









AI Do's and Don'ts

10 Simple Rules for AI Success

Do's

-  Take time to write clear, specific and detailed instructions
-  Provide data, documents, references and other context
-  Sense-check that the outputs "look reasonable"
-  Share your successes (and failures) with everyone
-  Experiment, iterate and refine - then ask the tool what you should have written at the start

Don'ts

-  Use non-approved or downloaded tools
-  Use sensitive data or instructions without checking
-  Use AI where accuracy, certainty or regulation are important
-  Forget to check AI output (particularly for external use)
-  Rely on AI for decisions that require empathy, judgement, creativity or accountability

Progress comes from trying new things - responsibly, collectively and with purpose