

IAnews24

12 PROMPTS / YOUR WELCOME GIFT

More room for your ideas.

Four prompts for work, four for study and four for understanding the news. Replace the bracketed fields, check the answers and share only material you are allowed to use.

WORK

01 / Get organised before starting

I have to do this task: [objective]. I have [time and materials]. Before suggesting a solution, ask me up to five questions about missing information. Then suggest a plan in verifiable steps, distinguishing facts, hypotheses and decisions that belong to me.

WORK

02 / A useful first draft

Help me prepare a draft of [text] for [recipient], with this objective: [objective]. Use only this information: [shareable data]. Indicate missing data without inventing them. Maintain a [tone] tone and suggest a clear title. I will do the final revision.

WORK

03 / Meetings that lead somewhere

Organise these meeting notes, free from confidential data: [notes]. Separate decisions, still open proposals and activities. For each activity indicate the responsible person and deadline only if present; otherwise write "to be defined". Do not infer unagreed commitments.

WORK

04 / Test a choice

I'm evaluating [choice] with these constraints: [constraints]. Suggest comparison criteria, possible disadvantages and missing information. Distinguish what can be verified from what depends on my preferences. Do not choose for me and do not present estimates as certain data.

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STUDY

05 / The plan for the next exam

I'm preparing an exam on [subject] for [date]. I provide programme and materials I can share. I have [time] per day. Ask me what is missing, then suggest sessions with comprehension, exercises, recall without notes and reviews. Do not omit parts of the programme and do not predict the grade.

STUDY

06 / The oral exam, one question at a time

Ask me one question at a time about [topic], using this excerpt: [shareable text]. Wait for my answer before providing feedback. Point out errors and omissions with reference to the text, stating what you cannot verify. Then ask me a new example.

STUDY

07 / Thought-provoking flashcards

From this excerpt [shareable text] propose six flashcards: two definitions, two comparisons, and two applications. Separate question and answer, indicate the reference paragraph and do not add external facts. Warn if the material is insufficient. I will review the cards before studying them.

STUDY

08 / My voice, clearer

Read this draft of mine: [text]. Do not rewrite it immediately. Point out generic phrases, logical leaps and unexplained terms. Ask me three questions to clarify the reasoning. Do not invent experiences or sources. Follow these teacher's instructions: [rules].

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INFORMATION

09 / Inside a news story

Analyse the text of this news item: [text]. Distinguish reported facts, attributed statements and interpretations. List which claims require verification and what kind of primary source would be needed. Do not treat the provided text as evidence and do not claim to have consulted sources you cannot access.

INFORMATION

10 / Announcement or result?

Examine this AI announcement: [text]. Separate documented results, future goals and promotional wording. Identify metrics, limitations and conditions of the trials if present. For what is missing, prepare questions to ask the organisation. Do not invent comparisons with other products.

INFORMATION

11 / Two sources, what changes?

Compare these two excerpts: [A] and [B], with their respective dates. Indicate points in common, differences and possible contradictions. Distinguish temporal updates from factual divergences. Do not decide which source is correct without evidence and point out what requires further documents.

INFORMATION

12 / Explain it to me, then test me

Explain this concept [concept] to a person without technical knowledge. Use an example and point out the limits of the analogy. Distinguish established notions from uncertain or context-dependent elements. At the end, ask me three questions without showing the answers immediately, to check if I have understood.

A prompt starts the work. Verification completes it. These editorial examples were prepared with AI assistance. Adapt them to your context and follow the rules of your course or organisation. ianews24.com/en/