

## 4 AI prompts to accelerate your career

AI is having a significant impact in how we work, learn and grow in our careers. Experimenting with AI tools can lead to new insights and ideas to support your development.

Try our AI prompts to explore four important areas that impact your career: relationships, change, emotions/feelings, and your online presence.

### Ideas for action



#### 1. Building relationships at work

**Prompt:** Here's a profile of someone I work with [insert 5 personality traits], Here's my profile [insert 5 personality traits], How do I build a positive relationship with this person?

**Follow-up prompt:** What could get in the way of us building a good relationship?

**Try:** as a team, ask everyone to build a profile of someone they work with. Share what AI came up with, then discuss: What would you build on? What did it miss?

#### 2. Coping with Change

**Prompt:** I work as a [job] at [company]. The change I'm experiencing is [issue]. I'm finding it hard because [worry] I would like some ideas to [e.g. respond to this change, progress in my career].

**Follow-up prompt:** Create a 30-day checklist of small daily actions to help me feel more [insert feeling] during a challenging time at work - make it a PDF I can tick off.

**Try:** in pairs or teams, compare checklists and share which actions feel most helpful.

#### 3. Help with how you feel about work

**Prompt:** I'm a [role] in [type of company] and I'm feeling a bit [feeling]. What questions could I ask myself to feel more positive about the work that I do?

**Follow-up prompt:** Where would you recommend I get started? Which questions should I ask first?

**Try:** take each AI-generated question and spend 3 minutes doing a mind map to explore your thoughts. How do you feel? Which questions helped the most?

#### 4. Reviewing your LinkedIn profile

**Prompt:** Review my LinkedIn profile [profile link] and do three things: 1. Summarise my profile 2. Identify the personal strengths that stand out 3. Suggest opportunities to improve.

**Follow-up prompts:** I want to be known for [area], who should I follow for inspiration? or I want to be known for [area], share 3 ways I could build my profile.

**Try:** Reflect on your intent vs. the impact of your profile. Are the strengths you want to be known for standing out?

#### Coach yourself questions

What career questions could AI help me answer?



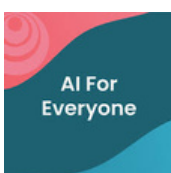
What would help me to use AI more as a source of career support?



### Recommended resources



Download our **Career Scenario PodSheet** for another AI prompt to support your future career planning.



**AI for Everyone**  
Free course from Coursera produced by Andrew Ng



Helen and Sarah explore more AI tools to help your career development in episode **#331** of Squiggly Careers.