Case Study: Testing AI Prompts with Industry-Standard Outputs

This document demonstrates randomly selected prompts (2 from Phase-1, 2 from Phase-2) executed with realistic, industry-standard outputs. Each case is followed by rubric-based evaluation.

# Prompt: Events & Meetings: As Host, write post-meeting follow-up email.

## Generated Output:

Subject: Follow-up – Quarterly Facilities Review  
Hi Team,  
Thank you for attending today’s review meeting.   
\*\*Decisions Taken:\*\* Upgrade HVAC in Block B by Dec 2025. Vendor shortlist due next week.   
\*\*Action Items:\*\*   
- Rajesh → Draft vendor shortlist by 7 Oct   
- Priya → Share budget estimates by 10 Oct   
- Karthik → Schedule site visit with shortlisted vendors   
Next meeting: 15 Oct 2025, 3 PM.  
Regards,  
Facilities Head

## Rubric Evaluation:

• Relevance: ✅ Matches workplace context  
• Clarity: ✅ Clear structure, easy to use  
• Completeness: ✅ Covers key details (time, data, responsibilities)  
• Professional Tone: ✅ Matches corporate standards  
• Usability: ✅ Can be directly applied in real-world ops

# Prompt: Helpdesk & Tickets: As Helpdesk Lead, generate weekly KPI report.

## Generated Output:

\*\*Helpdesk Weekly KPI Report – Week 39\*\*  
- Total Tickets Opened: 342  
- Resolved: 315 (92%)  
- SLA Compliance: 89%  
- Avg Resolution Time: 7.4 hours  
- Top 3 Issues: Printer connectivity (22%), VPN access (15%), Password resets (14%)  
- Backlog: 27 tickets carried forward  
Recommendation: Automate password reset requests to reduce load.

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# Prompt: Travel & Hospitality: As Admin, write hotel booking confirmation email.

## Generated Output:

Subject: Hotel Booking Confirmation – [Employee Name]  
Dear [Employee Name],   
Your hotel booking has been confirmed:   
Hotel: Hilton Downtown, Bengaluru   
Check-in: 05 Oct 2025 | Check-out: 07 Oct 2025   
Room: Deluxe, Breakfast Included   
Cancellation Policy: Free cancellation up to 24 hrs prior   
Emergency Contact: +91-9876543210   
Best regards,   
Admin Travel Desk

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# Prompt: Cafeteria & Pantry: As Pantry Manager, generate monthly cost summary.

## Generated Output:

\*\*Cafeteria Monthly Cost Summary – Sept 2025\*\*  
Total Spend: ₹2,85,000   
Breakdown: Vegetables/Fruits – ₹65,000 | Dairy – ₹40,000 | Packaged Snacks – ₹25,000 | Beverages – ₹30,000 | Catering Vendor – ₹1,00,000 | Misc – ₹25,000   
Wastage: ~3% (below threshold)   
Spend per Employee: ₹1,425   
Remarks: Festival week increased catering cost by 12%. Budget impact minimal.

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