

100 Best ChatGPT Prompts for Everyday Life

A practical collection of copy-ready prompts for everyday tasks. Replace the bracketed details with your own, then ask follow-up questions to refine the answer.

Writing and communication

01. Draft a polite email to [person] about [subject]. Keep it clear, warm and concise, and include [key detail].
02. Rewrite this message so it sounds confident and considerate, without changing its meaning: [paste message].
03. Explain this complicated idea in plain English for someone new to the topic: [paste idea]. Use one everyday example.
04. Proofread this text for grammar, spelling and clarity. Keep my voice, use British English, and list meaningful changes: [paste text].
05. Suggest ten fresh angles for a short article about [topic] for [audience]. Make each idea distinct and practical.
06. Write a short professional biography from these notes: [notes]. Keep it natural, accurate and under [word count] words.
07. Create three social captions about [subject] for [platform]. Keep them useful, approachable and free of exaggerated claims.
08. Turn these rough notes into clear meeting minutes with decisions, owners and next steps: [paste notes]. Mark anything uncertain.
09. Tailor my cover letter to this role using only the experience in my notes. Job advert: [paste]. My experience: [paste].
10. Help me write a thoughtful thank-you note to [person] for [specific action]. Make it personal but not overly formal.
11. Rewrite this paragraph in a friendly, professional tone for [audience]. Keep the facts and remove jargon: [paste paragraph].
12. Build a logical outline for a [length] piece about [topic]. Give each section a purpose and three supporting points.
13. Draft a two-minute speech for [occasion] about [message]. Add a memorable opening, a clear middle and a natural ending.
14. Make this text easier to scan by adding a useful heading and short paragraphs. Do not remove any important details: [paste text].

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Planning and household

Make plans that fit your time, priorities and real-life constraints.

Planning

15. Plan my week around these commitments, tasks and energy patterns: [details]. Leave breathing room and identify the three priorities.
16. Break [project] into manageable steps, with a sensible order, estimated effort and a first action I can do today.
17. Help me plan a realistic monthly budget from this income and these costs: [figures]. Show assumptions and flexible categories.
18. Create a preparation timeline for [event] on [date], working backwards from the day and grouping related tasks.
19. Compare these options against my priorities: [options and priorities]. Use a simple table and flag trade-offs, not a single assumed winner.
20. Turn this goal into a four-week action plan with small weekly milestones, likely obstacles and ways to adapt: [goal].
21. Draft a focused agenda for a [duration] meeting about [topic]. Include decisions needed, time for discussion and a closing recap.
22. Help me prioritise this task list using urgency, importance and effort: [list]. Explain the order and suggest what to defer.
23. Design a simple morning routine for a [time available]-minute window that supports [priorities] and includes a low-effort version.
24. Create a decision checklist for choosing [item or service]. Ask me the most important questions before recommending what to compare.
25. Organise these responsibilities into a weekly schedule, grouping similar tasks and protecting [times] for [important activity]: [list].
26. Help me prepare for a difficult conversation about [issue]. Suggest a calm opening, useful questions and a respectful way to state my needs.

Household

27. Make a room-by-room weekend cleaning plan for [home size] and [time available]. Include short tasks and a clear stopping point.
28. Create a decluttering plan for [space] using keep, donate, recycle and decide-later groups. Keep each session under [minutes].

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Research and learning

Use ChatGPT to organise your questions and explain ideas. Check important claims against reliable sources.

