

The ChatGPT Cheat Sheet



BASIC STRUCTURE OF A PROMPT:

Acting as a **[ROLE]** perform **[TASK]** in **[FORMAT]**

ACT AS A [ROLE]

- MARKETER
- ADVERTISER
- MINDSET COACH
- BESTSELLING AUTHOR
- THERAPIST
- WEBSITE DESIGNER
- JOURNALIST
- INVENTOR
- CHIEF FINANCIAL OFFICER
- COPYWRITER
- PROMPT ENGINEER
- ACCOUNTANT
- LAWYER ANALYST
- GHOSTWRITER
- PROJECT MANAGER

CREATE A [TASK]

- HEADLINE
- ARTICLE
- ESSAY
- BOOK OUTLINE
- EMAIL SEQUENCE
- SOCIAL MEDIA POST
- PRODUCT DESCRIPTION
- COVER LETTER
- BLOG POST
- SEO KEYWORDS
- SUMMARY
- VIDEO SCRIPT
- RECIPE
- SALES COPY ANALYSIS
- AD COPY

SHOW AS [FORMAT]

- ATABLE
- ALIST
- SUMMARY
- HTML
- CODE
- SPREADSHEET
- GRAPHS
- CSV FILE
- PLAIN TEXT FILE
- JSON
- RICHTEXT
- PDF
- XML
- MARKDOWN
- GANTT CHART
- WORD CLOUD

LINKED PROMPTING

1. Provide me with the ideal outline for an effective & persuasive blog post.
2. Write a list of Engaging Headlines for this Blog post based on [Topic].
3. Write a list of Subheadings & Hooks for this same blog post
4. Write a list of Keywords for this Blog.
5. Write a list of Compelling Call-to-Actions for the blog post
6. Combine the best headline with the best Subheadings, Hooks, Keywords and Call-to-Action to write a blog post for [topic]
7. Re-write this Blog Post in the [Style], [Tone], [Voice] and [Personality].

PROMPT PRIMING

- **ZERO** - "Write me 5 Headlines about [Topic]"
- **SINGLE** - Write me 5 Headlines about [Topic]. Here is an example of one headline: 5 Ways to Lose Weight"
- **MULTIPLE** - Write me 5 Headlines about [Topic]. Here is an example of some headlines: 5 Ways to Lose Weight, How to Lose More Fat in 4 Weeks, Say Goodbye to Stubborn Fat. Find a faster way to Lose Weight Fast"

PROMPTS FOR BIZ OWNERS

- Give me a list of inexpensive ideas on how to promote my business better?
- Acting as a Business Consultant, What is the best way to solve this problem of [Problem].
- Create a 30 Day Social Media Content Strategy based on [Topic 1] & [Topic 2].



1.800.541.0450 sales@innovativecomp.com

www.innovativecomp.com

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