

ChatGPT Prompts for HR

Attraction

PROMPT EXAMPLE:

Create a job description for a [insert name of position]. Include [A, B & C] responsibilities.

Retention & Engagement

PROMPT EXAMPLE:

List 10 non-monetary ideas for employee recognition.

Recruitment

PROMPT EXAMPLE:

List 5 interview questions that test someone's managerial skills. For each question, indicate the answer a highly skilled candidate would give and the answer a low-skilled candidate would give.

Development

PROMPT EXAMPLE:

List 10 employee coaching questions for a [insert job title].

Onboarding

PROMPT EXAMPLE:

Create an onboarding evaluation survey with 10 questions that the employee will get after their first 30 days.

Offboarding

PROMPT EXAMPLE:

Create a company email announcing an employee's departure.



Detailed Chatgpt Prompts Tips For Busy Professionals

Donna McGeorge



Detailed Chatgpt Prompts Tips For Busy Professionals:

500 ChatGPT Prompts to Supercharge Your Life Lucas Brenner, 2025-09-10 Transform Every Aspect of Your Day with Thoughtfully Crafted Prompts Imagine a single resource that empowers you to conquer your to do list grow your income and sharpen your skills all while sparing you hours of guesswork and frustration This comprehensive guide offers you 500 expertly designed prompts tailored to revolutionize how you engage with ChatGPT turning it into your ultimate productivity partner creative collaborator and strategic advisor Whether you re a busy professional aiming to climb the career ladder an entrepreneur seeking fresh marketing ideas a student looking to boost academic performance or simply someone who wants to manage life s chaos with more clarity and calm this book has something transformative for you From time management and financial planning to creative writing and stress relief each prompt is carefully curated to spark actionable results no matter your goals or lifestyle Discover how to streamline routine tasks craft compelling sales pitches plan memorable trips nurture your mental well being and even brainstorm the next big innovation all by tapping into the power of prompts specifically made for ChatGPT s capabilities Backed by practical strategies and easy to follow categories you ll quickly find tools that align perfectly with your personal and professional ambitions Ready to elevate your daily efficiency creativity and financial savvy without juggling multiple tools or strategies Dive in and experience a new level of focus and accomplishment simply by asking the right questions Your time is valuable this book shows you how to spend it smarter so you can live fuller

Chat GPT Millionaire Mr Saravanakumar Thangaraj, 2025-11-12 Chat GPT Millionaire by Mr Saravanakumar Thangaraj is your complete guide to transforming artificial intelligence into real income This book explores practical step by step ways to earn money using ChatGPT AI tools and digital creativity whether you re a freelancer entrepreneur or student Learn how people around the world are using AI to create ebooks develop apps design content automate business tasks and even build entire online income systems all without coding experience You ll discover detailed tutorials proven online methods and AI powered strategies that help you build multiple income streams save time and grow your digital career What You ll Learn Inside How ChatGPT can help you start profitable online businesses Step by step methods to earn from Amazon KDP freelancing YouTube and AI based content creation How to use AI tools for blog writing design app development and automation Best AI websites prompts and tools for beginners Real world case studies on how people earn thousands using ChatGPT AI business ideas for 2025 and beyond Tips to build your personal brand using AI assistance *c't Working with AI* c't-Redaktion, 2024-01-24 The special issue of c t KI Praxis provides tests and practical instructions for working with chatbots It explains why language models make mistakes and how they can be minimised This not only helps when you send questions and orders to one of the chatbots offered online If you do not want to or are not allowed to use the cloud services for data protection reasons for example you can also set up your own voice AI The c t editorial team explains where to find a suitable voice model how to host it locally and which service providers can host it The fact that generative AI is becoming increasingly

