

Plain-language editing AI prompts

(for use with ChatGPT, Bard, and Bing)

Alternative, plain-language terms	What are plain-language alternatives for the legal term “fiduciary”? Provide sources and provide any URL sources for the answer.
Calculate estimated reading time for non-form content	What would be the estimated reading time for this passage based on the average reading speed of an adult reader? Here is the text: “[pasted text]”
Define legal terms and request citations	What does the legal term “nunc pro tunc” mean in Michigan state courts? Provide sources and provide any URL sources for the answer.
Diagram court rules, statutes, or jury instructions into IF/THEN statements	<p>Summarize a bill introduced in the Michigan legislature in the form of bullet points:</p> <ul style="list-style-type: none">- IF- AND- OR- THEN- ELSE- PENALTY <p>If a string is grouped, include that string in (1) parentheses and (2) sub-bullets. Here is the text: “Any individual, married or unmarried, who is guilty of open and gross lewdness and lascivious behavior, is guilty of a misdemeanor punishable by imprisonment for not more than 1 year or a fine of not more than \$1,000.00. No prosecution may be commenced under this section after 1 year from the time the offense was committed.”</p>
Keyword extraction	Extract keywords from this text. Here is the text: “[pasted text]”
Part-of-speech (POS) tagging	POS tag and list in bullets each word in this sentence. Bold the original text in your reply. Here is the text: “The chief virtue that language can have is clearness, and nothing detracts from it so much as the use of unfamiliar words.”

<p>Edit, rephrase, and rewrite</p> <p>“Edit” is the least drastic of the prompts. Involves making small changes to simplify the original sentence. The original meaning is preserved. It is the same as using the prompt “Proofread”</p> <p>“Rephrase” directs the AI tool to: (a) keep the original meaning, and (b) express the same idea in a simpler, more straightforward way by using shorter sentences, simpler vocabulary, and avoiding jargon or technical terms.</p> <p>“Rewrite” directs the AI tool to (a) convey the same information (b) in a more accessible and easy-to-understand way by (perhaps) (1) restructuring sentences or paragraphs, (2) simplifying vocabulary and grammar, and (3) making the information more relevant and engaging to the intended audience</p>	<p>Here is one paragraph from a court form.</p> <p>Divide the paragraph into sentences.</p> <p>Treat each sentence as “Original” text that will appear in rows in a four-column table.</p> <p>Here is the text:</p> <p>“These standard instructions are for informational purposes only and do not constitute legal advice. By law, the courts cannot provide legal advice. You may be subject to other legal rights and/or processes that you may avail yourself of that are not included in these instructions. Please retain an attorney if you have questions or need legal advice. Be advised that a self-represented party is bound by the same rules and procedures as an attorney. Your use of these instructions, and any forms associated with these instructions, is at your own risk and without any warranties.”</p> <p>Next, rephrase each original sentence using plain language.</p> <p>Do not write explanations in replies.</p> <p>Place any original jargon in parentheses.</p> <p>It is okay to use contractions.</p> <p>Reply to me with the text-based rows in a four-column table.</p> <p>The first column is the original text and labeled “Original”.</p> <p>The second column will be your edited reply and labeled “Plain language ‘edited’”.</p> <p>The third column will be your rephrased reply and labeled “Plain language ‘rephrased’”.</p> <p>Next, rewrite each original paragraph using plain language.</p> <p>The fourth column will be your rewritten reply and labeled “Plain language ‘rewritten’”.</p>
<p>Paraphrase</p> <p>Paraphrasing restates text in your own words while maintaining the original meaning and intent.</p>	<p>Paraphrase this sentence. Here is the text: “[pasted text]”</p>

<p>Sentiment, emotion, and tone of a written paragraph</p>	<p>Here is one paragraph from a court brief.</p> <p>Divide the paragraph into sentences.</p> <p>Treat each sentence as “Original” text that will appear in rows in a four-column table.</p> <p>Here is the text:</p> <p><i>“[pasted text]”</i></p> <p>Reply to me with the text-based rows in a four-column table.</p> <p>The first column is the original text and labeled “Original”.</p> <p>In the second column, list the sentiment for that sentence. Label the second column “Sentiment”.</p> <p>In the third column, list the emotion for that sentence. Label the third column “Emotion”.</p> <p>In the fourth column, list the tone for that sentence. Label the fourth column “Tone”.</p> <p>After the table, list and explain what “sentiment” “emotion” and “tone” each mean.</p> <p>Next, after that, provide sources and provide any URL sources for the answer.</p>
<p>Simplify</p>	<p>Simplify this court order into plain language. Here is the text: <i>“[pasted text]”</i></p>
<p>Rewrite (or rephrase) with a changed tone</p>	<p>Rewrite [or rephrase] this court [opinion, concurrence, dissent, order] with [humility, gratitude, sarcasm, anger, regret, chutzpah, hesitation, wit]. Here is the text: <i>“[pasted text]”</i></p>
<p>Text message interpretation (emojis, slang, abbreviations) and citations</p>	<p>What does “LOL” mean in a text message? Provide sources and provide any URL sources for the answer.</p> <p>What does “😊” mean in a text message? Provide sources and provide any URL sources for the answer.</p>
<p>Turn an article, opinion, or like content into a Tweet or other social media content</p>	<p>Turn this into a [Tweet, LinkedIn post, Instagram caption]. Here is the text: <i>“[pasted text]”</i></p> <p>Turn this into a [Tweet, LinkedIn post, Instagram caption]. Include emojis. Here is the text: <i>“[pasted text]”</i></p>