

FOR LEAD TEACHERS

40 chat prompts

Prompts for Lead Teachers.

Ready-to-use prompts for planning, teaching and reflection.

*The right tool at the right time.
Part of the WISE Framework for Education at
choosewise.education.*

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Glossary

A few terms that recur throughout this guide. If you already know them, skip ahead to the framework on the next page.

AI — Artificial Intelligence

An attempt to make machines mimic brain functions — to "think" and learn roughly the way humans do. We don't fully understand how the brain works, but we can try to replicate the parts we do understand.

Prompt

An instruction given to a chatbot to get a desired response or task performed.

Iterate

After receiving a response from a chatbot, you refine and clarify the parts you're not satisfied with — sharpening the answer until it's what you want. The better your starting prompt, the fewer iterations you'll need.

Chatbot

A chatbot has been trained to find patterns in large amounts of text. It uses those patterns to generate a response to your prompt. The answer is produced in real time.

GPT

The underlying model (Generative Pre-trained Transformer) that a chatbot uses. The same GPT can power different chatbots — for example, Copilot and ChatGPT have both used OpenAI's GPT.

Generative AI

AI that creates (generates) text, images, video, or sound in real time when prompted to do so.

Bias

AI responses can be skewed or partial, depending on the data the AI was trained on and the biases present in that data. These biases are harder to spot in chatbots than in image-generating AI.

Hallucination

The text you receive from a chatbot is based on patterns in its training data, but word generation also involves randomness — meaning generated words can sometimes create a meaning that simply isn't true.

A framework for writing your own prompts

Role: Act as an experienced physics teacher.

Task: Create a lesson plan that introduces year 8 students to optics.

Context: I teach at a middle school, have 25 students in my class, and the lesson is 60 minutes long.

Format: Link content and activities to the physics curriculum and give me a plan that describes each part of the lesson and the materials required.

Tone: Use a formal but friendly tone.

A few chatbots to know

AI can also generate images and more, but we focus here on chat capabilities.

ChatGPT — OpenAI's chatbot

Gemini — Google's chatbot

NotebookLM — Google's tool that can, among other things, generate a two-voice podcast

Copilot — Microsoft's chatbot

Claude — Anthropic's chatbot

Perplexity — From San Francisco, was early to include source links

Duck AI — DuckDuckGo's chatbot, lets you pick among several GPTs

Mistral AI — A chatbot from France

Most chatbots have age restrictions.

How to use the prompts

All the prompts are starting points — examples to get you going. Adapt them to fit your context.

After using a chatbot for a while, you'll learn what kinds of prompts work better or worse. Try the same prompt twice — first as-is, then with the prefix "Act as an experienced expert teacher in [subject]" — and see whether the quality of the response improves. A good response means a good prompt. A poor response means the prompt needs more context or adjustment. Some chatbots are better than others at certain tasks, so if you're not satisfied despite multiple tries, consider switching chatbot.

Brackets and privacy

You paste the prompt text into the chatbot's input field. Wherever brackets *[like this]* appear, replace the text inside with whatever fits your context.

Always double-check the responses — chatbot output is not guaranteed to be accurate.

Note: Think carefully before uploading texts or documents. Never upload personal data or sensitive information. Mind GDPR.

Lead Teacher

- 01 Create a 60-minute workshop for teachers at a *[primary/secondary school]* on *[specific theme, e.g. formative assessment]*, with three practical activities linked to the national curriculum.
- 02 Write a short guide for introducing teachers at an *[Upper Secondary school]* to *[specific tool, e.g. digital response systems]*, with three steps and a classroom example.
- 03 Suggest three ways to lead a collegial discussion for teachers at a *[primary/secondary school]* on *[specific topic, e.g. inclusion]*, with one discussion question for each.
- 04 Create a list of five short tips for teachers at a *[primary/secondary school]* to improve *[specific skill, e.g. lesson planning]*, based on your expertise.
- 05 Give me an example of a routine for mentoring a new teacher at a *[primary/secondary school]* in *[specific area, e.g. classroom management]*, with three steps and a follow-up.
- 06 Suggest three ways to integrate *[specific theme, e.g. sustainable development]* into teaching for teachers at a *[primary/secondary school]*, with a cross-curricular example for each.
- 07 Write a short template for a 20-minute micro-lesson for teachers at a *[primary/secondary school]* on *[specific topic, e.g. differentiation]*, with three key steps.
- 08 Give me five ideas for using *[specific method, e.g. lesson study]* to strengthen collegial learning at a *[primary/secondary school]*, with one activity for each.
- 09 Create a list of three short reflection questions for teachers at a *[primary/secondary school]* after a workshop on *[specific topic, e.g. student engagement]*, to capture their thoughts.
- 10 Suggest three ways to collaborate with the principal at a *[primary/secondary school]* to spread *[specific method, e.g. flipped classroom]*, with one strategy for each.

