

AI PROMPTS CHEAT SHEET

1. T-A-G

Task – Define the job or activity
Action – Describe the goal
Goal – Discuss the purpose

Example:

- Draft 5 names of Instagram posts to increase followers
- Convert followers to customers
- Explain how to develop 2x engagement in 60% less time

2. B-A-B

Before – Current situation
After – Desired future outcome
Bridge – How to get there

Example:

- Draft 5 names of Instagram posts → Before
- Create a detailed plan in 10 steps → After
- Focus on clarity → Bridge

3. R-T-F

Role – Assign AI prompts to a persona
Task – Define the job
Format – Structure the output

Example:

- Create compelling Facebook ad copy with a hook and narrative
- Marketing expert
- Format: Design a catchy hook

4. C-A-R-E

Context – Background for the request
Action – Tasks needed to proceed
Result – Expected outcome
Expectation – Desired final state

Example:

- The company is lacking a communication strategy
- Create a detailed plan in 10 steps
- Guide the staff to improve internal communication

5. R-I-S-E

Role – AI prompt's identity
Input – Instructions it follows
Steps – What it does
Expectation – Desired result

Example:

- Role: An AI Content Writer
- Task: Write a long-form blog post on increasing productivity
- Output: Create a hundred tips/strategies

6. A-I-M

Action – Set complexity
Intent – What is wanted
Metric – How success is measured

Example:

- Generate ideas for Instagram videos
- Increase engagement with followers
- Create 10 post ideas to boost follower engagement by 50%

7. G-R-O

Goal – What you've achieved
Reason – Why goals matter
Output – What AI should deliver

Example:

- Generate leads through a direct launch campaign
- Output: Write a purchase email for new product launch

8. F-I-T

Format – Desired structure of answer
Input – What the AI needs
Task – The main job

Example:

- Task: Use the customer order below
- Input: Customer details

9. L-E-D

Level – Set the complexity
Expect – Define what's wanted back
Direction – Specify how you want it done

Example:

- Keep the content team informed
- I want to spin it to learn