productive harbours both opportunities and risks Suitable rules for the use of AI in schools training and at work help to exploit opportunities and minimise risks *ChatGPT's Money-Making Secrets* Callisto Momesso, The confluence of Artificial Intelligence and personal finance marks a pivotal shift in wealth creation and career strategy For professionals entrepreneurs and investors seeking a competitive edge understanding how to leverage AI tools like ChatGPT is no longer optional it s essential Callisto Momesso s insightful work *ChatGPT s Money Making Secrets 21 Powerful Strategies to Transform Your Finances* serves as an authoritative guide to navigating this new landscape This book transcends basic financial advice offering sophisticated strategies enhanced by the analytical and generative power of advanced AI It delves into 21 distinct methodologies where ChatGPT can be strategically employed to accelerate research deepen insights optimize execution and identify previously obscured opportunities across the financial spectrum Gain strategic advantages by learning how to utilize ChatGPT for Advanced Career Navigation Move beyond keyword searches to identify nuanced role alignments leverage AI for sophisticated resume optimization targeting ATS and human reviewers conduct data informed salary negotiation research and strategically plan skill acquisition for future market demands Intelligent Business Development Expedite market viability assessments perform rapid preliminary competitor intelligence gathering architect compelling online brand narratives identify high potential online business niches and streamline marketing content creation for targeted campaigns Informed Financial Management Investment Exploration Demystify complex financial concepts model savings scenarios for goal attainment explore diverse income stream architectures including passive models like digital assets and dividend investing and research investment vehicles and market trends while adhering to strict disclaimers regarding personalized advice Productivity Enhancement Workflow Automation Identify bottlenecks in personal and professional workflows suitable for automation explore relevant software and technological solutions and implement AI assisted time management techniques for peak productivity Strategic Networking Collaboration Identify high value potential collaborators or partners through AI assisted research and profile analysis and craft effective professional outreach communications *ChatGPT s Money Making Secrets* emphasizes the critical synergy between AI capabilities and human judgment It guides readers on formulating precise prompts critically evaluating AI outputs verifying data through authoritative sources and integrating these insights into robust decision making frameworks It acknowledges the limitations of current AI while showcasing its immense potential as a powerful analytical and generative partner This book is indispensable for forward thinking individuals determined to stay ahead of the curve It provides the knowledge framework required to harness AI effectively transforming how you approach career growth entrepreneurship investment and overall financial management Position yourself at the forefront of the AI driven financial revolution Acquire the insights needed to thrive in the evolving economic landscape with *ChatGPT s Money Making Secrets* [Dummies Guide to Starting a Profitable, Future-Ready Business from Scratch](#), 3 Bolakale Aremu,2025-05-09 Launch Big Without the Legal Headache Business Credit or Going

Broke This Is the Book Investors Wish You Read First What if you could get customers secure real funding and grow your business without needing an LLC perfect credit or startup capital Welcome to the future ready entrepreneur s playbook In this bold third installment of the bestselling series Dummies Guide to Starting a Profitable Future Ready Business from Scratch you ll learn how to build momentum attract investors and scale your venture even if you re still bootstrapping from your bedroom EXCLUSIVE READER OFFER Join The Funding Vault Inner Circle Group Mentorship for Startup Success When you get this book you also unlock a powerful reader offer designed to supercharge your funding journey Funding Vault A treasure trove of carefully curated tools and resources to guide you through the funding process List of Lenders Reputable banks credit unions alternative sources List of Grants Apply ready opportunities with eligibility tips Investor Directory Real backers their preferences and contacts Step by Step Funding Guide Everything you need to apply with confidence Investor Script Template Perfect your pitch and stand out Funding Do s Don ts Avoid rookie mistakes and present like a pro Group Mentorship Program A live interactive experience with expert guidance and community support Personalized coaching from funding mentors Live Q A and feedback on your pitch or strategy Peer support accountability Exclusive insights not found in the book Motivation to stay on track and get funded No LLC No problem No credit Doesn t matter No prior connections or MBA Irrelevant This book is for scrappy dreamers self starters and unconventional founders who are ready to do things differently and win anyway Inside you ll discover Why legal structures EINs and credit are not your first priority and what to focus on instead How to pitch to real investors even from your DMs without fancy slides or business jargon 5 funding methods that require 0 in personal repayment or formal registration Free tools and lean systems to automate like a pro from Day One Proven scripts pitch templates and outreach plans that turn strangers into backers A 30 day action plan to go from just an idea to launch ready traction even if you re broke Whether you re building a side hustle launching a digital product or bringing a bold new startup to life this guide will walk you step by step through growth automation and no risk funding strategies used by today s smartest entrepreneurs Perfect for First time founders Solo entrepreneurs Digital creators Side hustlers Grant seekers startup competitors

