICAL/THEORETICAL] application

Lesson Planning:

Create a lesson plan for [TOPIC] targeting [AUDIENCE].

Duration: [TIME]

Include: objectives, activities, materials, assessment

Learning style: [VISUAL/AUDITORY/KINESTHETIC]

Difficulty: [BEGINNER/INTERMEDIATE/ADVANCED]

Assessment Design:

Design an assessment for [SUBJECT/SKILL] for [AUDIENCE].

Type: [QUIZ/PROJECT/PRESENTATION]

Include: rubric, scoring guide, and feedback framework

Focus on: [KNOWLEDGE/SKILLS/APPLICATION]

Duration: [TIME LIMIT]

Healthcare Quick Reference

Patient Education:

Create patient education materials about [CONDITION/TREATMENT].

Audience: [PATIENT TYPE]

Reading level: [GRADE LEVEL]

Include: key facts, management tips, when to seek help

Format: [BROCHURE/HANDOUT/DIGITAL]

Tone: [REASSURING/INFORMATIVE]

Clinical Documentation:

Create a template for documenting [PROCEDURE/CONDITION].

Include: required fields, clinical indicators, patient considerations

Format: [FORM/CHECKLIST/STRUCTURED NOTE]

Compliance: [RELEVANT REGULATIONS]

Treatment Explanations:

Explain [TREATMENT/PROCEDURE] to patients in simple terms.

Include: what to expect, benefits, risks, aftercare

Audience: [PATIENT TYPE]

Address common concerns about: [SPECIFIC WORRIES]

Length: [BRIEF/DETAILED] explanation

Finance Quick Reference

Financial Planning:

Create a financial plan for [CLIENT TYPE] with [INCOME/ASSETS].

Goals: [SPECIFIC OBJECTIVES]

Timeline: [TIMEFRAME]

Include: investment strategy, risk assessment, action steps

Consider: [SPECIAL CIRCUMSTANCES]

Investment Analysis:

Analyze [INVESTMENT TYPE] for [INVESTOR TYPE].

Include: risk assessment, return potential, market conditions, recommendations

Focus on: [SPECIFIC CRITERIA]

Format: [REPORT/SUMMARY/PRESENTATION]

Market Commentary:

Write market commentary about [MARKET/SECTOR] for [AUDIENCE].

Include: current conditions, trends, outlook, implications

Length: [WORD COUNT]

Tone: [PROFESSIONAL/ACCESSIBLE]

Include appropriate disclaimers

Resources and Next Steps {#resources}

Essential Tools and Platforms

AI Language Models:

- **ChatGPT** (OpenAI): Most popular, great for general use
- **Claude** (Anthropic): Excellent for detailed, nuanced work
- **Gemini** (Google): Integrated with Google services
- **Copilot** (Microsoft): Built into Microsoft products
- **Perplexity**: Great for research and fact-checking

Prompt Management Tools:

- **PromptBase**: Marketplace for buying/selling prompts
- **Prompt Perfect**: Prompt optimization tool
- **AI Prompt Generator**: Template-based prompt creation
- **Custom spreadsheets**: For organizing personal prompt libraries

Testing and Optimization:

- **A/B testing frameworks**: For comparing prompt effectiveness
- **Analytics tools**: For tracking prompt performance
- **Version control systems**: For managing prompt evolution

Learning Communities and Resources

Online Communities:

- **Reddit:** r/ChatGPT, r/artificial, r/MachineLearning
- **Discord servers:** AI-focused communities
- **LinkedIn groups:** Professional AI and prompt engineering groups
- **Twitter/X:** Follow AI researchers and practitioners

Educational Resources:

- **OpenAI Documentation:** Official guides and best practices
- **Anthropic's Claude guides:** Comprehensive prompting documentation
- **YouTube channels:** AI tutorials and case studies
- **Medium articles:** Industry insights and techniques
- **Academic papers:** Latest research in prompt engineering

Professional Development:

- **AI conferences:** NeurIPS, ICML, AI events
- **Webinars:** Regular updates on AI developments
- **Certification programs:** Emerging AI and prompt engineering certifications
- **Workshops:** Hands-on training opportunities

Building Your Prompt Engineering Career

Entry-Level Opportunities:

- **Content Creator:** Using AI for content generation
- **Marketing Assistant:** AI-powered campaign development
- **Customer Service:** AI-enhanced support responses
- **Research Assistant:** AI-supported data analysis

Mid-Level Roles:

- **Prompt Engineer:** Specialized role in AI companies
- **AI Consultant:** Helping businesses implement AI solutions
- **Training Specialist:** Teaching prompt engineering skills
- **Product Manager:** AI-powered product development

Advanced Positions:

- **AI Strategy Director:** Leading organizational AI adoption

- **Chief AI Officer:** C-level AI leadership
- **AI Research Scientist:** Advancing prompt engineering research
- **AI Entrepreneur:** Building AI-powered businesses

Staying Current with AI Developments

Information Sources:

- **AI company blogs:** OpenAI, Anthropic, Google AI
- **Research publications:** ArXiv, Google Scholar
- **Industry newsletters:** AI-focused publications
- **Podcasts:** AI and machine learning shows
- **Social media:** Following AI researchers and practitioners

Key Areas to Watch:

- **New model releases:** Capabilities and improvements
- **Prompt engineering research:** Latest techniques and findings
- **Industry applications:** Real-world use cases and results
- **Regulatory developments:** AI governance and compliance
- **Ethical considerations:** Responsible AI use

Action Plan for Continued Learning

Week 1-2: Foundation Building

- [] Complete all course modules
- [] Practice with 3-5 prompts daily
- [] Set up your prompt library system
- [] Choose your primary AI tool(s)

Week 3-4: Skill Development

- [] Focus on your industry-specific applications
- [] Join relevant online communities
- [] Start documenting your successes and failures
- [] Begin building your personal prompt templates

Month 2: Specialization

- [] Develop expertise in 2-3 advanced techniques

- [] Create prompts for your specific work needs
- [] Share knowledge with colleagues or online
- [] Start a small project using AI assistance

Month 3: Mastery

- [] Optimize your most-used prompts
- [] Teach someone else prompt engineering basics
- [] Contribute to online communities
- [] Consider advanced applications or career opportunities

Ongoing Development:

- [] Monthly review and update of prompt library
- [] Stay current with AI developments
- [] Experiment with new techniques and tools
- [] Network with other AI practitioners
- [] Consider advanced training or certification

Final Recommendations

Success Principles:

1. **Practice consistently:** Daily use builds expertise
2. **Document everything:** Track what works and what doesn't
3. **Share and learn:** Engage with the community
4. **Stay curious:** Experiment with new approaches
5. **Think ethically:** Use AI responsibly and transparently

Remember: Prompt engineering is both an art and a science. While these techniques and frameworks provide a solid foundation, the best prompt engineers combine technical knowledge with creativity, empathy, and continuous learning. The field is rapidly evolving, so stay adaptable and keep experimenting.

Your Next Steps:

1. **Start practicing immediately** with real tasks
2. **Build your personal prompt library** systematically
3. **Connect with the community** for support and learning
4. **Apply these skills** to create value in your work

5. Stay curious about new developments and possibilities

The future belongs to those who can effectively collaborate with AI. By mastering prompt engineering, you're positioning yourself at the forefront of this technological revolution. Good luck on your journey!

GBACADEMY

Comprehensive Prompt Library - All Industries & Trending Roles

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Technology & Software {#technology}

Software Development

Role: Act as a senior software engineer with expertise in [PROGRAMMING LANGUAGE/FRAMEWORK]

Task: [CODE REVIEW/DEBUGGING/ARCHITECTURE/FEATURE DEVELOPMENT]

Context: Working on [PROJECT TYPE] for [COMPANY SIZE/INDUSTRY]

Requirements:

- Follow [CODING STANDARDS/BEST PRACTICES]

- Consider [PERFORMANCE/SECURITY/SCALABILITY]

- Target audience: [DEVELOPERS-END USERS]

****Output**:** [CODE/DOCUMENTATION/EXPLANATION/REVIEW]

****Constraints**:** [SPECIFIC LIMITATIONS/REQUIREMENTS]

DevOps & Cloud

****Role**:** Act as a DevOps engineer specializing in [CLOUD PLATFORM]

****Task**:** Design/optimize [INFRASTRUCTURE/DEPLOYMENT/MONITORING] solution

****Context**:** [SYSTEM SCALE] application with [TRAFFIC/USAGE PATTERNS]

****Requirements**:**

- Budget: [AMOUNT]

- Compliance: [REGULATIONS/STANDARDS]

- Performance targets: [SPECIFIC METRICS]

****Output**:** [ARCHITECTURE DIAGRAM/IMPLEMENTATION PLAN/DOCUMENTATION]

****Focus**:** [COST OPTIMIZATION/SECURITY/RELIABILITY]

Cybersecurity

****Role**:** Act as a cybersecurity specialist with [YEARS] years experience

****Task**:** Assess/improve security for [SYSTEM/APPLICATION-NETWORK]

****Context**:** [COMPANY TYPE] with [THREAT LANDSCAPE/RISK PROFILE]

****Requirements**:**

- Compliance: [REGULATIONS]

- Budget: [CONSTRAINTS]

- Risk tolerance: [LEVEL]

****Output**:** [SECURITY ASSESSMENT/POLICY/IMPLEMENTATION PLAN]

****Include**:** Threat analysis, mitigation strategies, monitoring recommendations

Product Management

****Role**:** Act as a senior product manager for [PRODUCT TYPE]

****Task**:** [FEATURE PLANNING/ROADMAP/REQUIREMENTS/ANALYSIS]

****Context**:** [MARKET POSITION/COMPETITIVE LANDSCAPE/USER BASE]

****Requirements**:**

- User personas: [DESCRIPTIONS]
- Business goals: [OBJECTIVES]
- Technical constraints: [LIMITATIONS]