Research

29. Give me a beginner-friendly overview of [topic], separating established facts, open questions and common misconceptions.
30. Suggest search terms and trustworthy source types for researching [question]. Explain how I can assess each source's credibility.
31. Summarise this article in five points, then list its evidence, assumptions and questions I should verify: [paste text or link].
32. Compare [concept A] with [concept B] in a table covering definition, use, strengths, limits and one example of each.
33. What questions should I ask before choosing [product, service or option]? Group them by cost, quality, evidence and practical fit.
34. Turn these notes into a balanced briefing on [issue]. Distinguish direct evidence from interpretation and mark missing information: [notes].
35. Explain the strongest arguments on both sides of [debate] and identify what evidence would help evaluate them.
36. Help me check this claim. Break it into verifiable parts and suggest what primary sources or data could confirm or challenge it: [claim].
37. Create a short interview guide for learning about [subject] from [type of expert]. Use open questions and avoid leading wording.
38. Organise these research notes into themes, supporting evidence and unresolved questions without adding facts: [paste notes].
39. Give me a quick guide to the key terms in [field]. Define each in plain English and show how the terms relate to one another.
40. Review this explanation for unsupported claims, missing context or unclear wording. Quote the exact passage and suggest a cautious revision: [text].

Learning

41. Teach me [skill] as a complete beginner. Start with the essentials, give one short exercise and wait for my answer before moving on.
42. Make a seven-day study plan for [subject] with brief daily sessions, active recall and a review day. Adapt it to [available time].

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Cooking and learning

Make meals from what you have, and turn practice into a manageable routine.

Cooking

43. Suggest three simple dinners using these ingredients: [list]. Include approximate preparation time and note any basic pantry items needed.
44. Write a clear recipe for [dish] for [number] people. Include quantities, timings, safe cooking temperatures where relevant and a doneness check.
45. Adapt this recipe to use [ingredient] instead of [ingredient]. Explain how the flavour, texture and cooking time may change: [recipe].
46. Create a five-day dinner plan for [people] with a budget of [amount]. Reuse ingredients sensibly and provide a shopping list.
47. Help me rescue a meal that tastes [too salty, bland or other issue]. Ask what is in it, then suggest small, safe adjustments.
48. Give me a beginner's guide to cooking [ingredient]. Include preparation, several cooking methods and signs it is ready.
49. Scale this recipe from [original servings] to [new servings]. Recalculate quantities carefully and flag ingredients that may need judgement: [recipe].
50. Plan a relaxed dinner for [number] guests, including a make-ahead menu, serving order and a shopping list based on [dietary needs].
51. Suggest flavour pairings for [ingredient] and propose three dishes that use familiar, affordable ingredients.
52. Turn these leftovers into a safe meal idea. Tell me what storage and freshness details you need before suggesting how to use them: [leftovers].
53. Make a batch-cooking plan for [dishes] using [available time]. Sequence the preparation and include sensible cooling and storage reminders.
54. Explain the difference between [cooking terms] in plain English, then give one example of when each technique is useful.

Learning

55. Explain [difficult concept] using a simple analogy, then point out where the analogy stops being accurate.
56. Quiz me on [topic] one question at a time. Wait for each answer, explain mistakes kindly and adjust the next question's difficulty.

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Learning and travel

Build useful knowledge step by step and plan trips around the experience you want.

Learning

57. Help me learn [language] at [level]. Start a short conversation, correct only the most useful errors and explain them simply.
58. Turn this chapter into a revision sheet with key ideas, definitions, examples and five self-test questions: [paste chapter].
59. Explain [subject] at three levels: a child-friendly overview, a beginner explanation and a more detailed account.
60. Create flashcards from these notes. Keep each question focused, each answer concise and every fact faithful to the source: [notes].
61. Teach me [topic] through a worked example. Show each step, explain why it matters and give me a similar problem to try.
62. Design a four-week practice routine for [skill] with sessions under [minutes], weekly review points and one rest day.
63. Summarise this lesson, then identify three ideas I should remember and one question I could explore next: [lesson notes].
64. Help me practise [skill] by setting a small challenge, giving me time to answer and offering specific feedback afterwards.
65. Make a concept map in text for [topic], showing the main ideas, how they connect and an example for each connection.
66. Explain why I may be getting this problem wrong. Review my working line by line, identify the first error and offer a hint: [working].

