# PROMPTING METHODOLOGY

These methods for easier prompting are cited by teachers on the forum of the French MOOC "Artificial intelligence for and by teachers" – visited on 01/07/2025.

## THE A.C.T.I.V.E METHOD

- **A – Action**: specify what you expect from the AI.
  *Example: generate a summary, analyze data.*

- **C – Context**: clearly define the context in which the AI operates.
  *Example: for a classroom presentation, a research project.*

- **T – Task**: be explicit about the task to accomplish.
  *Example: write a text on the evolution of biology, compare two scientific articles.*

- **I – Input**: provide the necessary information or data for the task.
  *Example: here are the experiment data, here is a text excerpt to summarize.*

- **V – Version / Verification**: specify the desired output format or check it.
  *Example: a table, a 300-word text, a comparative chart.*

- **E – Example / Explanation**: optionally give an example or clarify the style expected.
  *Example: highlight the key points in the summary.*

## FIVE STEPS TO CREATE AN EFFECTIVE PROMPT [1]

- **Initialize the conversation**: define your role and objective.
  *Example: I am a French teacher and I want to create a lesson on Romanticism.*

- **Describe the task**: be clear and specific in the request.
  *Example: I want you to generate a detailed lesson plan.*

- **Add constraints**: specify limits or conditions.
  *Example: the lesson is for middle school students and must last 45 minutes.*

- **Specify output format**: indicate the expected form of the response.
  *Example: provide a table with columns for objectives, activities, and assessments.*

- **Refine the response**: adjust the prompt by reformulating or adding details.
  *Example: can you expand on the classroom activities and suggest resources for each section?*

## PRACTICAL PROMPT CREATION EXAMPLES

### EXAMPLE 1: CREATE A SUMMARY OF A SCIENTIFIC ARTICLE

- **Action**: summarize the article
- **Context**: for a presentation at a scientific conference
- **Task**: extract the main points
- **Input**: full article to summarize
- **Format**: approximately 300-word summary

**Prompt:**

> I am a biology researcher preparing a conference presentation. Please summarize the following article on the effects of climate change on biodiversity, extracting the main points. The summary should be around 300 words.

### EXAMPLE 2: CREATE A PERSONALIZED QUIZ FOR STUDENTS

- **Action**: create a quiz
- **Context**: middle school mathematics class
- **Task**: generate 10 questions about fractions
- **Input**: list of student skills
- **Format**: multiple-choice questions with detailed answers

**Prompt:**

> I am a middle school mathematics teacher. I want to create a quiz on fractions for my students. Generate 10 multiple-choice questions with detailed answers for each. Adjust the difficulty to suit students from beginner to intermediate levels.

1. DRANE – Académie de Versailles consulted on 24/10/2025. ↵