100 CHATGPT TIPS

BY NICOLAS BOUCHER

FRAMEWORK

1	**CO-STAR**	Context, Specific, Instructions, +Format, Blueprint, Identity
2	**AIDA**	Attention, Interest, Desire, Action
3	**CARE**	Context, Action, Result, Example
4	**TIAG**	Task, Action, Goal
5	**RTF**	Role, Task, Format
6	**PAS**	Problem, Agitate, Solution
7	**RISEN**	Role, Instructions, Steps, End Goal, Narrowing
8	**SMART the gen the best (Python code)**	Specify the type, Notebook (Colab, Jupyter), Action, Key data, Structure
9	**STAR**	Situation, Task, Action, Result
10	**CRISPE**	Capacity, Role, Insight, Statement, Personality, Experiment
11	**APE**	Action, Purpose, Expectation
12	**BAB**	Before, After, Bridge
13	**SWOT**	Strengths, Weaknesses, Opportunities, Threats
14	**RACE**	Reach, Impact, Confidence, Effort
15	**SMI**	Objectives and Key Results
16	**PESTLE**	Political, Economic, Social, Technological, Legal, Environmental
17	**MoSCoW**	Must Have, Should Have, Could Have, Won't Have
18	**ABCDE**	Assess, Brainstorm, Create, Develop, Execute
19	**SPIDR**	Define, Measure, Analyze, Improve, Control
20	**CARE**	Challenge, Action, Results, Reflection
21	**PPP**	Progress, Plans, Problems
22	**SMART**	Specific, Measurable, Achievable, Relevant, Time-bound
23	**4Ps**	Product, Price, Place, Promotion
24	**RODES**	Role, Objective, Details, Examples, Sense Check
25	**IRBA**	Instructions, Resources, Benchmark, Additional Guidelines

SHORTCUTS

26	**Open new chat**	**Windows:** Ctrl + Shift + O	**Mac:** Cmd + Shift + O
27	**Place cursor in chat input**	**Windows:** Shift + Esc	**Mac:** Shift + Esc
28	**Copy last code block**	**Windows:** Ctrl + Shift + ;	**Mac:** Cmd + Shift + ;
29	**Copy last response**	**Windows:** Ctrl + Shift + E	**Mac:** Cmd + Shift + E
30	**Set custom instructions**	**Windows:** Ctrl + Shift + I	**Mac:** Cmd + Shift + I
31	**Toggle sidebar**	**Windows:** Ctrl + Shift + S	**Mac:** Cmd + Shift + S
32	**Delete chat**	**Windows:** Ctrl + Shift + Backspace	**Mac:** Cmd + Shift + Backspace
33	**Show all shortcuts**	**Windows:** Ctrl + /	**Mac:** Cmd + /
34	**Undo action**	**Windows:** Ctrl + Z	**Mac:** Cmd + Z
35	**Redo action**	**Windows:** Ctrl + Y	**Mac:** Cmd + Shift + Z
36	**Zoom in**	**Windows:** Ctrl + +	**Mac:** Cmd + +
37	**Zoom Out**	**Windows:** Ctrl + -	**Mac:** Cmd + -
38	**Reset Zoom**	**Windows:** Ctrl + 0	**Mac:** Cmd + 0
39	**Quit Applications**	**Windows:** Alt + F4	**Mac:** Cmd + Q
40	**Submit input**	**Windows:** Enter	**Mac:** Enter
41	**Add a Line Break**	**Windows:** Shift + Enter	**Mac:** Shift + Enter
42	**Cycle through interface elements**	**Windows:** Tab	**Mac:** Tab
43	Browser Specific Shortcut: **Close Current Tab**	**Windows:** Ctrl + W	**Mac:** Cmd + W
44	Browser Specific Shortcut: **Search Within Tab**	**Windows:** Ctrl + F	**Mac:** Cmd + F
45	Browser Specific Shortcut: **Reload ChatGPT**	**Windows:** Ctrl + R	**Mac:** Cmd + R
46	Browser Specific Shortcut: **Mark Tab/Chat as Favorite**	**Windows:** Ctrl + D	**Mac:** Cmd + D
47	Keyboard Navigation in ChatGPT: **Scroll to Top**	**Windows:** Page up	**Mac:** Cmd + Up Arrow
48	Keyboard Navigation in ChatGPT: **Scroll to Bottom**	**Windows:** Page down	**Mac:** Cmd + Down Arrow
49	In Text Editors or ChatGPT Plugins: **Invoke ChatGPT Command**	**Windows:** Ctrl + Shift + P	**Mac:** Cmd + Shift + P
50	In Text Editors or ChatGPT Plugins: **Autocomplete Prompt**	**Windows:** Tab or Ctrl + Space	**Mac:** Tab or Ctrl + Space

