



**AI: THE ULTIMATE  
PRODUCTIVITY TOOL**

DISCOVER & MASTER THE BEST AI TOOLS  
FOR PRODUCTIVITY

WITH  
**FRANK TRACHY**

**mp-plus**  
GROUP

1



**AI: THE ULTIMATE  
PRODUCTIVITY TOOL**

DISCOVER & MASTER THE BEST AI TOOLS  
FOR PRODUCTIVITY

Frank & Eren

**mp-plus**  
GROUP

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**PLEASE  
SUBSCRIBE TO:**

 ChatGPT

 perplexity



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## LOGISTICAL GUIDELINES



- 1. Please keep your microphone muted unless you're actively contributing
- 2. Kindly silence phones, messaging apps, and other potential interruptions
- 3. Questions? Use the Raise Hand function (found under "Reactions") before speaking
- 4. You may respond with a nod, thumbs up, or by raising your hand.
- 5. Screen arrangement, refer to the top-right corner of your screen.
- 6. A total of 15 minutes will be provided — 10 minutes followed by a 5-minute break

At the top-right corner of each slide, you'll see the logo of the AI tool or platform in use

In the bottom-left corner, the current page number will be shown to match your guide





**PAGE 2.**



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# SURVEY 1

## WITH A SHOW OF HANDS



• Who uses ChatGPT daily?



• Who uses ChatGPT on a weekly or monthly basis?



• Who hasn't seen ChatGPT in action?



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# TRAINING PLAN

- **What's AI?**
- **Where is AI?**
- **How reliable is AI?**



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PAGE 3.

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The diagram illustrates the relationship between ChatGPT and a TRAINING PLAN. At the top center is a dark blue circle labeled "Chat GPT". Below it is a light blue circle labeled "TRAINING PLAN". Five white circles are arranged around the "TRAINING PLAN" circle, each containing a text label: "Create and respond emails", "Where can you find AI?", "How reliable is AI", "A dozen examples of Chat GPT", and "Quality prompts". Arrows point from the "TRAINING PLAN" circle to each of these five circles. In the bottom right corner of the diagram area, there is a logo for "mp-plus GROUP".

PAGE 7.

**ChatGPT**

- **Demonstration** of ChatGPT, and also of Perplexity, and especially understanding the difference between the two !
- **Showcasing** the potential through a dozen examples.
- Let's talk about **high-quality prompts** (commands to the AI)
- Creating and replying to emails

The diagram illustrates the relationship between ChatGPT and various AI models. At the top center is a dark blue circle labeled "Chat GPT". Below it is a light blue circle labeled "TRAINING PLAN". Five white circles are arranged around the "TRAINING PLAN" circle, each containing a text label: "Create and respond emails", "Where can you find AI?", "How reliable is AI", "A dozen examples of Chat GPT", and "Quality prompts". Arrows point from the "TRAINING PLAN" circle to each of these five circles. In the bottom right corner of the diagram area, there is a logo for "mp-plus GROUP". To the right of the diagram, logos for various AI models are listed vertically: ChatGPT (green square icon), perplexity (blue starburst icon), Copilot (yellow square icon) and Poe (purple speech bubble icon), YOU.com (yellow text icon), Bing (blue square icon), Gemini (blue text icon), Bard (red starburst icon), Microsoft® Forefront (white text icon), LLaMA by Meta (blue text icon), CLAUDE 2 (orange square icon), and Grok (black X icon).

PAGE 7.

The diagram illustrates the integration of AI and Chat GPT. At the top center is a dark blue circle labeled "Chat GPT". Below it is a light blue circle labeled "TRAINING PLAN". Six white circles branch out from the "TRAINING PLAN" circle, each containing a specific AI capability or question:

- Create and respond emails
- Where can you find AI?
- How reliable is AI
- A dozen examples of Chat GPT
- Quality prompts
- Create and respond emails

Arrows point from each of these six circles back towards the "TRAINING PLAN" circle. The background is a dark blue gradient, and the mp-plus GROUP logo is visible in the bottom right corner.

PAGE 7.

**AI Capabilities**

- Image Creation
- Teams and Zoom meeting summary
- IA for law professionnals

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- A dozen examples of Chat GPT
- Quality prompts
- Create and respond emails

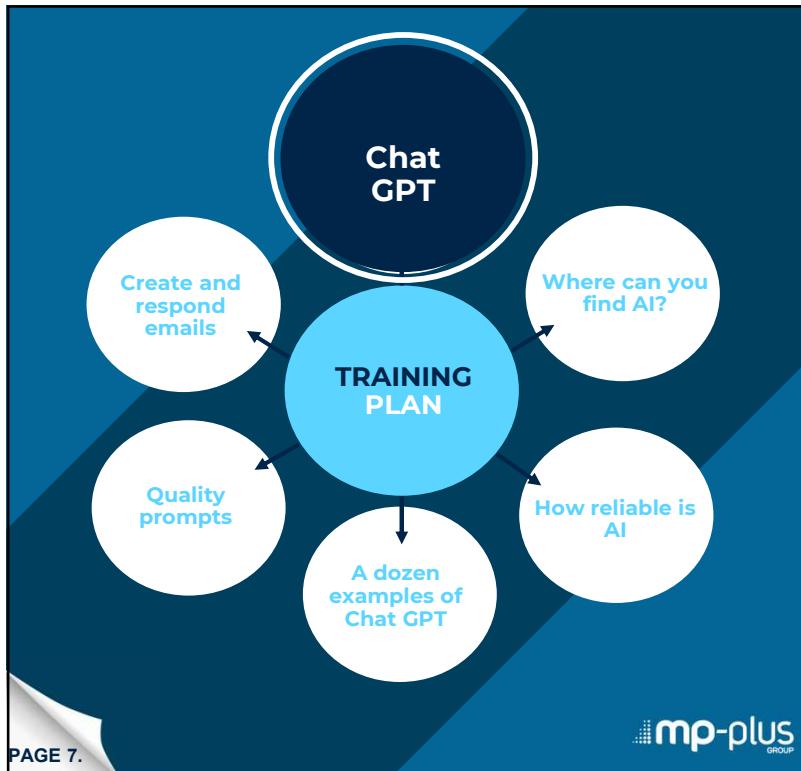
Arrows point from each of these six circles back towards the "TRAINING PLAN" circle. The background is a dark blue gradient, and the mp-plus GROUP logo is visible in the bottom right corner.

PAGE 7.

**AI Capabilities**

- Profile customization of Chat GPT
- AI in your pocket: tablets, smartphones, etc
- ChatGPT Plus, and team – paying versions

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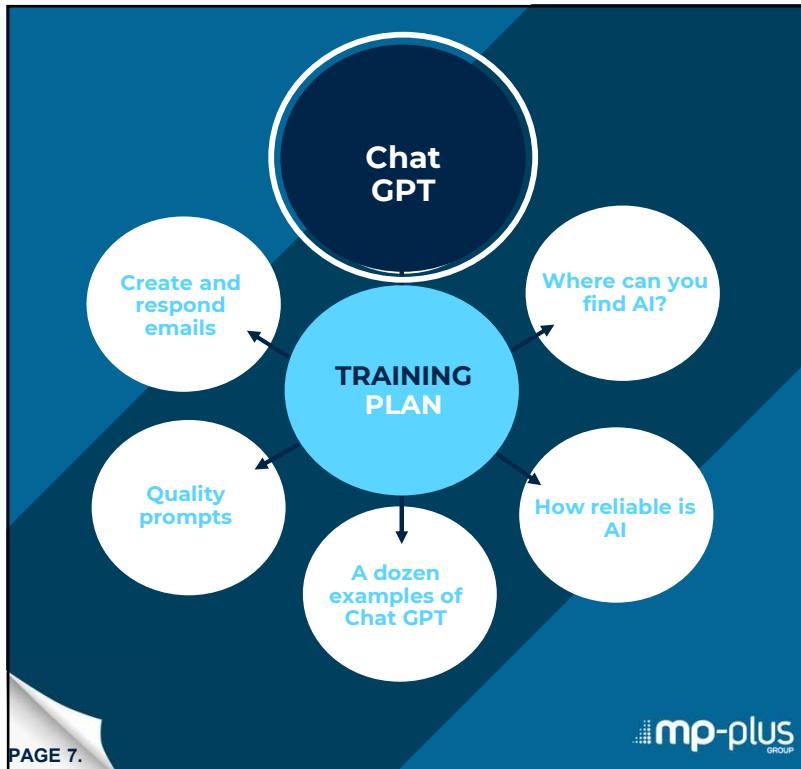


PAGE 7.

**Secret place to go when  
you run out of tokens**



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PAGE 7.

**Threats, Dangers and  
Limitations of AI**

**The future of AI**

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# SURVEY 2

## MULTI-CHOICE

Following this training, I would like to use AI for:

- Processing text (content)
- Translating and proofreading a text
- Create and reply to emails
- Have summaries of long texts
- Create/edit images
- Have automated summaries of virtual meetings
- All of the above
- Other?



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**TRAINING PLAN**

- What is AI?
- Create and respond emails
- Where can you find AI?
- Quality prompts
- How reliable is AI
- A dozen examples of Chat GPT

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## WHAT IS AI?

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# WHAT IS ARTIFICIAL INTELLIGENCE?



ChatGPT

Artificial Intelligence (AI), refers to the simulation of human intelligence processes by machines, especially computer systems. These processes include learning (the acquisition of information and rules for using the information), reasoning (using rules to reach approximate or definite conclusions), and self-correction.



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# WHAT IS ARTIFICIAL INTELLIGENCE?

Let's talk about "intelligence"

Artificial Intelligence can be divided into 3 categories

**1. Narrow intelligence** (ability to solve specific problems)

Human: Solving a Rubik's Cube

AI: Understanding and analyzing chess games (Deepblue and Stockfish)

**2. General Intelligence (AGI)** (applies knowledge from several disciplines)

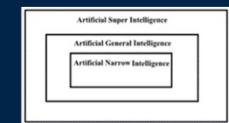
Human: Designing a rocket, writing a novel

AI: An educator who can teach any discipline (ChatGPT)

**3. Super-Intelligence**

Human: Beyond of our reach and understanding.

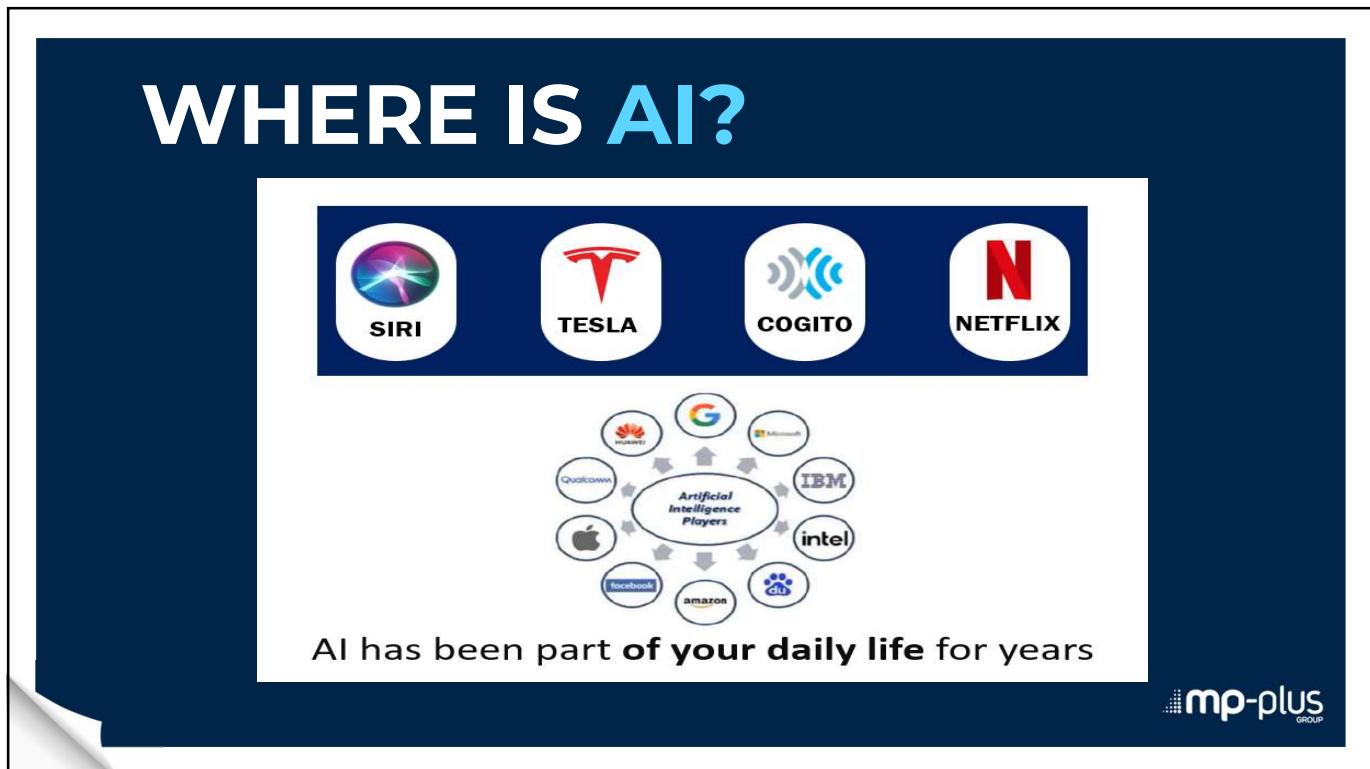
AI: An entity smarter than any human that has ever existed.



