

# KOMPUTIKA

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## NEWSLETTER

How to Make the Most Out of Your LLM Prompts with Four Simple Steps

### INSIDE

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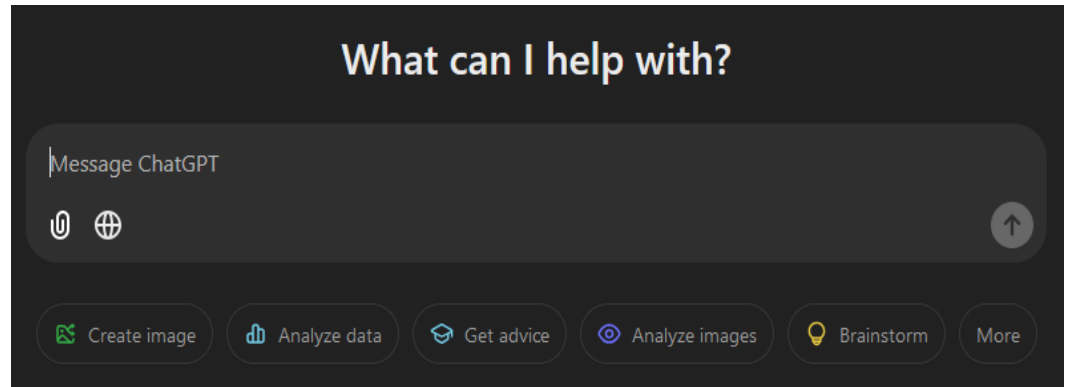
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Enhanced LLM Prompt

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## Maximizing the Utility of AI Language Models with Enhanced Prompting

— By Liew Wei Shiung

Large Language Models (LLMs) like ChatGPT and Google's Gemini have emerged as powerful and popular tools in industries from content creation to programming and research. These Artificially Intelligent (AI) models can interpret and generate natural human language, making them highly versatile. However, users often do not fully utilize the power of AI, using them as a glorified search engine with one-sentence prompts.

To make the most out of them, this article provides an overview of some best practices and strategies for using LLMs effectively, whether you are a professional in computer science or a housewife with no programming background. The strategies shared in this article apply to multiple contexts, including professional workplaces, academic settings, and creative projects, and to any LLMs from ChatGPT to Google Gemini.

We broadly summarize the four steps you can use to enhance the answers you get from LLMs:

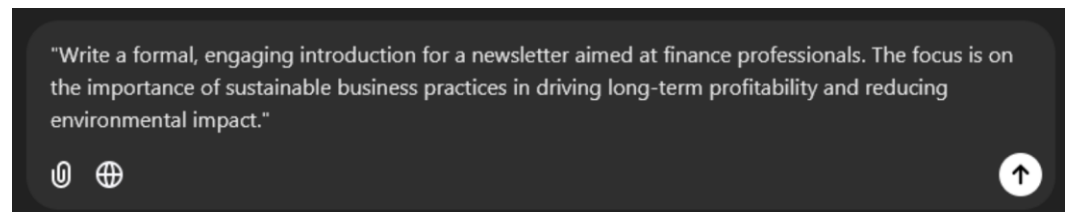
- 1) Limit Your Prompts.
- 2) Let LLMs Do All The Work and Automate.

- 3) Praise and Criticize Your LLMs.
- 4) Self-Evaluation.

### **Limit Your Prompts: Set Boundaries, Provide Contextual Information**

LLMs' greatest strength is also their greatest weakness. Giving a vague prompt will not get you good results because they have little contextual information to work on. Specify what you want to achieve—whether it's answering a specific question, generating creative ideas, or drafting technical content. Include key details, like who is the intended audience, what tone is to be used, and so on, to help the model “know” your expectations.

For example: asking the LLM for an “introduction to sustainable business” may produce a generic response that lacks industry-specific insights. However, if you clarify your objective and context with a prompt similar to the picture below:



Generic response of the LLM

You can produce a more targeted response by specifying the audience (finance professionals), tone (formal, engaging), and key themes (profitability and environmental impact). This approach saves time on edits and ensures that the output's relevance to your purpose.

### **How to be More Efficient: Letting LLMs Do All the Work and Automate Your Workflows**

LLMs can save you time by handling repetitive tasks and streamlining workflows. To integrate LLMs efficiently, identify tasks that require consistent but low-level decision-making. For customer support, LLMs can respond to frequently asked questions. In content marketing, they can suggest ideas, draft outlines, and rewrite text for social media posts. For developers, LLMs can write and debug code snippets based on simple descriptions.

Building on the previous example, you can use ChatGPT as a chatbot to answer common questions from users, i.e. Frequently Asked Questions, by uploading an FAQ document with common queries and answers, such as the picture below:

#### **Frequently Asked Questions (FAQ) on Sustainable Investing**

Q: What is sustainable investing?

