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Effective AI Prompting
Tips, Tricks, and Techniques

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Agenda

Tools, Terminology, and Concepts
Demos
Resources
Q&A

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Initial Thoughts

What is prompting?

Can I break anything?

Do I always get the same answer to the same question?

Is this for business or for personal use?

Are we going to discuss legal or ethical uses of AI?

Finally: MAGIC TIMES!

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Common AI Tools

ChatGPT (and DALL-E)
Gemini
Microsoft Copilot
Perplexity

(Dozens if not hundreds of others)

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ChatGPT Overview

Pricing:

Free Tier
Plus = $20/User/Month
Pro = $200/User Month

Access:

Browser
Desktop
Mobile (including full speech/video interactions)

Access to various OpenAI Models, DALL-E (Images), Sora (Video)

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Terminology and Concepts

LLM
Generative
Models
Context
Hallucination
Temperature
Grounding
History/Memory
Reasoning
Autonomous/Agents
Training
External Tools

System/User/Assistant
Copilot

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AI Inputs/Outputs

Text

Images

Video

Audio

Data

Actions

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Prompting Best Practices

Describe the role you are asking the AI to play in your conversation or interaction

The more descriptive you are the better the results

Treat the entire chat as a discussion or working session and keep asking for refinements

Iterate over AI content, human tweaks, AI adjustments, etc

Order matters in how information is presented, and questions are asked

Be specific on the format of the output you want

Share images, files, and other documents as part of your conversation

Double down on what you want. If you don't like the response, give feedback and ask for its try

Try different tools and prompts

Give the tool an "Out"

Ask the tool to show it's work or cite its sources

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Common Prompts

Tell me what you know about [X]
You are a...
Act as a...
Try again but...
Show your work.
Explain why this answer was given
Provide a response as if I was a [level of education]
Cite your sources.
Give me X options to choose from...
Return your results in [x] format

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Additional Thoughts

AI doesn't have to be all or nothing

Some tools and models have access to the internet and some do not

It's not perfect and at times it's frustrating

Be creative and think outside the box on prompts and use cases

Share what you know with your friends and peers and get ideas from them

Use AI appropriately like any other tool or technology

Copilot Autonomous Agents

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Crazy Examples

Christmas gift ideas
Understanding game rules and strategy
Scoring board games
Generating art for custom RPG games and sessions
Generating sample data
Understanding scripts and code
Vacation planning
Stripping text out of images (especially from my phone)
Band set list organization and optimization
Conference session scheduling
Custom application integration to provide integrated documentation and functionality
Generating initial UI screens for application from scratchpad prototypes
Generate recipes
Learn a bit of history
Generate outlines of chalk images to learn chalk drawing
Summarize books or complex documents
Ask for instructions or advice
Translate text or audio to or from other languages
Tell stories

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[Prompt Engineering Guide](#)

[Prompt Engineering Techniques](#)

[Copilot Prompt Gallery](#)

[Microsoft Learn: Creating Effective Prompts](#)

[OpenAI Cookbook](#)

[Awesome ChatGPT Prompts](#)

[Art of ChatGPT Prompting (eBook)](#)

Final Thoughts and Discussion

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Thank You!

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