### **©** Prompt Brainstorm Map

Phase 1 – IMAGINE: Where ideas spark and possibilities bloom.

Use this worksheet to turn a vague idea, curiosity, or goal into a thoughtful prompt. Start with feelings, problems, or outcomes — and let your imagination lead.

What do I want to achieve?

What's the goal, outcome, or emotion I'm aiming for?

**⚠** Who is the audience or agent?

Is this prompt for ChatGPT, a specific user, a customer, or another tool?

What's the tone, voice, or style?

Playful, professional, poetic, precise? Something else?

Inspirational Spark Area

Add key words, phrases, metaphors, or sensory ideas that spark emotion.

**Draft Prompt Field** 

Write your first version of the prompt below. Don't worry about perfection — this is version 0.1.

### **Prompt Polisher Sheet**

Phase 2 - REFINE: Where raw prompts get polished into purpose.

Use this worksheet to improve a rough prompt. Adjust tone, format, detail level, and context until your prompt feels clean, clear, and ready for action.

	Paste your rough or first draft prompt here.
a	t's working?
	Identify what parts of the prompt are strong or usable.
ıa	t's confusing or weak?
	List unclear terms, missing context, or confusing parts.

Tone, Voice, or Style Improvements

How can the style be better suited to your goal or audience?



What info is missing? What could be cut for clarity?



Polished Prompt (Version 1.0)

Rewrite the updated version here.

# **Prompt Feedback Grid**

Phase 3 - VALIDATE: Where feedback fuels function.

Use this worksheet to gather structured feedback on a prompt -- from yourself and from others. Self-assess first, then send to a peer or team for input. Compare notes and revise accordingly.

Original Prompt					
Paste your prompt here. This is the version you want reviewed					
Self-Assessment					
Clarity (1-5): Comments:					
Completeness (1-5): Comments:					
Tone & Voice (1-5): Comments:					
Creativity (1-5): Comments:					
Effectiveness for Goal (1-5): Comments:					
Peer Feedback					
Clarity (1-5): Comments:					
Completeness (1-5): Comments:					
Tone & Voice (1-5): Comments:					
Creativity (1-5): Comments:					

Effectiveness for Goal (1-5):	Comments:
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Revision Notes	
Summarize the key takeaways and h	now you plan to improve the prompt.

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# **Prompt Troubleshooter**

Phase 4 - DEBUG: Where problems are puzzles, not failures.

Use this worksheet when your prompt is not working as expected. Start with the checklist, then follow the flow questions to diagnose the issue and take notes.

Quick Troubleshooting Checklist	
[] Is the prompt too vague or open-ended?	
[] Am I missing context, examples, or constraints?	
[] Did I accidentally overload it with too many tasks?	
[] Is the tone or style misaligned with the goal?	
[] Is the agent misunderstanding due to phrasing or structure?	
Flow Diagnostic Questions	
What did I expect the AI to do?	
What did it actually do instead?	
What part of the response was off? (content, tone, format, etc.)	
Is there an assumption I made that the AI missed?	
What might a human misunderstand in this prompt?	
If I rephrased this using simpler terms, what would it sound like?	
Fix-It Notes	
Summarize your diagnosis and write a revised version or targete	d tweak.

Date:	
What Changed?:	
Why?:	
Prompt Orbit Timeline	
Use this space to sketch or describe key turning points, experin	nents, or refinements.
Al Output Snapshots	
Paste or summarize key outputs here to compare and reflect or	n the evolution through each orbit.

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# **Prompt Orbit Tracker**

Phase 6 - LOOP: Where feedback becomes fuel for the next cycle.

Use this worksheet to track the evolution of your prompt across multiple orbits. Document changes, capture output snapshots, and observe how each loop refines the trajectory of your results.

#### **Prompt Version History**

Track major revisions and what changed between each orbit.

Orbit 1	
Orbit #:	
Date:	
What Changed?:	
Why?:	
Orbit 2	
Orbit #:	
Date:	
What Changed?:	
Why?:	
Orbit 3	
Orbit #:	
Date:	
What Changed?:	
Why?:	
Orbit 4	
Orbit #:	
Date:	
What Changed?:	
Why?:	
Orbit 5	
Orbit #:	