[AI-Assisted Programming](#) Tom Taulli,2024-04-10 Get practical advice on how to leverage AI development tools for all stages of code creation including requirements planning design coding debugging testing and documentation With this book beginners and experienced developers alike will learn how to use a wide range of tools from general purpose LLMs ChatGPT Gemini and Claude to code specific systems GitHub Copilot Tabnine Cursor and Amazon CodeWhisperer You ll also learn about more specialized generative AI tools for tasks such as text to image creation Author Tom Taulli provides a methodology for modular programming that aligns effectively with the way prompts create AI generated code This guide also describes the best ways of using general purpose LLMs to learn a programming language explain code or convert code from one language to another This book examines The core capabilities of AI based development tools Pros cons and use cases of popular systems such as GitHub Copilot and Amazon CodeWhisperer Ways to

use ChatGPT Gemini Claude and other generic LLMs for coding Using AI development tools for the software development lifecycle including requirements planning coding debugging and testing Prompt engineering for development Using AI assisted programming for tedious tasks like creating regular expressions starter code object oriented programming classes and GitHub Actions How to use AI based low code and no code tools such as to create professional UIs

Killer ChatGPT Prompts Guy Hart-Davis,2023-08-07 Unlock the full capabilities of ChatGPT at work at home and in your day to day By now you ve heard of ChatGPT and its incredible potential You may even have tried to use it a few times just to see it in action for yourself But have you ever wondered what ChatGPT is truly capable of Killer ChatGPT Prompts Harness the Power of AI for Success and Profit will show you the true power of Large Language Models LLMs like ChatGPT In the book veteran IT educator and trusted author Guy Hart Davis shows you the exact prompts he s discovered to unlock a huge variety of expert business writing like emails and proposals data analysis use cases lesson plans information exchange scripts and more You ll also find The perfect prompts for a huge array of job roles including those in sales and marketing web development HR customer support and more Use cases for ChatGPT in the home with your kids and in your relationship Hundreds more prompts that will make your job your home life and your day to day so much easier There s no doubt about it LLMs and ChatGPT are here to stay The only question is Will you have the skills and the wherewithal to unleash its potential in your own life Killer ChatGPT Prompts can guarantee that you will

[The ChatGPT Revolution](#) Donna McGeorge,2024-08-21 Learn how to simplify your life with AI in this essential guide now fully updated and revised with even more ideas to spark creativity and boost efficiency The ChatGPT Revolution is the ultimate quick start guide to unlocking the power of generative AI We re on the edge of an AI revolution but what does that mean for you It s time to get curious about how the latest tech can help you handle your everyday load at work and at home Whether you re overwhelmed by repetitive time consuming tasks or you re simply looking for a fresh injection of creativity ChatGPT has got your back With this essential handbook you ll learn how quickly and easily apps like ChatGPT can turn your to do list into a ta da list From emails and reports to planning your next meal or vacation generative AI can help you simplify your daily tasks and responsibilities The ChatGPT Revolution shows you exactly how to use this innovative tech to save on time and stress Sharing practical tips and fun ideas acclaimed productivity expert Donna McGeorge unpacks everything you need to know Learn how generative AI is already being used in everyday life and how tools like ChatGPT are transforming the future of work and life admin Understand the different tasks that AI tools like ChatGPT Copilot and DALL E can do and when and how to use these tools most effectively Get step by step advice for writing smart specific prompts and follow up queries to produce better results Discover tips for using ChatGPT on the go with the mobile app and voice and photo capability Take control revitalise your workflows and overcome procrastination and creative blocks with entertaining examples and activities for work home creative writing and more Whether you re a busy professional or you simply want an answer to the dreaded question What s for dinner The ChatGPT

