

Workshop: From Advanced Prompting to Custom GPT Creation

Agenda

1. Introduction & Recap (15 min)

- Overview of core principles from the previous session
- Examples of how structured task breakdown boosts results

2. Meta Prompting & 3D Prompting (40 min)

- Meta prompting: prompting AI to “think before it answers”
- 3D framework: designing prompts in layers (objective → steps → goal)
- Live exercise: transforming a simple prompt into a 3D version

3. Structured Prompting for Consistent Results (30 min)

- How templates work, why they matter, and the best approach to use them (e.g., research summaries, WPs, partner analysis)
- Hands-on practice: re-engineering existing prompts

4. From Prompt to Custom GPT (50 min)

- What makes a good Custom GPT (logic, knowledge base, usability)
- Packaging 3D and structured prompts into a functional Custom GPT
- Mini-demo: building a GPT for a real-life CIIMAR-related task
- **Optional practical exercise:** participants with a paid account can try building a simple Custom GPT; others can follow along theoretically

5. Q&A and Discussion (20 min)

- Sharing challenges, discussing individual use cases
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Format & Requirements

- **Duration:** 3 hours (interactive, hands-on)
- **Participants:** researchers, project managers, and support staff
- **Requirements:** Laptop; ChatGPT Plus recommended (not mandatory)