

LESSON 10 WORKBOOK

Writing Better AI Prompts
Module 2: Using AI Tools

Name		Date	
AI Project		Status	■ Not started ■ In progress ■ Complete

Lesson Purpose

Learn how to write clear, specific prompts that produce better AI responses.

My Main Goal

Exercise 1

Explain why clear prompts produce better AI answers.

Exercise 2

Rewrite a weak prompt into a stronger prompt.

Exercise 3

Create three prompts for learning, work, and business.

Prompt Workshop

Summarize a long article in five bullet points.

Write a professional client email.

Create a 30-day AI study plan.

Create Your Own Prompt

Key Takeaways

My Practical Action Step

Reflection

Completion Checklist

- Improved three prompts
- Tested prompts in ChatGPT
- Compared weak and strong prompts
- Ready for Lesson 11

Next Step

Continue to Lesson 11 – AI for Writing and Content Creation.