Revolution reveals how generative AI can make your life easier AI technologies are here to stay This is your invitation to join the revolution Pick up this book and learn how to harness the power of AI so you can free up more time and energy for the things that truly matter *The ChatGPT Revolution* Donna McGeorge,2023-06-21 The essential guide to using AI in your everyday life The ChatGPT Revolution is the ultimate quick start guide to unlocking the power of AI tool ChatGPT We re on the edge of an AI revolution but what does that mean for you It s time to get curious about how the latest tech can help you handle your everyday load at work and at home Whether you re overwhelmed by repetitive time consuming tasks or you re simply looking for a fresh injection of creativity ChatGPT is the virtual assistant that s got your back With this essential handbook you ll learn how quickly and easily ChatGPT can turn your to do list into a ta da list From helping you write emails and reports to planning your next meal or vacation ChatGPT offers a new way to simplify your daily tasks and responsibilities The ChatGPT Revolution shows you exactly how to use this innovative tech to save on time and stress Sharing practical tips and fun ideas author and acclaimed productivity expert Donna McGeorge unpacks everything you need to know Learn how AI is already being used in everyday life and how tools like ChatGPT are transforming the future of work and life admin Understand the different tasks ChatGPT can do and when and how to use it most effectively Get step by step advice for writing smart specific prompts and follow up queries that will produce better results Get curious and get productive with entertaining examples advice and activities to take control revitalise your workflows and overcome procrastination and creative blocks Whether you re a busy professional or you simply want an answer to the dreaded question What s for dinner The ChatGPT Revolution reveals how you can use ChatGPT as a tool to simplify your life AI technologies are here to stay this is your invitation to join the revolution Pick up this book and learn how to harness the power of AI so you can free up more time and energy for the things that truly matter Prompt Engineering and ChatGPT Russel Grant,2023-11-24

ChatGPT Prompts for Beginners Checcao, Are you curious about ChatGPT but unsure where to start ChatGPT Prompts for Beginners is your essential guide to harnessing the incredible capabilities of this AI tool Whether you re a student professional or just someone looking to enhance creativity this eBook provides easy to follow prompts that unlock the full potential of ChatGPT Inside you ll discover A Friendly Introduction to ChatGPT Understand what ChatGPT is and how it works setting a solid foundation for your journey into AI Practical Prompts for Everyday Use Explore a variety of prompts designed to enhance your productivity inspire creativity and facilitate learning in an engaging manner Expert Tips for Effective Interaction Learn how to formulate your requests for the best results avoiding common pitfalls that beginners often encounter Application Across Various Domains Whether you re interested in writing business strategies or personal growth find tailored prompts to meet your specific needs With ChatGPT Prompts for Beginners you ll not only learn how to use ChatGPT effectively but also gain confidence in leveraging AI as your personal assistant Start your journey today and unlock new possibilities with the power of AI Prompt Management Margeaux E. Stafford,2025-07-21 Prompt Management is a

practical sharp witted guide for working managers who are overwhelmed by the writing their roles require With more than 200 ChatGPT prompts written for real workplace scenarios this book helps you tackle the daily writing tasks that slow you down performance reviews team updates policy summaries project memos meeting notes stakeholder reports and the ever growing pile of unread emails Rather than offering abstract leadership advice or vague inspiration this book delivers something far more useful well structured professional prompts you can use immediately Each one is paired with a brief thoughtful introduction to help you understand its context tone and best use Whether you re writing up quarterly results coaching an underperforming team member summarizing a company wide initiative or drafting an apology that doesn t sound like one this book shows you how to use AI to get the job done faster and better You will find prompts for executive communications training materials project documentation client messaging spreadsheets and tables and even slide decks You will learn how to request support without sounding unprepared offer feedback without being harsh and keep your messaging clear and professional even when your actual workload is anything but Written by a former manager with fifteen years of experience and a well earned sense of humor Prompt Management was created for professionals who don t have time to waste but still care deeply about how they sound It is part survival guide part language toolkit and part quiet rebellion against writing another memo alone If you ve ever opened a blank document sighed and thought I just need a place to start this book was made for you Let AI handle the first draft so you can focus on the part of your job that actually matters and leave work a little closer to on time

