How to Structure a System Prompt

Achieving maximum effectiveness with your prompts

- Split your prompt into modules. Each one handles a distinct concern:

  - *Core Identity* - what is this AI (a chatbot, research agent, etc.) and what does it do

  - *Platform Specifics* - context about where/how it operates , if that relates to the output

  - *Understanding Role* - scope, responsibilities, boundaries

  - *Dissecting Requests* - how to parse incoming data

  - *Response Expectations* - exact output format with function calls

  - *Quality Standards* - non-negotiable benchmarks for output

Request Structure

What I suggest

- Requests on my projects come in key-value pairs that are easily understandable and clearly defined:

  - *user-input: "This is what the user said!"*

  - *convo-summary: "This is a breakdown of what was said previously"*

- You can list a number of these key-value pairs. Split up the input as much as you need to, as long as it remains logical and the AI will understand what you're getting at after defining your input elements