



## PROMPTING METHODOLOGY

These methods for easier prompting are cited by teachers on the forum of the French MOOC "Artificial intelligence for and by teachers" – visited on 01/07/2025.

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### THE A.C.T.I.V.E METHOD

- **A – Action:** specify what you expect from the AI.  
*Example: generate a summary, analyze data.*
  - **C – Context:** clearly define the context in which the AI operates.  
*Example: for a classroom presentation, a research project.*
  - **T – Task:** be explicit about the task to accomplish.  
*Example: write a text on the evolution of biology, compare two scientific articles.*
  - **I – Input:** provide the necessary information or data for the task.  
*Example: here are the experiment data, here is a text excerpt to summarize.*
  - **V – Version / Verification:** specify the desired output format or check it.  
*Example: a table, a 300-word text, a comparative chart.*
  - **E – Example / Explanation:** optionally give an example or clarify the style expected.  
*Example: highlight the key points in the summary.*
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### FIVE STEPS TO CREATE AN EFFECTIVE PROMPT<sup>1</sup>

- **Initialize the conversation:** define your role and objective.  
*Example: I am a French teacher and I want to create a lesson on Romanticism.*
  - **Describe the task:** be clear and specific in the request.  
*Example: I want you to generate a detailed lesson plan.*
  - **Add constraints:** specify limits or conditions.  
*Example: the lesson is for middle school students and must last 45 minutes.*
  - **Specify output format:** indicate the expected form of the response.  
*Example: provide a table with columns for objectives, activities, and assessments.*
  - **Refine the response:** adjust the prompt by reformulating or adding details.  
*Example: can you expand on the classroom activities and suggest resources for each section?*
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## PRACTICAL PROMPT CREATION EXAMPLES

### EXAMPLE 1: CREATE A SUMMARY OF A SCIENTIFIC ARTICLE

- **Action:** summarize the article
- **Context:** for a presentation at a scientific conference
- **Task:** extract the main points
- **Input:** full article to summarize
- **Format:** approximately 300-word summary

**Prompt:**

I am a biology researcher preparing a conference presentation. Please summarize the following article on the effects of climate change on biodiversity, extracting the main points. The summary should be around 300 words.

### EXAMPLE 2: CREATE A PERSONALIZED QUIZ FOR STUDENTS

- **Action:** create a quiz
- **Context:** middle school mathematics class
- **Task:** generate 10 questions about fractions
- **Input:** list of student skills
- **Format:** multiple-choice questions with detailed answers

**Prompt:**

I am a middle school mathematics teacher. I want to create a quiz on fractions for my students. Generate 10 multiple-choice questions with detailed answers for each. Adjust the difficulty to suit students from beginner to intermediate levels.

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1. DRANE – Académie de Versailles consulted on 24/10/2025. ↪