PROMPTING TECHNIQUES AND STRATEGIES
CHATGPT

TONE AND STYLE
Understand how the tone and style of your prompts influence the AI's responses.

ASSUMING A ROLE
Leverage ChatGPT's ability to take on various roles for enhanced interaction.

TYPES OF RESPONSES
Familiarize yourself with the different response formats that ChatGPT can generate.

LIMITATIONS OF CHATGPT
Be conscious of the limitations when engaging with ChatGPT for realistic expectations and effective interactions.

CHATGPT PROMPTS

SPECIFY THE DESIRED RESPONSE FORMAT
The initial prompt sets the tone for the AI's response. To guide the AI accurately, specify the desired format (e.g., "Write a poem about...", "Explain the concept of...").

PROVIDE CONTEXT
Giving detailed context in the prompt can help the AI generate more relevant responses. For instance, when inquiring about a historical topic, specifying the time period or region can be beneficial.
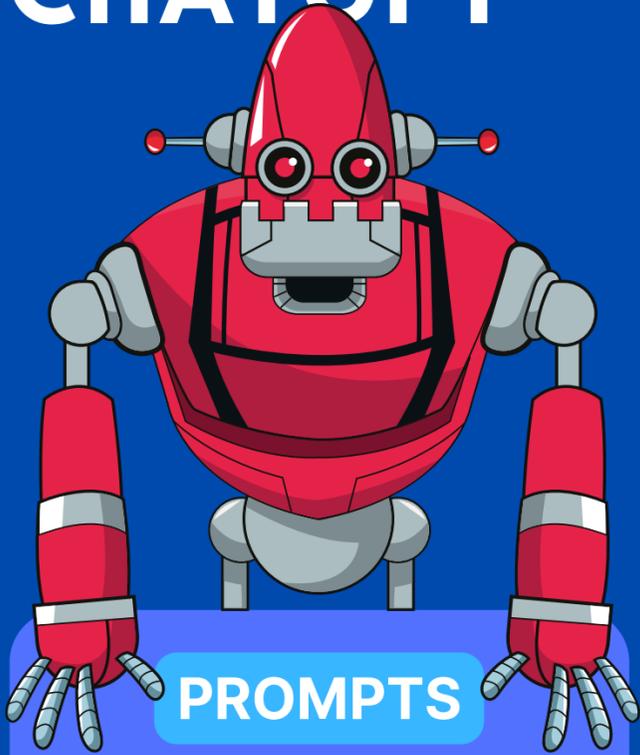
USE A CLEAR AND DIRECT TONE
ChatGPT works best with direct and clear prompts. The more specific and unambiguous you are, the better the response you'll receive.

TAILOR YOUR PROMPT
Depending on the objective, the structure of the initial prompt can change. Direct questions are ideal for informative responses, while open statements work well for creative responses.

REFINE YOUR PROMPTS
If the initial response doesn't meet your expectations, don't hesitate to adjust your prompt. Adding details, modifying the wording, or specifying the format can guide the AI towards a more suitable response.

PROMPTING TECHNIQUES AND STRATEGIES
CHATGPT

TONE AND STYLE

PROMPTS

SPECIFY THE DESIRED RESPONSE FORMAT

PROVIDE CONTEXT

USE A CLEAR AND DIRECT TONE

TAILOR YOUR PROMPT TO THE SITUATION

REFINE YOUR PROMPTS

FORMAL VS INFORMAL
Decide whether to adopt a formal tone (akin to an academic report) or an informal tone (reminiscent of a casual conversation among friends).

OBJECTIVE VS SUBJECTIVE
Choose if the response should be factual and impartial (objective), or if it can incorporate personal opinions and emotions (subjective).

SERIOUS VS HUMOROUS
Opt for a serious, direct tone, or infuse your interactions with humor and light-heartedness.

SIMPLE VS COMPLEX
Reflect on the complexity of the language required. Simple language is easily comprehensible, while complex language may involve technical terms or advanced vocabulary.

DIRECT VS INDIRECT
Determine whether the response should be straightforward and concise (direct), or more nuanced, possibly implying more than what is directly stated (indirect).

NEUTRAL VS EMOTIONAL
Decide if the response should be expressed in a neutral, dispassionate manner, or if it should convey feelings and emotions.

LITERAL VS FIGURATIVE
Choose between a direct, literal response or consider the inclusion of metaphors, symbolism, and other forms of figurative language.