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# WHERE IS AI?



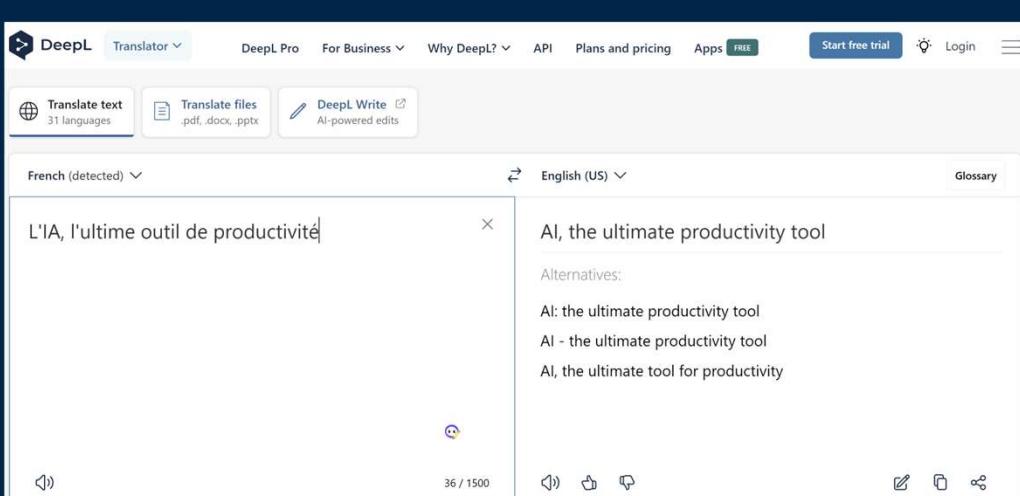
 Google Translate

AI has been part of your daily life for years



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# AI TRANSLATOR

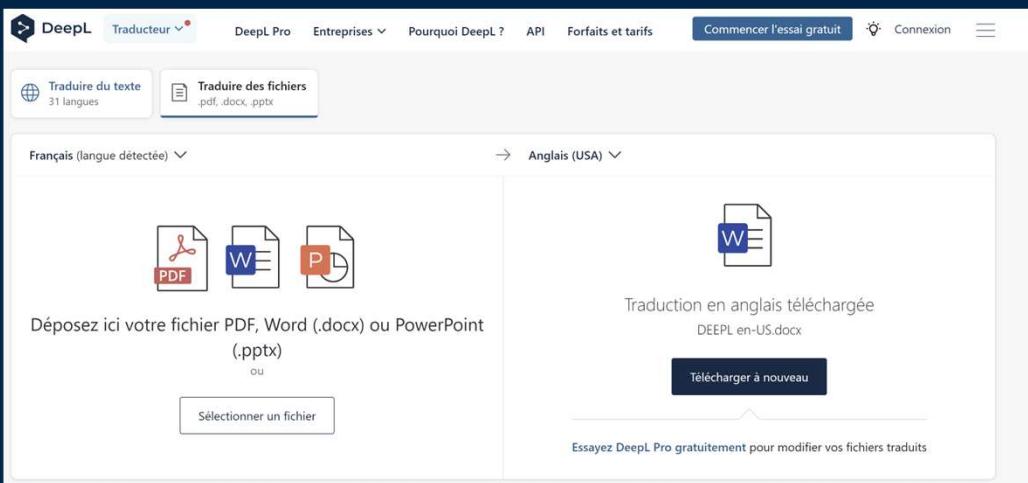




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# AI TRANSLATOR

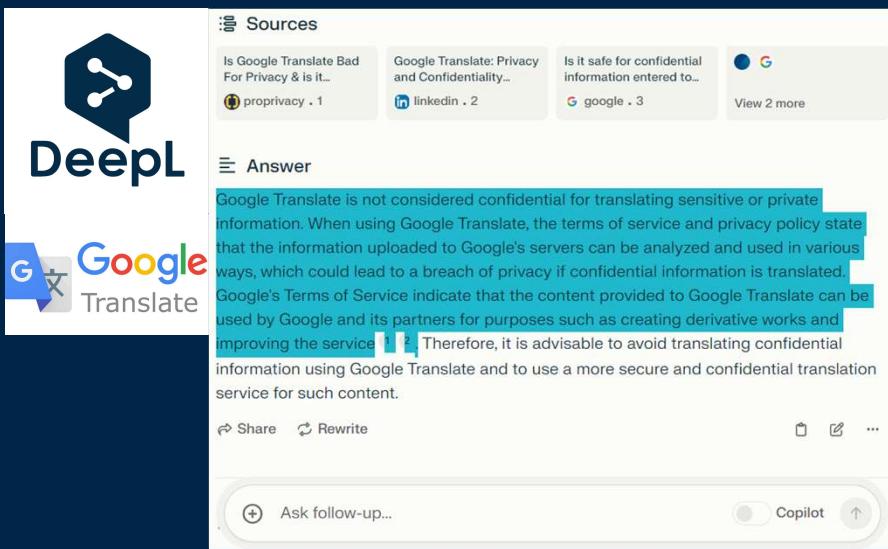


FREE: 3 DOCUMENTS PER MONTH!

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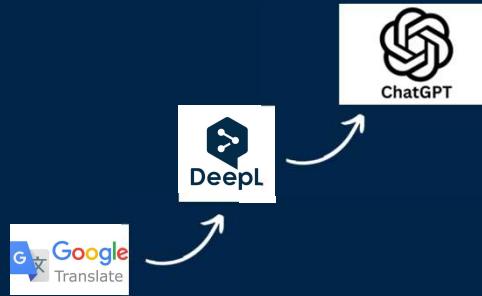
# AI TRANSLATOR



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# QUALITY TRANSLATOR



## BETTER YET, CHAT GPT:

Please translate into professional and legal English (Provincial Law)  
while keeping the characters and styles **in bold** and UPPERCASE



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# AI TOOLS



The most well-known generative AI  
that has changed everything



WHAT DOES THE ACRONYM GPT MEAN?



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# AI TOOLS



The most well-known generative AI  
that has changed everything



GENERATIVE PRE-TRAINED TRANSFORMER



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# AI TOOLS



ChatGPT received a lot of media hype



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# AI TOOLS



## HOW LONG IT TOOK TOP APPS TO HIT 100M MONTHLY USERS

ChatGPT is estimated to have hit 100M users in January, 2 months after its launch. Here's how long it took other top apps to reach that:

APP	MONTHS TO REACH 100M GLOBAL MAUS
CHATGPT	2
TIKTOK	9
INSTAGRAM	30
PINTEREST	41
SPOTIFY	55



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## HOW RELIABLE IS AI?

What is AI?

Create and respond emails

Where is AI?

Quality prompts

How reliable is AI

TRAINING PLAN

A dozen examples of Chat GPT



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# AI RELIABILITY



English Edition ▾

Medscape Sunday, February 18, 2024

NEWS & PERSPECTIVE DRUGS & DISEASES CME & EDUCATION ACADEMY VIDEO DECISION POINT

News > Medscape Medical News

## AI Bot ChatGPT Passes US Medical Licensing Exams Without Cramming – Unlike Students

Alicia Ault  
January 26, 2023

**mp-plus GROUP**

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# AI RELIABILITY



NATIONAL  
Canadian citizenship exam

### ChatGPT easily graduated



PHOTO OLIVIER JEAN, LA PRESSE ARCHIVES  
*La Presse* asked ChatGPT questions that could be part of a Canadian citizenship exam.

What if artificial intelligence had, on paper, what it takes to obtain Canadian citizenship? According to an exercise conducted by *La Presse*, this is indeed the case.

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# AI RELIABILITY



Harvard is the best university in the world. It's going to use an AI like ChatGPT to teach computer science



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# CHAT GPT – PRACTICAL USES



## Important Information and Warning:

ChatGPT was launched on Nov 30, 2022 (database September 2021).

Currently, free version's database update ended in June 2024.

- ✓ Be careful about data shared with AI.  
–Enterprise
- ✓ Let's talk about copyright

Please leave your comments  
in the Chat

## So, let's get started!

For the next 45 minutes, we're going to illustrate just how far this can go! To set the stage, we'll present a variety of potential uses that are sure to surprise you!



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# TEXT GENERATION

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## CHAT GPT - EXAMPLES

TEXT CREATION – EMAIL

**1. Team Meeting Invitation:**  
 E-mail invitation to a team meeting on December 13, 2025. Very positive tone. Agenda: sales review (wow), new products, new staff presentation, bonus, other. We'll take this opportunity to have a nice holiday meal.

**2. Team meeting Refusal:**  
 I've received an email invitation from my supervisor, but I won't be able to attend as I've already made prior arrangements for a trip to Costa Rica. Please be very polite, and empathetic, and apologize for my absence. Here's their invitation: (Copy and paste)

**mp-plus GROUP**

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# CHAT GPT - EXAMPLES

TEXT CREATION – JOB OFFER AND Welcome Letter



Please write a job offer and welcome letter for Stéphanie Arnaud. Job title: IT Maintenance Manager.

Letter details: welcome to the team, salary confirmation of \$75K, 2 weeks of vacation, travel allowance of 55 cents per kilometer, 4-day workweek, including 2 days of remote work. Introduction to our team in 2 weeks during our national meeting.



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## TEXT (EMAIL) PROOFREADING



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# CHAT GPT - EXAMPLES



## PROOFREADING

My editor is currently on vacation. I'd like you to act as an expert editor. Here's a text I'd like you to check for spelling, grammar, and syntax (for my website). Please suggest only the changes that are important (in short, don't rewrite the whole text). Your suggestions must be easily identifiable (e.g., in **BOLD**). [Here's the text you'll have to work on](#):

### Master AI to boost your productivity!

Welcome to the world of artificial intelligence (AI)! Imagine a personal assistant working for you, a tireless collaborator helping you to optimize your time and increase your productivity. Wouldn't that be great? With our AI training, we offer you the key to unlocking this incredible potential. Whether you're an engineer, lawyer, notary, CHRP, or other, this opportunity is tailor-made for you. Discover how AI can transform your day-to-day professional life in every sphere of your profession.

This training could well save you more than 10 hours of books a week. Here's how:

- Optimize your processes: Reduce costs and improve business efficiency.
- Boost your productivity: Achieve more with AI's optimized capabilities
- Informed decisions: Analyze massive data for strategic decisions.
- Dominate the market: stay ahead of the competition with AI.
- Adapt to the future: Stay competitive in an ever-changing world
- Career development: Become a key player in digital transformation.
- Cultivate your creativity: AI stimulates your creativity for innovative ideas
- (.....)



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# TABLE GENERATION




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# CHAT GPT - EXAMPLES

CONFERENCE IN PARIS + 5-DAY VISIT [\(table\)](#)



I'd like you to act as a travel expert. I'll be in Paris for 5 days, so please create a table listing the most important places to visit. Here's how I want it organized: the first column should have the name of each place, the second column should show how long the visit typically takes, the third column should indicate if it's indoors or outdoors, and the last column should specify if there's an entrance fee.

Please group the places by day, with no more than four places per day, excluding the Musée de l'Orangerie).



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# CHAT GPT - EXAMPLES

CONFERENCE IN PARIS + 5-DAY VISIT [Perplexity.ai](#)



I'd like you to act as a travel expert. I'll be in Paris for 5 days, so please create a table listing the most important places to visit. Here's how I want it organized: the first column should have the name of each place, the second column should show how long the visit typically takes, the third column should indicate if it's indoors or outdoors, and the last column should specify if there's an entrance fee.

Please group the places by day, with no more than four places per day, excluding the Musée de l'Orangerie).

I'd like you to act as a travel expert ([Perplexity.ai](#)): I have to go to Paris for a conference, and I would like your help in finding the best hotel based on the following criteria: price, quality of hotel reviews, whether the internet is free, and finally, whether breakfast is included. Please create a table (similar to Excel) with your top [10 best recommendations](#) based on this information.