****Output**:** [PRD/ROADMAP/ANALYSIS/STRATEGY]

****Focus**:** [USER EXPERIENCE/BUSINESS VALUE/TECHNICAL FEASIBILITY]

Marketing & Digital Media {#marketing}

Digital Marketing Strategy

****Role**:** Act as a digital marketing strategist with expertise in [CHANNELS]

****Task**:** Create comprehensive marketing strategy for [PRODUCT/SERVICE]

****Context**:** [COMPANY SIZE/INDUSTRY] targeting [AUDIENCE] with budget [AMOUNT]

****Requirements**:**

- Campaign duration: [TIMEFRAME]
- Key metrics: [KPIs]
- Competitive landscape: [DESCRIPTION]

****Output**:** [STRATEGY DOCUMENT/CAMPAIGN PLAN/MEDIA MIX]

****Include**:** Channel selection, budget allocation, timeline, success metrics

Social Media Management

****Role**:** Act as a social media manager for [BRAND/INDUSTRY]

****Task**:** Develop [CONTENT STRATEGY/CAMPAIGN/CRISIS RESPONSE]

****Context**:** [PLATFORM] audience of [SIZE/DEMOGRAPHICS] with [ENGAGEMENT RATE]

****Requirements**:**

- Brand voice: [TONE/PERSONALITY]
- Content pillars: [THEMES]
- Posting frequency: [SCHEDULE]

****Output**:** [CONTENT CALENDAR/POST TEMPLATES/STRATEGY]

****Focus**:** [ENGAGEMENT/GROWTH/BRAND AWARENESS/CONVERSIONS]

SEO & Content Marketing

****Role**:** Act as an SEO specialist and content strategist

****Task**:** Optimize [WEBSITE/CONTENT] for [TARGET KEYWORDS/TOPICS]

****Context**:** [INDUSTRY] website with [CURRENT PERFORMANCE] competing against [COMPETITORS]

****Requirements**:**

- Target audience: [DEMOGRAPHICS/SEARCH INTENT]

- Content goals: [AWARENESS/LEADS/SALES]

- Technical constraints: [PLATFORM/RESOURCES]

****Output**:** [SEO AUDIT/CONTENT STRATEGY/OPTIMIZATION PLAN]

****Include**:** Keyword research, content gaps, technical recommendations

Email Marketing

****Role**:** Act as an email marketing specialist

****Task**:** Create [CAMPAIGN TYPE] email sequence for [AUDIENCE]

****Context**:** [LIST SIZE] subscribers with [ENGAGEMENT METRICS] for [PRODUCT/SERVICE]

****Requirements**:**

- Campaign goal: [OBJECTIVE]

- Sequence length: [NUMBER] emails over [TIMEFRAME]

- Segmentation: [CRITERIA]

****Output**:** [EMAIL TEMPLATES/SEQUENCE/AUTOMATION FLOW]

****Focus**:** [DELIVERABILITY/ENGAGEMENT/CONVERSIONS]

Finance & Investment {#finance}

Financial Analysis

****Role**:** Act as a senior financial analyst with expertise in [INDUSTRY/SECTOR]

****Task**:** Analyze [COMPANY/INVESTMENT/MARKET] for [STAKEHOLDER]

****Context**:** [FINANCIAL DATA/MARKET CONDITIONS/BUSINESS ENVIRONMENT]

****Requirements**:**

- Analysis period: [TIMEFRAME]
 - Key metrics: [SPECIFIC RATIOS/INDICATORS]
 - Comparison: [BENCHMARKS/COMPETITORS]
- **Output**: [FINANCIAL REPORT/RECOMMENDATION/VALUATION]
- **Include**: Risk assessment, growth projections, investment thesis

Investment Research

- **Role**: Act as an investment research analyst covering [SECTOR/ASSET CLASS]
- **Task**: Provide investment recommendation for [SECURITY/PORTFOLIO]
- **Context**: [MARKET CONDITIONS/ECONOMIC ENVIRONMENT] for [INVESTOR TYPE]
- **Requirements**:
- Investment horizon: [TIMEFRAME]
 - Risk tolerance: [LEVEL]
 - Return expectations: [TARGET]
- **Output**: [RESEARCH REPORT/INVESTMENT MEMO/PITCH]
- **Focus**: [FUNDAMENTAL/TECHNICAL/QUANTITATIVE] analysis

Corporate Finance

- **Role**: Act as a corporate finance director for [COMPANY SIZE/INDUSTRY]
- **Task**: [CAPITAL STRUCTURE/M&A/VALUATION/BUDGETING] analysis
- **Context**: [BUSINESS SITUATION/GROWTH STAGE/MARKET POSITION]
- **Requirements**:
- Financial goals: [OBJECTIVES]
 - Constraints: [DEBT/EQUITY/CASH FLOW]
 - Timeline: [DECISION TIMEFRAME]
- **Output**: [FINANCIAL MODEL/RECOMMENDATION/PRESENTATION]
- **Include**: Scenario analysis, sensitivity testing, implementation plan

Personal Financial Planning

- **Role**: Act as a certified financial planner (CFP)
- **Task**: Create financial plan for [CLIENT TYPE] with [INCOME/NET WORTH]

****Context**:** [LIFE STAGE/GOALS/FAMILY SITUATION] living in [LOCATION]

****Requirements**:**

- Financial goals: [SPECIFIC OBJECTIVES]
- Risk tolerance: [CONSERVATIVE/MODERATE/AGGRESSIVE]
- Time horizon: [YEARS]

****Output**:** [COMPREHENSIVE PLAN/RECOMMENDATIONS/ACTION STEPS]

****Include**:** Investment strategy, tax planning, insurance, estate planning

Healthcare & Life Sciences {#healthcare}

Clinical Research

****Role**:** Act as a clinical research scientist specializing in [THERAPEUTIC AREA]

****Task**:** Design/analyze [CLINICAL TRIAL/STUDY] for [INDICATION]

****Context**:** [PHASE] trial with [PATIENT POPULATION] and [ENDPOINTS]

****Requirements**:**

- Regulatory requirements: [FDA/EMA/ICH]
- Study design: [RCT/OBSERVATIONAL/META-ANALYSIS]
- Sample size: [PARTICIPANTS]

****Output**:** [PROTOCOL/ANALYSIS PLAN/REPORT/PUBLICATION]

****Focus**:** [SAFETY/EFFICACY/PHARMACOKINETICS/BIOMARKERS]

Healthcare Administration

****Role**:** Act as a healthcare administrator for [FACILITY TYPE]

****Task**:** Improve [OPERATIONS/QUALITY/EFFICIENCY] in [DEPARTMENT/SYSTEM]

****Context**:** [PATIENT VOLUME/STAFFING/BUDGET] with [PERFORMANCE METRICS]

****Requirements**:**

- Regulatory compliance: [STANDARDS/ACCREDITATION]
- Quality metrics: [TARGETS]
- Budget constraints: [AMOUNT]

****Output**:** [IMPROVEMENT PLAN/POLICY/PROCEDURE/DASHBOARD]

****Include**:** Staff training, process optimization, technology integration

Medical Writing

****Role**:** Act as a medical writer with expertise in [SPECIALTY/DOCUMENT TYPE]

****Task**:** Write [CLINICAL/REGULATORY/EDUCATIONAL] document

****Context**:** [THERAPEUTIC AREA] for [AUDIENCE] with [REGULATORY REQUIREMENTS]

****Requirements**:**

- Document type: [PROTOCOL/REPORT/MANUSCRIPT/LABEL]

- Guidelines: [ICH/FDA/JOURNAL SPECIFIC]

- Deadline: [TIMEFRAME]

****Output**:** [STRUCTURED DOCUMENT/SECTION/SUMMARY]

****Focus**:** [ACCURACY/CLARITY/COMPLIANCE/PEER REVIEW STANDARDS]

Telemedicine

****Role**:** Act as a telemedicine specialist and healthcare technology expert

****Task**:** Develop [PLATFORM/PROTOCOL/TRAINING] for [MEDICAL SPECIALTY]

****Context**:** [HEALTHCARE SETTING] serving [PATIENT POPULATION] with [TECHNOLOGY CONSTRAINTS]

****Requirements**:**

- Compliance: [HIPAA/STATE REGULATIONS]

- Integration: [EHR/EXISTING SYSTEMS]

- User experience: [PROVIDERS/PATIENTS]

****Output**:** [IMPLEMENTATION PLAN/TRAINING MATERIALS/WORKFLOW]

****Include**:** Technology requirements, clinical protocols, quality assurance

Education & Training {#education}

Curriculum Development

****Role**:** Act as an instructional designer with expertise in [SUBJECT/LEVEL]

****Task**:** Develop [COURSE/CURRICULUM/TRAINING PROGRAM] for [AUDIENCE]

****Context**:** [EDUCATIONAL SETTING] with [DURATION/RESOURCES/CONSTRAINTS]

****Requirements**:**

- Learning objectives: [SPECIFIC OUTCOMES]
 - Delivery method: [ONLINE/BLENDED/IN-PERSON]
 - Assessment strategy: [FORMATIVE/SUMMATIVE/AUTHENTIC]
- **Output**:** [CURRICULUM OUTLINE/LESSON PLANS/ASSESSMENT TOOLS]
- **Focus**:** [ENGAGEMENT/RETENTION/PRACTICAL APPLICATION/COMPETENCY]

Educational Technology

****Role**:** Act as an educational technology specialist

****Task**:** Implement [LEARNING PLATFORM/TOOL/SYSTEM] for [INSTITUTION/PROGRAM]

****Context**:** [STUDENT POPULATION] with [TECHNICAL CAPABILITIES/SUPPORT]

****Requirements**:**

- Learning outcomes: [GOALS]
- Integration: [EXISTING SYSTEMS/LMS]
- Accessibility: [COMPLIANCE/STANDARDS]

