

PRETTY AI

GENERAL

ATTENDEE WORKBOOK

AI AIN'T THAT DAMN COMPLICATED

Learn it. Use it. Build with it.

Alexus "Pretty" Johnson

ALL IN WITH AI.

YOU BELONG IN THIS ROOM

You do not need to become technical. You need to learn how to make the tools useful.

YOU ARE NOT BEHIND. YOU JUST HAVEN'T BEEN TAUGHT.

BY THE END OF THIS CLASS, I WANT TO BE ABLE TO:

- ☐ Explain AI in plain English.
- ☐ Use AI more safely and intentionally.
- ☐ Give AI useful context about me.
- ☐ Write a stronger prompt.
- ☐ Use AI on something real today.
- ☐ Know what I should verify before relying on an answer.

THE ONE THING I MOST WANT AI TO HELP ME WITH:

■ START HERE

MY AI STARTING POINT

THE AI TOOL(S) I CURRENTLY USE

MY CURRENT COMFORT LEVEL

- | | |
|--|--|
| ☐ I barely use it | ☐ I use it sometimes |
| ☐ I use it often | ☐ I already build with AI |

SOMETHING AI HAS ALREADY HELPED ME DO

SOMETHING THAT STILL CONFUSES ME

WHAT WOULD MAKE TONIGHT FEEL WORTH IT?

AI IN PLAIN ENGLISH

A LARGE LANGUAGE MODEL (LLM)

A system trained on huge amounts of language data to predict and generate useful language-based outputs. It can draft, summarize, explain, organize, compare and help you think through information. It can also be wrong.

THE TOOL ISN'T MAGIC. AND IT ISN'T A MIND READER.

MODEL VS. TOOL

MODEL

The underlying AI model that processes and generates information.

TOOL / PRODUCT

The app or service where you interact with AI. Features can vary by plan and product.

MY PLAIN-ENGLISH EXPLANATION OF AI:

DON'T TOOL-HOP

Different AI tools can have different models, features, plans, memory, browsing, integrations and settings. Prompting principles transfer. Features do not always.

CHATGPT

General AI assistant

CLAUDE

Writing, analysis & long context

GEMINI

Google-connected AI ecosystem

GROK

AI assistant with its own feature set

PICK A TOOL. LEARN TO USE IT. THEN EXPAND.

THE TOOL I'M USING TONIGHT:

USE AI LIKE A SMART NEW HIRE

Useful does not mean infallible.

PROTECT ACCESS

Use strong passwords and multi-factor authentication when available.

PROTECT SENSITIVE DATA

Do not paste passwords, private keys, highly sensitive personal data or confidential information you are not authorized to share.

CHECK SETTINGS

Review data-sharing and model-improvement settings for the product and plan you use.

FOLLOW YOUR ORGANIZATION

Use approved tools and policies at work, school or with clients.

KEEP A PLAN B

Technology can fail. Save important work and keep critical information somewhere you control.

ONE AI SAFETY HABIT I AM CHANGING TODAY

AI CAN BE CONFIDENTLY WRONG

LIKE WRONG WRONG... WITH EXCELLENT GRAMMAR.

WATCH EXTRA CLOSELY WHEN THE ANSWER INCLUDES:

- | | |
|--|--|
| ☐ Numbers | ☐ Dates |
| ☐ Names | ☐ Quotes |
| ☐ Sources | ☐ Recent events |
| ☐ High-stakes information | |

PRETTY VERIFICATION RULE

Ask for sources when appropriate. Open or independently check the source. Confirm that it actually supports the claim. For high-stakes decisions, verify through qualified or authoritative sources.

OUTSOURCE THE DRAFT. NEVER OUTSOURCE THE JUDGMENT.

PRETTY CONTEXT CARD

Teach AI enough about who it is helping.