A: Sustainable investing means choosing investments in companies that care about their impact on the environment, society, and good business practices. These companies might focus on reducing pollution, treating employees fairly, and acting responsibly. By investing in them, you aim to make a positive difference while potentially growing your money over time.

Q: How can I evaluate the environmental impact of my investments?

A: You can check a company's “ESG” rating, which scores its environmental, social, and governance practices. Look for information like carbon emissions, waste management, and use of renewable energy in the company's sustainability reports. Comparing these scores across companies helps you find investments that align with your environmental goals.

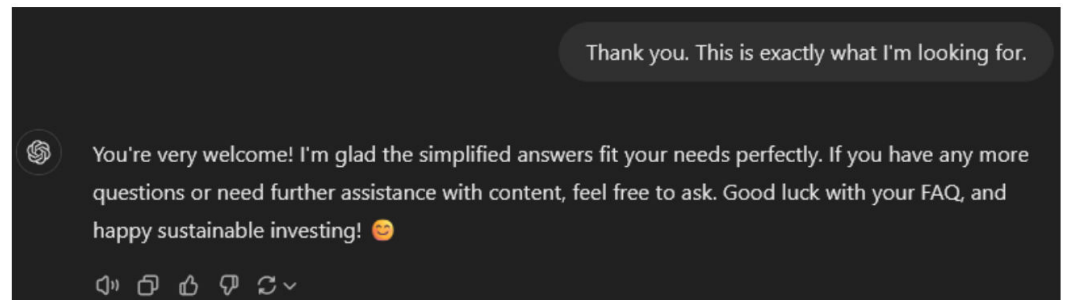
### FAQ example on Sustainable Investing

Once the document is uploaded, ChatGPT can pull relevant responses directly from the document based on the customer's question.

### Talking To Your LLMs, Or Directing Your Outputs with Praises and (Constructive) Criticism

Effective interactions with LLMs involve more than just giving orders; it's about guiding their responses through feedback, like teaching an inexperienced co-worker. When the model generates a good response, giving "praise" or positive feedback ensures the LLM focuses on this particular line of thought and will structure similar prompts accordingly.

On the other hand, constructive criticism—such as asking it to be more concise or to rephrase an overly technical answer in simpler terms—teaches the model your preferences. Follow-up prompts like, "Make this more concise" or "Explain this in simpler language" clarify your needs and enable iterative refinement. Over time, "praises" and "critiques" act as secondary prompts to shape the interaction and deliver outputs more aligned with your needs.

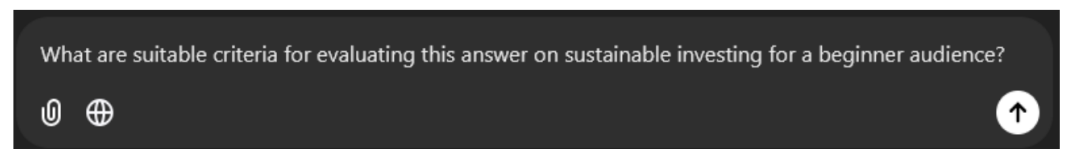


### Suggesting the LLM to improve answers

#### Self-Evaluation: Ask Your LLMs Check Their Answers

A powerful way to improve the quality of LLM responses is to guide it through self-evaluation using specific criteria. This "self-introspection" not only helps the model assess its output, but also justify its response using a set of clearly-defined metrics.

Start by asking the LLM to suggest evaluation criteria relevant to your needs:



### Making a suggestion to the LLM

You can then prompt it to evaluate its answer using the suggested criteria and present the feedback in a table:

Evaluate your answer based on these criteria and display the evaluation in a table.



Criterion	Score (1-5)	Comments
Clarity	4	Clear for a beginner audience but could simplify complex terms further.
Accuracy	5	Information is factually correct and aligns with sustainable investing basics.
Relevance	5	Directly addresses the user's question about sustainable investing.
Conciseness	3	Response is a bit lengthy; could be more concise for easier readability.

#### Suggesting evaluation criterions for the LLM

Repeat the process a few times to see how your edits become more aligned with your desired metrics.

### Conclusion

To improve your experience with LLMs, experiment with different prompt styles to find what works best for you. Adjust your approach based on the effectiveness of responses and test new techniques like adding feedback loops or evaluation criteria. Stay updated on the latest LLM advancements—new features and tools are frequently introduced with new ways to enhance your productivity.

For additional tips and tricks on improving your LLM outputs, you can read articles such as "[12 Prompt Engineering Techniques](#)" by Cobus Greyling, "[What is prompt engineering? And why you can be a prompt engineer without a technical background](#)" by Sarah Grant, and "[Prompt Engineering: Classification of Techniques and Prompt Tuning](#)" by Katsiaryna Ruksha.

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