****Output**:** [IMPLEMENTATION PLAN/TRAINING MATERIALS/SUPPORT DOCUMENTATION]

****Include**:** Technology selection, staff training, student onboarding

Corporate Training

****Role**:** Act as a corporate trainer specializing in [SKILL/TOPIC]

****Task**:** Design training program for [EMPLOYEE LEVEL/DEPARTMENT]

****Context**:** [COMPANY SIZE/INDUSTRY] with [PERFORMANCE GAPS/GOALS]

****Requirements**:**

- Training duration: [TIMEFRAME]
- Delivery method: [FORMAT]
- Success metrics: [EVALUATION CRITERIA]

****Output**:** [TRAINING MATERIALS/FACILITATOR GUIDE/EVALUATION TOOLS]

****Focus**:** [SKILL DEVELOPMENT/BEHAVIOR CHANGE/PERFORMANCE IMPROVEMENT]

Academic Research

****Role**:** Act as an academic researcher in [FIELD/DISCIPLINE]

****Task**:** Conduct [STUDY TYPE] on [RESEARCH QUESTION/HYPOTHESIS]

****Context**:** [ACADEMIC SETTING] with [RESOURCES/CONSTRAINTS/TIMELINE]

****Requirements**:**

- Methodology: [QUANTITATIVE/QUALITATIVE/MIXED]

- Sample: [POPULATION/SIZE]

- Ethics: [IRB/APPROVAL REQUIREMENTS]

****Output**:** [RESEARCH PROPOSAL/METHODOLOGY/ANALYSIS PLAN/MANUSCRIPT]

****Include**:** Literature review, data collection, statistical analysis

Hospitality & Tourism {#hospitality}

Hotel Revenue Management

****Role**:** Act as a hotel revenue manager with expertise in [PROPERTY TYPE/MARKET]

****Task**:** Optimize revenue strategy for [HOTEL/RESORT/CHAIN]

****Context**:** [LOCATION/SEASONALITY/MARKET CONDITIONS] with [OCCUPANCY/ADR DATA]

****Requirements**:**

- Market segment: [LEISURE/BUSINESS/GROUP/CORPORATE]

- Competitive set: [COMPETITORS/POSITIONING]

- Revenue goals: [TARGETS/BUDGET]

****Output**:** [PRICING STRATEGY/FORECAST/OPTIMIZATION PLAN]

****Include**:** Rate optimization, inventory management, demand forecasting, channel strategy

Restaurant Management

****Role**:** Act as a restaurant operations manager

****Task**:** Improve [OPERATIONS/PROFITABILITY/CUSTOMER EXPERIENCE] for [RESTAURANT TYPE]

****Context**:** [LOCATION/SIZE/CONCEPT] with [CURRENT PERFORMANCE/CHALLENGES]

****Requirements**:**

- Service style: [FINE DINING/CASUAL/QUICK SERVICE]
- Target market: [DEMOGRAPHICS/OCCASION]
- Budget: [CONSTRAINTS/INVESTMENT AVAILABLE]

****Output**:** [OPERATIONAL PLAN/MENU STRATEGY/STAFFING PLAN]

****Focus**:** [COST CONTROL/QUALITY/EFFICIENCY/CUSTOMER SATISFACTION]

Event Planning

****Role**:** Act as a professional event planner specializing in [EVENT TYPE]

****Task**:** Plan [SPECIFIC EVENT] for [CLIENT TYPE/AUDIENCE SIZE]

****Context**:** [VENUE/LOCATION/BUDGET] with [TIMELINE/SPECIAL REQUIREMENTS]

****Requirements**:**

- Event objectives: [PURPOSE/GOALS]
- Budget: [TOTAL AMOUNT/ALLOCATION]
- Logistics: [CATERING/AV/TRANSPORTATION]

****Output**:** [EVENT PLAN/TIMELINE/VENDOR RECOMMENDATIONS/BUDGET]

****Include**:** Venue selection, vendor management, contingency planning

Tourism Marketing

****Role**:** Act as a tourism marketing specialist for [DESTINATION/ATTRACTION]

****Task**:** Develop marketing campaign to attract [TARGET MARKET]

****Context**:** [DESTINATION TYPE/SEASONALITY/COMPETITIVE LANDSCAPE]

****Requirements**:**

- Target audience: [DEMOGRAPHICS/PSYCHOGRAPHICS]
- Marketing channels: [DIGITAL/TRADITIONAL/PARTNERSHIPS]
- Budget: [AMOUNT/ALLOCATION]

****Output**:** [MARKETING STRATEGY/CAMPAIGN PLAN/CONTENT CALENDAR]

****Focus**:** [BRAND AWARENESS/VISITOR ACQUISITION/SEASONAL OPTIMIZATION]

Hospitality Technology

****Role**:** Act as a hospitality technology consultant

****Task**:** Implement [TECHNOLOGY SOLUTION] for [HOSPITALITY BUSINESS]

****Context**:** [PROPERTY TYPE/SIZE/CURRENT SYSTEMS] with [GUEST EXPECTATIONS]

****Requirements**:**

- Integration: [EXISTING SYSTEMS/PMS/POS]
- User experience: [GUESTS/STAFF]
- ROI expectations: [PAYBACK PERIOD/BENEFITS]

****Output**:** [TECHNOLOGY ROADMAP/IMPLEMENTATION PLAN/TRAINING MATERIALS]

****Include**:** System selection, integration planning, change management

Real Estate & Property {#real-estate}

Real Estate Investment

****Role**:** Act as a real estate investment analyst

****Task**:** Evaluate [PROPERTY TYPE/INVESTMENT OPPORTUNITY] for [INVESTOR TYPE]

****Context**:** [MARKET CONDITIONS/LOCATION/PROPERTY DETAILS] with [INVESTMENT CRITERIA]

****Requirements**:**

- Investment strategy: [BUY-HOLD/FLIP/DEVELOPMENT]
- Return expectations: [TARGET YIELD/APPRECIATION]
- Risk tolerance: [LEVEL/CONSTRAINTS]

****Output**:** [INVESTMENT ANALYSIS/RECOMMENDATION/FINANCIAL MODEL]

****Include**:** Market analysis, cash flow projections, risk assessment

Property Management

****Role**:** Act as a property management professional

****Task**:** Optimize [OPERATIONS/PERFORMANCE] for [PROPERTY TYPE/PORTFOLIO]

****Context**:** [PROPERTY SIZE/TENANT MIX/MARKET POSITION] with [CURRENT METRICS]

****Requirements**:**

- Property type: [RESIDENTIAL/COMMERCIAL/INDUSTRIAL]

- Tenant strategy: [RETENTION/ACQUISITION/MIX]

- Budget: [OPERATIONAL/CAPITAL]

****Output**:** [MANAGEMENT PLAN/IMPROVEMENT STRATEGY/BUDGET FORECAST]

****Focus**:** [OCCUPANCY/RENT OPTIMIZATION/TENANT SATISFACTION/MAINTENANCE]

Commercial Real Estate

****Role**:** Act as a commercial real estate broker specializing in [PROPERTY TYPE]

****Task**:** [LEASE/SALE/ACQUISITION] strategy for [CLIENT TYPE]

****Context**:** [MARKET CONDITIONS/LOCATION/PROPERTY SPECIFICATIONS] with [CLIENT NEEDS]

****Requirements**:**

- Transaction type: [LEASE/PURCHASE/SALE]

- Timeline: [URGENCY/FLEXIBILITY]

- Budget: [PRICE RANGE/TERMS]

****Output**:** [MARKET ANALYSIS/PROPERTY RECOMMENDATIONS/NEGOTIATION STRATEGY]

****Include**:** Comparable analysis, market trends, deal structure

Real Estate Development

****Role**:** Act as a real estate development consultant

****Task**:** Evaluate [DEVELOPMENT PROJECT] feasibility for [DEVELOPER/INVESTOR]

****Context**:** [LOCATION/ZONING/MARKET DEMAND] with [BUDGET/TIMELINE]

****Requirements**:**

- Project type: [RESIDENTIAL/COMMERCIAL/MIXED-USE]

- Development goals: [PROFIT/COMMUNITY/LEGACY]

- Risk factors: [REGULATORY/MARKET/FINANCIAL]

****Output**:** [FEASIBILITY STUDY/DEVELOPMENT PLAN/FINANCIAL PROJECTIONS]

****Include**:** Market analysis, cost estimation, regulatory requirements

Manufacturing & Supply Chain {#manufacturing}

Supply Chain Optimization

****Role**:** Act as a supply chain director with expertise in [INDUSTRY/PRODUCT TYPE]

****Task**:** Optimize [SUPPLY CHAIN PROCESS/NETWORK] for [COMPANY SIZE/SCOPE]

****Context**:** [CURRENT CHALLENGES/PERFORMANCE] with [SUPPLIERS/CUSTOMERS/GEOGRAPHY]

****Requirements**:**

- Cost targets: [REDUCTION GOALS/BUDGET]
- Service levels: [DELIVERY/QUALITY STANDARDS]
- Risk management: [DISRUPTION/COMPLIANCE]

****Output**:** [OPTIMIZATION PLAN/NETWORK DESIGN/IMPLEMENTATION ROADMAP]

****Include**:** Supplier strategy, inventory optimization, logistics planning

Manufacturing Operations

****Role**:** Act as a manufacturing operations manager

****Task**:** Improve [PRODUCTION/EFFICIENCY/QUALITY] in [MANUFACTURING PROCESS]

****Context**:** [FACILITY TYPE/CAPACITY/PRODUCT MIX] with [CURRENT PERFORMANCE]

****Requirements**:**

- Production goals: [VOLUME/EFFICIENCY/QUALITY]
- Technology: [AUTOMATION/LEAN/DIGITAL]
- Workforce: [SKILLS/TRAINING/SAFETY]