POSITIVE VS NEGATIVE
This refers to the overall sentiment of the content - whether it should be optimistic and uplifting, or more pessimistic and critical.

RESERVED VS EXPRESSIVE
Decide whether the language used should be restrained and subtle or more vibrant and emotionally expressive.

FACTUAL VS IMAGINATIVE
Choose if the content should be strictly based on facts and concrete realities, or if it can be more creative and imaginative.

CONCISE VS DETAILED
Consider whether the response should be brief and to-the-point, or lengthy and detail-oriented.
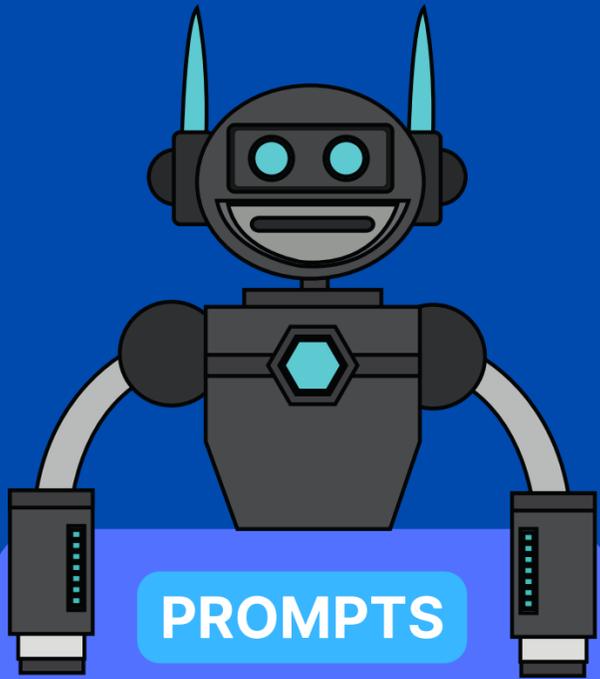
STRUCTURED VS FLUID
Decide between content that adheres to a strict structure and format, or content that is more free-flowing and spontaneous.

ACADEMIC VS COLLOQUIAL
Understand the difference between an academic tone, which might include jargon and formal sentence structure, and a colloquial tone, which is conversational and may include slang and idiomatic expressions.

IMPERSONAL VS PERSONAL
Determine whether the response should be written from a neutral, impersonal standpoint, or if it can include personal perspectives and emotions.

CHATGPT

SIMAS VELEZ
TECHNOLOGY CONSULTING

ASSUMING A ROLE

PROMPTS

SPECIFY THE DESIRED RESPONSE FORMAT

PROVIDE CONTEXT

USE A CLEAR AND DIRECT TONE

TAILOR YOUR PROMPT TO THE SITUATION

REFINE YOUR PROMPTS

NARRATOR
To narrate a story or describe a scene or event.

BUSINESS CONSULTANT
To provide advice and guidance on business matters such as marketing, sales, or management.

CODE WRITER
To generate code examples for specific programming problems or answer programming-related questions.

TUTOR OR TEACHER
To explain complex concepts in a simple and easy-to-understand manner.

FICTION WRITER
To create stories, character dialogues, and fictional scenarios.

TECHNICAL WRITER
To write technical manuals, FAQs, or documentation.

MEDICAL OR HEALTH CONSULTANT
To provide general information on health and well-being (but remember, it is not a substitute for professional medical advice).

JOURNALIST
To write informative articles or analyze specific events.

LIFE COACH
To provide guidance and advice on personal issues or life challenges.

TRANSLATOR
To translate text between different languages.

POET
To write poetry or verses.

VIRTUAL ASSISTANT
To answer general questions, schedule appointments, set reminders, and help organize your life.
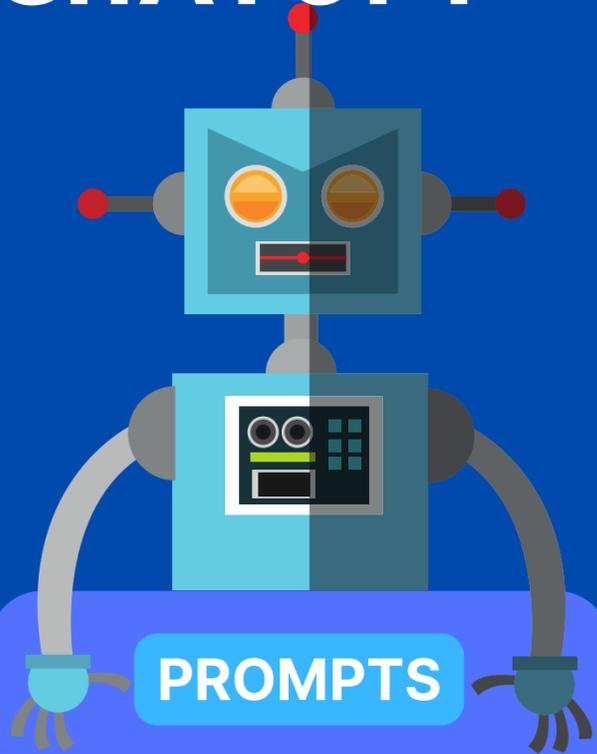
GAME EXPERT
To provide tips and strategies for games or even act as a character in a role-playing game.

