

👑 THE FINAL LAYER

# Master Every Prompt

## COMMAND-LEVEL PROMPTING STRATEGY

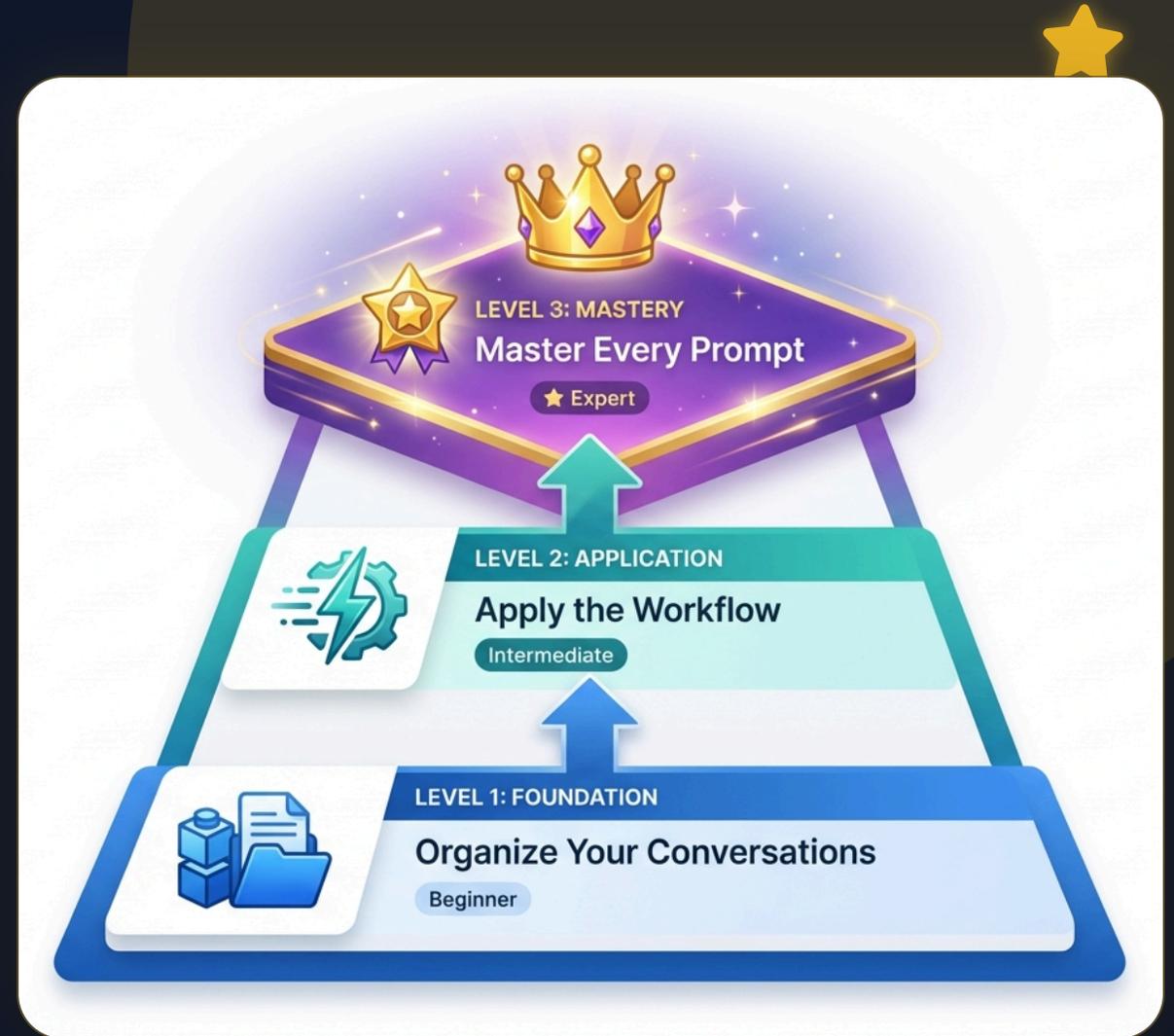
You've built the workflow. Now, unlock the **final clarity layer**. This is your blueprint for absolute control, precision, and expert-level reliability.