PRO



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# CHAT GPT - EXAMPLES

EVALUATION OF EXTRACTION TECHNOLOGIES TO OPTIMIZE  
MINING PRODUCTIVITY



As a consultant specializing in industrial efficiency, I am seeking a comparative evaluation of the [top five mining extraction technologies](#) available for companies in Quebec. The selection criteria should include extraction efficiency (amount of material extracted), installation and operation cost (evaluated as expensive or economical), energy consumption, worker safety, environmental impact, and ease of maintenance. Please present this information in a table to facilitate comparison.



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# MARKETING CONTENT GENERATION




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# CHAT GPT - EXAMPLES

## MARKETING CONTENT ARTICLE



I am a licensed attorney specializing in corporate law, with a focus on providing tax and real estate expertise to business owners and high-net-worth individuals in Ontario. I am preparing to write an insightful, up-to-date article tailored to entrepreneurs, investors, and professionals seeking informed legal counsel in these areas.

Please suggest five compelling article themes that will engage readers, emphasizing the critical role of selecting the right legal services and preparing strategically for complex business, tax, and real estate transactions.



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# AI DETECTOR




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# AI DETECTOR

 ZeroGPT



 ChatGPT  
Subject: Request for Assistance and Support

Dear Hector,

I hope this email finds you well.

I wanted to take a moment to address some challenges I've been facing recently, and I believe your guidance and support could greatly help in resolving them.

Lately, I've encountered some difficulties in completing tasks efficiently due to a few recurring issues. When seeking assistance from my colleagues, I often find them unavailable, and the quality of work I receive falls short of expectations. Additionally, I've noticed that your schedule doesn't always permit you to provide the support I require.

I want to emphasize that my intention is not to complain but rather to seek solutions collaboratively. As someone who values teamwork and cooperation, it's disheartening for me to encounter obstacles that hinder our collective progress.

I believe that with your leadership and our team's collective effort, we can address these challenges effectively. Moving forward, I kindly request that when I seek assistance, either you or someone reliable from the team could provide the necessary support or guidance.

Your mentorship and support are invaluable to me, and I genuinely appreciate the opportunity to work under your leadership. I am confident that together, we can overcome these obstacles and achieve our shared goals.

Thank you for taking the time to consider my concerns. I look forward to discussing this matter further and exploring potential solutions.

Warm regards,

Steve McDonald



Your Text is AI/GPT Generated



97.36% AI GPT\*

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45

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 ZeroGPT



 ChatGPT  
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Warm regards,

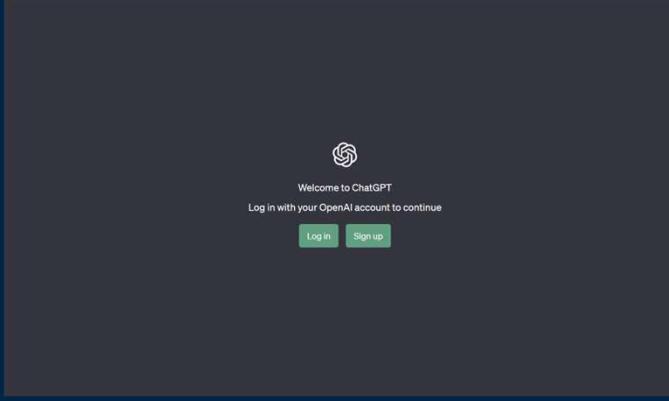
Steve McDonald

<https://www.zerogpt.com/>

**Not 100% reliable!**

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# AI TOOLS



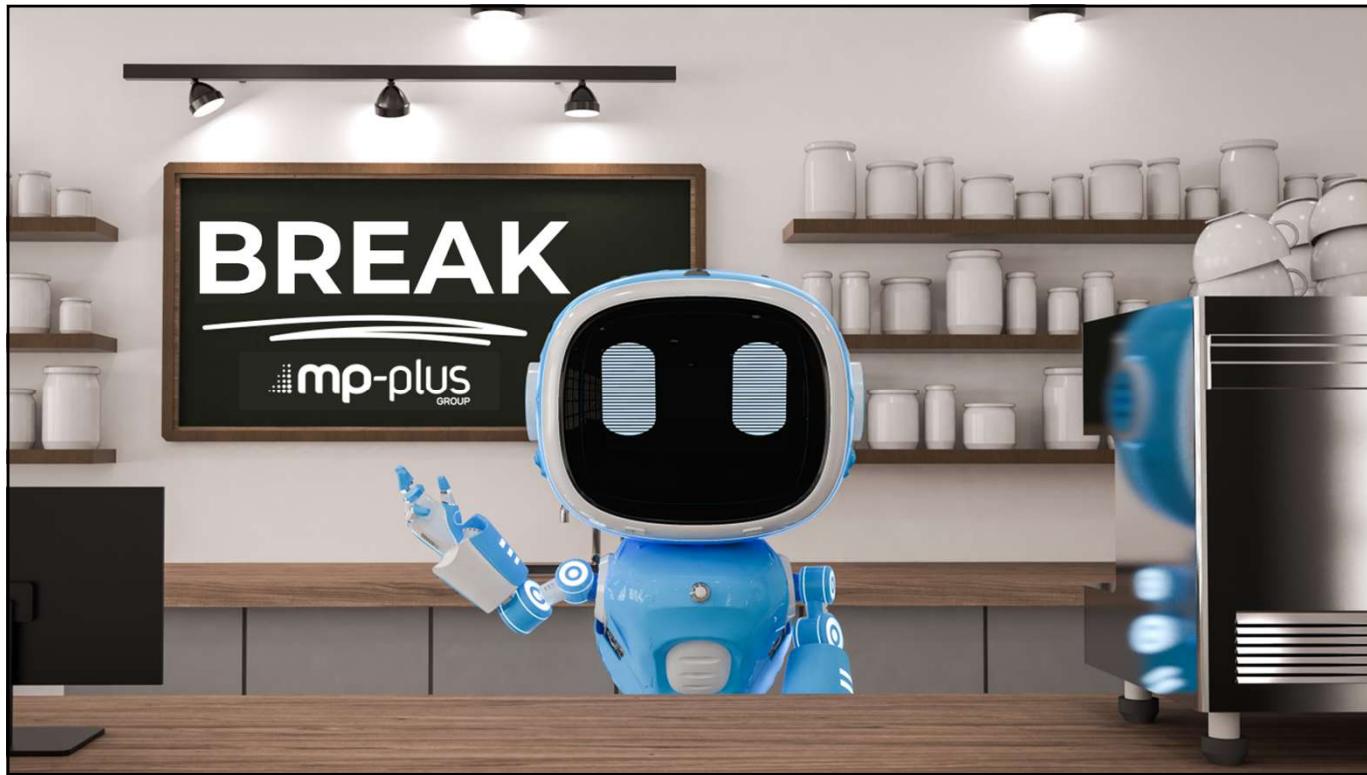
Welcome to ChatGPT  
Log in with your OpenAI account to continue  
[Log in](#) [Sign up](#)

<https://chat.openai.com/auth/login>  
Perplexity.ai  
Favorites

mp-plus GROUP

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# INDIVIDUAL TEST

First time with ChatGPT? Go for it!

Already know ChatGPT?, please try one of its rivals:  
Perplexity.ai, Poe.com, tinywow.ai, bing, you.com, etc.

These are only a few suggestions: the goal is to show you some useful and incredible prompts.

**Warning:**

- ChatGPT is sensitive on certain subjects: the stock market, health, civil law, celebrities' reputation, etc.
- Beware of the privacy of data shared with AI



**ChatGPT**



**perplexity**




**Poe** **Copilot**




**YOU.com** **Gemini**




**Bing** **Bard**

Microsoft®  
**Forefront™**



**LLaMA**  
by **Meta**



**CLAUDE 2**

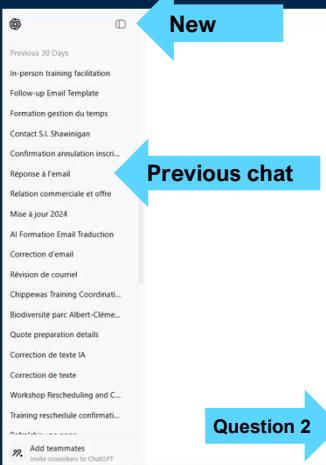


**x.ai**

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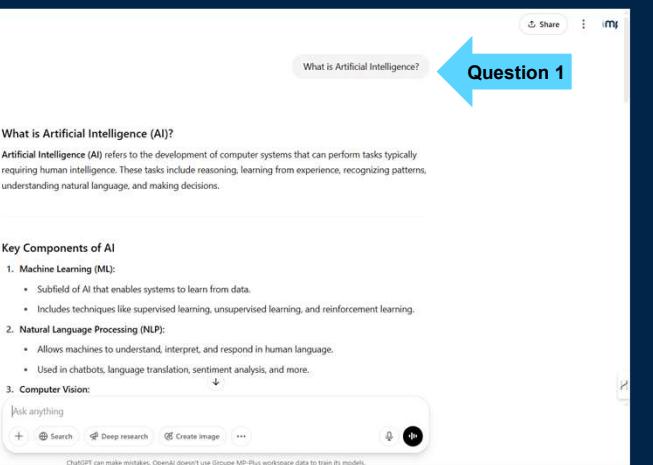
## AI TOOL #1 - CHATGPT



**New**

**Previous chat**

**Question 2**



**What is Artificial Intelligence (AI)?**  
Artificial Intelligence (AI) refers to the development of computer systems that can perform tasks typically requiring human intelligence. These tasks include reasoning, learning from experience, recognizing patterns, understanding natural language, and making decisions.

**Key Components of AI**

1. Machine Learning (ML):
  - Subfield of AI that enables systems to learn from data.
  - Includes techniques like supervised learning, unsupervised learning, and reinforcement learning.
2. Natural Language Processing (NLP):
  - Allows machines to understand, interpret, and respond in human language.
  - Used in chatbots, language translation, sentiment analysis, and more.
3. Computer Vision:

**Ask anything**

ChatGPT can make mistakes. OpenAI doesn't use Sarcasm MP-Plus workspace data to train its models.



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**PLEASE  
PREPARE  
YOUR PROMPT**



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## CHAT GPT - PRACTICE

PROMPT EXAMPLES



- I need to sell my professional services in an advertising article. Please write me an article of 750 words - Theme: why use the services of a professional (ex: architect, accountant, engineer, CPHR)
- Important meeting in 3 days - As president, create a speech for my sales team.
- Explain "The Federal Law #YXZ" to me like I'm 8 years old!
- Could you please give me a summary of this document and, most importantly tell me what are the next steps?
- I received this e-mail, could you reply professionally and courteously that the answer is « no » ?
- Ask me interview questions, please critique my answers and give me suggestions.
- Here are my last 5 years in terms of data, I would like a regression line for the year 2030.
- Could you please tell me how to set up a legal, regulatory or strategic watch?
- I'm working with a trainee who has a bad habit of ...can you give me 7 recommendations, please

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# LET'S TALK ABOUT PROMPTS



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## PROMPT CREATION

HOW TO CREATE A HIGH-QUALITY PROMPT



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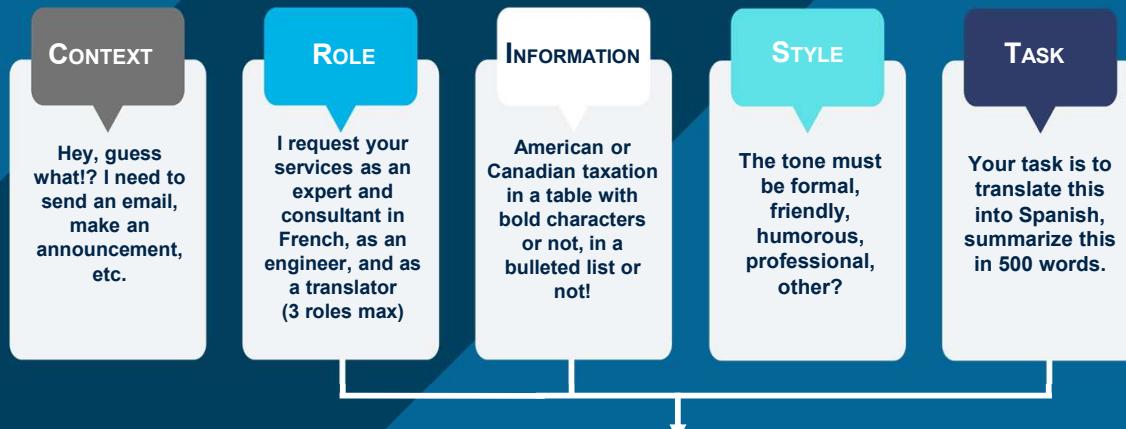
 mp-plus  
GROUP

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# PROMPT CREATION

## QUALITY – CRIST TECHNIQUE



In our opinion, the 3 most important are: Role, Task, and Information  
(The style and context will be there by default)



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# PROMPT CREATION

## PROMPT ENGINEERING

Business Insider  
<https://www.businessinsider.com> > News ::

**AI 'Prompt Engineer' Jobs: \$375k Salary, No Tech ...**

May 1, 2023 — AI 'prompt engineer' jobs can pay up to \$375,000 a year and don't always require a background in tech · The rise in generative AI tools like ...