DATA

51	**Convert Text to a Table**	Provide data in plain text and ask, "Turn this into a table format"
52	**Summarize Data**	Paste a dataset and ask, "Summarize this data into key points"
53	**Generate Excel Formulas**	Describe what you want to calculate, which data you have and ask for the formula
54	**Generate a CSV File Template**	Request, "Create a CSV format for tracking sales data"
55	**Extract Data Patterns**	Ask, "Extract specific patterns from this data"
56	**Create an Excel Table**	List the headers and the type of data you want inside. Then say "Generate the"
57	**How to create a Pivot Table**	Ask, "How would you structure a Pivot Table to analyze revenue by region?"
58	**Generate Conditional Formatting Rules**	Example: "Give me a rule to highlight cells with a value greater than $1,000"
59	**Automate Tasks with VBA**	Example: "Write a VBA script to combine all data in one tab"
60	**Suggest Graphs or Charts**	Ask, "What type of chart should I use to visualize this data?"
61	**Turn Data into Insights**	Provide raw data and ask, "Summarize this into a key insights report"
62	**Generate Slide Content**	Ask for bullet points, "Summarize this content into 5 slides for a presentation"
63	**Create a Financial Dashboard Outline**	Request, "Guide me in building a sales dashboard by region"
64	**Create a Gantt Chart Template**	ChatGPT can outline tasks, durations, and dependencies in a structured format
65	**Create Monthly Reports**	Example: "Draft a monthly performance report with the following data"
66	**Export Data to Excel**	ChatGPT can generate text structured as Excel importable (e.g., CSV) data
67	**Detect Data Anomalies**	Provide a dataset and ask, "Identify any outliers or inconsistencies in this data
68	**Generate Data Cleaning Steps**	Ask, "What steps should I take to clean this dataset before analysis?"
69	**Create Interactive Data Visualizations**	Request, "Suggest interactive visualization tools for this dataset"
70	**Compare Data Trends Over Time**	Provide time series data and ask, "Identify key trends and changes over time"
71	**Recommend the Best Chart for Data**	Ask, "What type of chart best represents this dataset?"
72	**Generate Forecasting Models**	Ask, "What forecasting methods can I use for this data, and how do I apply them?"
73	**Transform Data for Better Analysis**	Request, "Convert this unstructured data into an analysis-friendly format"
74	**Create Automated Data Reports**	Ask, "Generate a summary report from this dataset with key insights and visuals"
75	**Translate Data Descriptions**	Example: "Turn this description into SQL queries on database schema"