★ Expert Control

⚡ 10x Speed

💎 Flawless Quality

🛡️ Zero Confusion



# Ultimate AI Workflow Quick Reference

Master AI Workflows + 7 Prompting Rules Combined

🖨️ One-Page Reference

## AI WORKFLOWS: QUICK REFERENCE

### 3-STEP WORKFLOW

#### STEP 1: CREATE PROJECT SPACE



- One folder per project
- Organize files systematically

#### STEP 2: START CLEAN



- Goal, Audience, Format
- Tone, Length, Why

#### STEP 3: SPLIT TASKS



### 7 RULES INSIDE EACH CHAT



#### 1: BE SPECIFIC + ADD CONTEXT

Provide clear, detailed instructions and background information.



#### RULE 2: GIVE AI A ROLE/PERSONA

Assign a specific identity or expertise (e.g., "Act as a data scientist").



#### RULE 3: SHOW EXAMPLE OUTPUT

Include a model or template of the desired result.



#### 4: USE ACTION COMMANDS

Start prompts with strong verbs (e.g., "Analyze," "Generate," "Summarize").

#### RULE 5: DEFINE SUCCESS METRICS



Specify criteria for evaluation (e.g., "accuracy," "conciseness").

#### RULE 6: ONE TASK PER PROMPT



Keep instructions focused to avoid confusion.

#### RULE 7: ITERATE & REFINE



Review outputs and adjust prompts based on results.

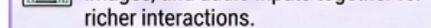
### POWER COMBO



**PERSONA + CONTEXT:** Combine a specific role with detailed background for highly tailored responses.



**CHAINING PROMPTS:** Break down complex tasks into a sequence of simpler, connected prompts.



**MULTIMODAL INPUT:** Use text, images, and audio inputs together for richer interactions.



**TOOL INTEGRATION:** Leverage external tools (e.g., code interpreters, browsing) within the workflow.



**SAVE & SHARE PROMPTS:** Build a library of effective prompts for future use and team collaboration.



# Rule 1: Be Specific + Add Context

Fight generic "AI slop" by giving detailed instructions and explaining "why"

## ✗ Vague & Generic

### THE PROMPT

```
"Write a social post about our product."
```

### THE RESULT

Generic, boring copy that could be for any company. Probably uses words like "game-changer" and "revolutionize".



## ✓ Specific & Contextual

### THE PROMPT

```
"Write a 120-150 word LinkedIn post for mid-level managers in tech. Goal: announce Feature X launch. Format: hook + 3 bullet benefits + CTA. Tone: confident, friendly. Because it's for LinkedIn, it must be scannable."
```

### 💡 Why It Works

- Defines **Audience** (tech managers) & **Length** (120-150 words)
- Adds **Context** ("because it's for LinkedIn..")
- Sets **Format Constraints** (hook, bullets, CTA)

# Rule 2: Give AI a Role or Persona

Instantly upgrade the quality of your output by assigning specific expertise



## The Transformation

1

### BEFORE



"Help me improve this email."



### AFTER



"Act as a senior B2B marketing manager. Rewrite this email to sound confident for decision-makers."



## Pattern A: The Role

2

### FORMULA



"Act as a [role] for [specific audience/context]"



### EXAMPLE



"Act as a Python Tutor for a 10-year-old student who loves Minecraft."



## Pattern B: The Expert

3

### FORMULA



"You are a [domain expert]; deliver [output] with [constraints]"



### EXAMPLE



"You are a seasoned UX Designer. Critique this landing page layout focusing on conversion."

# Rule 3: Show an Example Output

Don't just tell the AI what you want—show it exactly what success looks like

## ” The Prompt Strategy 1

### BEFORE

"Make it friendly."



### AFTER

"Match this exact style: **[Paste short sample]**. Keep the same rhythm and greeting format."

## ✦ Mirroring Effect 2

### INPUT STYLE

Formal Request → Formal Output  
Playful Request → Playful Output



### THE RESULT

Modern AI follows your example's tone, structure, and length almost exactly.