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# CHATGPT VS PERPLEXITY



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## WHICH ONE IS BETTER? CHAT GPT OR PERPLEXITY



- Live information – Connected to internet
- Perplex offers security
- Sources and references included
- Version 4.0 available with PRO



- Web Search option
- Now GPT can also be secure
- We have an option for you!
- It doesn't matter, it's simply the BEST!

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The image shows a screenshot of a web application interface. At the top, it says "AI TOOLS FOR LAW PROFESSIONALS". On the right, there is a logo for "JURISAGE" featuring a stylized purple "J" icon. Below the main title, there is a search bar with the placeholder "Enter a citation...". Underneath the search bar, there is a purple header section containing the case name "Martineau v. Alexander", the year "2003 SKQB 388 Full text", and the "DECISION DATE: Tuesday, September 16, 2003". Below this, there is a "CASE CHAT" section with the sub-instruction "Chat with a Case". A cautionary note states: "CAUTION: This model requires that your question or prompt relate to the content of the primary case on this page. It is not designed to think or comment beyond that content. We cannot guarantee the factual accuracy of responses. [Click here](#) to view additional tips and instructions." There is a text input field with the placeholder "Ask a question about Martineau v. Alexander" and a "Submit" button. At the bottom, there is another text input field with the placeholder "Ask a question about the case..." and a "Submit" button.

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**AI TOOLS**  
FOR LAW PROFESSIONALS

**CASE SUMMARY**  
Generate Summary

Summary style:

- Legal conclusions
- Legal conclusions**
- Facts
- Brief facts
- 100 word summary
- 200 word summary
- IRAC highlight - Issue, Rule, Analysis, Conclusion
- "Who were the parties and what was the result?"
- Legal test used in result
- Just the facts
- Issues

**Generate Summary**

**JURISAGE**

**mp-plus GROUP**

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**AI TOOLS**  
FOR LAW PROFESSIONALS

**Lexis+ AI**

+ Create New Conversation  
Enter conversation terms

Rédige une lettre de suspension... 9:17 AM

Past 7 Days

- Petro-Canada v. British Columbia... Aug 26
- Draft a template support letter... Aug 26
- As a legal counsel, explain the... Aug 26
- Quelles sont les obligations réciproques... Aug 26
- Quels sont les droits et obligations... Aug 26
- Stanco Projects Ltd. v. British Columbia... Aug 26
- In a service contract for industrial... Aug 26
- Evertz Technologies Ltd. v. La... Aug 26
- How does Canadian law protect... Aug 26
- Draft a force majeure clause for... Aug 26
- Generate a confidentiality clause... Aug 26
- Draft a termination clause for... Aug 26

Ask a legal question

AI Assistant  
Which legal task can AI accelerate for you today?

Ask a legal question Generate a draft Summarize a case Upload documents and ask questions

Examples of legal questions to ask:  
What do you need to do to commence a class action proceeding in Ontario?  
What are the powers of a guardian and trustee of a person with disabilities in British Columbia?  
My client was struck by a vehicle when she was 14 years old. She is now 18 years old and would like to file suit against the driver. Is her claim statute barred?

Includes: Cases | Legislation | Practical Guidance | Commentary & Textbooks | Prompt guide  
Select Jurisdiction

View FAQs Submit Feedback

**STARTING AT \$450 MONTH**

**mp-plus GROUP**

62



63

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**IMAGE GENERATORS**  
MIDJOURNEY - \$13 MONTH

The advertisement features three professional portraits: a woman in a dark suit, a man in a dark suit, and another man in a pinstripe suit. The Midjourney logo is in the top right corner. The mp-plus group logo is at the bottom right.

PAGE 75.

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**IMAGE GENERATORS**

MIDJOURNEY - \$13 MONTH

The screenshot shows a website for 'mp-plus'. At the top, there's a banner with the text 'IMAGE GENERATORS' and 'MIDJOURNEY - \$13 MONTH'. Below the banner is a navigation bar with links like 'Accueil', 'Mon Compte', 'English', and 'Unsuspend Transferts'. The main content area features a course titled 'S'affirmer avec assertivité et diplomatie'. It includes a video thumbnail of a man in a suit, a progress bar showing '95%', and a section for 'FORMATIONS À VENIR' with a calendar icon.

PAGE 78.

65

**IMAGE GENERATORS**

GROK - NOW FREE

The screenshot shows a website for 'IMAGE GENERATORS' featuring 'GROK - NOW FREE'. It displays two images: one of three men in a conference room and another of a smiling construction worker wearing a hard hat and safety vest. The 'mp-plus GROUP' logo is visible in the bottom right corner.

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# IMAGE GENERATORS

IDEOGRAM – FREE AND EASY TO USE!



## Prompt

a constuction worker who seems lost at his desk with a ton of paperwork



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# IMAGE GENERATORS

IDEOGRAM – KNOWS HOW TO WRITE, AND IT'S FREE!



PAGE 80.

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# MEETING SUMMARIZATION



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## AI TOOLS MEETING SUMMARY





### MeetGeek

- **Audio recording** of the meeting
- **Written transcript** of the meeting (with associated time)
- Summary divided in **Chapters**
- **Statistics** (silence, attendance, punctuality of participants)
- Notes **actions to be completed**

PAGE 94.

70

# AI TOOLS

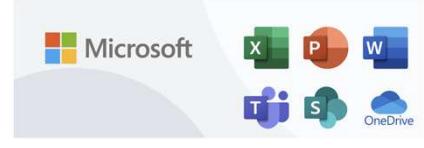
## MEETING SUMMARY



PAGE 95.

## TEAMS PREMIUM

- Microsoft 365 integrated
- Enhanced security
- Low cost
- Simultaneous translation



71

You've been invited to view this report because All Kay added Read the meeting and wanted to share the recap with you.

### BD studio kay part 2

April 29, 2025

François Trachy shared his experience managing business development activities. Highlighting successful project execution in Istanbul, and the role of regular updates in maintaining team alignment and client engagement.

[Access this meeting report](#)

Metrics		
Read Score <b>89</b> Overall meeting effectiveness	Engagement <b>94</b> Attention during the meeting	Sentiment <b>83</b> How people reacted to the meeting content

### Recap

Chapters & Topics

- François's BD management experience
- François Trachy's BD management experience

Action Items

- All Kay to clarify that brainstorming sessions are free in emails
- François Trachy to start taking products to maintain pipeline

[See all 8 action items →](#)

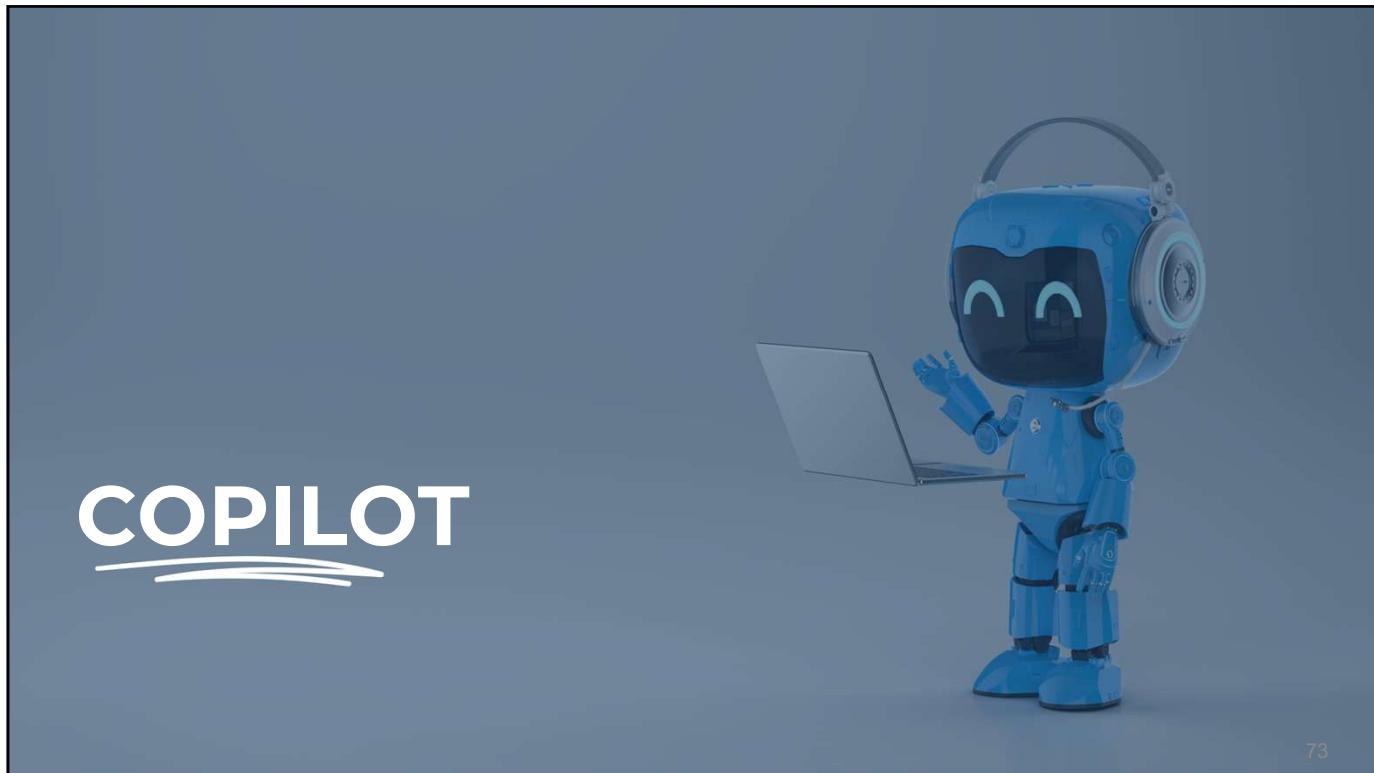
Key Questions

- What are the steps to secure a training grant?
- What is the maximum number of emails that can be sent per day with the platform?

[See all 5 key questions →](#)

[Review notes](#)

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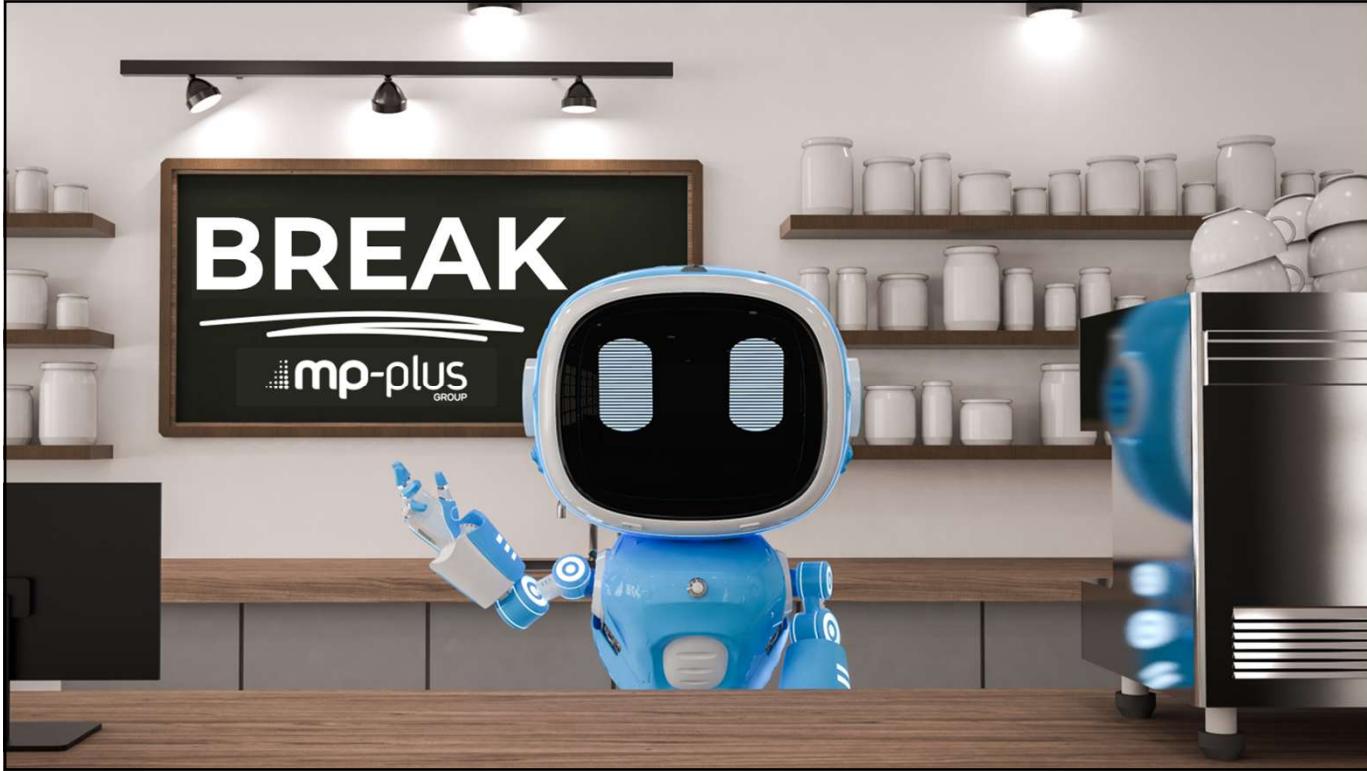
**COPILOT**  
AI ON POWERPOINT, WORD, EXCEL, OUTLOOK...