ADVANCED

76	**Obtain image ID for similar images**	Utilize image generation tool for referencing or replication of formats (be specific about the ob
77	**How to prompt AI**	Check the mini course in AI Finance Club
78	**Create a GPT**	Explore custom GPTs or tailor responses for your specific needs
79	**Chain Prompts for Complex Tasks**	Break down tasks into smaller chunks and connect them with sequential queries
80	**Use Role-Playing**	Ask ChatGPT to "act as" a specific expert (e.g., CFO, developer, data scientist)
81	**Ask for Counterarguments**	Challenge outputs by requesting opposing views or alternative solutions
82	**Refine with Iterations**	Continuously refine outputs by asking for clarifications or adjustments
83	**Automate Tasks with APIs**	Integrate ChatGPT's outputs into workflows using tools like Zapier or APIs
84	**Request Visual Suggestions**	Ask for layouts, table designs, or graphical ideas to enhance presentations
85	**Generate Frameworks**	Example: "Provide a step-by-step framework for budgeting processes"
86	**Analyze Sentiment**	Paste content and ask ChatGPT to determine its tone or sentiment
87	**Generate Markdown**	Example: "Format this text in Markdown for a README file"
88	**Create PowerPoint via ChatGPT**	Ask ChatGPT to create a PowerPoint (you can even say 'draft as act') for layout
89	**Explore GPTs**	GPT Marketplace - research there before creating your own
90	**Simulate Conversations**	Practice interviews, sales pitches, or client interactions.
91	**Generate JSON or XML Outputs**	Example: "Convert this data into JSON for a database"
92	**Canvas functionality in ChatGPT**	Canvas opens in a separate window, allowing you and ChatGPT to collaborate on a project.
93	**Custom Instructions**	Personalize responses by setting preferences for how ChatGPT should know about you
94	**Projects functionality in ChatGPT**	Organize files and chats for personal use and manage work across multiple conversations
95	**Memory setting in ChatGPT**	Save key details for ongoing conversations for more context-aware responses
96	**Tasks functionality in ChatGPT**	Schedule tasks (Ex. Prepare monthly financial statements (Scheduled: 5th of each month))
97	**Socratic Prompting**	Using open-ended, probing questions to push the AI toward deeper thinking
98	**Agent Prompting**	Assigning roles or tasks, defining rules clearly for specialized outputs
99	**Meta-Cognition**	Instructing the AI to evaluate its responses for accuracy or coherence
100	**Team Prompting**	Collaborating with multiple AI models or personas to solve problems

BY NICOLAS BOUCHER

Chatgpt Tips Sign In

Colin Tandy

Chatgpt Tips Sign In:

Unlocking ChatGPT's Potential: Practical Tips and Tricks for Everyday Use Colin Tandy,2024-07-16 Unlocking ChatGPT s Potential Practical Tips and Tricks for Everyday Use In a world rapidly evolving with the advances of artificial intelligence ChatGPT emerges as a groundbreaking tool designed to transform the way we work learn and create Unlocking ChatGPT s Potential Practical Tips and Tricks for Everyday Use is your comprehensive guide to mastering this powerful AI assistant and integrating it seamlessly into your daily life This book takes you on an enlightening journey starting with the basics of setting up ChatGPT and understanding its core functionalities As you delve deeper you ll uncover practical applications that enhance productivity streamline tasks and organize information effortlessly Whether you re drafting emails generating creative content conducting research or managing personal projects this guide provides step by step instructions and expert tips to maximize ChatGPT s potential Explore the transformative power of ChatGPT across various domains Productivity Automate routine tasks manage schedules and boost efficiency Creative Writing Generate ideas draft compelling content and refine your writing Research and Learning Retrieve information summarize articles and gain clear explanations on complex topics Personal Assistant Plan events manage tasks and receive personalized assistance for everyday activities Professional Settings Enhance workplace communication collaboration marketing and customer support Advanced Features Customize ChatGPT to suit your needs and integrate it with other tools Ethical Use Navigate the ethical considerations and best practices for responsible AI usage Troubleshooting Resolve common issues and optimize performance Packed with real world case studies success stories and answers to frequently asked questions this book is an invaluable resource for both beginners and experienced users It empowers you to leverage the full capabilities of ChatGPT ensuring you stay ahead in an AI driven future About OPENAI OpenAI a leading force in artificial intelligence research and development is committed to ensuring AI technologies benefit all of humanity Our team of experts has crafted ChatGPT an advanced language model designed to assist with a myriad of tasks from simple conversations to complex problem solving Unlock the future of AI with Unlocking ChatGPT s Potential Practical Tips and Tricks for Everyday Use and revolutionize the way you live and work One, Two, Three with Chat GPT: A Beginner's Guide M.B. Chatfield, One Two Three with Chat GPT A Beginner s Guide Perfect for total beginners to Chat GPT Starts with the absolute basics no prior knowledge needed Teaches you the easiest ways to start using Chat GPT Step by step guidance to your first AI conversations Simple language and clear instructions Your friendly first step into the world of AI AI AIEasy AskAI TalkToAI LearnChatGPT BeginnerAI EasyAI ChatGPTTips AIChatbot EasyChatGPT SimpleAITips AIChat ChatGPTGuide ChatGPTBeginner SimpleAIChat ChatGPTForNewUsers EffectivePrompts ChatGPTShortcuts ChatGPTForBeginners ChatGPTForEveryone AISimplified MBChatfield SimpleStepsTo ChatGPTGuide ChatGPTTechniques ArtificialIntelligence ChatGPTMadeEasy The Curious User’s Guide to Chat GPT. No Tech Skills Requied M.B. Chatfield, Unlock the wonders of ChatGPT it s easier than you think Heard about ChatGPT but worried it s too

