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How to Write a Prompt for an AI LLM

Select the AI's Specific Software Settings.

The different large language model (LLM) artificial intelligence (AI) text generators have different settings that can be user-set before starting your prompt. Ensure the settings are where you would like before you begin the assignment. (e.g., "creative").

Elements of a Good AI LLM Prompt

1. **Contextual Role:** Let the generative AI tool know its role (e.g., "You write clear explanations of concepts," "You are a curious teenager," "You are the subject matter expert"), as this can provide vital context that helps ensure the AI is answering your prompts in the correct tone and manner.
2. **Concept:** Tell the AI within your prompt the idea you are focused on. If you're using a tool connected to the internet (e.g., Bing Creative Mode or Google's Bard), tell it to research the concept using seminal references and core works in the field.
3. **Audience:** Tell the AI the audience you will speak to in the finished text.
4. **Available specifics and delimitations you have set:** Tell the AI precisely what you need (e.g., "a clear three-paragraph explanation," "two specific examples," "an analogy relevant to today's workplace").
5. **Style:** Describe the style of writing you prefer (e.g., "straightforward," "concrete," "dynamic," "engaging," "humorous").

Things to Remember (SPREADS)

1. **Keep it Simple:** Use clear and concise language to describe what you want the AI to create.
2. **Use Positive Language:** Using positive language can help the AI understand the desired outcome and may lead to more successful results.
3. **Use References:** Including references can help the AI understand the style and subject matter you want it to include.
4. **Use Examples:** Providing similar examples of what you want the AI to create can help it understand your vision.

5. **Use Adjectives:** Adjectives can help the AI understand the mood or style you want to create.
6. **Include Details:** The more details you include in your prompt, the more accurately the AI can generate what you have in mind.
7. **Be Specific:** The more specific you are in your prompt, the more likely the AI will be able to generate what you want.

Things to Do to Avoid Mistakes:

8. **Eliminate Ambiguous Language:** Ambiguous language can lead to confusion and may result in the AI generating an image that doesn't match your vision.
9. **Remove Conflicting Terms:** Using inconsistent terms in your prompt can lead to confusion and may result in the AI generating something that doesn't match your vision.
10. **Resist the First Answer:** Experiment with different prompts and revise as needed to get your desired results.

Here's an example prompt that puts this all together:

"You are a faculty member who generates clear, accurate explanations of concepts for students. Provide a clear multiple-paragraph explanation of espionage using two specific examples and give me three analogies I can use to help students understand the concept in different ways."