WHO I AM

WHAT I'M WORKING ON RIGHT NOW

MY GOALS

WHAT I WANT AI TO HELP ME WITH

HOW I LIKE THINGS EXPLAINED

HOW I WANT AI TO TALK TO ME

MY REAL-LIFE CONSTRAINTS

MY EXPERIENCE LEVEL

WHAT AI SHOULD ASK INSTEAD OF GUESSING

AI DOESN'T NEED TO GUESS YOU. TEACH IT ENOUGH ABOUT YOU TO HELP YOU.

SAVE YOUR MASTER CONTEXT

Your Context Card is yours. Save a master copy somewhere you control. Depending on the AI tool, you may paste it at the top of a conversation or use features such as memory, custom instructions or projects when available.

MY MASTER CONTEXT CARD - CLEAN COPY

Paste or rewrite your final Context Card here.

WHERE I SAVED MY MASTER COPY:

BASIC IN. BASIC OUT. EVERY TIME.

WEAK PROMPT

"Help me write a post."

WHAT IS MISSING?

- ☐ Who is asking?
- ☐ What are we trying to achieve?
- ☐ Who is it for?
- ☐ What must be included?
- ☐ What should the output look like?

SPECIFICITY GIVES AI SOMETHING TO WORK WITH.

PRETTY POWER PROMPT

ROLE

Who should AI act as?

CONTEXT

What does it need to know?

GOAL

What are we trying to accomplish?

AUDIENCE

Who is this for?

REQUIREMENTS

What must / must not happen?

OUTPUT

What should the final answer look like?

**ROLE → CONTEXT → GOAL → AUDIENCE → REQUIREMENTS
→ OUTPUT**

BUILD YOUR POWER PROMPT

ROLE

CONTEXT

GOAL

AUDIENCE

REQUIREMENTS

OUTPUT

NOW COMBINE IT INTO ONE PROMPT:

USE IT ON SOMETHING REAL

WHAT I WANT AI TO HELP ME DO RIGHT NOW

MY POWER PROMPT

WHAT AI GAVE ME

DID IT ACTUALLY HELP?

☐

YES

☐

NOT YET

YOU'RE ALLOWED TO CORRECT THE AI

THAT'S NOT YOU BEING DIFFICULT. THAT'S YOU BEING THE BOSS.

"That's too generic. Make it specific to []."

"You misunderstood []. Ask me questions before trying again."

"Keep the idea, but change the tone to []."

"What's the weakest part of what you just gave me?"

"What assumption are you making that I didn't give you?"

"Give me three genuinely different options, not three versions of the same thing."

THE PUSHBACK INSTRUCTION I USED LIVE

PICK ONE REAL JOB

DECISION HELPER

Think through a choice without giving away your judgment.

EMAIL DRAFTER

Turn raw thoughts into a clear message.

EXPLAINER

Break something down at the level you need.

CONTENT ENGINE

Turn an idea or asset into useful content.

OFFER CLARIFIER

Make an offer easier to understand and communicate.

THE ONE I'M USING:

THE MESS IS THE INPUT

THE MESS IS ALLOWED.

MY UNEDITED BRAIN DUMP

WHAT I WANT AI TO TURN IT INTO

- | | |
|---------------------------------------|----------------------------------|
| ☐ Priorities | ☐ Plan |
| ☐ Email | ☐ Content |
| ☐ Checklist | ☐ Summary |
| ☐ Other: _____ | |

BRAIN DUMP TRANSFORMER

COPY / CUSTOMIZE

ROLE: Act as my organization and clarity assistant.

CONTEXT: I am going to give you a messy, unedited brain dump. Do not judge the mess and do not assume every item deserves equal priority.

GOAL: Help me turn the brain dump into something useful.

REQUIREMENTS:

- First separate what is clear from what is uncertain.
- Ask questions if missing context would materially change the result.
- Do not invent deadlines, priorities or facts.
- Flag anything that may not need to happen right now.

OUTPUT: Organize it into [PRIORITIES / PLAN / EMAIL / CHECKLIST / CONTENT / OTHER].