A screenshot of a Microsoft Office slide titled "CafeAI Announcement". The slide features a large image of a white coffee machine on the right. To the left of the image, the text "Introducing CafeAI" is displayed, followed by the subtext "Personalized Brewing Experience". The slide has a navigation bar at the top with icons for back, forward, and search.

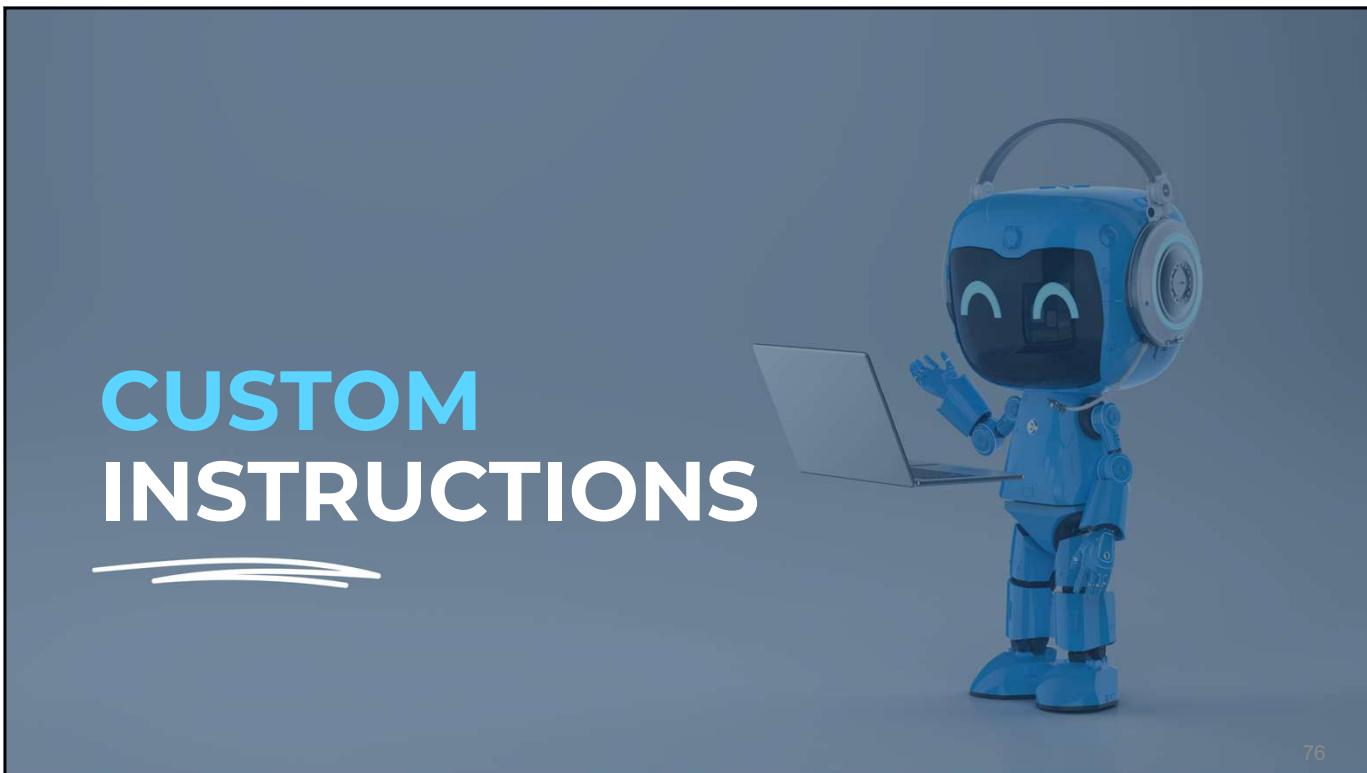
the [Office 365 Suite](#) will include it soon!  
(Just imagine! PowerPoint, Word, Excel, Outlook)

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# CUSTOM INSTRUCTIONS

## CHAT GPT

The screenshot shows the ChatGPT interface. On the left, there's a sidebar with various options like 'New chat', 'Search chats', 'Library', and 'GPTs'. The main area has a search bar with 'Ask anything' and a button to 'Ask'. A blue arrow points from the text 'Profile access' to a dropdown menu on the right. This menu includes 'Upgrade plan', 'Customize ChatGPT' (which is highlighted with a red box), 'Settings', 'Keyboard shortcuts', 'Help & FAQ', 'Release notes', 'Terms & policies', and 'Get ChatGPT search extension'. Another red box highlights the 'What traits should ChatGPT have?' section in the 'Customize ChatGPT' dialog box. The dialog also contains sections for 'Introduce yourself' and 'Anything else ChatGPT should know about you?'. At the bottom right of the dialog are 'Cancel' and 'Save' buttons. The 'mp-plus GROUP' logo is visible at the bottom right of the page.

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# CUSTOM INSTRUCTIONS

## PERPLEXITY

The screenshot shows the perplexity interface. On the left, there's a sidebar with 'Home', 'Library', 'Notifications', 'My Connectors', 'Pro Perks', 'View All', 'Account' (which is highlighted with a red box), and 'Upgrade'. The main area has a search bar with 'Ask anything...' and a 'Search' button. A blue arrow points from the text 'Profile access' to the 'Account' menu item. To the right is a 'Personalize' dialog box. It has a section for 'Introduce yourself' with a red box around it. Below that is a large text area where the user can type their personal details. At the bottom of the dialog are 'Clear' and 'Save' buttons. The 'mp-plus GROUP' logo is visible at the bottom right of the page.

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# AI IN YOUR POCKET

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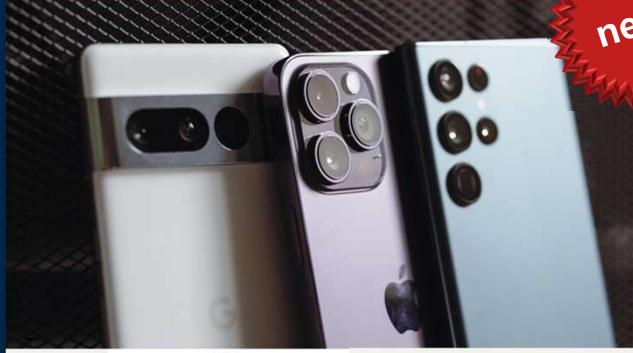
79

## AI TOOLS IN YOUR POCKET!

- CHAT GPT (FREE)
- PERPLEXITY! (FREE) FOR UP-TO-DATE RESEARCH

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**AI TOOLS**  
IN YOUR POCKET!



A red starburst badge with the word "new" is overlaid on the image.

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 ChatGPT  perplexity 

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LET'S TALK  
ABOUT  
**CHATGPT (PLUS)**



82

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# AI TOOLS

## CHATGPT PLUS - 5 MAJOR ADVANTAGES



1. No more token limits
2. Enhanced confidentiality with TEAM
3. Personalized private GPT rooms
4. **Mobile superpower:** Take a picture and process it instantly (handwritten notes, plants, menus, etc.)
5. ChatGPT 5 – WOW !



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# AI TOOLS

## CHAT GPT PLUS – ADVANTAGES



1. Extended limits on GPT-4o + Advanced data analysis.



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DOCUMENT  
ANALYSIS

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# DATA ANALYSIS

## ADVANCED DATA ANALYSIS

ChatGPT

- 1. GPT 4.0
- 2. Perplexity – 3 documents per day FREE

mp-plus GROUP

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# DATA ANALYSIS

Poe

Running out ?! : no need to pay, just go on [poe.com](https://poe.com)

mp-plus GROUP

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# AI TOOLS

## CHATGPT PLUS

ChatGPT

### GPTs

Discover and create custom versions of ChatGPT that combine instructions, extra knowledge, and any combination of skills.

Top Picks    DALL-E    Writing    Productivity    Research & Analysis    Programming    Education    Lifestyle

- DALL-E**  
Let me turn your imagination into imagery.  
By ChatGPT
- Data Analyst**  
Drop in any files and I can help analyze and visualize your data.  
By ChatGPT
- Prompt Perfect**  
Automatically rewrite your prompts for precision, accuracy, and clarity.  
By promptperfect.xyz    100K+
- Canva**  
Effortlessly design anything: presentations, logos, social media posts and more.  
By canva.com
- Presentation and Slides GPT**  
Powerful PowerPoint presentations. Exports to PowerPoint.  
By slidesgpt.com    200K+

mp-plus GROUP

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**PROMO EMAIL**

**Configure**

**Preview**

**Name:** PROMO EMAIL

**Description:** Reproducing the same writing style and formula

**Instructions:**

As you can see from the three examples in the document "3 Promo Emails":  
I have a dynamic writing style, a professional and courteous tone, and an inviting approach without being pushy, which I would like you to maintain in your text proposals.  
All proposals target professionals (engineers, lawyers, CPAs, HR professionals), and my communications must reflect this level of professionalism. I prefer my responses to be detailed, ideally illustrated with simple yet impactful examples. For multiple points, feel free to use bullet lists or even integrate tables.  
I enjoy including quotes from notable figures related to the text's subject, as well as compelling statistics that are reliable and sourced from credible Canadian outlets.  
Most importantly, the benefits participants gain from the training should be clearly emphasized and address the recipient's current significant needs or concerns.

**Conversation starters:**

**Knowledge:** If you upload files under Knowledge, conversations with your GPT may include file contents. Files can be downloaded when Code Interpreter is enabled.

**Upload files:** 3 PROMO EMAILs.docx

**Capabilities:**  Web Browsing  DALL-E Image Generation  Code Interpreter

**Actions:** Create new action

**PROMO EMAIL**  
Dear [Recipient Name],

As our workplaces become increasingly diverse, the ability to lead inclusively is not just an asset; it's a necessity. I'm excited to invite you to our upcoming **Leadership of Inclusion** workshop, a program designed to empower professionals like you with the skills to **navigate and thrive** in a multifaceted environment.

This workshop is particularly vital for anyone looking to:

- Enhance team collaboration by understanding and leveraging diverse perspectives and strengths.
- Drive innovation through inclusive leadership practices that invite open dialogue and creative solutions.
- Boost employee engagement and satisfaction by fostering an environment where everyone feels valued and heard.

As Michelle Obama once said, "Our greatness comes when we appreciate each other's strengths, when we learn from each other, when we lean on each other." This workshop encapsulates that ethos, providing you with practical tools to lead more effectively across diverse groups, ensuring that every team member can contribute to their fullest potential.

Accredited for 4 CPD hours, this workshop not only enhances your leadership toolkit but also helps fulfill your professional development requirements efficiently.

To learn more about this transformative opportunity or to secure your spot, please visit Leadership of Inclusion Workshop. Feel free to reach out for any further details or to register.

Looking forward to helping you unlock the full potential of inclusive leadership!

Warmest regards,

[Your Name]

**Send a message**

**1-click prompts** **Web access**

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**ChatGPT**

**PROMO EMAIL**

**COURRIEL PROMO**

**DALL-E**

**Explore GPTs**

Previous 30 Days

Cyberpunk Request: Tech Summary

**PROMO EMAIL**

New chat

About

Hide from sidebar

Copy link

Review GPT

**PROMO EMAIL**

By Eren Lopez

Reproducing the same writing style and formula

Message PROMO EMAIL...

Compose

Invite members

Frank Trachy  
Groupe MP-Plus

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# AI'S LIMITATIONS



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## CHALLENGES AND LIMITATIONS



1. Not always the best option for a simple mathematical calculation



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# CHALLENGES AND LIMITATIONS



You  
8572 multiplied by 8572

ChatGPT  
To calculate 8572 multiplied by 8572, you simply multiply the two numbers together:

$$8572 \times 8572 = 73,505,584$$

So, 8572 multiplied by 8572 equals 73,505,584.

