



CHAT GPT PROMPT CHEAT SHEET

Use AI as your co-pilot,
not your replacement!

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IMPROVE YOUR EMAILS

Reply to this message

STAY IN TOUCH AFTER NETWORKING

I want to say hello to [Name] and remind her of the conversation we had about collaborating at the recent [Event] on [Date]. Suggest that we follow up soon and thank her for her time. Write it in British English

WRITING A PROPOSAL FOR A CLIENT

Can you help me write a proposal for a client? please ask me 20 questions about me and the client to help get the best outcome, please write this in British English.

The background of the entire image is a photograph of an aloe vera plant, showing its characteristic thick, pointed, serrated leaves. The plant is positioned in the lower half of the frame, with the leaves extending upwards and outwards. The top half of the image is a white, rounded rectangular area containing text and a logo.

CeCe.

ACT AS A COPYWRITER

My brand is called [Insert name] and I [INSERT WHAT YOU DO] You are a copywriter, can you create a welcome email for new subscribers to my weekly newsletter, where I share [TIPS].

Don't forget to let them know that I'm grateful for their support.

C E C E D I G I T A L . C O M



ACT AS A SOCIAL MEDIA MANAGER

**Act as a social media manager, using this blog
post: [INSERT BLOG]**

**please generate 3 Instagram carousels using
this Call to action: [insert link to contact form]**

Also please give me:

- **some Instagram story polls that I can add to
Instagram.**
- **create some multiple-choice questions for
Instagram**
- **create some open ended questions based on
the above**
 - **create 5 hashtags based on our slogan:
[enter Slogan]**
- **using the information above please write a
post for LinkedIn promoting the blog (in
British English)**



ADVANCED PROMPTS (USING PAID FOR CHAT GPT AND PLUGINS)

I want you to act like as the best SEO consultant of all time. I need you to create a list of keywords as well as a corresponding targeting strategy to optimise my website: [insert website]. Then choose the appropriate keywords for targeting, taking into account the competition and search volume for each keyword. I want to rank first organically on search engines and need this list and strategy to accomplish that. I need you to put together a strategy that best incorporates the chosen keywords to maximise the potential for the website [insert website] to rank higher in search results. Include keyword difficulty and rank them by the ones which are easiest. Show results in a table format - I want to use British English



I want you to act like a social media manager I need you to create a social media post to the following «Twitter, LinkedIn and Facebook». This post needs to promote your brand (INSERT WEBSITE) and it needs to highlight your competitive edge.

I need you to focus on making it aesthetically pleasing, on brand, eye-catching, and a little click baity. I need you to capture the attention of current followers and new ones. I want this post to be creative, unique, and have some witty fun. Include the appropriate hashtags so that the post gets visibility.

Based on this post I want you to continue and create a content calendar with the same parameters, I need 5 posts a week for a month. All the posts should utilise varying verticals.

CeCe.



Thank you for using this chat GPT prompt cheat sheet! I hope you find it helpful in getting started.

You can follow me @LondonWebGirl for more updates and insights. Let's stay connected and continue the conversation!

C E C E D I G I T A L . C O M