****Output**:** [IMPROVEMENT PLAN/PROCESS DESIGN/IMPLEMENTATION STRATEGY]

****Focus**:** [PRODUCTIVITY/QUALITY/COST/SAFETY/SUSTAINABILITY]

Procurement Strategy

****Role**:** Act as a procurement specialist for [INDUSTRY/CATEGORY]

****Task**:** Develop sourcing strategy for [PRODUCT/SERVICE CATEGORY]

****Context**:** [SPEND AMOUNT/SUPPLIER BASE/MARKET CONDITIONS] with [REQUIREMENTS]

****Requirements**:**

- Sourcing objectives: [COST/QUALITY/RISK/INNOVATION]
- Supplier criteria: [CAPABILITIES/LOCATION/SUSTAINABILITY]
- Contract terms: [DURATION/PRICING/PERFORMANCE]

****Output**:** [SOURCING STRATEGY/SUPPLIER RECOMMENDATIONS/CONTRACT FRAMEWORK]

****Include**:** Market analysis, supplier evaluation, risk assessment

Quality Management

****Role**:** Act as a quality assurance manager in [INDUSTRY/MANUFACTURING]

****Task**:** Implement [QUALITY SYSTEM/IMPROVEMENT] for [PRODUCT/PROCESS]

****Context**:** [CURRENT QUALITY METRICS/STANDARDS/CUSTOMER REQUIREMENTS]

****Requirements**:**

- Quality standards: [ISO/REGULATORY/CUSTOMER]
- Improvement goals: [DEFECT REDUCTION/EFFICIENCY]
- Resources: [BUDGET/STAFF/TECHNOLOGY]

****Output**:** [QUALITY PLAN/PROCEDURES/TRAINING MATERIALS/METRICS]

****Focus**:** [PREVENTION/DETECTION/CORRECTION/CONTINUOUS IMPROVEMENT]

Legal & Compliance {#legal}

Contract Management

****Role**:** Act as a contract specialist with expertise in [LEGAL AREA/INDUSTRY]

****Task**:** Draft/review [CONTRACT TYPE] for [BUSINESS CONTEXT]

****Context**:** [PARTY DETAILS/TRANSACTION VALUE/RISK FACTORS] with [LEGAL REQUIREMENTS]

****Requirements**:**

- Contract type: [SALES/SERVICE/EMPLOYMENT/PARTNERSHIP]
- Key terms: [SCOPE/PAYMENT/DURATION/TERMINATION]

- Risk allocation: [LIABILITY/INDEMNIFICATION/INSURANCE]

Output: [CONTRACT DRAFT/REVIEW MEMO/NEGOTIATION STRATEGY]

Include: Legal analysis, risk assessment, commercial considerations

Regulatory Compliance

Role: Act as a compliance officer for [INDUSTRY/REGULATORY AREA]

Task: Ensure compliance with [SPECIFIC REGULATIONS/STANDARDS]

Context: [COMPANY SIZE/OPERATIONS/RISK PROFILE] with [REGULATORY ENVIRONMENT]

Requirements:

- Regulatory scope: [FEDERAL/STATE/INTERNATIONAL]

- Compliance areas: [SPECIFIC REQUIREMENTS/STANDARDS]

- Implementation: [POLICIES/PROCEDURES/TRAINING]

Output: [COMPLIANCE PROGRAM/AUDIT PLAN/TRAINING MATERIALS]

Focus: [RISK MITIGATION/MONITORING/REPORTING/REMEDIATION]

Legal Research

Role: Act as a legal researcher specializing in [PRACTICE AREA]

Task: Research [LEGAL ISSUE/QUESTION] for [CLIENT/CASE CONTEXT]

Context: [JURISDICTION/FACTUAL BACKGROUND/LEGAL FRAMEWORK]

Requirements:

- Research scope: [CASE LAW/STATUTES/REGULATIONS]

- Depth: [COMPREHENSIVE/TARGETED/UPDATE]

- Format: [MEMO/BRIEF/OPINION/SUMMARY]

Output: [LEGAL MEMORANDUM/RESEARCH REPORT/CASE ANALYSIS]

Include: Legal analysis, precedent review, strategic recommendations

Intellectual Property

Role: Act as an intellectual property attorney

Task: Protect/enforce [IP TYPE] for [CLIENT/INVENTION/BRAND]

Context: [TECHNOLOGY/INDUSTRY/COMPETITIVE LANDSCAPE] with [IP PORTFOLIO]

Requirements:

- IP type: [PATENT/TRADEMARK/COPYRIGHT/TRADE SECRET]
 - Protection strategy: [PROSECUTION/ENFORCEMENT/LICENSING]
 - Business objectives: [DEFENSIVE/OFFENSIVE/MONETIZATION]
- **Output**: [IP STRATEGY/APPLICATION/ENFORCEMENT PLAN/LICENSING AGREEMENT]
- **Include**: Prior art analysis, freedom to operate, portfolio management
-

Human Resources & Talent {#hr}

Talent Acquisition

- **Role**: Act as a senior talent acquisition specialist
- **Task**: Develop recruitment strategy for [POSITION/DEPARTMENT/COMPANY]
- **Context**: [INDUSTRY/COMPANY SIZE/TALENT MARKET] with [HIRING NEEDS/TIMELINE]
- **Requirements**:
- Position details: [LEVEL/SKILLS/EXPERIENCE]
 - Candidate profile: [QUALIFICATIONS/CULTURAL FIT]
 - Recruitment channels: [INTERNAL/EXTERNAL/AGENCIES]
- **Output**: [RECRUITMENT PLAN/JOB DESCRIPTION/INTERVIEW GUIDE]
- **Include**: Sourcing strategy, screening process, candidate experience

Employee Development

- **Role**: Act as a learning and development manager
- **Task**: Create development program for [EMPLOYEE GROUP/SKILL AREA]
- **Context**: [ORGANIZATION SIZE/INDUSTRY/PERFORMANCE GAPS] with [RESOURCES/BUDGET]
- **Requirements**:
- Development goals: [SKILLS/LEADERSHIP/CAREER]
 - Delivery method: [TRAINING/COACHING/MENTORING]
 - Success metrics: [PERFORMANCE/ENGAGEMENT/RETENTION]
- **Output**: [DEVELOPMENT PLAN/CURRICULUM/EVALUATION FRAMEWORK]

****Focus**:** [SKILL BUILDING/PERFORMANCE IMPROVEMENT/CAREER ADVANCEMENT]

Performance Management

****Role**:** Act as an HR business partner

****Task**:** Design performance management system for [ORGANIZATION/DEPARTMENT]

****Context**:** [COMPANY CULTURE/PERFORMANCE CHALLENGES/BUSINESS OBJECTIVES]

****Requirements**:**

- Performance framework: [GOALS/COMPETENCIES/VALUES]

- Review process: [FREQUENCY/FORMAT/PARTICIPANTS]

- Development integration: [COACHING/PLANNING/RECOGNITION]

****Output**:** [PERFORMANCE SYSTEM/TOOLS/TRAINING MATERIALS]

****Include**:** Goal setting, feedback mechanisms, improvement planning

Compensation & Benefits

****Role**:** Act as a compensation and benefits specialist

****Task**:** Design [COMPENSATION/BENEFITS] program for [EMPLOYEE GROUP]

****Context**:** [INDUSTRY/MARKET CONDITIONS/COMPANY BUDGET] with [CURRENT PROGRAMS]

****Requirements**:**

- Market positioning: [COMPETITIVE STRATEGY/PERCENTILE]

- Program objectives: [ATTRACTION/RETENTION/MOTIVATION]

- Budget constraints: [TOTAL REWARDS/COST CONTROL]

****Output**:** [COMPENSATION STRUCTURE/BENEFITS PACKAGE/COMMUNICATION PLAN]

****Include**:** Market analysis, cost modeling, implementation strategy

Sales & Business Development {#sales}

Sales Strategy

****Role**:** Act as a sales director with expertise in [INDUSTRY/SALES MODEL]

****Task**:** Develop sales strategy for [PRODUCT/SERVICE/MARKET]

****Context**:** [COMPANY SIZE/MARKET POSITION/COMPETITION] with [SALES TEAM/TARGETS]

****Requirements**:**

- Sales goals: [REVENUE/VOLUME/MARKET SHARE]
- Target market: [SEGMENTS/ACCOUNTS/GEOGRAPHY]
- Sales process: [METHODOLOGY/CYCLE/TOOLS]

****Output**:** [SALES STRATEGY/PLAN/PLAYBOOK/TRAINING]

****Include**:** Market analysis, territory planning, quota setting

Lead Generation

****Role**:** Act as a lead generation specialist

****Task**:** Create lead generation program for [BUSINESS TYPE/TARGET MARKET]

****Context**:** [SALES CYCLE/CUSTOMER PROFILE/CURRENT PERFORMANCE] with [BUDGET/RESOURCES]

****Requirements**:**

- Lead criteria: [QUALIFICATION/SCORING/VOLUME]
- Generation channels: [DIGITAL/TRADITIONAL/REFERRAL]
- Conversion goals: [METRICS/TARGETS/TIMELINE]

****Output**:** [LEAD GENERATION STRATEGY/CAMPAIGNS/NURTURING SEQUENCES]

****Focus**:** [QUALITY/QUANTITY/CONVERSION/COST EFFICIENCY]

Customer Relationship Management

****Role**:** Act as a CRM specialist and sales operations manager

****Task**:** Optimize CRM system for [SALES ORGANIZATION/PROCESS]

****Context**:** [CURRENT SYSTEM/USAGE/PERFORMANCE] with [SALES TEAM/WORKFLOW]

****Requirements**:**

- CRM objectives: [EFFICIENCY/VISIBILITY/AUTOMATION]
- User adoption: [TRAINING/CHANGE MANAGEMENT]
- Integration: [MARKETING/SUPPORT/FINANCE]

****Output**:** [CRM STRATEGY/CONFIGURATION/TRAINING PLAN]

****Include**:** Process mapping, data management, reporting framework

Business Development

****Role**:** Act as a business development director

****Task**:** Identify and pursue [GROWTH OPPORTUNITIES/PARTNERSHIPS] for [COMPANY]

****Context**:** [MARKET POSITION/CAPABILITIES/STRATEGIC GOALS] with [RESOURCES/TIMELINE]

****Requirements**:**

- Growth targets: [REVENUE/MARKET/PRODUCT]

