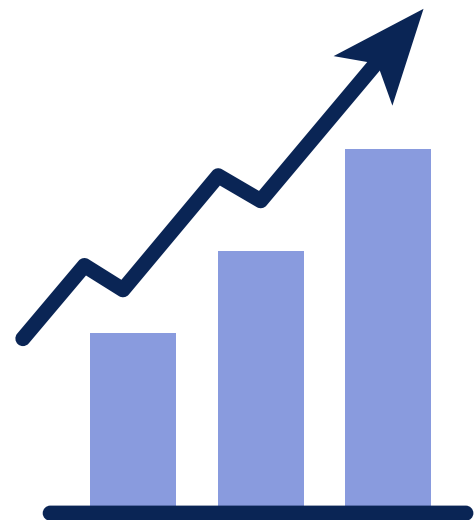# PROMPT ENGINEERING

INTRODUCTION TO PROMPT ENGINEERING AND ITS IMPORTANCE

DXPA11y
A I

What is the first thing that comes to your mind when I say **<prompt>**?".

The cat sat on the ....

Azure OpenAI Service - Azure OpenAI
Learn how to use prompt engineering to optimize your work with Azure OpenAI Service.

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Introduction to Prompts

What is the first thing that comes to your mind when I say **<prompt>**?".

The cat sat on the mat

Introduction to Prompts

What is the first thing that comes to your mind when I say **<prompt>**?".

The cat sat on the mat

Birthday

Happy

Holidays

Completion

Chat

SYSTEM

You are a helpful
assistant.

USER   Enter a user message here.

ASSISTANT   Enter an assistant message here.

⊕ Add message

Zero Shot vs Few Shot Learning

Zero Shot

Headline: Coach confident injury won't derail Warriors
Topic:

The coach is confident that the injury won't derail the Warriors' season. The team is still focused on their goals and that they will continue to work hard to achieve them.

Few Shot

Headline: Twins' Correa to use opt-out, test free agency
Topic: Baseball
Headline: Qatar World Cup to have zones for sobering up
Topic: Soccer
Headline: Yates: Fantasy football intel for Week 6
Topic: Football
Headline: Coach confident injury won't derail Warriors
Topic:

Basketball

Instructions

Primary Content

Cues

Supporting Content

Instructions

Instructions are likely the most commonly used prompt component.
Instructions are simply that: instructions to the model on what to do.
While simple in concept, they can be complex in practice.

Instruction Type	Prompt	Completion
Simple instructions	Write an introduction for a weekly newsletter.	Welcome to our weekly newsletter. This week we have a special focus on productivity. We'll be sharing tips and tricks on how to be productive in all areas of your life. We hope you enjoy and please share with your friends!
Complex instructions	Write an introduction for a weekly newsletter to my company named Contoso. It should mention the great all hands meeting we had last week and thank the team for all their hard work over the tough past few months.	Welcome to Contoso's weekly newsletter! We had a great all hands meeting last week and I want to thank the team for all their hard work over the tough past few months. We're looking forward to a bright future and I'm confident that with our team's dedication and commitment, we will achieve great things. Thank you for being a part of our team and I look forward to working with you all in the coming weeks and months. Sincerely, [Your name].
Complex Instructions	Write an introduction for a weekly newsletter, including the following: - My company is named contoso - An exuberant greeting - Thanking the team for their hard work over a couple tough months - Positive outlook for the coming quarter-Signed by the SLT	Hello Contoso team! I wanted to take a moment to thank you for all your hard work over the past few months. It's been a tough couple of months, but you've all pulled together and done an amazing job. I'm really proud of you all. Looking ahead to the next quarter, I'm feeling really positive. I think we're going to achieve some great things. Thanks again, The Senior Leadership Team.

Primary Content

Primary content refers to some sort of text that is being processed or transformed by the model. Primary content is typically used in conjunction with instructions. A simple example would be language translation. In the example below, the English text would be considered the primary content while "Translate to French:" is an instruction.

Primary Content (TL;DR)

Prompt	Completion
In computer science, the time complexity is the computational complexity that describes the amount of computer time it takes to run an algorithm. Time complexity is commonly estimated by [...] Summarize the previous text in a few sentences:	Time complexity is a measure of how long an algorithm takes to run. It is typically expressed as a function of the size of the input. The most common measure is worst-case time complexity, which is the maximum amount of time required for inputs of a given size.
In computer science, the time complexity is the computational complexity that describes the amount of computer time it takes to run an algorithm. Time complexity is commonly estimated by [...] TL;DR (Too long didn't read)	The time complexity of an algorithm is the amount of time it takes to run an algorithm. Time complexity is commonly estimated by counting the number of elementary operations performed by the algorithm, supposing that each elementary operation takes a fixed amount of time to perform. The time complexity is generally expressed as a function of the size of the input.

Number of Cues	Prompt	Completion
0	Performance reviews are a core component of our Performance & Development approach at Contoso. [...]Summarize the above email message:	The purpose of this email is to inform employees of recent changes to the performance review experience, which is part of Contoso's Performance & Development approach. The changes include an improved structure, upgraded in-tool user experience, and focused prompts. Additionally, there is now an optional Conversation Starters section for employees to flag topics they'd like to discuss with their managers.
1	Performance reviews are a core component of our Performance & Development approach at Contoso. [...] Summarize the above email message: The key takeaway of the message is	that Contoso is improving the performance review experience by making it more focused on core priorities, expectations and impact. Additionally, they are upgrading the in-tool user experience with tips, resources and guidance. Finally, they are adding guidance on how to activate company-wide core priorities.
2	Performance reviews are a core component of our Performance & Development approach at Contoso. [...]Summarize the above email message:Key Points:•	Contoso is introducing changes to the performance review experience, based on feedback from employees.• The changes include a new focus on core priorities, expectations, and impact; an upgraded user experience; and new guidance on company-wide core priorities.• Performance reviews are a time to reflect on past performance and learning as well as to plan for future priorities and growth opportunities. Employees and managers should write comments in

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2	Performance reviews are a core component of our Performance & Development approach at Contoso. […] Summarize the above email message: Key Points: •	Contoso is introducing changes to the performance review experience, based on feedback from employees.• The changes include a new focus on core priorities, expectations, and impact; an upgraded user experience; and new guidance on company-wide core priorities.• Performance reviews are a time to reflect on past performance and learning as well as to plan for future priorities and growth opportunities.• Employees and managers should write comments in advance of the performance review meeting.• There should be at least two performance reviews per year.• The time investment for each review should remain about the same.

Supporting Content	Prompt	Completion
Without	Workshop list: Title Description Planning Workshop Kickoff Please join us to kick off our workshop! Hear from our leaders about cross group priorities and learnings for the year ahead. The invitation to this event has already been sent to everyone in [...] Summarize the workshops above, grouped by topic:	Workshop list:Planning Workshop Kickoff-Planning Workshop Wrap-up- Core MeetUp- Customer Driven Perspectives-Impact and Key Focus Areas-Best practices-Accelerating app adoption [...]
With	Workshop list: Title Description Planning Workshop Kickoff Please join us to kick off our workshop! Hear from our leaders about cross group priorities and learnings for the year ahead. The invitation to this event has already been sent to everyone in [...] My Important Topics: prompt engineering, search, GPT models Summarize the workshops above, grouped by my important topics:	1. Prompt Engineering:- New prompt engineering tips-The art of prompt engineering2. Search:-Intro to vector search with embedding3. GPT Models:- Intro to GPT-4- ChatGPT in-depth.

1 Be Specific

2 Be Descriptive

3 Double Down

4 Order Matters

5 Give the Model an "out"