



ChatGPT

Prompt Cheat Sheet

- **Tone:** specify the desired tone
 - formal, causal, informative, persuasive, etc.
- **Format:** define the format or structure
 - essay, bullet points, graph, outline, etc.
- **Act as:** indicate role or perspective to adopt
 - expert, critic, enthusiast, etc.
- **Objective:** state the goal of the response
 - inform, persuade, educate, etc.
- **Context:** provide background information and data
- **Scope:** define the scope or range of the topic
- **Keywords:** list important words or phrases to be included
- **Limitations:** specify constraints like word count
- **Examples:** provide examples of desired style
- **Audience:** specify the target audience
- **POV:** ask to consider multiple perspectives
- **Objections:** request addressing potential objections
- **Terminology:** specific terms to use or avoid
- **Analogies:** ask to use analogies to clarify concepts
- **Statistics:** encourage the use of data to support claims
- **Questions:** Have ChatGPT ask you clarifying questions before proceeding

R-T-F

ACT AS A (ROLE)
CREATE A (TASK)
SHOW AS (FORMAT)

T-A-G

DEFINE THE (TASK)
STATE THE (ACTION)
CLARIFY THE (GOAL)

A-P-E

STATE THE (ACTION)
CREATE A (PURPOSE)
DESCRIBE (EXPECTATION)

E-R-A

DESCRIBE (EXPECTATION)
ACT AS A (ROLE)
STATE THE (ACTION)

C-A-R-E

GIVE THE (CONTEXT)
DESCRIBE THE (ACTION)
CLARIFY THE (RESULTS)
GIVE THE (EXAMPLE)

R-I-S-E

SPECIFY THE (ROLE)
DESCRIBE THE (INPUT)
ASK FOR OUTPUT (STEPS)
DESCRIBE (EXPECTATION)

R-A-C-E

SPECIFY THE (ROLE)
STATE THE (ACTION)
GIVE THE (CONTEXT)
DESCRIBE (EXPECTATION)



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