- Partnership types: [STRATEGIC/CHANNEL/TECHNOLOGY]

- Deal criteria: [SIZE/STRUCTURE/TERMS]

****Output**:** [BD STRATEGY/OPPORTUNITY ASSESSMENT/PARTNERSHIP FRAMEWORK]

****Include**:** Market analysis, partner evaluation, negotiation strategy

Data Science & Analytics {#data-science}

Data Analysis

****Role**:** Act as a senior data analyst with expertise in [DOMAIN/TOOLS]

****Task**:** Analyze [DATA TYPE/DATASET] to answer [BUSINESS QUESTION]

****Context**:** [BUSINESS CONTEXT/STAKEHOLDERS/DECISION IMPACT] with [DATA CONSTRAINTS]

****Requirements**:**

- Analysis type: [DESCRIPTIVE/DIAGNOSTIC/PREDICTIVE/PRESCRIPTIVE]

- Tools: [SQL/PYTHON/R/TABLEAU/POWER BI]

- Output format: [DASHBOARD/REPORT/PRESENTATION]

****Output**:** [ANALYSIS REPORT/INSIGHTS/RECOMMENDATIONS/VISUALIZATIONS]

****Include**:** Data exploration, statistical analysis, actionable insights

Machine Learning

****Role**:** Act as a machine learning engineer/data scientist

****Task**:** Develop ML model to [SOLVE PROBLEM/PREDICT OUTCOME]

****Context**:** [BUSINESS APPLICATION/DATA AVAILABILITY/PERFORMANCE REQUIREMENTS]

****Requirements**:**

- Model type: [SUPERVISED/UNSUPERVISED/REINFORCEMENT]
- Performance metrics: [ACCURACY/PRECISION/RECALL/F1]
- Deployment: [BATCH/REAL-TIME/CLOUD/EDGE]

****Output**:** [MODEL DEVELOPMENT PLAN/CODE/DOCUMENTATION/DEPLOYMENT STRATEGY]

****Include**:** Data preprocessing, model selection, validation, monitoring

Business Intelligence

****Role**:** Act as a business intelligence manager

****Task**:** Create BI solution for [BUSINESS FUNCTION/DEPARTMENT]

****Context**:** [DATA SOURCES/CURRENT REPORTING/DECISION NEEDS] with [TECHNICAL CONSTRAINTS]

****Requirements**:**

- Reporting needs: [OPERATIONAL/TACTICAL/STRATEGIC]
- User types: [EXECUTIVES/MANAGERS/ANALYSTS]
- Update frequency: [REAL-TIME/DAILY/WEEKLY]

****Output**:** [BI ARCHITECTURE/DASHBOARD DESIGN/IMPLEMENTATION PLAN]

****Include**:** Data modeling, visualization strategy, user training

Data Governance

****Role**:** Act as a data governance specialist

****Task**:** Establish data governance framework for [ORGANIZATION/DATA TYPE]

****Context**:** [DATA LANDSCAPE/COMPLIANCE REQUIREMENTS/CURRENT STATE] with [STAKEHOLDERS]

****Requirements**:**

- Governance scope: [DATA QUALITY/SECURITY/PRIVACY/LIFECYCLE]
- Compliance: [GDPR/CCPA/INDUSTRY REGULATIONS]
- Implementation: [POLICIES/PROCEDURES/TOOLS]

****Output**:** [GOVERNANCE FRAMEWORK/POLICIES/PROCEDURES/TRAINING]

****Focus**:**

[QUALITY/SECURITY/COMPLIANCE/ACCESSIBILITY/ACCOUNTABILITY]

Content Creation & Media {#content-creation}

Content Strategy

****Role**:** Act as a content strategist for [BRAND/INDUSTRY]

****Task**:** Develop content strategy for [PLATFORM/CAMPAIGN/AUDIENCE]

****Context**:** [BRAND POSITIONING/AUDIENCE INSIGHTS/COMPETITIVE LANDSCAPE] with [RESOURCES]

****Requirements**:**

- Content goals: [AWARENESS/ENGAGEMENT/CONVERSION/RETENTION]

- Content types: [BLOG/VIDEO/SOCIAL/EMAIL/PODCAST]

- Distribution: [OWNED/EARNED/PAID MEDIA]

****Output**:** [CONTENT STRATEGY/CALENDAR/GUIDELINES/PERFORMANCE METRICS]

****Include**:** Audience research, content pillars, editorial calendar

Video Production

****Role**:** Act as a video production specialist

****Task**:** Plan [VIDEO TYPE/CAMPAIGN] for [AUDIENCE/PLATFORM]

****Context**:** [BRAND/MESSAGE/OBJECTIVES] with [BUDGET/TIMELINE/RESOURCES]

****Requirements**:**

- Video type: [EXPLAINER/TESTIMONIAL/PRODUCT/BRAND]

- Platform: [YOUTUBE/SOCIAL/WEBSITE/STREAMING]

- Production scope: [CONCEPT/SCRIPT/SHOOT/EDIT]

****Output**:** [PRODUCTION PLAN/SCRIPT/SHOT LIST/POST-PRODUCTION GUIDE]

****Include**:** Creative brief, technical specifications, distribution strategy

Comprehensive Prompt Library - Continuation

Digital Publishing (Continued)

Digital Publishing

****Role**:** Act as a digital publishing specialist

****Task**:** Launch [PUBLICATION/PLATFORM] for [AUDIENCE/NICHE]

****Context**:** [CONTENT TYPE/MARKET OPPORTUNITY/COMPETITIVE ANALYSIS] with [RESOURCES]

****Requirements**:**

- Publishing model: [SUBSCRIPTION/ADVERTISING/FREEMIUM/PREMIUM]

- Content format: [ARTICLES/NEWSLETTERS/EBOOKS/MULTIMEDIA]

- Distribution: [WEBSITE/EMAIL/SOCIAL/MOBILE APP]

****Output**:** [PUBLISHING STRATEGY/CONTENT PLAN/MONETIZATION MODEL]

****Include**:** Editorial calendar, audience development, revenue optimization

Copywriting

****Role**:** Act as a professional copywriter specializing in [INDUSTRY/MEDIUM]

****Task**:** Create [COPY TYPE] for [PRODUCT/SERVICE/CAMPAIGN]

****Context**:** [BRAND VOICE/TARGET AUDIENCE/COMPETITIVE LANDSCAPE] with [OBJECTIVES]

****Requirements**:**

- Copy type: [SALES/BRAND/DIRECT RESPONSE/TECHNICAL]

- Medium: [PRINT/DIGITAL/SOCIAL/EMAIL/VIDEO]

- Tone: [PERSUASIVE/INFORMATIVE/EMOTIONAL/PROFESSIONAL]

****Output**:** [COPY VARIATIONS/HEADLINES/CALLS-TO-ACTION/TAGLINES]

****Focus**:** [CONVERSION/ENGAGEMENT/BRAND AWARENESS/LEAD GENERATION]

Podcast Production

****Role**:** Act as a podcast producer and content strategist

****Task**:** Develop [PODCAST CONCEPT/SERIES] for [TARGET AUDIENCE]

****Context**:** [NICHE/MARKET/COMPETITIVE LANDSCAPE] with [RESOURCES/EXPERTISE]

****Requirements**:**

- Format: [INTERVIEW/SOLO/PANEL/NARRATIVE/EDUCATIONAL]

- Frequency: [DAILY/WEEKLY/MONTHLY/SEASONAL]

- Distribution: [PLATFORMS/MARKETING/MONETIZATION]

Output: [PODCAST STRATEGY/EPISODE OUTLINES/PRODUCTION PLAN]

Include: Content calendar, guest strategy, technical requirements

E-commerce & Retail {#ecommerce}

E-commerce Strategy

Role: Act as an e-commerce strategist with expertise in [PLATFORM/INDUSTRY]

Task: Develop e-commerce strategy for [PRODUCT TYPE/BRAND]

Context: [MARKET POSITION/CUSTOMER BASE/COMPETITIVE LANDSCAPE] with [RESOURCES]

Requirements:

- Platform: [SHOPIFY/MAGENTO/AMAZON/CUSTOM]

- Target market: [B2C/B2B/MARKETPLACE/OMNICHANNEL]

- Growth goals: [REVENUE/CUSTOMERS/MARKET SHARE]

Output: [E-COMMERCE STRATEGY/PLATFORM SELECTION/IMPLEMENTATION PLAN]

Include: User experience optimization, conversion strategy, fulfillment

Retail Operations

Role: Act as a retail operations manager for [STORE TYPE/CHAIN]

Task: Optimize [OPERATIONS/PERFORMANCE] for [RETAIL FORMAT]

Context: [LOCATION/CUSTOMER BASE/COMPETITION] with [CURRENT METRICS]

Requirements:

- Store format: [PHYSICAL/ONLINE/OMNICHANNEL]

- Key metrics: [SALES/INVENTORY/CUSTOMER SATISFACTION]

- Operational focus: [EFFICIENCY/EXPERIENCE/PROFITABILITY]

Output: [OPERATIONS PLAN/PROCESS IMPROVEMENTS/PERFORMANCE METRICS]

Focus: [INVENTORY MANAGEMENT/CUSTOMER SERVICE/COST CONTROL]

Merchandising

****Role**:** Act as a merchandising manager for [RETAIL CATEGORY]

****Task**:** Develop merchandising strategy for [PRODUCT LINE/SEASON]

****Context**:** [BRAND POSITIONING/CUSTOMER PREFERENCES/MARKET TRENDS] with [INVENTORY]

****Requirements**:**

- Product mix: [ASSORTMENT/PRICING/POSITIONING]

- Visual strategy: [DISPLAYS/LAYOUTS/SEASONAL]

- Performance goals: [SELL-THROUGH/MARGIN/TURNOVER]