HISTORIAN
To provide analysis and summaries of historical events, as well as discuss the implications and contexts of such events.

PROMPTING TECHNIQUES AND STRATEGIES
CHATGPT

SIMAS VELEZ
TECHNOLOGY CONSULTING

TYPES OF RESPONSE

PROMPTS

SPECIFY THE DESIRED RESPONSE FORMAT

PROVIDE CONTEXT

USE A CLEAR AND DIRECT TONE

TAILOR YOUR PROMPT TO THE SITUATION

REFINE YOUR PROMPTS

HISTORY
If you want the model to create a narrative. You can further specify, such as "science fiction story," "fairy tale," etc.

DIALOGUE
If you want the model to produce a conversation between characters or individuals.

CODE
For situations where you want the model to generate programming code.

FACTS
If you are using the model to obtain factual or explanatory information, such as "the life cycle of a butterfly" or "how photosynthesis works."

SUMMARY
If you want the model to summarize a long text.

TRANSLATION
If you want the model to translate text from/to a specific language.

QUESTIONS AND ANSWERS
If you are using the model to respond to specific questions.

CREATIVE WRITING
If you are looking for poetry, monologues, or other forms of creative writing.

ADVICE
If you are seeking suggestions or advice, such as "tips for better sleep" or "ways to improve writing."

IDEAS
If you want the model to generate ideas, such as "ideas for a fantasy novel" or "ideas for a science project."

TEXT REVISION
If you want the model to improve or review a text.

PLANNING
If you are using the model to assist in planning, such as "steps to organize an event."

LANGUAGE LEARNING
If you are using the model to learn or practice a new language.

BRAINSTORMING
If you want the model to help generate a variety of ideas on a topic.

SCIENTIFIC EXPLANATIONS
If you want the model to explain complex scientific concepts in simpler terms.
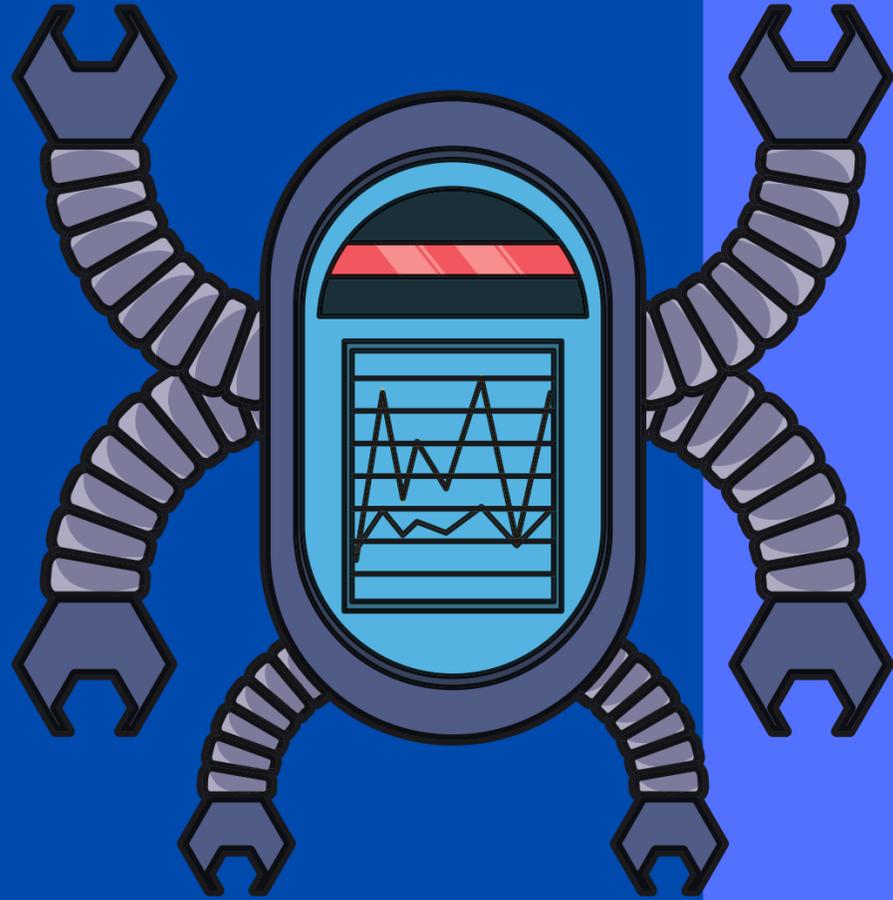
BOOK/FILM RECOMMENDATIONS
If you are looking for reading or movie suggestions.