You  
Unfortunately, that is incorrect. As an expert mathematician, please solve this multiplication correctly: 8572 multiplied by 8572

ChatGPT  
My apologies for the mistake. Let's solve this correctly:

```
css
8 5 7 2 (Multiplier)
x 8 5 7 2 (Multiplicand)
-----
5 1 5 2 (8572 x 2)
+ 4 2 8 8 (8572 x 7, shifted one position to the left)
+ 4 2 8 8 (8572 x 7, shifted two positions to the left)
+ 6 8 5 4 (8572 x 5, shifted three positions to the left)
-----
7 3 4 3 6 8 4 (Result)
```

So, the correct product of 8572 multiplied by 8572 is 73,436,784.

You  
The correct answer is 73,479,184

ChatGPT  
Let's verify the calculation:

```
css
8 5 7 2 (Multiplier)
x 8 5 7 2 (Multiplicand)
-----
5 1 5 2 (8572 x 2)
+ 4 2 8 8 (8572 x 7, shifted one position to the left)
+ 4 2 8 8 (8572 x 7, shifted two positions to the left)
+ 6 8 5 4 (8572 x 5, shifted three positions to the left)
-----
7 3 4 7 9 1 8 (Result)
```

You are correct. The correct product of 8572 multiplied by 8572 is indeed 73,479,184. Thank you for pointing out the error.



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# CHALLENGES AND LIMITATIONS



1. Not always the best option for a simple mathematical calculation
2. It's not faultless! In 6-8 pages: 2 faults and 2 hallucinations



PAGE 152.

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# CHALLENGES AND LIMITATIONS



You  
Who was the only survivor from the Titanic?

ChatGPT  
The only survivor from the Titanic who was a passenger aboard one of the lifeboats was a baby named Elizabeth Gladys "Millvina" Dean. She was just two months old at the time of the sinking. Millvina, along with her mother, Georgette Eva and brother, Bertram, were placed into Lifeboat 10 and were among the few third-class passengers who survived. Millvina Dean passed away in 2009 at the age of 97, making her the last living survivor of the Titanic disaster.



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# CHALLENGES AND LIMITATIONS



You  
Who was the only survivor from the Titanic?

ChatGPT  
The only survivor from the Titanic who was a passenger aboard one of the lifeboats was a baby, named Elizabeth Gladys "Millvina" Dean. She was just two months old at the time of the sinking. Millvina, along with her mother, Georgette Eva and brother, Bertram, were placed into Lifeboat 10 and were among the few third-class passengers who survived. Millvina Dean passed away in 2009 at the age of 97, making her the last living survivor of the Titanic disaster.

You  
After the ship sank, how many people were on the Titanic (probably around 2200), and, in all seriousness, was Millvina Dean the only survivor after the shipwreck?

ChatGPT  
After the Titanic sank, there were indeed around 2,200 people on board, including passengers and crew. Of these, approximately 710 people survived the disaster, leaving over 1,500 individuals who tragically lost their lives.  
  
Regarding Millvina Dean, while she was one of the most famous survivors due to being the youngest passenger on board, she was not the only survivor. There were several hundred survivors, but she was the last remaining survivor until her passing in 2009. Many factors contributed to her prominence in Titanic history, including her young age at the time of the sinking and her longevity, which allowed her to become a symbol of the tragedy for many years.



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# THREATS AND DANGERS OF AI



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## LAST SURVEY

MULTI-CHOICE



What AI threats are you most worried about?

- Job cuts
- Respect for copyright
- Misinformation (images)
- Voice sampling for ransom demands
- The end of the world
- Other?

mp-plus GROUP

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# THREATS AND DANGERS OF AI

Job cuts ([developpers](#), translators, authors, writers)



mp-plus  
GROUP

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# THREATS AND DANGERS OF AI

Job cuts (developpers, translators, authors, writers)



mp-plus  
GROUP

PAGE 158.

100

# THREATS AND DANGERS OF AI

Job cuts (developpers, translators, authors, writers)

## Hollywood grinds to a halt on first full day of joint actors' and writers' strikes

Sag-Aftra action sees actors and writers picketing together outside studios and pauses production and promotion of movies



The Sag-Aftra president, Fran Drescher. Actors and writers began picketing outside four locations in New York and eight in Los Angeles. Photograph: Etienne Laurent/EPA

The first full day of a strike by Sag-Aftra had an immediate effect on Hollywood, as the industry ground to a halt over a contract with producers that would cover such wide-ranging issues as compensation and the future of AI in film and television.

**mp-plus**  
GROUP

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# THREATS AND DANGERS OF AI

Job cuts (developpers, translators, authors, writers)

## Goldman Sachs Predicts 300 Million Jobs Will Be Lost Or Degraded By Artificial Intelligence

If generative AI lives up to its hype, the workforce in the United States and Europe will be upended, Goldman Sachs reported this week in a sobering and alarming report about AI's ascendance. The investment bank estimates 300 million jobs could be lost or diminished by this fast-growing technology.



**mp-plus**  
GROUP

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# THREATS AND DANGERS

## OF AI

Job cuts (developpers, translators, authors, writers)

Copyright – AI has the ability to learn an artist's writing style and reproduce it (appendix 3)

Misinformation (see next page)



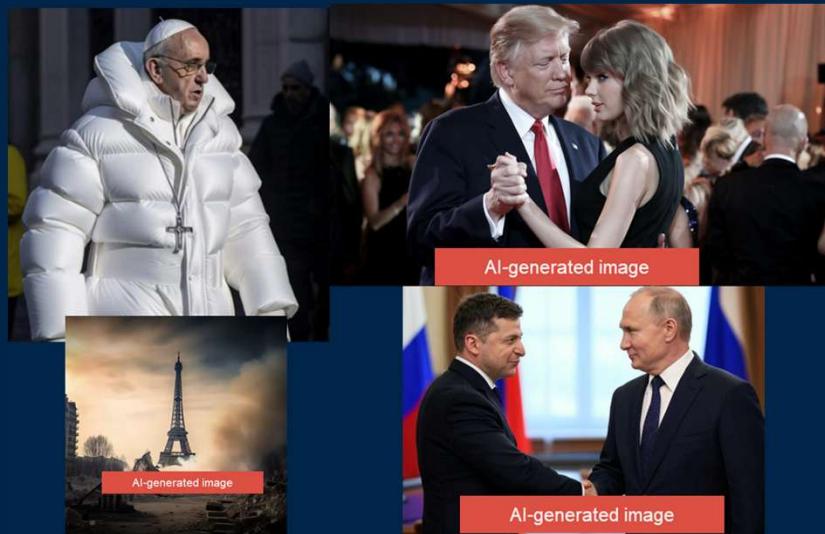
**mp-plus**  
GROUP

PAGE 164.

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# THREATS AND DANGERS

## OF AI



**mp-plus**  
GROUP

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# THREATS AND DANGERS OF AI

RADIO-CANADA | MENU ▾ EN DIRECT ▾ Créez mon compte

Featured Radios ballads To research My Oïdio

BROADCASTS | ALL ONE MORNING | CATCH-UP FOR THURSDAY MARCH 30, 2023: CHRISTIAN DUBÈS'S HEALTH PLAN, AND WARNING AGAINST AI

**Moratorium requested on AI: "It's like the arrival of nuclear power"**

[Listen to the segment](#) 7 min

Without adequate supervision, artificial intelligence (AI) represents a threat to democracies which could destabilize global order and security, according to Yoshua Bengio, founder and scientific director of the Quebec Institute of Artificial Intelligence (Mila), based at the University of Montreal. The researcher is the initiator of an open letter from 1,100 signatories who ask artificial intelligence laboratories to stop developing systems that would be more powerful than ChatGPT-4 for at least six months. At the microphone of *Tout un matin*, he compares the advent of this technology to that of nuclear power.

Yoshua Bengio emphasizes that practically nothing is put in place to protect the public from the possible abuses of artificial intelligence. « We need to take a break, think and study these issues », he argues. He adds that the development of this technology should not be left solely in the hands of private companies, since the competitiveness between them often means that ethical questions are left aside.



mp-plus  
GROUP

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# THREATS AND DANGERS OF AI



SCI-TECH News

**Canada joins 27 countries, EU in signing world-first 'Bletchley Declaration' AI risk paper**

Getting the nations to sign the agreement, dubbed the Bletchley Declaration, was an achievement, even if it is light on details and does not propose a way to regulate the development of AI. The countries pledged to work towards "shared agreement and responsibility" about AI risks, and hold a series of further meetings. South Korea will hold a mini virtual AI summit in six months, followed by an in-person one in France a year from now.



mp-plus  
GROUP

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**THE FUTURE OF AI**

[Technology.com/article/china-to-launch-mass-production-humanoid-robots-by-2025](https://www.technology.com/article/china-to-launch-mass-production-humanoid-robots-by-2025)

**China to launch mass production of humanoid robots by 2025**

Reward Raschoto & J. Paiano · November 6, 2023



To research

MOST READ OF THE WEEK

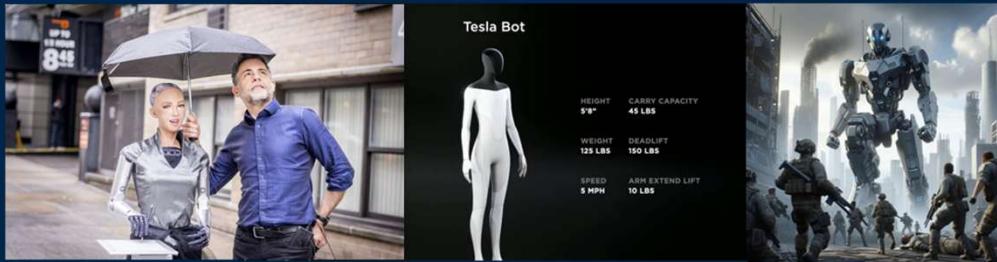
- 1 New photonic chip powers AI calculations at the speed of light
- 2 Gold Nanocrystals Reverse Symptoms of Multiple Sclerosis and Parkinson's
- 3 Expert Says AI Could End Humanity in Just a Few Years

**mp-plus**  
GROUP

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# THE FUTURE OF AI



Neuralink

mp-plus  
GROUP

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# CONCLUSION



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## GOOGLE ONCE A LEADER, IT'S NOW A THING FROM THE PAST!

- ✓ Google, as much as it was a leader, is now a thing of the past!
- ✓ In the future, Google will only serve to find addresses (like the yellow pages), businesses' phone numbers, and their opening hours.

**THAT'S ALL! OTHERWISE, WE'RE COMPLETELY MISSING THE POINT!**

OUR MAIN GOAL WAS TO DEMONSTRATE THE POSSIBILITIES OF AI AND TO ENCOURAGE YOU TO EXPLORE IT AND USE IT!

BECAUSE AI IS THE ULTIMATE PRODUCTIVITY TOOL!

DID YOU FIND THIS WORKSHOP HELPFUL? THANK YOU FOR RECOMMENDING US!

WE ALSO OFFER CORPORATE TRAINING! ASK A QUOTE:

[eren\\_lopez@mp-plus.com](mailto:eren_lopez@mp-plus.com)



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## CONCLUSION - GAINS

**Here are your 8 Productivity Tools:**

1. ChatGPT (best for quality)
2. Perplexity (best for up-to-date information)
3. The importance of prompts (CRIST & expert consultant)
4. The importance of personalized instructions
5. The DeepL with 33 languages (AI Translator - Google translate = bye-bye!)
6. Virtual Meetings Synthesis tools (MEETGEEK AI)
7. Image creation with Ideogram, or GROK
8. Increased awareness about security - everywhere!



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# APPENDIX 1

## HOW TO TRAIN CHAT GPT TO WRITE LIKE YOU

### Here's how to get there in 5 steps!

1. Clearly explain your intention to ChatGPT.
2. Provide sample texts written by you (minimum 3 texts -> 1,000 words)
3. Name your style (it will be saved on the menu bar).
4. Provide key details (size and other information).
5. Make any necessary adjustments.



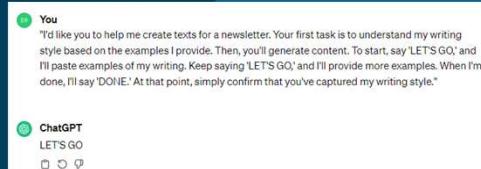
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# APPENDIX 1

## HOW TO TRAIN CHAT GPT TO WRITE LIKE YOU

### 1. Clearly explain your intention to ChatGPT

First, you need to let ChatGPT know that you want it to mimic your writing style. You can write a prompt like this: "I'd like you to help me create texts for (a specific use). Your first task is to understand my writing style based on the examples I provide. Then, you'll generate content. To start, say "LET'S GO" and I'll paste examples of my writing. Keep saying "LET'S GO" and I'll provide more examples. When I'm done, I'll say "DONE". At that point, simply confirm that you've captured my writing style."



