

# Getting Started with Chat GPT Prompt Engineering

## Privacy

Remember, your prompts and results can be reviewed by humans to further train ChatGPT so if you don't want a stranger reading it, don't write it.

## Input

The better the input, the higher quality the output. Here are some ideas:

The communication channel that it will be using.

Describe the audience who will read the result.

Give it a sample format. Describe [insert item] in the following formatting:

Name: [insert a sample]

Characteristic 1: [insert a sample]

Characteristic 2: [insert a sample]

- Positive phrases work better than negative.
- use strong verbs
- give context to what you want

## Processing

How do you want it to process your request?

Describe algorithms to apply to the task such as:

- Programming language
- fix grammar, spelling
- use puns, metaphors...
- use figurative language,
- rhyming scheme,
- use acronyms specific to your industry
- evaluate using this rubric

Role. Describe the human characteristics you want the bot to display in its response..

Questions. Give it questions you want it to ask you each time before it processes the prompt.

## Output

What form do you want the output to take?

- Paper format (MLA, APA)
- Tabular form
- mind map
- word count
- Grade (or Age) Level
- Bulleted list
- Social media channel
- In HTML or Markdown
- Summarize, bullet points

- formal or informal
- maximum length
- in the style of [famous person]
- Type of response (witty etc.)
- Quiz me and tell me if I'm right or wrong after I give the answers.

## Feedback / Chained Prompting

One of the best ways to get great results is to break your task down into intermediate steps and let it generate a results and then ask it to perform another step.

You can also stop it by pressing the STOP button above the input field if it gets off track.

- Remember to verify your results. ChatGPT can make mistakes!

# Chatgpt Tips

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## **Table of Contents Chatgpt Tips**

1. Understanding the eBook Chatgpt Tips
  - The Rise of Digital Reading Chatgpt Tips
  - Advantages of eBooks Over Traditional Books
2. Identifying Chatgpt Tips
  - Exploring Different Genres
  - Considering Fiction vs. Non-Fiction
  - Determining Your Reading Goals
3. Choosing the Right eBook Platform
  - Popular eBook Platforms
  - Features to Look for in an Chatgpt Tips
  - User-Friendly Interface
4. Exploring eBook Recommendations from Chatgpt Tips

- Personalized Recommendations
  - Chatgpt Tips User Reviews and Ratings
  - Chatgpt Tips and Bestseller Lists
5. Accessing Chatgpt Tips Free and Paid eBooks
    - Chatgpt Tips Public Domain eBooks
    - Chatgpt Tips eBook Subscription Services
    - Chatgpt Tips Budget-Friendly Options
  6. Navigating Chatgpt Tips eBook Formats
    - ePUB, PDF, MOBI, and More
    - Chatgpt Tips Compatibility with Devices
    - Chatgpt Tips Enhanced eBook Features
  7. Enhancing Your Reading Experience
    - Adjustable Fonts and Text Sizes of Chatgpt Tips
    - Highlighting and Note-Taking Chatgpt Tips
    - Interactive Elements Chatgpt Tips
  8. Staying Engaged with Chatgpt Tips
    - Joining Online Reading Communities
    - Participating in Virtual Book Clubs
    - Following Authors and Publishers Chatgpt Tips
  9. Balancing eBooks and Physical Books Chatgpt Tips
    - Benefits of a Digital Library
    - Creating a Diverse Reading Collection Chatgpt Tips
  10. Overcoming Reading Challenges
    - Dealing with Digital Eye Strain
    - Minimizing Distractions
    - Managing Screen Time
  11. Cultivating a Reading Routine Chatgpt Tips
    - Setting Reading Goals Chatgpt Tips
    - Carving Out Dedicated Reading Time
  12. Sourcing Reliable Information of Chatgpt Tips

- Fact-Checking eBook Content of Chatgpt Tips
- Distinguishing Credible Sources

### 13. Promoting Lifelong Learning

- Utilizing eBooks for Skill Development
- Exploring Educational eBooks

### 14. Embracing eBook Trends

- Integration of Multimedia Elements
- Interactive and Gamified eBooks

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