ChatGPT for Weight Loss Dennis Green,2025-05-20 ChatGPT for Weight Loss is your smart time saving solution to shedding pounds and getting fit without the overwhelm Packed with AI powered strategies this guide shows you how to use ChatGPT to generate customized meal plans quick home workouts and daily motivational prompts tailored to your lifestyle Perfect for busy professionals parents or anyone short on time this book puts a digital coach in your pocket Whether you re just starting or looking to break through a plateau you ll learn how to Create healthy budget friendly meals with AI generated shopping lists Get short effective workouts customized by ChatGPT Stay motivated with daily mindset prompts and habit tracking Use smart prompts to simplify your health journey in minutes a day Let AI help you take control of your body and your time because getting healthy shouldn t be complicated

ChatGPT & Google Bard Prompts for Business Dave-Julian Brown,2023-12-18 Discover the secrets of effective business management with Ultimate Guide to Business Success using ChatGPT and Google Bard This book provides over 2000 field tested templates in the form of prompts for areas such as Financial Management Effective Leadership Employee Development Personal Growth and Increasing Productivity Ideal for entrepreneurs executives and anyone looking to improve their business and management skills Gain valuable insights into Small Business Strategies Time Management and Self Management Techniques An indispensable tool for your professional and personal success In this book you will find 1 Financial Management over 100 practical templates for investment calculations tax planning budgeting and savings strategies These templates facilitate

financial planning and analysis to help you make informed decisions 2 Personnel and Resources A rich selection of templates for company branding management hybrid work and international recruitment tasks These tools help to develop effective people strategies and manage the challenges of modern working environments 3 Leadership Detailed templates for general leadership tasks and building trust and respect These sections are designed to help leaders develop their teams and strengthen organizational culture 4 Personal Development a wide range of templates on goal setting happiness lifelong learning and mindfulness exercises These sections are designed for those interested in personal growth and self improvement 5 Productivity innovative templates for goal setting productivity challenges and time management These resources are designed to increase efficiency in professional and personal contexts 6 Small Business Specialized templates for business administration general small business management and market research These sections provide valuable insights and tools for small business owners and start ups In this book each prompt aligned with AI has been carefully designed to provide practical and applicable solutions to the complex challenges of modern business Whether you are a seasoned entrepreneur or an emerging leader this book is an indispensable tool for your success Make the most of AI and exploit its full potential

Generative AI and ChatGPT Prompts in Business: For Beginners and Non-Techies

Deepak, In Generative AI and ChatGPT Prompts in Business For Beginners and Non Techies readers are introduced to the exciting world of generative AI with a focus on how tools like ChatGPT are revolutionizing industries enhancing creativity and simplifying workflows Written in a conversational friendly tone this eBook is perfect for beginners and non techies who want to understand AI concepts and apply them effectively in everyday tasks or professional settings From understanding the basics of generative AI to crafting effective ChatGPT prompts and exploring its practical business applications this comprehensive guide is packed with real world examples step by step tutorials and actionable insights Readers will walk away equipped to use AI for everything from content creation customer support automation and marketing strategies to improving productivity and brainstorming creative ideas What You ll Learn 1 Generative AI Basics Made Simple Learn what generative AI is how it works and why it s different from traditional AI 2 Master ChatGPT Understand how to set up ChatGPT craft prompts that get accurate results and troubleshoot common mistakes 3 Practical Applications Explore how generative AI is being used in content writing marketing customer service and more 4 Advanced Concepts Discover the potential of fine tuning API integration and personalized AI models without getting lost in technical jargon 5 Ethical Considerations Learn how to use AI responsibly avoid bias and combat misinformation for ethical AI adoption 6 Future Trends Stay ahead of the curve with insights into emerging AI technologies including multimodal AI and personalized models Who This EBook Is For This eBook is for anyone curious about the potential of generative AI Business professionals looking to automate tasks enhance productivity and scale creative workflows Entrepreneurs and small business owners eager to adopt AI for content creation or customer engagement Writers marketers and educators seeking to unlock new ways to generate content and