Travel

67. Plan a [number]-day visit to [destination] for someone interested in [interests]. Balance highlights, neighbourhood time and rest.
68. Make a packing checklist for [destination], [season] and [trip length]. Separate essentials, clothing, documents and optional items.
69. Compare these travel options by total cost, journey time, flexibility and comfort: [options]. Tell me what details are missing.
70. Suggest a relaxed rainy-day itinerary for [destination] that suits [interests] and avoids relying on outdoor activities.

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Travel and household

Prepare for the practical details while leaving room for discovery and change.

Travel

71. Build a practical travel checklist for [destination], including documents, local transport, connectivity and questions to verify before departure.
72. Plan a two-day food-focused visit to [destination] with a mix of markets, local specialities and affordable options.
73. Suggest an accessible itinerary for [destination] based on these mobility needs and preferences: [details]. Flag information to confirm directly.
74. Help me estimate a trip budget for [destination] and [duration]. List assumptions for transport, accommodation, meals and activities.
75. Create a flexible day plan for [destination] with one main activity, nearby alternatives and a quiet break each day.
76. Suggest a family-friendly itinerary for [destination] for ages [ages], including short travel legs and options for different weather.
77. Give me useful phrases in [language] for greetings, directions, ordering food and asking for help, with pronunciation hints.
78. Compare these accommodation choices for my trip, considering location, transport, total price and my stated needs: [options].
79. Help me plan a low-cost weekend break from [starting point]. Ask for my dates and interests, then outline options to research.
80. Turn this itinerary into a day-by-day checklist with travel buffers, booking reminders and a backup for each key activity: [itinerary].
81. Help me prepare for a long journey with a comfort and entertainment checklist tailored to [transport type], [duration] and [needs].

Household

82. Create a simple household shopping list from these meals and pantry items. Group it by shop section and remove duplicates: [details].
83. Help me set up a household maintenance calendar for [home type]. Include seasonal checks and remind me to verify specialist advice when needed.
84. Make a moving-home checklist for [move date], divided into before, moving day and after, with key admin tasks clearly marked.
85. Suggest a simple system for tracking shared household chores among [people]. Make the workload visible and easy to review weekly.

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Household, wellbeing and more

Use these as starting points. For important decisions, verify details and seek qualified help when appropriate.

Household

86. Help me organise a small home storage area. Ask what I keep there, then suggest zones and labels that suit the space: [dimensions].
87. Turn this list of household errands into an efficient route and order. Use only the locations and opening details I provide: [list].
88. Create a household inventory template for [room or category] with columns for item, quantity, location and reorder point.
89. Suggest five practical ways to reduce waste at home based on these habits and constraints: [details]. Keep suggestions affordable and realistic.
90. Make a step-by-step plan for preparing my home for [guest, season or occasion], using [time] and the supplies I already have.
91. Help me write a friendly message to neighbours about [household matter]. Keep it considerate, specific and open to discussion.

Wellbeing, not medical advice

92. Help me plan a gentle, balanced day around [responsibilities] and [personal priorities]. Offer choices, not rigid rules.
93. Suggest a few brief screen-free breaks I could try during a busy day. Keep them simple and suitable for [setting].
94. Give me reflective journalling questions about [experience] that help me notice what went well and what I might change.
95. Help me create a calming evening routine that fits [schedule] and feels realistic. Include a shorter option for difficult days.
96. Help me brainstorm ways to make time for [meaningful activity] this week, considering these limits: [details]. Do not frame this as medical advice.
97. Suggest kind, practical phrases I could use to set a boundary about [situation], while keeping the conversation respectful.

And more

98. Brainstorm ten low-cost ways to celebrate [occasion] with [people]. Make the ideas varied, inclusive and easy to adapt.
99. Help me generate thoughtful gift ideas for [person] based on these interests, budget and practical limits: [details].
100. Act as a creative thinking partner for [challenge]. Ask me three questions, then offer five different approaches with pros and cons.

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