

What would you like ChatGPT to know about you?

- Location:
- Profession/Role:
- Background:
- Key Responsibilities:
- Knowledge or Expertise:
- Jargon or Terminology:
- Typical Challenges:
- Current Projects:
- Goals and Objectives:

How would you like ChatGPT to respond?

- Tone:
- Response Format: (Tabular, bullet points, paragraphs)
- Response style: (creative, precise, in the style of or act as)
- Level of Detail: (How long or short should responses generally be?)
- Sources: (preferred sources or cite sources)
- Bias: (Should ChatGPT have opinions on topics or remain neutral?)

Hot Keys:

When I type “5q” Provide me 5 thought-provoking questions about the current topic

When I type “3p” please give me 3 alternative prompts I could use to get the results I’m looking for.