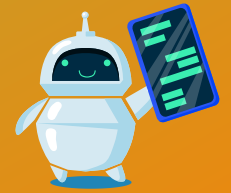# Learn How to Use ChatGPT

ChatGPT is a state-of-the-art AI language model developed by OpenAI that uses deep learning techniques to generate human-like text responses to input prompts. People use ChatGPT for various tasks such as conversation generation, question answering, language translation and content creation. In businesses, ChatGPT has many uses: summarizing information, helping with research, writing grant proposal outlines or social media.

WHEN USING CHATGPT, REMEMBER TO C.R.E.A.T.E. WHEN WRITING PROMPTS:

C.R.E.A.T.E.

C: Context - Give ChatGPT clear and concise context.
R: Result - Tell it what you want it to produce for you. Clearly explain the expected result.
E: Explain - Provide enough details so the tool understands what you're asking it for.
A: Audience- Tell it whom it is writing for.
T: Tone - If necessary, add a tone such as friendly, expert or in the tone of a character.
E: Elaborate - on and edit what the AI gave you.

DID YOU GIVE YOUR PROMPT CONTEXT?

ChatGPT is only capable of getting the results you want if it knows what you're what you're looking for. Giving the A.I. context allows it to search for specifics and get the information you need.

☐ Is the prompt clear, and concise?

WHAT KINDS OF COMMANDS DO YOU MAKE MOST OFTEN?

_____
_____
_____

RESULTS, TELL CHATGPT WHAT IT IS YOU WANT.

ChatGPT works best with demands, not questions. Be exact with what you want to get the proper results. Try, "Write 10 headlines for an explainer blog about atomic fusion for beginners."
Which type of phrases work best for your needs?

_____
_____
_____

WHO IS YOUR AUDIENCE?

Tell ChatGPT who will read this article.
☐ Did you define your audience?
☐ Did you explain why this information matters to the audience?

WHAT TONE OF VOICE DO YOU WANT IT WRITTEN IN?

Professional, friendly, stern, soft, aggressive?
Which tones do you want to represent your content

_____
_____
_____

THE MORE INFORMATION, THE BETTER
ELABORATE, EDIT AND MAKE THE WRITING YOURS

☐ Did you explain to the AI what outcome you expected?
☐ Have you run your text through a plagiarism checker?
☐ Did you edit your copy?
☐ Have you included your own thoughts?

WRITE DOWN YOUR FAVORITE CHATGPT COMMANDS USING C.R.E.A.T.E.

_____
_____
_____
_____

GOOD PROMPT EXAMPLES

- "Write a blog post about the benefits of exercise in the voice of a gym teacher for young adults."
- "Generate a list of the latest developments in artificial intelligence for a group of investors.
- "Please summarize the article 'The Future of Artificial Intelligence in a bulleted list."
- "Act as a marketing expert and create a 10-question quiz for people needing help with lawn care. Create a tier system where each question is rated on a scale from one to 10. One being poor and 10 being perfect. Ultimately, this will be used as a lead magnet system."

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