The "Perfect Prompt" Framework

Stop Guessing. Start Getting Results.

Most people get generic results because they give generic instructions. Use this 7-ingredient template to ensure your AI output is professional, accurate, and ready to use.

The Template

- **Persona:** Act as a [e.g., Expert Marketing Consultant / Senior Developer / Creative Writer].
- **Context:** I am working on [e.g., a proposal for a new client / a project to streamline our hiring process]. The background is [provide 1-2 sentences of history or data].
- **Task:** Your goal is to [e.g., write a project summary / analyze this data / draft an email].
- **Constraints:** Please ensure the response is [e.g., under 500 words]. Do NOT include [e.g., mentions of pricing / buzzwords like "synergy"].
- **Goal:** The final output should help me [e.g., convince my boss to approve the budget / explain a complex topic to a 5th grader].
- **Format:** Present the information as a [e.g., bulleted list / professional letter / markdown table / 3-act script].
- **Tone:** Use a tone that is [e.g., persuasive and bold / empathetic and soft / technical and precise].

Example: Putting it into Practice

The "Bad" Prompt: *"Write a job description for a sales manager."*

The "Template" Prompt:

- **Persona:** Act as an expert HR Recruiter specializing in tech startups.
- **Context:** We are a fast-growing SaaS company that values "radical candor" and high autonomy. Our current sales team is 10 people and needs a leader.
- **Task:** Write a compelling job description for a Sales Manager.
- **Constraints:** Avoid "corporate-speak." Keep the requirements list to the top 5 most important skills. Mention that we are a "remote-first" company.
- **Goal:** The goal is to attract high-performers who have experience scaling teams from $1M to $10M ARR.
- **Format:** Use a clear layout with headers: "The Role," "What You'll Do," and "Why You'll Love It."
- **Tone:** Energetic, ambitious, and transparent.

Quick-Start Checklist:

- ☐ Did I tell the AI **who** to be?
- ☐ Did I provide enough **background**?
- ☐ Is my **task** specific?
- ☐ Did I set clear **boundaries** (Constraints)?
- ☐ Does the AI know what **success** looks like (Goal)?
- ☐ Is the **structure** defined (Format)?
- ☐ Did I define the **personality** (Tone)?