

Group 3 Report, Jan. 16, 2024

In-class activity: Work as a team to develop a prompt based on a business task (Write an email, make a list, etc.). Each team member enters the same prompt into their AI program (assigned below) and records the results (what it did/didn't do well in your opinion).

Prompt: Draft an email to reschedule a meeting that is currently scheduled for tomorrow with my supervisor. Use polite and apologetic language. Propose a time for early next week in the AM.

Earliest first name alphabet: Bard AI

2nd earliest first name: Bing AI (Creative mode)

3rd earliest first name: ChatGPT

4th earliest first name: YouChat

5th earliest first name: Selects a link above

The team discusses their results together, then we come together as a class and share results. You have 20-25 minutes. REPORTERS should take notes for their write-up

Results mean the overall synthesis of the process, what each did well, takeaways, etc.

Purvesh takes ChatGPT3.5

Laura takes Bing

Jobu takes Bard

1) Chat GPT3.5:

"Subject: Apology and Request to Reschedule Meeting

Dear [Supervisor's Name],

I hope this message finds you well. I am writing to sincerely apologize for the inconvenience, **and to request a rescheduling** of our meeting that is currently set for tomorrow.

Unfortunately, due to an unforeseen personal commitment that has arisen, I find myself in the regrettable position of needing to adjust our meeting time. I understand the value of our meeting and deeply apologize for any disruption this may cause.

In an effort to find a suitable alternative, I propose that we reschedule the meeting for early next week, preferably in the morning. I am available on [Propose a few suitable dates and times], and I would be extremely grateful if we could find a time that aligns with your schedule.

I genuinely appreciate your understanding and flexibility in this matter. Your time is valuable, and I am committed to ensuring a productive conversation to address our agenda.

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Once again, I apologize for any inconvenience caused and I look forward to your guidance in finding a new meeting time that works for both of us.

Thank you for your understanding.

Warm regards,

[Your Name]"

2) bing output:

"Dear [Supervisor's Name],

I hope this email finds you well. I am writing to request a reschedule of our meeting that is currently scheduled for tomorrow. I apologize for any inconvenience this may cause.

Due to unforeseen circumstances, I am unable to attend the meeting tomorrow. I would like to propose a new time for early next week in the morning. Would [Proposed Date and Time] work for you? If not, please let me know what other times work for you and I will do my best to accommodate your schedule.

Thank you for your understanding and I look forward to hearing back from you soon.

Best regards, [Your Name]"

3) Bard:"

Subject: Apology - Request to Reschedule Meeting on [Meeting Topic]

Dear [Supervisor's Name],

I'm writing to apologize profusely for needing to reschedule our meeting on [original meeting date and time] to discuss [meeting topic]. Unfortunately, a [brief explanation of your reason for rescheduling] has come up unexpectedly, and I wouldn't want anything to distract from our important conversation.

I understand this is short notice, and I sincerely apologize for any inconvenience it may cause. I value your time greatly and wouldn't dream of asking to move the meeting unless absolutely necessary.

Would it be possible to reschedule our discussion for sometime early next week in the morning? I'm free on [list of available days and times in the AM], and I'm happy to adapt to your schedule if any of those times don't work for you. Please let me know what time works best for you, and I'll gladly update the calendar accordingly.

Thank you again for your understanding. I look forward to our rescheduled meeting and the opportunity to [briefly restate the purpose of the meeting].

Best regards,

[Your Name]"

We had ChatGPT3.5 compare and contrast.

Prompt: I am giving you three emails created by ten AI. compare and contrast each email, labeled chatGPT3.5, bing output, and Bard: Chat GPT3.5:(3 emails here)

The three AI-generated emails each provide a different approach to the same task of apologizing and requesting the rescheduling of a meeting. Here's a comparison and contrast of each:

ChatGPT 3.5:

- **Tone:** Formal and polite, with a focus on expressing regret and understanding the value of the supervisor's time.
- **Content:** Provides a clear reason for the rescheduling, an apology for inconvenience, and a proposal for new dates and times, while also showing appreciation for the supervisor's flexibility.
- **Structure:** The email is well-structured with a clear beginning, middle, and end, emphasizing the importance of the meeting and the regret of rescheduling.
- **Distinctive Aspects:** It goes into more detail about the inconvenience caused and spends more time ensuring the supervisor that the writer values their time and the importance of the meeting.

Bing Output:

- **Tone:** Direct and concise, maintaining a professional tone.

- **Content:** Briefly states the need for rescheduling due to unforeseen circumstances and proposes a new time, with an openness to adjust to the supervisor's schedule.
- **Structure:** More straightforward and to the point, with less emphasis on the inconvenience caused and more focus on quickly resolving the issue.
- **Distinctive Aspects:** It's less apologetic and more focused on the solution, making it shorter and possibly perceived as less intrusive.

Bard:

- **Tone:** Very apologetic and considerate, emphasizing the unexpected nature of the situation and the importance of not allowing distractions during the meeting.
- **Content:** Provides a template for inserting specific reasons and dates, includes a sincere apology, and reiterates the importance of the meeting topic.
- **Structure:** Well-organized with a focus on the reason for rescheduling, the proposal for a new time, and a closing that restates the meeting's purpose.
- **Distinctive Aspects:** This email is more detailed in terms of guiding the user on how to personalize the message, with placeholders for specific details about the meeting and the reason for rescheduling.

In summary, while all three emails are polite and professional, ChatGPT 3.5's approach is more detailed and empathetic, Bing's is more concise and solution-oriented, and Bard's provides a more guided and personalized structure. Each style has its merits depending on the context and the relationship with the supervisor.

_____My report_____

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Group Thoughts and Comparison

- Bing: seems professional and logical, but did not include a subject line. Did not seem like AI. A bit wordy and has too many reasons. Suggests little existing rapport.
- ChatGPT3.5: It is also unnecessarily wordy (who speaks like that). It's overly professional and convincing, much like talking to a client/customer. Sort of feels like phishing.

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- Bard: Was more casual but says the same thing redundantly (it is too repetitive).

All three are too wordy. Most people would be more concise and empathetic. The personal relationship gets lost (or is lost to genAI). Team 3 prefers Bing and Bard.

genAI summary, while all three emails are polite and professional, ChatGPT 3.5's approach is more detailed and empathetic, Bing's is more concise and solution-oriented, and Bard's provides a more guided and personalized structure. Each style has its merits depending on the context and the relationship with the supervisor.