complicated The Curious User s Guide to Chat GPT is here to show you just how accessible and user friendly AI can be This book is specifically designed for those with no technical skills offering a clear and simple path to understanding and using ChatGPT Discover practical applications for writing brainstorming getting information and much more all explained in plain language Satisfy your curiosity and start exploring the power of ChatGPT today no tech expertise required AI AIEasy AskAI TalkToAI LearnChatGPT BeginnerAI EasyAI ChatGPTTips AIChatbot EasyChatGPT SimpleAITips AIChat ChatGPTGuide ChatGPTBeginner SimpleAIChat ChatGPTForNewUsers EffectivePrompts ChatGPTShortcuts ChatGPTForBeginners ChatGPTForEveryone AISimplified MBChatfield SimpleStepsTo ChatGPTGuide ChatGPTTechniques ArtificialIntelligence ChatGPTMadeEasy **Get Started with Chat GPT: Your Guide to Productive Conversations** M.B. Chatfield, Your Quick and Easy Guide to Talking with AI Curious about ChatGPT but not sure where to begin Want to start having helpful and engaging conversations with AI right away Get Started with ChatGPT Your Guide to Productive Conversations is your friendly and straightforward introduction to this exciting technology Designed for beginners this book walks you through the essentials so you can start interacting confidently and effectively Inside you ll learn The Basics of ChatGPT Understand what it is and how it can help you Simple Steps to Get Started Quickly access and navigate the ChatGPT interface How to Ask Your First Questions Craft clear prompts for helpful responses Tips for Effective Communication Learn the fundamentals of talking to AI What to Avoid as a Beginner Steer clear of common mistakes Stop feeling intimidated and start exploring the power of conversational AI Get Started with ChatGPT provides you with the essential knowledge and practical guidance to have productive and insightful conversations from your very first interaction Begin your AI journey today your first productive conversation is just a page away AI AIEasy AskAI TalkToAI LearnChatGPT BeginnerAI EasyAI ChatGPTTips AIChatbot EasyChatGPT SimpleAITips AIChat ChatGPTGuide ChatGPTBeginner SimpleAIChat ChatGPTForNewUsers EffectivePrompts ChatGPTShortcuts ChatGPTForBeginners ChatGPTForEveryone AISimplified MBChatfield SimpleStepsTo ChatGPTGuide ChatGPTTechniques ArtificialIntelligence ChatGPTMadeEasy *AI-Powered Profits: The Ultimate Guide to Making Money Online with ChatGPT* M.B. Chatfield, AI Powered Profits Unleash the Power of ChatGPT to Unlock a New Era of Online Income In the ever evolving landscape of digital commerce artificial intelligence AI is poised to revolutionize the way we work live and earn ChatGPT a cutting edge large language model LLM stands out as a powerful tool with the potential to transform your online earning potential AI Powered Profits The Ultimate Guide to Making Money Online with ChatGPT unveils the secrets to unlocking the boundless possibilities of ChatGPT and harnessing its potential to generate a steady stream of income This comprehensive guide will empower you to Discover Lucrative Online Opportunities Enhance Your Productivity and Workflow Expand Your Service Offerings Build a Sustainable Online Business Stay Ahead of the Curve in the AI Driven Economy Whether you re an aspiring entrepreneur a freelancer seeking new opportunities or simply looking to expand your income streams AI Powered Profits The Ultimate Guide to Making Money Online with ChatGPT is your