****Output**:** [MERCHANTISING PLAN/VISUAL GUIDELINES/PERFORMANCE TRACKING]

****Include**:** Assortment planning, pricing strategy, inventory optimization

Customer Experience

****Role**:** Act as a customer experience specialist in retail

****Task**:** Improve [CUSTOMER JOURNEY/TOUCHPOINT] for [RETAIL BUSINESS]

****Context**:** [CUSTOMER FEEDBACK/COMPETITIVE ANALYSIS/BUSINESS OBJECTIVES]

****Requirements**:**

- Journey stage: [AWARENESS/CONSIDERATION/PURCHASE/POST-PURCHASE]

- Touchpoints: [ONLINE/OFFLINE/MOBILE/SOCIAL]

- Experience goals: [SATISFACTION/LOYALTY/ADVOCACY]

****Output**:** [CX STRATEGY/JOURNEY MAPS/IMPROVEMENT RECOMMENDATIONS]

****Include**:** Pain point analysis, solution design, measurement framework

Consulting & Strategy {#consulting}

Strategic Planning

****Role**:** Act as a strategy consultant with expertise in [INDUSTRY/FUNCTION]

****Task**:** Develop strategic plan for [COMPANY/DIVISION/INITIATIVE]

****Context**:** [BUSINESS SITUATION/MARKET CONDITIONS/COMPETITIVE POSITION] with [CONSTRAINTS]

****Requirements**:**

- Planning horizon: [1-3-5 YEARS]
 - Strategic focus: [GROWTH/TRANSFORMATION/OPTIMIZATION]
 - Stakeholder alignment: [BOARD/LEADERSHIP/INVESTORS]
- **Output**:** [STRATEGIC PLAN/RECOMMENDATIONS/IMPLEMENTATION ROADMAP]
- **Include**:** Situation analysis, strategic options, resource requirements

Change Management

- **Role**:** Act as a change management consultant
- **Task**:** Lead [ORGANIZATIONAL CHANGE/TRANSFORMATION] for [COMPANY/DEPARTMENT]
- **Context**:** [CHANGE DRIVERS/CURRENT STATE/DESIRED STATE] with [RESISTANCE FACTORS]
- **Requirements**:**
- Change type: [CULTURAL/STRUCTURAL/PROCESS/TECHNOLOGY]
 - Scope: [ORGANIZATION-WIDE/DEPARTMENTAL/FUNCTIONAL]
 - Timeline: [IMPLEMENTATION PHASES/MILESTONES]
- **Output**:** [CHANGE STRATEGY/PLAN/COMMUNICATION/TRAINING]
- **Include**:** Stakeholder analysis, resistance management, success metrics

Business Process Improvement

- **Role**:** Act as a process improvement consultant
- **Task**:** Optimize [BUSINESS PROCESS/WORKFLOW] for [ORGANIZATION/DEPARTMENT]
- **Context**:** [CURRENT PERFORMANCE/PAIN POINTS/IMPROVEMENT GOALS] with [RESOURCES]
- **Requirements**:**
- Process scope: [END-TO-END/SPECIFIC STEPS/CROSS-FUNCTIONAL]
 - Improvement methodology: [LEAN/SIX SIGMA/AGILE/DESIGN THINKING]
 - Success metrics: [EFFICIENCY/QUALITY/COST/CUSTOMER SATISFACTION]
- **Output**:** [PROCESS ANALYSIS/IMPROVEMENT PLAN/IMPLEMENTATION GUIDE]
- **Include**:** Current state mapping, root cause analysis, solution design

Market Research

****Role**:** Act as a market research consultant

****Task**:** Conduct market research for [PRODUCT/SERVICE/MARKET ENTRY]

****Context**:** [BUSINESS OBJECTIVES/MARKET DYNAMICS/COMPETITIVE LANDSCAPE]

****Requirements**:**

- Research type: [PRIMARY/SECONDARY/QUALITATIVE/QUANTITATIVE]

- Research scope: [MARKET SIZE/CUSTOMER NEEDS/COMPETITION]

- Methodology: [SURVEYS/INTERVIEWS/FOCUS GROUPS/ANALYSIS]

****Output**:** [RESEARCH REPORT/INSIGHTS/RECOMMENDATIONS/MARKET SIZING]

****Include**:** Market analysis, customer insights, competitive intelligence

Non-Profit & Social Impact {#nonprofit}

Non-Profit Strategy

****Role**:** Act as a non-profit strategy consultant

****Task**:** Develop strategic plan for [NON-PROFIT ORGANIZATION/CAUSE]

****Context**:** [MISSION/CURRENT PROGRAMS/IMPACT GOALS] with [FUNDING/RESOURCES]

****Requirements**:**

- Strategic focus: [PROGRAM EXPANSION/IMPACT SCALING/SUSTAINABILITY]

- Stakeholder groups: [BENEFICIARIES/DONORS/VOLUNTEERS/PARTNERS]

- Measurement: [IMPACT METRICS/OUTCOMES/ACCOUNTABILITY]

****Output**:** [STRATEGIC PLAN/PROGRAM DESIGN/IMPACT FRAMEWORK]

****Include**:** Theory of change, program evaluation, sustainability planning

Grant Writing

****Role**:** Act as a professional grant writer

****Task**:** Write grant proposal for [PROJECT/ORGANIZATION] to [FUNDER TYPE]

****Context**:** [ORGANIZATION BACKGROUND/PROJECT NEED/FUNDING LANDSCAPE]

****Requirements**:**

- Grant type: [FOUNDATION/GOVERNMENT/CORPORATE/INDIVIDUAL]

- Funding amount: [SPECIFIC AMOUNT/RANGE]

- Project scope: [DURATION/DELIVERABLES/OUTCOMES]

****Output**:** [GRANT PROPOSAL/BUDGET/EVALUATION PLAN/SUSTAINABILITY]

****Include**:** Needs assessment, project design, impact measurement

Fundraising Strategy

****Role**:** Act as a fundraising consultant for non-profits

****Task**:** Develop fundraising strategy for [ORGANIZATION/CAMPAIGN]

****Context**:** [CAUSE/DONOR BASE/FUNDRAISING HISTORY] with [GOALS/CAPACITY]

****Requirements**:**

- Fundraising goals: [ANNUAL/CAMPAIGN/ENDOWMENT]

- Donor segments: [INDIVIDUAL/CORPORATE/FOUNDATION/GOVERNMENT]

- Fundraising methods: [EVENTS/DIRECT MAIL/DIGITAL/MAJOR GIFTS]

****Output**:** [FUNDRAISING STRATEGY/CAMPAIGN PLAN/DONOR CULTIVATION]

****Include**:** Donor research, case development, stewardship planning

Volunteer Management

****Role**:** Act as a volunteer coordinator and engagement specialist

****Task**:** Develop volunteer program for [ORGANIZATION/EVENT/CAUSE]

****Context**:** [VOLUNTEER NEEDS/CURRENT CAPACITY/COMMUNITY RESOURCES]

****Requirements**:**

- Volunteer roles: [SKILLS NEEDED/TIME COMMITMENT/RESPONSIBILITIES]

- Recruitment: [CHANNELS/MESSAGING/OUTREACH]

- Management: [TRAINING/SCHEDULING/RECOGNITION]

****Output**:** [VOLUNTEER PROGRAM/RECRUITMENT PLAN/TRAINING MATERIALS]

****Include**:** Role descriptions, onboarding process, retention strategies

Government & Public Sector {#government}

Public Policy

****Role**:** Act as a public policy analyst specializing in [POLICY AREA]

****Task**:** Analyze/develop policy for [GOVERNMENT LEVEL/AGENCY]

****Context**:** [POLICY ISSUE/STAKEHOLDER INTERESTS/POLITICAL ENVIRONMENT]

****Requirements**:**

- Policy scope: [REGULATORY/LEGISLATIVE/ADMINISTRATIVE]

- Analysis type: [IMPACT ASSESSMENT/COST-BENEFIT/STAKEHOLDER]

- Implementation: [ENFORCEMENT/COMPLIANCE/MONITORING]

****Output**:** [POLICY ANALYSIS/RECOMMENDATIONS/IMPLEMENTATION PLAN]

****Include**:** Stakeholder analysis, regulatory impact, public consultation

Government Communications

****Role**:** Act as a government communications specialist

****Task**:** Develop communications strategy for [GOVERNMENT INITIATIVE/CRISIS]

****Context**:** [PUBLIC ISSUE/STAKEHOLDER CONCERNS/MEDIA LANDSCAPE]

****Requirements**:**

- Communication goals: [AWARENESS/COMPLIANCE/TRUST/TRANSPARENCY]

- Target audiences: [CITIZENS/MEDIA/STAKEHOLDERS/OFFICIALS]

- Channels: [TRADITIONAL MEDIA/DIGITAL/COMMUNITY/DIRECT]

****Output**:** [COMMUNICATION STRATEGY/MESSAGING/CAMPAIGN PLAN]

****Include**:** Message development, media relations, crisis communication

Public Administration

****Role**:** Act as a public administration specialist

****Task**:** Improve [GOVERNMENT SERVICE/PROCESS] for [AGENCY/DEPARTMENT]

****Context**:** [CURRENT PERFORMANCE/CITIZEN NEEDS/REGULATORY REQUIREMENTS]

****Requirements**:**

- Service area: [LICENSING/PERMITS/BENEFITS/ENFORCEMENT]

- Improvement goals: [EFFICIENCY/ACCESSIBILITY/TRANSPARENCY]

- Constraints: [BUDGET/REGULATIONS/POLITICS]

****Output**:** [IMPROVEMENT PLAN/PROCESS REDESIGN/IMPLEMENTATION STRATEGY]

****Focus**:** [CITIZEN EXPERIENCE/OPERATIONAL EFFICIENCY/COMPLIANCE]

Election Campaign

****Role**:** Act as a campaign strategist for [ELECTION TYPE/LEVEL]

****Task**:** Develop campaign strategy for [CANDIDATE/ISSUE]

****Context**:** [ELECTORAL LANDSCAPE/VOTER DEMOGRAPHICS/COMPETITIVE ANALYSIS]

****Requirements**:**

- Campaign goals: [VOTE SHARE/TURNOUT/MESSAGING]