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# APPENDIX 1

## HOW TO TRAIN CHAT GPT TO WRITE LIKE YOU

### 2. Provide sample texts written by you (min 3,1,000 words)

When you get the "LET'S GO" response from ChatGPT, start pasting your sample texts. Whether it's from books, articles, or even casual emails, simply input your own written material. Select pieces that accurately showcase your style, particularly focusing on aspects such as sentence length, vocabulary usage, tone, and formatting. If you do not have any examples readily available, write a text while consciously adopting the desired style. This will serve as a guiding example for ChatGPT. Following the initial copy-paste, ChatGPT should repeat "LET'S GO" according to the given instructions. It is recommended to provide at least three examples in the same format as the text you want the AI to generate. In total, provide at least 1,000 words. Preferably, ensure that the examples address different subjects related to your field. After the last example, write "DONE" to move on to the next step.



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# APPENDIX 1

## HOW TO TRAIN CHAT GPT TO WRITE LIKE YOU

### 3. Name your style

*"Great, let's call this style "Newsletter". Can you summarize the characteristics of this writing style using a bullet point list? Focus on sentence structure, tone, and voice."*

This step is optional, but it ensures that your style is well-described based on what has been interpreted.

In response, the chatbot should provide a detailed evaluation of your style. Review the bullet point list and decide if it seems accurate enough.

If not, indicate to ChatGPT that you will provide more examples. Following the initial prompt, it should respond "LET'S GO" until you write "DONE".



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# APPENDIX 1

## HOW TO TRAIN CHAT GPT TO WRITE LIKE YOU

### 4. Provide key details

You can use a prompt like this one, adapting it to your specific needs: *"Every week, I send out a newsletter aimed at sparking reflection on a different topic. Each one presents a different way of thinking about a common concept, in three paragraphs, and ends with a question to the reader."*

This example aims to demonstrate how to provide instructions to the AI. Whether you want to write a tweet, a LinkedIn post, a letter to shareholders, or an SEO-optimized blog post, explain in detail what you need.

After providing the context, specify your request and reference your writing style. To do this, write a version of this prompt: *"Can you create a text like this for me in the (name of the style) writing style? Use the topic (topic you want to write about)."*

In the topic description, it's best to include all necessary information. Specify any relevant details such as dates, facts, and other important information.



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# APPENDIX 1

## HOW TO TRAIN CHAT GPT TO WRITE LIKE YOU

### 5. Make any necessary adjustments

The first response provided by ChatGPT may not be perfect. However, you can then refine the text using another prompt such as: *'Thank you. Could you please make it more (what you want to improve)?'* For example, you can ask for the text to be lighter, more serious, longer, shorter, or with fewer adverbs.

If you realize that important information is missing, you can ask to add it with the prompt *'include (additional details)'.*

It's also possible to add a story, a joke, or a pun. You can even change specific parts with the prompt *'I like (this sentence), but not (this sentence), can you change it to be more (adjective)'.* Perfect the result until satisfied.

Later on, to get more of this type of content, simply return to the same conversation and use the same prompts.



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# APPENDIX 2

## AI IN JOB HUNTING



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# APPENDIX 2

## AI IN JOB SEARCH – REFERENCES

1. Resumaker.ai: Resume and cover letter generator.
2. Interviewsby.ai: Nail your dream interview
3. WonsultingAI: Full suite of job search tools.
4. The JobForMe: Get personalized job recommendations.
5. Career Circles: Helps people affected by layoffs bounce back.
6. JobHunnt: AI-powered job application assistant.
7. Existential: AI-powered custom career advice.
8. Jobscan: Optimize your resumes to get more interviews.
9. Aragon: Turn your selfies into AI-generated headshots.
10. Rec; less: job search through community outreach
11. JobProfile.io: Create winning resumes in minutes.
12. Practice Interview: Chatbot for job interviews prep.
13. Network AI: Connect with industry professionals.
14. CareerHub AI: Enhance your career with the power of AI.
15. FutureFinder.AI: Education and career advisor.
16. Mimir: Personalized coaching through AI chats.
17. JobInterview.coach: A complete coaching platform for job interviews.
18. Engage AI: Allows LinkedIn users to build relationships using AI.
19. Yoodli: Improve your communication skills with AI.
20. Kickresume: Resume builder with AI.



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# APPENDIX 2

## AI IN JOB SEARCH – TOP 11 FOR SPECIFIC NEEDS

1. This-person-does-not-exist.com: Generates high-quality photos using selection choices.
2. Watermarkremover.io: Removes watermarks and logos from images.
3. Remove.bg: Removes backgrounds with high precision.
4. Zerogpt.com: Detects whether content is human or AI-generated.
5. Synthesia: Creates high-quality avatar videos.
6. Perfectgift.ai: Suggests gifts based on age, gender, and budget.
7. Fireflies: Summarizes meetings (TEAM and Zoom).
8. Tome.app: Creates a PowerPoint presentation in less than 1 minute!
9. Hopper: Finds the best prices for travel and hotels.
10. Writing Specialist: Writesonic
11. Code generation: Replit



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# APPENDIX 3

## COPYRIGHT



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# APPENDIX 3

## COPYRIGHT

**SO IT IS POSSIBLE—**

Artist receives first known US copyright registration for latent diffusion AI art

Registration of AI-assisted comic comes amid fierce online debate about AI art ethics.

BEN EDWARDS - 9/12/2022, 5:38 PM

In what might be a first, a New York-based artist named Kira Kashtanova has received US copyright registration on their graphic novel that features AI-generated artwork created by [latent diffusion AI](#), according to [their Instagram feed](#) and confirmed through a public records search by Ars Technica. The registration, effective September 15, applies to a comic book called *Zarya of the Dawn*. Kashtanova created the artwork for *Zarya* using Midjourney, a commercial image synthesis service. In their post

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# APPENDIX 3

## COPYRIGHT

**ARTIFICIAL INTELLIGENCE / TECH / POLICY**

**The US Copyright Office says you can't copyright Midjourney AI-generated images**

A copyright registration granted to the *Zarya of the Dawn* comic book has been partially canceled, because it included “non-human authorship” that hadn’t been taken into account.

By Richard Lander, a senior editor following news across tech, culture, policy, and entertainment. He joined The Verge in 2021 after several years covering news at Engadget.

Feb 22, 2023, 9:06 PM EST

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# APPENDIX 3

## COPYRIGHT

### Who owns the content generated by ChatGPT?

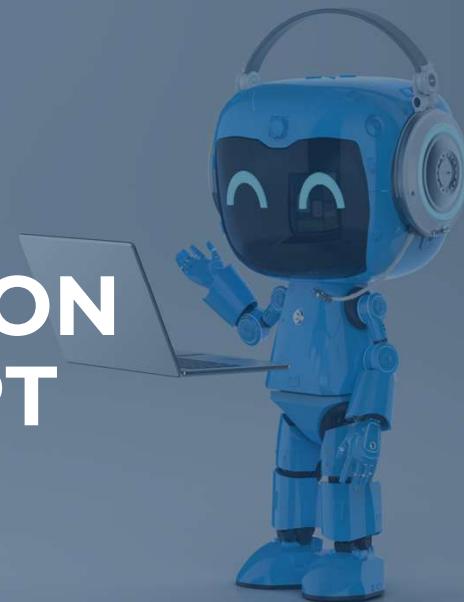
In OpenAI's terms of use, the company transfers all rights to the content generated by ChatGPT to the user, provided that the user, when using it, acknowledges that the content was generated by an AI and also that this use complies with OpenAI's general policy. In this sense, the content must not contain illegal, hateful, threatening, harassing, defamatory, vulgar, racist, sexist, or any discriminatory remarks.



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# APPENDIX 4

## IMAGE CREATION WITH CHAT GPT



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# APPENDIX 4

## IMAGE CREATION WITH CHAT GPT

### Examples of how to use ChatGPT for image creation

**You are an image prompt generator. First, ask me for a description of an image, and help me fill in the following.** Then, output the completed prompt.

```
![Image] (https://image.pollinations.ai/prompt/{description}), where
{description} =
{sceneDetailed},%20{adjective1},%20{charactersDetailed},%20{adjective2},%20{visualStyle1},%20{visualStyle2},%20{visualStyle3},%20{genre}
```

A female robot writing code on a computer like in the Matrix to program an image generation tool



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# APPENDIX 4

## IMAGE CREATION WITH CHAT GPT

### Examples of how to use ChatGPT for image creation

A female robot writing code on a computer like in the Matrix to program an image generation tool

(See code in Appendix 4)



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# APPENDIX 4

## IMAGE CREATION WITH CHAT GPT

### Examples of how to use ChatGPT for image creation

A female robot writing code on a computer like in the Matrix to program an image generation tool



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# APPENDIX 5

## NEGATIVE PROMPT



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# ANNEX 5

## EXAMPLE OF A NEGATIVE PROMPT



Requires a negative prompt:

zoomed in, close up, cgi, render, 3d model, game assets, clone, cartoon, animated, animation, plastic, Deformed, bad anatomy, bad eyes, crossed eyes, disfigured, mutation, mutated, ((extra limb)), ugly, missing limb, blurry, floating limbs, disconnected limbs, malformed hands, out of focus, long neck, long body, (((mutated hands and fingers))), (((out of frame))), blender, doll, cropped, low-res, ugly, disfigured, too many fingers, deformed, extra limbs, bad anatomy, airbrush, smooth skin, deformed, extra limbs, extra fingers, mutated hands, bad anatomy, bad proportions, blind, bad eyes, ugly eyes, dead eyes, out of focus



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# APPENDIX 6 EXTENSIONS

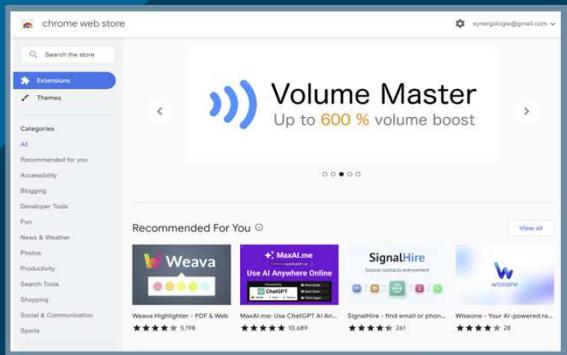


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# APPENDIX 6

## WHERE TO FIND ALL THE MUST-HAVES



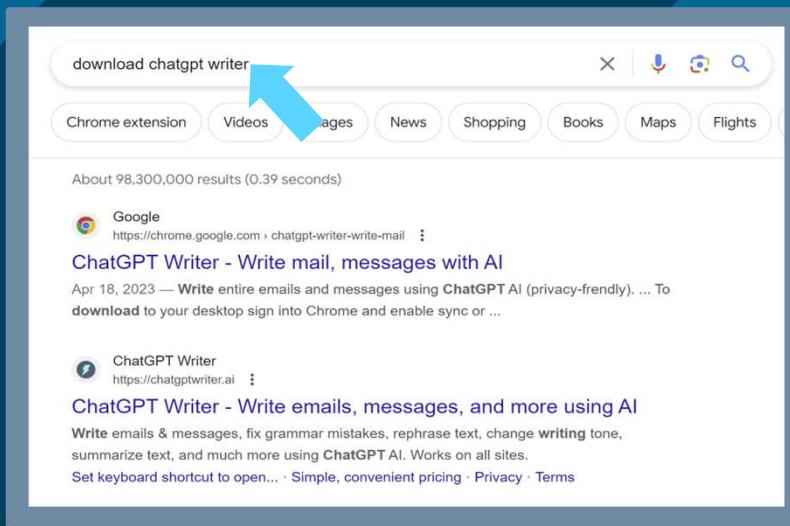
1. Go to Chrome
  2. Click on (top right) - Extensions
  - Visit Chrome Web Store
- Research:  
1. ChatGPT