WHAT CHANGED AFTER I GAVE AI MY MESS?

AUDIENCE: Me. This is for my own use.

THE PRETTY AI PROMPT LADDER

01 THE BASIC ASK

Quick request. Little context.

02 THE PRETTY POWER PROMPT

Context + clear instructions. You are here.

03 THE PRETTY DEEP DIVE

A structured process that can interview, challenge, evaluate and review.

A POWER PROMPT TELLS AI WHAT TO MAKE. A DEEP DIVE TELLS AI WHAT PROCESS TO FOLLOW WITH YOU.

General gets you strong on rung two. VIP goes deeper into structured collaboration.

WHAT A DEEP DIVE CAN ADD

ASK FIRST

Interview before answering.

CHECK UNDERSTANDING

Reflect what it heard.

FIND GAPS

Separate facts, assumptions and unknowns.

CHALLENGE

Test blind spots and alternatives.

PRESSURE TEST

Look for weak points before action.

SELF-REVIEW

Review against criteria and revise where useful.

IMPORTANT

We are not getting inside the model's private reasoning. We are giving it a structured process to follow before it gives us the answer.

LOOK WHAT I JUST DID

- ☐ I used an AI tool intentionally.
- ☐ I learned what an LLM is in plain English.
- ☐ I know AI can be confidently wrong.
- ☐ I built my PRETTY Context Card.
- ☐ I learned the PRETTY Power Prompt.
- ☐ I used AI on something real.
- ☐ I pushed back on an AI answer.
- ☐ I turned a brain dump into something useful.
- ☐ I know when I should verify.
- ☐ I know the difference between a Power Prompt and a Deep Dive.

NOTES DON'T CHANGE ANYTHING. BUILT THINGS DO.

■ NEXT 7 DAYS

DON'T LET THIS DIE IN YOUR DOWNLOADS

DAY 1 Save your Context Card.

DAY 2 Use one Power Prompt on a real task.

DAY 3 Push back and improve one answer.

DAY 4 Use the Brain Dump Transformer.

DAY 5 Verify one important AI-generated claim.

DAY 6 Reuse a prompt instead of starting over.

DAY 7 Share one thing you built in the community.

THE ONE HABIT I AM KEEPING AFTER THIS WEEK

KEEP BUILDING WITH US

PRETTY AI: ALL IN WITH AI

The official Facebook community for learning, building, sharing wins and getting better with AI.



SCAN TO JOIN

LEARN IT. USE IT. BUILD WITH IT.

WHEN YOU'RE READY TO GO DEEPER

PRETTY AI VIP LAB

General taught you how to talk to AI more clearly. VIP teaches you how to build a structured process for AI to follow with you.

- ☐ The full Pretty Deep Dive Method
- ☐ 10 Pretty Deep Dives
- ☐ Decision Room
- ☐ Get My Life Together
- ☐ Idea-to-Execution Room
- ☐ Build Your Own Deep Dive
- ☐ Pretty Hot Seats
- ☐ Expanded VIP Workbook + Deep Dive Vault

BRING SOMETHING REAL. LEAVE WITH SOMETHING BUILT.

PRETTY AI

**YOU WEREN'T BEHIND.
YOU JUST HADN'T BEEN TAUGHT.**

AI AIN'T THAT DAMN COMPLICATED.

KEEP BUILDING.

PRETTY AI: ALL IN WITH AI

ALL IN WITH AI.

LIVE BUILD

THE WEEK PLANNER™

Build a week that respects your actual commitments, priorities and available time.

FIXED COMMITMENTS

TOP 3 PRIORITIES

AVAILABLE WORK / FOCUS TIME

WHAT CAN WAIT OR MOVE

DON'T HIT ENTER YET.

When Pretty says 3 • 2 • 1, hit enter together.

REACTION CHECK: Who got told to cut something? What changed when AI saw your real constraints?