- Target voters: [DEMOGRAPHICS/GEOGRAPHY/ISSUES]

- Resources: [BUDGET/STAFF/VOLUNTEERS/TIME]

****Output**:** [CAMPAIGN STRATEGY/MESSAGING/OUTREACH PLAN]

****Include**:** Voter research, message testing, field operations

Trending Job Roles {#trending-roles}

AI/ML Engineer

****Role**:** Act as an AI/ML engineer specializing in [AI DOMAIN/TECHNOLOGY]

****Task**:** Develop AI solution for [BUSINESS PROBLEM/USE CASE]

****Context**:** [INDUSTRY APPLICATION/DATA AVAILABILITY/PERFORMANCE REQUIREMENTS]

****Requirements**:**

- AI type: [GENERATIVE/PREDICTIVE/COMPUTER VISION/NLP]

- Technology stack: [FRAMEWORKS/CLOUD/DEPLOYMENT]

- Ethical considerations: [BIAS/FAIRNESS/TRANSPARENCY/PRIVACY]

****Output**:** [AI SOLUTION DESIGN/IMPLEMENTATION PLAN/ETHICAL FRAMEWORK]

****Include**:** Model architecture, training strategy, monitoring system

Data Engineer

****Role**:** Act as a data engineer with expertise in [DATA PLATFORM/TECHNOLOGY]

****Task**:** Build data infrastructure for [ANALYTICS/ML/REPORTING] use case

****Context**:** [DATA SOURCES/VOLUME/VELOCITY/VARIETY] with [TECH CONSTRAINTS]

****Requirements**:**

- Data pipeline: [BATCH/STREAMING/REAL-TIME/HYBRID]

- Technology: [CLOUD/ON-PREM/HYBRID/SPECIFIC TOOLS]

- Scalability: [CURRENT/PROJECTED DATA GROWTH]

****Output**:** [DATA ARCHITECTURE/PIPELINE DESIGN/IMPLEMENTATION PLAN]

****Include**:** Data modeling, ETL/ELT processes, monitoring and quality

UX/UI Designer

****Role**:** Act as a UX/UI designer specializing in [PRODUCT TYPE/PLATFORM]

****Task**:** Design [USER EXPERIENCE/INTERFACE] for [PRODUCT/FEATURE]

****Context**:** [USER NEEDS/BUSINESS GOALS/TECHNICAL CONSTRAINTS] with [RESEARCH]

****Requirements**:**

- Design scope: [RESEARCH/WIREFRAMES/PROTOTYPES/VISUAL DESIGN]

- Platform: [WEB/MOBILE/DESKTOP/CROSS-PLATFORM]

- User goals: [USABILITY/ACCESSIBILITY/ENGAGEMENT/CONVERSION]

****Output**:** [DESIGN SYSTEM/WIREFRAMES/PROTOTYPES/SPECIFICATIONS]

****Include**:** User research, information architecture, interaction design

Cloud Architect

****Role**:** Act as a cloud architect with expertise in [CLOUD PROVIDER/SERVICES]

****Task**:** Design cloud architecture for [APPLICATION/WORKLOAD TYPE]

****Context**:** [BUSINESS REQUIREMENTS/SCALE/PERFORMANCE] with [CONSTRAINTS]

****Requirements**:**

- Cloud model: [PUBLIC/PRIVATE/HYBRID/MULTI-CLOUD]

- Architecture patterns: [MICROSERVICES/SERVERLESS/CONTAINERS]

- Non-functional requirements: [SECURITY/SCALABILITY/RELIABILITY]

Output: [CLOUD ARCHITECTURE/MIGRATION PLAN/COST OPTIMIZATION]

Include: Service selection, security design, disaster recovery

Product Owner/Manager

Role: Act as a product owner/manager for [PRODUCT TYPE/MARKET]

Task: Define product strategy for [PRODUCT/FEATURE/PLATFORM]

Context: [MARKET POSITION/USER NEEDS/BUSINESS OBJECTIVES] with [RESOURCES]

Requirements:

- Product goals: [GROWTH/RETENTION/REVENUE/MARKET SHARE]

- User segments: [PERSONAS/JOURNEY/NEEDS]

- Development approach: [AGILE/LEAN/DESIGN THINKING]

Output: [PRODUCT STRATEGY/ROADMAP/REQUIREMENTS/BACKLOG]

Include: Market analysis, user stories, success metrics

Scrum Master/Agile Coach

Role: Act as a Scrum Master/Agile Coach

Task: Facilitate [AGILE TRANSFORMATION/TEAM PERFORMANCE] for [ORGANIZATION]

Context: [TEAM MATURITY/ORGANIZATIONAL CULTURE/AGILE ADOPTION] with [CHALLENGES]

Requirements:

- Agile framework: [SCRUM/KANBAN/SAFe/CUSTOM]

- Coaching scope: [TEAM/MULTIPLE TEAMS/ORGANIZATION]

- Transformation goals: [DELIVERY/QUALITY/COLLABORATION/CULTURE]

Output: [AGILE STRATEGY/COACHING PLAN/TRAINING MATERIALS]

Include: Team assessment, process improvement, change management

Growth Hacker

Role: Act as a growth hacker with expertise in [INDUSTRY/GROWTH MODEL]

Task: Design growth strategy for [PRODUCT/COMPANY/MARKET]

****Context**:** [GROWTH STAGE/METRICS/CONSTRAINTS] with [RESOURCES/CHANNELS]

****Requirements**:**

- Growth goals: [USER ACQUISITION/RETENTION/REVENUE/VIRALITY]
- Growth channels: [DIGITAL/PRODUCT/REFERRAL/CONTENT]
- Experimentation: [A/B TESTING/ANALYTICS/OPTIMIZATION]

****Output**:** [GROWTH STRATEGY/EXPERIMENT PLAN/MEASUREMENT FRAMEWORK]

****Include**:** Growth model, experiment design, analytics setup

Site Reliability Engineer (SRE)

****Role**:** Act as a Site Reliability Engineer

****Task**:** Improve [SYSTEM RELIABILITY/PERFORMANCE] for [APPLICATION/PLATFORM]

****Context**:** [CURRENT PERFORMANCE/INCIDENT HISTORY/SCALE] with [SLOs/SLAs]

****Requirements**:**

- Reliability goals: [UPTIME/LATENCY/THROUGHPUT/ERROR RATE]
- Monitoring: [OBSERVABILITY/ALERTING/INCIDENT RESPONSE]
- Automation: [DEPLOYMENT/SCALING/RECOVERY/MAINTENANCE]

****Output**:** [RELIABILITY STRATEGY/MONITORING PLAN/AUTOMATION FRAMEWORK]

****Include**:** SLI/SLO definition, incident response, capacity planning

Sustainability Manager

****Role**:** Act as a sustainability manager/ESG specialist

****Task**:** Develop sustainability strategy for [COMPANY/INDUSTRY/INITIATIVE]

****Context**:** [ENVIRONMENTAL IMPACT/STAKEHOLDER EXPECTATIONS/REGULATIONS]

****Requirements**:**

- Sustainability scope: [ENVIRONMENTAL/SOCIAL/GOVERNANCE]
- Goals: [CARBON NEUTRAL/CIRCULAR ECONOMY/SOCIAL IMPACT]
- Measurement: [METRICS/REPORTING/VERIFICATION]

****Output**:** [SUSTAINABILITY STRATEGY/IMPLEMENTATION PLAN/REPORTING FRAMEWORK]

****Include**:** Impact assessment, target setting, stakeholder engagement

Remote Work Specialist

****Role**:** Act as a remote work specialist/consultant

****Task**:** Optimize remote work strategy for [ORGANIZATION/TEAM]

****Context**:** [COMPANY CULTURE/WORKFORCE DISTRIBUTION/PERFORMANCE] with [CHALLENGES]

****Requirements**:**

- Remote model: [FULLY REMOTE/HYBRID/FLEXIBLE]
- Focus areas: [PRODUCTIVITY/COLLABORATION/CULTURE/WELLBEING]
- Technology: [TOOLS/PLATFORMS/INFRASTRUCTURE]

****Output**:** [REMOTE WORK STRATEGY/POLICY/TRAINING/TOOLS SELECTION]

****Include**:** Best practices, technology recommendations, performance management

Usage Instructions

How to Use These Prompts

1. **Select the appropriate role/industry section**
2. **Copy the relevant template**
3. **Fill in the bracketed placeholders** with your specific requirements
4. **Customize the context** to match your situation
5. **Adjust the output requirements** based on your needs
6. **Add any specific constraints** or considerations

Customization Tips

- **Be specific** with your requirements and context
- **Define clear success metrics** for the output
- **Include relevant constraints** (budget, timeline, resources)
- **Specify the target audience** for the output
- **Add industry-specific terminology** where appropriate

Template Structure

Each template follows this consistent structure:

- **Role:** Defines the expertise and perspective
 - **Task:** Specifies the main objective
 - **Context:** Provides background and situation
 - **Requirements:** Lists specific needs and constraints
 - **Output:** Defines the expected deliverable
 - **Include/Focus:** Highlights key areas to emphasize
-

This comprehensive prompt library covers 18+ industries and trending roles. Each template is designed to provide clear context, specific requirements, and actionable outputs for professional use cases.

AI Tools Cheat Sheet: ChatGPT, Claude, Gemini & Copilot

🌐 Universal Best Practices (All AI Tools)

Prompting Fundamentals

- **Be Specific:** Instead of "Write about marketing," try "Write a 300-word email marketing strategy for a small bakery targeting young families"
- **Use Examples:** Show what you want with before/after examples
- **Set Context:** "You are a professional copywriter with 10 years of experience..."
- **Define Format:** "Respond in bullet points," "Create a table," "Use markdown headers"
- **Specify Length:** "Write exactly 3 paragraphs" or "Keep under 100 words"

Power Prompting Techniques

- **Chain of Thought:** "Let's think step by step..."
- **Role Playing:** "Act as a [expert/character/profession]..."
- **Constraints:** "Without using the word 'amazing'..." or "Using only questions..."
- **Iterative Refinement:** "Make it more formal/casual/technical/simple"
- **Multi-step Instructions:** Number your requirements (1., 2., 3.)

