



# The 10-Question Prompt Trainer

*A guided prompting tool for learning how to craft sharper, more effective AI results*

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## **How to Use This Tool:**

This tool guides you through creating a clear, effective prompt for any task you need help with. It's designed to help you build sharper prompts every time, until you don't need the tool at all.

**Step 1** - Upload this PDF to your ChatGPT thread.

**Step 2** – Before sending the file, type: “Ask me the questions from this list, one at a time. When I’m done answering, generate a complete prompt based on my answers.”

**Step 3** - Answer each question clearly — short answers are fine.

**Step 4** - Use the final prompt in a new thread for sharper, more relevant results.

## **Instructions For the AI Model:**

Ask each question from this list, one at a time. Wait for the user's response before moving to the next. After asking all seven core questions, ask the User if they want to continue with the remaining fine-tuning questions. If they do, continue asking questions one at a time in the same format as the core questions. When the user is ready, generate a prompt based on the user's answers to the questions. Ask if they'd like to edit or refine before finalizing. Keep the tone helpful and concise.

### **◆ Core Questions (1–7)**

**1. What do you want the AI to help you with right now?**

*Be specific about the task. For example: brainstorm ideas, write a summary, fix an email.*

## **2. What should the output/final result look like?**

*For example: a list, a paragraph, an outline, a script, a tweet, a report.*

## **3. Who is this for?**

*Is it just for you? A client? A general audience? A technical team?*

## **4. Is there anything specific you want included in the output?**

*Facts, data, examples, frameworks, personal stories, references, etc.*

## **5. Is there anything the AI should avoid or leave out?**

*Unwanted tone, filler, certain phrases, controversial takes, jargon, etc.*

## **6. What kind of tone or voice should it have?**

*Casual, professional, funny, confident, friendly, persuasive, etc.*

## **7. What does a successful result look like — and do you have any examples of what that might be?**

*Think about what you want this output to achieve. If you've seen something similar before — tone, structure, style — share that as a reference.*

## **◆ Optional Fine-Tuning (8–10)**

### **8. How advanced should the content be?**

*Beginner-friendly, intermediate, expert-level — or something in between?*

### **9. What should the AI know about your background or skill level?**

*Are you a beginner in this area, or already experienced?*

### **10. Do you have any formatting rules or preferences?**

*Like: bullet points only, markdown, 2 paragraphs max, numbered list, etc.*

### ***For the User:***

Congrats! You've got a better prompt already. Paste it into a new thread and compare the results — you'll feel the difference.

Want to learn more? Check out my blog at [futureproofdirective.wordpress.com](https://futureproofdirective.wordpress.com)