## 💡 How to Use This 3

### PREPARATION

Find a perfect example (5–10 lines). If none exists, write a quick "mini-version" yourself.



### COMMAND

Paste it and explicitly say: "Match this tone, pacing, sentence length, and formatting."

# Rule 4: Use Action Commands

Stop asking for permission. Tell the AI exactly what to do.



## The Approach

1

### BEFORE



"Can you suggest improvements to this post?"



### AFTER



"Rewrite this post: add a stronger hook, replace vague phrases, and end with a CTA."



## Verb Swap 1

2

### BEFORE



Suggest, Think about, Maybe, Could you...



### AFTER



Rewrite, Create, Edit, Improve, Generate...



## Verb Swap 2

3

### BEFORE



Consider, Would it be better to, What if we...



### AFTER



Apply, Change, Add, Remove, Structure...

# Rule 5: Define Success Metrics

Don't just ask for "good" results — define exactly what success looks like



## The Transformation

1

### BEFORE



"Make this better."



### AFTER



"Improve for clarity. Success looks like: (1) 3 hooks, (2) 150 words max, (3) 8th-grade level."



## Measurable Criteria

2

### VAGUE / SUBJECTIVE



"Make it simple and professional."



### CLEAR / OBJECTIVE



"Use bold headers. No paragraphs over 3 lines. Include a summary table."



## Success Checklist

3

### AVOID



Letting the AI guess your preferences for format and style.



### DO THIS



Explicitly list 3–5 "Success Checks" covering length, structure, and required elements.

# Rule 6: One Clear Task Per Prompt

Stop multitasking. Separate your Research, Planning, and Creation for better results.



## The "Do It All" Trap

1

### BEFORE



"Research the audience, write 3 posts, and design captions all in one go."



### RESULT



AI gets overwhelmed, gives surface-level research, and generic writing.



## The Focused Task

2

### BEFORE



Asking for the final output immediately without groundwork.



### AFTER



"Task: Research ONLY. Deliver a brief audience summary (5 bullets) + 3 pain points."



## The Pro Workflow

3

### STEP 1: RESEARCH



Gather facts and audience insights first. Do not write yet.



### STEP 2: CREATE



"Task: Write 3 posts using the research above." Start a fresh chat if needed.

# Rule 7: Iterate & Refine

Don't settle for the first draft. Review, critique, and improve.



## Review the Output

1

### BEFORE



"Thanks, looks good." (Taking the first response as final)



### AFTER



Check against your original goal and constraints.

- Does it match the tone?
- Is the length correct?
- Are facts accurate?



## Ask Follow-up Questions

2

### BEFORE



Starting a new chat if the first answer isn't perfect.



### AFTER



Guide the AI to fix specific issues.

- "Make the second paragraph shorter."
- "Add a stronger call to action."
- "Change the tone to be more casual."



## Refine & Polish

3

### BEFORE



Manually rewriting everything yourself.



### AFTER



Use AI to polish the final draft.

- ✓ "Check for grammar and clarity."
- ✓ "Summarize this into 3 bullets."
- ✓ "Suggest 5 alternative headlines."

# The 7 Rules Summary

## Quick Check Checklist



### 1. Be Specific + Context

Include audience, format, tone, length, and "because..." to fight generic outputs.



### 2. Give AI a Role

"Act as a [expert] for [audience]." Contextualize the advice level.



### 3. Show Example Output

Paste a short, perfect sample and ask the AI to match the style exactly.



### 4. Use Action Commands

Use "Rewrite" or "Create" instead of "Suggest" or "Think about".



### 5. Define Success

State "Success looks like..." with 3–5 specific criteria (length, format, readability).



### 6. One Task Per Prompt

Separate Research → Plan → Create → Review. Don't do everything in one message.



### 7. Iterate & Refine

Don't settle for the first draft. Review outputs against your goals, ask follow-up questions to fix specific issues, and use AI to polish the result.

✓ Did you set the Audience?

✓ Did you assign a Role?

✓ Did you Provide an Example?

✓ Is it One Clear Task?