🤖 ChatGPT (OpenAI)

Strengths & Best Use Cases

- **Creative Writing:** Stories, poems, scripts, dialogue
- **Code Generation:** Programming across multiple languages
- **Educational Content:** Explanations, lesson plans, quizzes
- **Business Communication:** Emails, reports, presentations
- **Problem Solving:** Analytical thinking, decision frameworks

Pro Tips & Tricks

- **Custom Instructions:** Set permanent context about your role, preferences, and output style
- **Memory Feature:** GPT remembers previous conversations for personalized responses

- **Code Interpreter:** Upload files (CSV, images, documents) for analysis
- **DALL-E Integration:** Generate images directly in conversation
- **Plugin Ecosystem:** Access web browsing, calculations, and third-party tools

Advanced Techniques

- **Prompt Chaining:** Break complex tasks into sequential prompts
- **Temperature Control:** Ask for "more creative" or "more precise" responses
- **Token Optimization:** Use abbreviations and concise language for longer contexts
- **Version Comparison:** Test prompts across GPT-3.5 and GPT-4 models

Creative Applications

- **Story Branching:** Create choose-your-own-adventure narratives
- **Character Development:** Build detailed personas for writing projects
- **Debate Partner:** Argue both sides of complex topics
- **Language Learning:** Practice conversations in any language
- **Game Master:** Run text-based RPG campaigns

Claude (Anthropic)

Strengths & Best Use Cases

- **Long-form Analysis:** Complex document review and synthesis
- **Ethical Reasoning:** Nuanced discussions on sensitive topics
- **Research & Writing:** Academic papers, detailed reports
- **Code Review:** Security-conscious programming assistance
- **Constitutional AI:** Helpful, harmless, and honest responses

Pro Tips & Tricks

- **Artifact System:** Create and iterate on documents, code, and structured content
- **Constitutional Prompting:** Ask for balanced perspectives on controversial topics
- **Safety Integration:** Built-in guardrails for responsible AI use
- **Long Context:** Handle extremely long documents and conversations
- **Thoughtful Responses:** Excellent for moral reasoning and ethical dilemmas

Advanced Techniques

- **Document Analysis:** Upload PDFs, papers, and long texts for comprehensive review
- **Comparative Analysis:** Compare multiple sources or viewpoints systematically
- **Research Synthesis:** Combine information from various sources into coherent insights
- **Fact-Checking:** Verify claims and identify potential biases
- **Academic Writing:** Proper citations, literature reviews, and scholarly tone

Creative Applications

- **Philosophical Discussions:** Explore complex ethical and philosophical questions
- **Research Assistant:** Systematic literature reviews and academic research
- **Policy Analysis:** Evaluate proposed policies from multiple angles
- **Creative Collaboration:** Co-author long-form creative works
- **Interview Preparation:** Practice difficult questions with nuanced responses

Gemini (Google)

Strengths & Best Use Cases

- **Real-time Information:** Access to current web data and news
- **Multimodal Processing:** Images, videos, audio, and text combined
- **Google Integration:** Seamless connection to Google services
- **Code Execution:** Run and test code directly in conversations
- **Research & Fact-Checking:** Access to Google's vast knowledge base

Pro Tips & Tricks

- **Image Analysis:** Upload photos for detailed descriptions, OCR, and analysis
- **Real-time Data:** Get current stock prices, news, weather, and events
- **Google Workspace:** Integration with Docs, Sheets, and Gmail
- **Multi-language:** Strong performance across various languages
- **Factual Accuracy:** Excellent for current events and factual queries

Advanced Techniques

- **Visual Search:** Identify objects, landmarks, and text in images
- **Data Visualization:** Create charts and graphs from raw data

- **Travel Planning:** Real-time flight info, hotel availability, and local recommendations
- **Shopping Research:** Product comparisons with current prices and reviews
- **Academic Research:** Access to recent papers and publications

Creative Applications

- **Photo Storytelling:** Create narratives based on uploaded images
- **Recipe Development:** Analyze food photos and suggest modifications
- **Art Analysis:** Detailed critiques and interpretations of visual art
- **Language Immersion:** Real-time translation and cultural context
- **Current Events Analysis:** Immediate insights on breaking news



Copilot (Microsoft)

Strengths & Best Use Cases

- **Office Integration:** Seamless work with Word, Excel, PowerPoint, Outlook
- **Code Completion:** Real-time programming assistance in IDEs
- **Enterprise Features:** Business-focused tools and integrations
- **Microsoft Ecosystem:** Deep integration with Windows and Office 365
- **Productivity Enhancement:** Workflow optimization and automation

Pro Tips & Tricks

- **Office Co-authoring:** Draft documents, create presentations, and analyze spreadsheets
- **Code Completion:** Intelligent suggestions while programming
- **Email Management:** Summarize threads and draft responses
- **Meeting Assistance:** Generate summaries and action items from Teams meetings
- **Data Analysis:** Excel integration for complex calculations and visualizations

Advanced Techniques

- **Workflow Automation:** Create Power Automate flows with AI assistance
- **Business Intelligence:** Analyze business data and create reports
- **Document Generation:** Automated report creation from data sources
- **Code Documentation:** Auto-generate comments and documentation

- **Team Collaboration:** Shared AI assistance across team projects

Creative Applications

- **Presentation Design:** AI-powered slide creation and formatting
 - **Business Storytelling:** Transform data into compelling narratives
 - **Process Optimization:** Identify inefficiencies and suggest improvements
 - **Training Materials:** Create educational content for team development
 - **Strategic Planning:** Assist with business planning and decision-making
-

Cross-Platform Power Moves

Workflow Integration

- **Multi-Tool Strategy:** Use each AI for its strengths in a single project
- **Cross-Validation:** Verify important information across multiple AIs
- **Complementary Skills:** Combine creative (ChatGPT) + analytical (Claude) + current (Gemini) + productive (Copilot)
- **Version Control:** Track iterations and improvements across platforms
- **Backup Planning:** Have alternatives when one service is unavailable

Advanced Prompt Engineering

- **Prompt Libraries:** Build collections of effective prompts for common tasks
- **A/B Testing:** Compare responses across different AIs for the same prompt
- **Prompt Optimization:** Refine prompts based on output quality across platforms
- **Context Switching:** Adapt prompts for each AI's unique strengths
- **Output Standardization:** Create consistent formatting across different tools

Ethical Considerations

- **Bias Awareness:** Understand each AI's potential limitations and biases
 - **Fact Verification:** Always verify critical information from multiple sources
 - **Attribution:** Properly credit AI assistance in professional work
 - **Privacy Protection:** Avoid sharing sensitive information with AI tools
 - **Responsible Use:** Consider the impact of AI-generated content on others
-

Creative Applications Across All Platforms

Content Creation

- **Multi-format Content:** Blog posts → Social media → Presentations → Videos
- **Personalization:** Adapt content for different audiences and platforms
- **Trend Analysis:** Identify emerging topics and optimize content timing
- **SEO Optimization:** Keyword research and content optimization
- **Brand Voice:** Maintain consistency across all content channels

Problem-Solving Frameworks

- **Root Cause Analysis:** Systematic problem identification and solution development
- **Decision Trees:** Visual frameworks for complex decisions
- **Scenario Planning:** Explore multiple future possibilities and outcomes
- **SWOT Analysis:** Comprehensive strategic planning assistance
- **Innovation Workshops:** Generate and evaluate new ideas systematically

Learning & Development

- **Personalized Curricula:** Custom learning paths for any subject
- **Practice Exercises:** Generate problems and solutions for skill development
- **Explanation Styles:** Adapt explanations for different learning preferences
- **Progress Tracking:** Monitor learning outcomes and adjust strategies
- **Peer Learning:** Create collaborative learning experiences

Troubleshooting Common Issues

When AI Gives Poor Results

- **Rephrase the question:** Try different wording or approach
- **Add more context:** Provide background information and specific requirements
- **Break down complex tasks:** Divide large requests into smaller, manageable parts
- **Use examples:** Show what you want with concrete examples
- **Iterate and refine:** Build on responses to improve quality

Maximizing Efficiency

- **Template Creation:** Develop reusable prompt templates for common tasks

- **Batch Processing:** Group similar requests together for efficiency
- **Quality Metrics:** Establish criteria for evaluating AI output
- **Time Management:** Set realistic expectations for AI assistance
- **Skill Development:** Continuously improve your prompting abilities

Staying Current

- **Feature Updates:** Regularly check for new capabilities and features
- **Community Learning:** Join AI user communities and forums
- **Experimentation:** Try new approaches and techniques regularly
- **Best Practices:** Stay updated on evolving AI ethics and guidelines
- **Tool Comparison:** Regularly evaluate which AI works best for specific tasks



Quick Reference: Which AI for What?

Task Type	Best Choice	Why
Creative Writing	ChatGPT	Superior narrative and creative capabilities
Code Review	Claude	Strong focus on security and best practices
Current Research	Gemini	Real-time web access and fact-checking
Office Work	Copilot	Deep Microsoft Office integration
Long Analysis	Claude	Excellent with lengthy documents and complex reasoning
Image Analysis	Gemini	Advanced multimodal capabilities
Quick Coding	ChatGPT/Copilot	Fast code generation and completion
Ethical Questions	Claude	Built-in constitutional AI framework
Business Reports	Copilot	Enterprise features and Office integration
Academic Research	Claude/Gemini	Thorough analysis and current information

Remember: The AI landscape evolves rapidly. Regularly experiment with new features and techniques to stay ahead of the curve!

GBACADEMY