

# Improve your Generative AI prompts

Basic HR Prompt	Improved HR Prompt	Explanation of Improvement
<b>Write a job description.</b>	Write a job description for a Senior HR Business Partner with expertise in employee relations, talent management, and organizational development. Highlight required experience in conflict resolution and strong interpersonal skills.	Defines the job role and key skills, leading to a more attractive and accurate job description for qualified candidates.
<b>Create an onboarding checklist.</b>	Develop an onboarding checklist for a remote software development team. Include items related to tech setup, company culture introduction, and team communication practices.	Specifies the role, work environment, and onboarding focus areas, making the checklist more relevant and useful.
<b>Make a performance review template.</b>	Create a performance review template for managers to assess employees in a fast-paced retail environment. Focus on customer service skills, teamwork, and adaptability.	Specifies the industry, job focus, and key skills, leading to a template tailored for effective evaluations in retail.
<b>Write a diversity statement.</b>	Write a diversity statement for a midsize tech company aiming to foster inclusion and recruit a diverse talent pool. Emphasize commitment to equal opportunities and inclusive practices.	Defines company type, goals, and focus areas, resulting in a more authentic and targeted diversity statement.
<b>Generate interview questions.</b>	Create a set of interview questions for a candidate applying to an HR generalist role. Include questions about conflict resolution, recruitment experience, and policy implementation.	Specifies the role, skill areas, and question topics, making the questions more relevant and insightful for evaluating HR candidates.
<b>Develop a training program.</b>	Design a 3-month training program for new managers in a healthcare organization. Focus on leadership skills, employee engagement, and compliance with healthcare regulations.	Outlines duration, audience, industry, and training topics, guiding the program to be comprehensive and industry-specific.
<b>Write an employee handbook.</b>	Write a concise employee handbook for a startup in the financial sector. Include policies on remote work, code of conduct, and performance evaluations. Use a friendly yet professional tone.	Specifies company size, industry, tone, and key policies, resulting in a handbook that fits the company culture and addresses relevant policies.