

PRINTABLE GUIDE

Try your first AI question

Artificial intelligence is a broad name for computer systems that perform tasks such as recognising patterns or generating text. A chatbot is one example: you type a request and it produces a response. Begin with a small task you can easily judge.

Phone or computer | 2 min read | 5 steps

Before you start

- ☐ Use the genuine website or official app of your chosen service.
- ☐ Choose a topic that does not need private details or an urgent decision.

1. Ask for a clear outcome

Try 'Explain the difference between Wi-Fi and mobile data in five short sentences for a beginner.' You can use ordinary language; special commands are unnecessary.

- ☐ Done this step

2. Add useful context

Say whether you use a phone or computer and what you already understand. Keep names, addresses, passwords and account numbers out of the exercise.

- ☐ Done this step

3. Ask for a revision

If the answer is confusing, write 'Use simpler words' or 'Give me an everyday example.' A follow-up can improve the format without making its facts automatically reliable.

- ☐ Done this step

4. Check important claims

Compare a practical instruction with the device maker's support page. For current prices or rules, find the original source and check its date. AI can sound confident while making mistakes.

☐ Done this step

5. Keep the useful part

Save or copy only the explanation that helps you. Treat it as a starting draft and use your own judgment before sharing it or acting on it.

☐ Done this step

Try it for yourself

Ask for a simple explanation, then request one clearer example.

☐ I tried the task.

My notes

Is every AI answer a live internet search?

No. Whether a service searches depends on its tools and settings. Check whether it supplies usable sources, then open them yourself.

Official help and the online guide

Official OpenAI documentation: using ChatGPT - <https://learn.chatgpt.com/docs/use-chatgpt>

NCSC language-model risks -

<https://www.ncsc.gov.uk/blog-post/chatgpt-and-large-language-models-whats-the-risk>

Read online: <https://plaintechguides.com/guides/try-your-first-ai-question/>