



TAKE THIS WITH YOU

Reusable RECIPE-V Prompt Template

Use this template to create additional prompts.

Act as **[Role]**. Create, develop, organize, or draft **[End Goal]**. The audience, situation, and relevant background are **[Context]**. Include **[Instructions: required content, steps, and boundaries]**. Use **[Parameters: format, length, tone, reading level, and structure]**. Follow or incorporate this safe example or preferred structure: **[Example]**. Identify **[Verify: claims, sources, policies, regulations, assumptions, or professional requirements that must be checked]**. Do not invent citations, facts, policies, requirements, statistics, or other missing information. Flag where human review, professional judgment, or institutional approval is required.

Not every prompt needs all seven parts — delete any bracket that doesn't apply to your task.