engage audiences Students hobbyists or tech enthusiasts who want an accessible guide to understanding and using ChatGPT effectively Why This EBook Stands Out Unlike technical manuals this eBook is written in a light hearted and conversational tone making it accessible to readers of all skill levels Whether you re a total beginner or someone with a bit of experience the step by step guides real world case studies and practical exercises will make generative AI easy and fun to use Bonus Content 500 Ready to Use ChatGPT Prompts Get inspiration for crafting prompts for everything from business emails and blog posts to social media captions and personal productivity tasks A glossary of key terms tools and recommended resources to keep you learning Why Generative AI Matters for the Future As industries increasingly rely on AI to innovate and automate understanding tools like ChatGPT is no longer optional it s essential This eBook highlights the transformative power of generative AI showing how it can be a game changer for businesses content creators and everyday users

Prompt Like a Pro STEVEN. MCCAIN,2025-07-13 Prompt Like a Pro 101 AI Powered Prompts for Creators Freelancers Coaches What if the one skill you need to stand out scale faster and save hours every week was the ability to ask better questions We re living in the golden age of AI but most people still don t know how to prompt They fumble with ChatGPT waste time on trial and error and settle for generic results But not you Because now you ve got the playbook Prompt Like a Pro is your ultimate cheat code packed with 101 field tested prompts designed to help creators freelancers and coaches unlock the full power of AI tools like ChatGPT Claude Notion AI and more No fluff No jargon Just fast clear mind blowing results Whether you re A content creator trying to go viral without burning out A freelancer writing pitches portfolios or proposals A coach building courses emails or client systems Or a solo entrepreneur looking to scale smart with less guesswork This book gives you everything you need to write plan post and build faster without losing your voice or vision Inside you ll discover The fundamentals of pro level prompting even if you re just starting 101 expert crafted prompts for content productivity growth and digital offers Advanced remixing tips to turn one prompt into ten usable outputs The exact techniques to make AI sound more like you not a robot Bonus templates tools and a free prompt tracker to keep you organized Why this book now Because the future of work is not about working harder it s about working smarter Prompting is the new skill currency and those who master it early will lead the conversation build faster and earn more Who needs this book Creators tired of content blocks Freelancers ready to scale and automate Coaches building digital programs with clarity Side hustlers solopreneurs and marketers who want more done in less time Don t just use AI Master it Let Prompt Like a Pro be your shortcut to smarter workflows better content and scalable creativity

AI Prompts, Tips and Tricks MICHEL. ERNAUX,2025-04-04 Are you wasting time every day on repetitive tasks Have you heard about artificial intelligence but don t know how to actually use it Do you feel like you re missing out on a revolution that could change your professional life In a world where everything is moving faster artificial intelligence is your ally for working less better and more efficiently But you still need to know how to use it Without jargon Without coding Without wasting hours testing tools This book is THE practical solution you ve been waiting for Perform

everyday tasks easily and quickly with artificial intelligence In this ultra comprehensive and 100% actionable guide you will discover how to use AI to Automate your professional tasks email management organization planning writing content creation Boost your productivity create documents in one click summarize meetings manage your projects with AI assistants Create a profitable online business print on demand smart affiliation AI assisted writing automated freelancing Save time and reduce your mental load thanks to AI routines designed to optimize your daily life Inside you will find The best AI tools 2025 ChatGPT Canva Notion Zapier Midjourney More than 50 ready to use prompts for every professional use Concrete steps to launch an automated business without a budget A simple method to formulate the best prompts and harness the power of generative AI Whether you are an employee freelancer content creator entrepreneur student or just curious You will learn to Work faster with AI Gain efficiency clarity and impact Launch profitable projects assisted by intelligent tools Stay competitive in the era of artificial intelligence Result You save several hours per week You reduce your stress and mental load You build new sources of passive income You become autonomous organized and technologically up to date Get your copy and transform the way you work create and save time with artificial intelligence

The AI Prompting Handbook
Samson Lambert, 2025-09-14

Unlock the full potential of AI and transform the way you work create and learn Are you curious about ChatGPT and Generative AI but unsure where to start Do you want to move beyond simple questions and harness the true power of artificial intelligence to boost your productivity and creativity The AI Prompting Handbook is your essential beginner friendly guide to mastering the single most important skill of the AI era effective prompting Written by Samson Lambert this handbook demystifies complex topics and provides a step by step roadmap for anyone regardless of their technical background You do not need to know how to code you just need to learn how to have a more effective conversation Inside you will discover