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healthcare options including Medicare Medigap and cost management Prioritize health and wellness managing chronic issues and finding fun exercise routines Discover new sources of income through side hustles and turning hobbies into cash flow Fulfill your dreams and chase new adventures during retirement Ensure your end of life wishes are known with a living will Prepare for unexpected surprises in retirement Retirement worries are normal but this guide shows that with careful planning trusted advice and an open mind financial security and fulfilling golden years are achievable Each chapter offers practical insights from experts and successful retirees Don t wait any longer to take control of your future Unlock financial freedom enhanced well being purposeful living and thrive in your golden years Get the book and start your journey now

Primary English: Teaching Theory and Practice Jane Medwell,David Wray,Hilary Minns,Vivienne Griffiths,Liz Coates,2024-06-29 The essential teaching theory and practice text for primary English This comprehensive and popular text covers the professional knowledge skills and understanding required to be an effective teacher of primary English Practical guidance on the teaching and learning of phonics the importance of talk in the classroom and the teaching of handwriting and spelling Covers the teaching of writing in the early years KS1 and KS2 Includes strategies for developing reading comprehension Chapters cover inclusion assessment and organising and resourcing learning in the classroom This 10th edition has been updated and now includes links to the ITT Core Content Framework **Midjourney AI□□□□□□□□□□□□□□□□ □ □□ □□ZCT □□,2024-01-05** Midjourney Midjourney AI AI AI 3D AI AI AI Midjourney AI AI AI AI Midjourney Midjourney AI AI AI AI AI ChatGPT Midjourney AI AI ChatGPT Midjourney *Co-Intelligence* Ethan Mollick,2024-04-02 AN INSTANT NEW YORK TIMES BESTSELLER From Wharton professor and author of the popular One Useful Thing Substack newsletter Ethan Mollick comes the definitive playbook for working learning and living in the new age of AI Something new entered our world in November 2022 the first general purpose AI that could pass for a human and do the kinds of creative innovative work that only humans could do previously Wharton professor Ethan Mollick immediately understood what ChatGPT meant after millions of years on our own humans had developed a kind of co intelligence that could augment or even replace human thinking Through his writing speaking and teaching Mollick has become one of the most prominent and provocative explainers of AI focusing on the practical aspects of how these new tools for thought can transform our world In Co Intelligence Mollick urges us to engage with AI as co worker co teacher and coach He assesses its profound impact on business and education using dozens of real time examples of AI in action Co Intelligence shows what it means to think and work together with smart machines and why it s imperative that we master that skill Mollick challenges us to utilize AI s enormous power without losing our identity to learn from it without being misled and to harness its gifts to create a better human future Wide ranging hugely thought provoking optimistic and lucid Co Intelligence reveals the promise and power of this new era **Natural Language Processing in Action, Second Edition** Hobson Lane,Maria Dyshel,2025-02-25 Develop your NLP skills from scratch with an open source toolbox of Python packages Transformers Hugging Face vector