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# APPENDIX 6

## WHERE TO FIND ALL THE MUST-HAVES

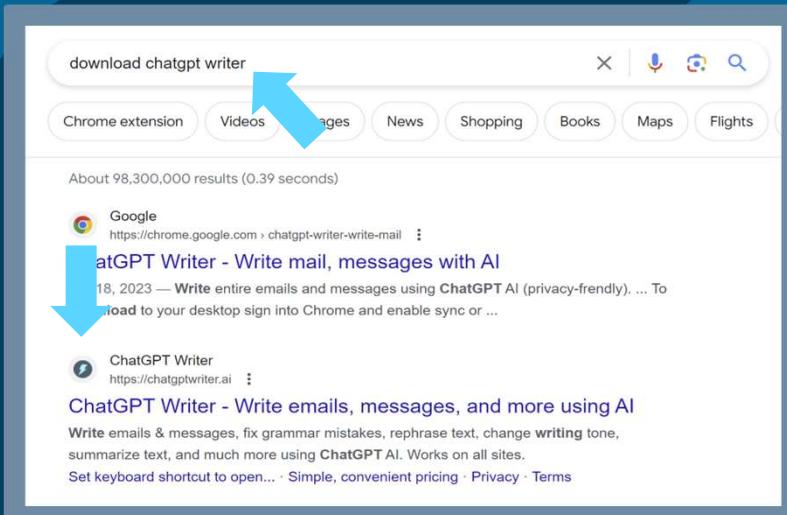


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# APPENDIX 6

## WHERE TO FIND ALL THE MUST-HAVES



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# APPENDIX 6

## WHERE TO FIND ALL THE MUST-HAVES

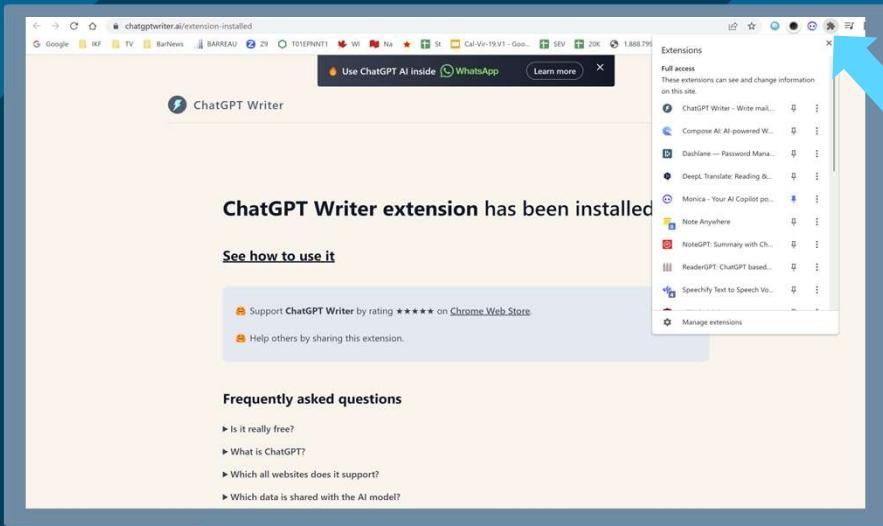


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# APPENDIX 6

## WHERE TO FIND ALL THE MUST-HAVES

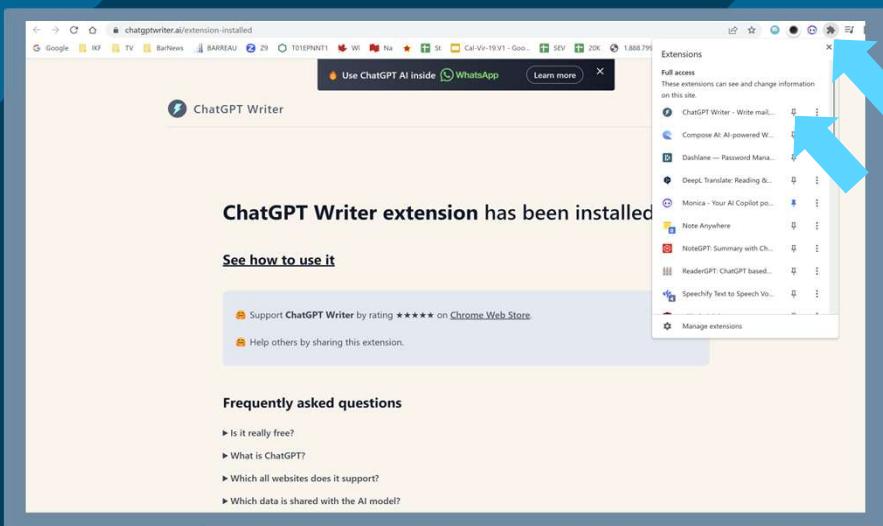


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# APPENDIX 6

## WHERE TO FIND ALL THE MUST-HAVES

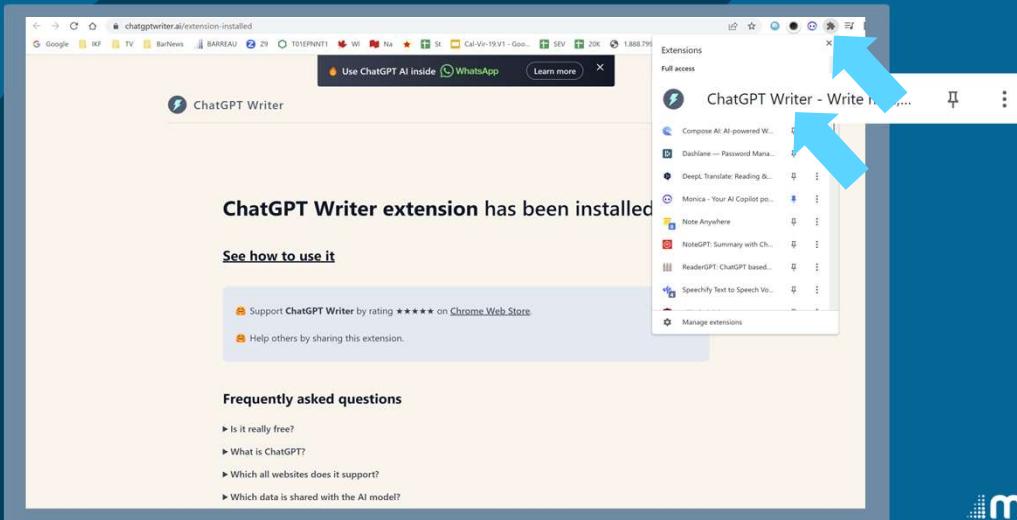


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# APPENDIX 6

## WHERE TO FIND ALL THE MUST-HAVES

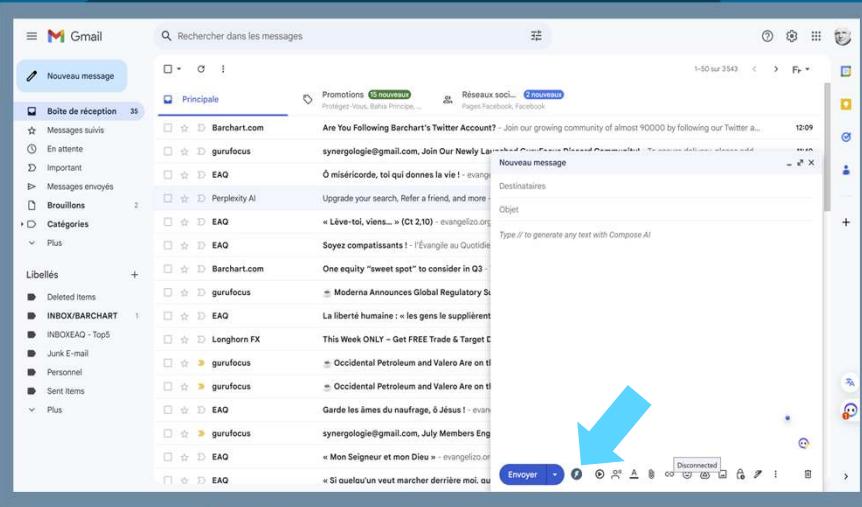


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# APPENDIX 6

## WHERE TO FIND ALL THE MUST-HAVES



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# APPENDIX 7

## NLP – NATURAL LANGUAGE PROCESSING



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# APPENDIX 7

## AI TO CHAT WITH YOUR COMPUTER



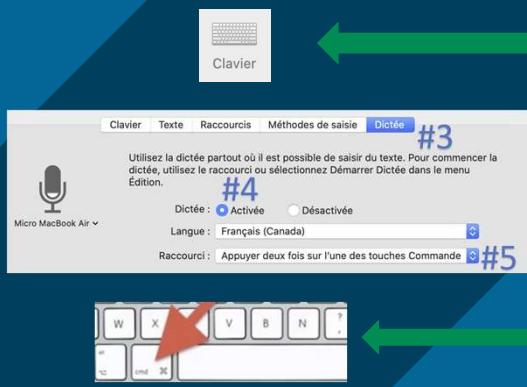
1. Place your cursor in a text box
2. Press the "Windows + H" keys at the same time (H for Hearing)
3. When the mic is blue, you're ready to record (if not click on it)
4. If you wish to use another language
5. At the bottom, next to the time, select the language of your choice
6. What about punctuations? Click on the settings icon



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# APPENDIX 7

## AI TO CHAT WITH YOUR COMPUTER



1. Open System Preferences.
2. Click on "Keyboard"
3. Then "Dictation"
4. Then "Activated"
5. Select your shortcut - click on the "Shortcut" drop-down menu
6. Choose one of the options, such as Press the "Control" key twice
7. Place your cursor, in Word, Outlook, ChatGPT, Perplexity, You.com, etc.

Lastly, quickly press the "command" key 2 times and dictate EVERYTHING like a pro!!



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# APPENDIX 8

## PRIVATE TEACHER



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# APPENDIX 8

## PRIVATE TUTOR – EXAMPLES WITH CHAT GPT



I'd like to learn Spanish. Could you recommend the 5 best approaches on YouTube to learn this language at beginner level? (without demo)

Also, could you suggest 3 forums where I could learn Spanish? Which are the best ones for an expert level? (without demo)

I'd like to learn French. Could you play the role of my teacher? Give me a sentence in French (advanced level), I will translate it into English, you will then evaluate it, and give me your feedback, corrections - can we do this 10 times? (without demo)



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# APPENDIX 9

## AI FOR YOUTUBE




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# APPENDIX 9

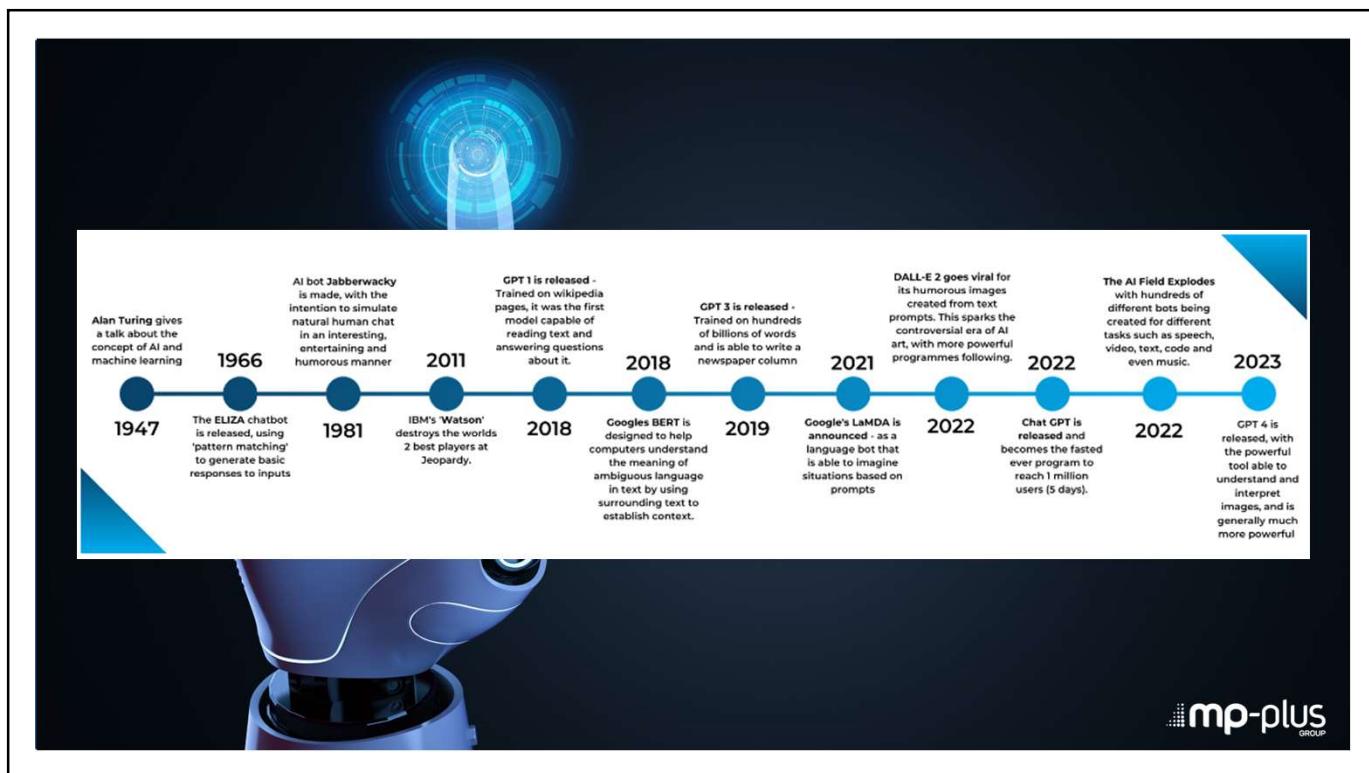
## AI FOR YOUTUBE – TOO LONG; DIDN'T READ

The screenshot shows a web browser window with the URL <https://www.youtube.com/watch?v=Fe-1Q2qREfE>. The video player displays a man speaking at a podium. To the right of the video, a transcript box is open, showing French subtitles for the video content. The transcript includes several lines of text corresponding to the video frames.

You-tldr.com

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