The Fundamentals Made Simple Understand what Generative AI is how Large Language Models like ChatGPT think and what crucial concepts like tokens and hallucinations mean for you all explained in plain English

The Anatomy of a Perfect Prompt Learn the five core principles of Clarity Context Persona Structure and Examples that form the foundation of every successful AI interaction

The Prompt Engineer's Toolkit Go beyond the basics with intermediate techniques like Chain of Thought prompting to guide the AI's logic and Few Shot prompting to get consistent high quality results

Real World Applications Get practical copy and paste prompt templates for professionals students and everyday life covering everything from email management and marketing to meal planning and trip planning

Creativity Unleashed Learn how to use AI as your partner for brainstorming content creation and overcoming writer's block Explore the exciting world of AI image generation with tools like Midjourney and DALL-E 3

Ethical and Responsible Use Gain the confidence to use AI wisely by understanding its limitations including bias and misinformation and learn how to become a responsible AI user

Whether you are a professional looking for a competitive edge a student aiming to learn more effectively or a creative seeking a new tool this handbook will turn you from a curious novice into a confident AI prompter Stop just using AI and start

mastering it Calm Focus Barrett Williams, ChatGPT, 2025-08-15 Calm Focus is your science backed guide to turning distraction into deliberate attention Built around the brain s attention economy this eBook explains how three networks the Default Mode Network the Salience Network and the Frontoparietal Control Network shape what you notice how you respond and how you recover from slips Through accessible explanations and real world examples Calm Focus shows how mindfulness can synchronize these networks for steadier focus and calmer days Inside you ll find a clear map from laboratory findings to everyday benefits Expect practical insights into how brain changes relate to performance at work school and home along with strategies to reduce stress improve sleep and bounce back from distraction more quickly The book also highlights the tools researchers use from neuroimaging concepts to everyday reports so you can gauge your own progress with confidence Chapter by chapter Calm Focus moves from theory to practice You ll explore core techniques breath focused attention body scan and open monitoring and learn how to structure a scalable practice The centerpiece is an eight week roadmap designed to build attention and calm with weekly milestones simple trackers and reminders to sustain gains after the program ends Practical prompts routines and adjustments help you tailor the path to your life Designed for busy professionals students caregivers and anyone seeking steadier attention Calm Focus translates neuroscience into everyday action It invites you to cultivate awareness reduce cognitive fatigue and foster resilience in high demand environments Open the book and start a journey that blends science practice and everyday utility so you can think more clearly act with intention and finish each day with a sense of calm and control **The Art of Prompt Engineering with ChatGPT** Nathan

Hunter, 2023-01-19 Unlock the full potential of chatGPT with The Art of Prompt Engineering with ChatGPT A Hands On Guide This easy to follow book goes beyond the sound bytes of social media providing you with the tools and techniques to use chatGPT on a deeper level Learn 4 core techniques and tools to write better prompts Explore 9 in depth use cases to understand how to apply these techniques and tools Multiple exercises for each technique and tool to ensure you learn by doing Beautiful illustrations throughout the book Accessible language in a personal tone Written by a senior trainer as a narrated instruction manual and guide Paired with the book release the training series on The Art of Prompt Engineering with chatGPT A Hands On Guide has been fully booked out The series includes 4 trainings that cover the core techniques and tools discussed in the book We had a total of 400 attendees who will be participating in interactive and hands on training sessions Due to limited spots and high demand we were unable to accommodate everyone who registered If you were unable to attend this time please check our website for updates on future trainings and opportunities [www chatGPTtrainings com](http://www.chatGPTtrainings.com) Note from the author ChatGPT is so new to the market that Amazon still autocorrects it to chatGOT or chat got So as this AI technology changes I ll be releases free updates for kindle versions As of now the book is in it s first edition but expect an update in the coming months

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Detailed Chatgpt Prompts Tips For Busy Professionals Introduction

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