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analysis examines the foreign policy behavior of states in terms of state characteristics For example some scholars say that all democracies behave a certain way they don t fight with other democracies Artificial intelligence impact governance As AI continues to evolve and permeate various aspects of our lives its implications for AI and how does it impact businesses AI artificial intelligence refers to machines that can perceive intelligence synthesize and infer information It is the science and engineering of intelligent machines that can mimic human intelligence to perform tasks and then on the information they collect improve themselves based AI is designed to significantly enhance human capabilities and contributions making it a valuable business asset Mitigating Bias in Machine Learning Carlotta A. Berry,Brandeis Hill Marshall,2024-10-18 This practical guide shows step by step how to use machine learning to carry out actionable decisions that do not discriminate based on numerous human factors including ethnicity and gender The authors examine the many kinds of bias that occur in the field today and provide mitigation strategies that are ready to deploy across a wide range of technologies applications and industries Edited by engineering and computing experts Mitigating Bias in Machine Learning includes contributions from recognized scholars and professionals working across different artificial intelligence sectors Each chapter addresses a different topic and real world case studies are featured throughout that highlight discriminatory machine learning practices and clearly show how they were reduced Mitigating Bias in Machine Learning addresses Ethical and Societal Implications of Machine Learning Social Media and Health Information Dissemination Comparative Case Study of Fairness Toolkits Bias Mitigation in Hate Speech Detection Unintended Systematic Biases in Natural Language Processing Combating Bias in Large Language Models Recognizing Bias in Medical Machine Learning and AI Models Machine Learning Bias in Healthcare Achieving Systemic Equity in Socioecological Systems Community Engagement for Machine Learning **The Art of M&A, 6th edition: A Merger, Acquisition, and Buyout Guide** Alexandra Lajoux,2024-04-19 The authoritative guide M A professionals have relied on for 35 years with critical new insights and approaches based on lessons learned from major events and trends of the 2020s For senior executives bankers attorneys accountants and others The Art of M A is the go to resource for anyone conducting or advising on M A transactions It guides you through all phases of the process covering strategy valuation financing structuring due diligence negotiation closing and integration divestitures Complete with updated research case law tax codes accounting standards and regulations this new edition reflects important changes in practices market trends court decisions and state and federal regulations Updates include New deal examples throughout from Kroger s Albertson to X Holdings I Inc Twitter The latest Delaware legal cases affecting merger agreements including fiduciary out and material adverse change clauses critical to buyers and sellers alike Brand new topics such as de SPACing locked boxes the one percent U S buyback tax and the pending global minimum tax The Art of M A is an indispensable resource for anyone engaged in envisioning structuring closing and prospering from deals that benefit everyone involved *The Beginners Guide to ChatGPT: Master AI with Ease* Manoj Jangra,2025-05-01 Are you curious about ChatGPT but don t know where to

start Overwhelmed by the tech jargon and unsure how AI can actually help you This is the book for you The Beginner s Guide to ChatGPT is your all in one step by step introduction to understanding and using the world s most powerful AI tool in your personal creative and everyday life Whether you re a student professional creator or just curious this book gives you the practical knowledge confidence and inspiration to start using ChatGPT from Day 1 What You ll Learn What ChatGPT is and how it works no confusing tech talk How to sign up and start chatting like a pro Prompts that solve real problems writing recipes ideas more Productivity hacks and creative uses Tips to get the best answers and what to avoid 70 powerful prompt examples cheat sheets Inspiring success stories and use cases By the end of this book you won t just understand ChatGPT you ll use it with ease every day **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 *Mastering ChatGPT: Create Highly Effective Prompts, Strategies, and Best Practices to Go From Novice to Expert* TJ Books, Unlock the full potential of ChatGPT with this comprehensive guide Written for beginners this book will teach you how to craft effective prompts and use ChatGPT for business work and everyday life Become an early adopter and gain a competitive edge by mastering the innovative technology of ChatGPT Learn how to use it to automate tasks generate content and more This is the ultimate guide for those looking to take their skills to the next level and become ChatGPT experts Learn how to craft high

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