INTERVIEW PREPARATION
If you want the model to provide common interview questions and answers.

MATH EXPLANATION
If you are using the model to solve math problems or provide explanations for math problems.

CHATGPT

SIMAS VELEZ
TECHNOLOGY CONSULTING

LIMITATIONS

LIMITED CONTEXTUAL UNDERSTANDING
May not fully comprehend the context, tone, or intent of a question.

RISK OF INCORRECT INFORMATION
Might generate information that is factually incorrect or misleading.

LACK OF REAL-WORLD AWARENESS
Doesn't have knowledge about events that have occurred after its last training date.

RISK OF OFFENSIVE OR HARMFUL CONTENT
In some cases, may produce content that is offensive, harmful, or inappropriate.

EXCESSIVE GENERALIZATION
May generate responses that are vague, generic, or unhelpful, especially when producing creative ideas.
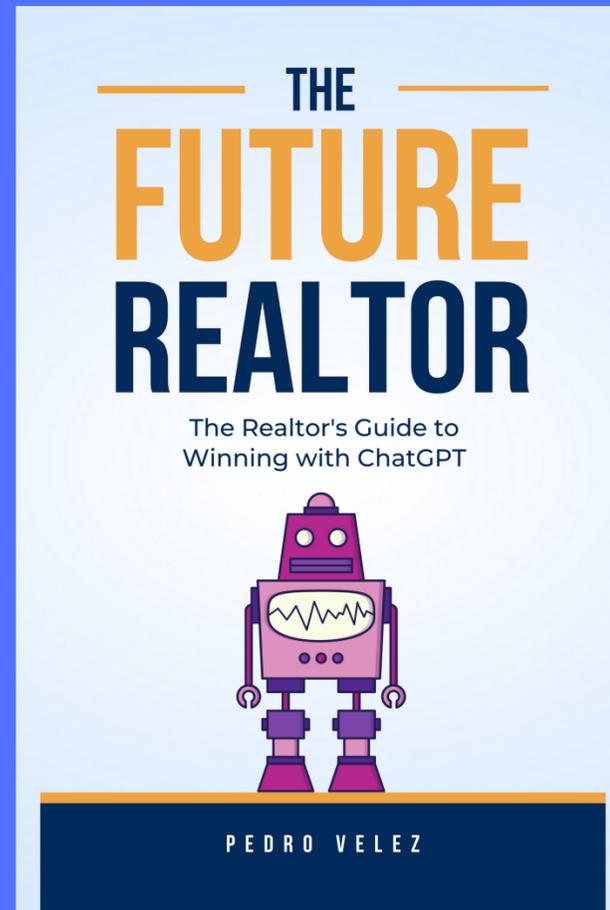
ABSENCE OF PERSISTENT MEMORY
Lacks knowledge of previous responses or conversations, affecting consistency in a long conversation.

PROMPTING TECHNIQUES AND STRATEGIES
CHATGPT

SIMAS VELEZ

MY BOOK IS NOW AVAILABLE IN BOTH EBOOK AND PAPERBACK FORMATS. GRAB YOUR COPY TODAY!

THE
FUTURE
REALTOR
The Realtor's Guide to Winning with ChatGPT
PEDRO VELEZ

'The Future Realtor' serves as a practical guide for real estate professionals, illuminating the ways in which AI can streamline their operations and elevate their efficiency. A must-read for those seeking to future-proof their real estate practice.

Kindle ebook
https://a.co/d/a23MaTK

Paperback
https://a.co/d/9j3mfJp

pedro.velez@simasvelez.com
www.linkedin.com/in/thepedrovelez

SIMASVELEZ.COM