- 11 Give me an example of a simple plan for supporting teachers at an *[Upper Secondary school]* in analysing *[specific data, e.g. test results]*, with three steps.
- 12 Give me five strategies for inspiring teacher colleagues at a *[primary/secondary school]* to use *[specific method, e.g. cooperative learning]*, with one straightforward idea for each.
- 13 Write a list of five resources (e.g. books, websites) for teachers at a *[primary/secondary school]* that deepen understanding of *[specific topic, e.g. language development approaches]*.
- 14 Suggest three ways to handle resistance from teacher colleagues at a *[primary/secondary school]* to *[specific change, e.g. new technology]*, with a constructive approach for each.
- 15 Create a template for a *[term plan]* for collegial learning at a *[primary/secondary school]* on *[specific theme, e.g. assessment]*, with three focus areas and timeframes.
- 16 Give me five ideas for showing teachers at a *[primary/secondary school]* how to use *[specific tool, e.g. interactive whiteboards]* in *[subject]*, with one example for each.
- 17 Suggest three ways to introduce teachers at a *[primary/secondary school]* to *[specific method, e.g. scaffolding]*, with one lesson idea for each.
- 18 Write a short guide for supporting a teacher at a *[primary/secondary school]* in adapting instruction for *[specific need, e.g. high-achieving students]*, with three steps.
- 19 Give me an example of a routine for leading a study circle for teachers at a *[lower secondary school]* on *[specific topic, e.g. reading comprehension]*, with three sessions.
- 20 Create a list of three short ways to celebrate teacher colleagues' progress at a *[primary/secondary school]* after a development initiative on *[specific topic, e.g. digital competence]*, with one example for each.
- 21 Create a 45-minute professional development session for teachers at a *[primary/secondary school]* on *[specific topic, e.g. student-led discussions]*, with three practical exercises linked to the national curriculum.

22 Give me five ways to encourage teachers at a *[primary/secondary school]* to try *[specific method, e.g. outdoor education]*, with one simple activity for each.

23 Write a short guide for teachers at a *[primary/secondary school]* on how to use *[specific strategy, e.g. feedback]* in *[subject]*, with three steps and an example.

24 Suggest three ways to facilitate a reflection meeting for teachers at a *[primary/secondary school]* on *[specific theme, e.g. workload]*, with one question for each.

25 Create a list of five concrete tips for teachers at an *[Upper Secondary school]* to strengthen *[specific aspect, e.g. student motivation]*, based on your pedagogical expertise.

26 Give me an example of a routine for coaching a teacher at a *[primary/secondary school]* in *[specific area, e.g. lesson structure]*, with three steps and a follow-up.

27 Suggest three ways to connect *[specific topic, e.g. entrepreneurial learning]* to everyday teaching for teachers at a *[lower secondary school]*, with one example for each.

28 Write a short template for a 15-minute presentation for teachers at a *[primary/secondary school]* on *[specific topic, e.g. source criticism]*, with three key points.

29 Give me five ideas for using *[specific method, e.g. peer observation]* to improve teaching at a *[primary/secondary school]*, with one activity for each.

30 Create a list of three short discussion questions for teachers at a *[primary/secondary school]* after a lesson demonstration on *[specific topic, e.g. group work]*, to promote reflection.

31 Suggest three ways to collaborate with *[a special education teacher]* at a *[primary/secondary school]* to spread *[specific method, e.g. adaptations]*, with one strategy for each.

32 Give me an example of a simple plan for introducing teachers at a *[primary/secondary school]* to *[specific technology, e.g. AI tools]*, with three steps and a use case.

33 Write a list of five articles or resources for teachers at a *[primary/secondary school]* that deepen understanding of *[specific topic, e.g. a productive learning environment]*, with a short description of each.

34 Suggest three ways to overcome teachers' uncertainty about *[specific change, e.g. new teaching materials]*, with a constructive approach for each.

35 Create a template for a term plan for collegial learning at a *[primary/secondary school]* on *[specific theme, e.g. student influence]*, with three focus areas and timeframes.

36 Give me five ideas for showing teachers at a K-12 school how to integrate *[specific tool, e.g. QR codes]* into *[subject]*, with one example for each.

37 Suggest three ways to mentor teachers at a *[primary/secondary school]* in using *[specific method, e.g. scaffolding]*, with one lesson idea for each.

38 Write a short guide for supporting a teacher at a *[primary/secondary school]* in managing *[specific challenge, e.g. disruptive classes]*, with three steps and one strategy.

39 Give me an example of a routine for leading a collegial project at a *[primary/secondary school]* on *[specific topic, e.g. language development]*, with three milestones.

40 Create a list of three short ways to encourage teachers at a *[primary/secondary school]* to share their own best practices on *[specific topic, e.g. assessment]*, with one example for each.

CONTINUE ON THE WEB

The right tool at the right time.

This collection is part of a library of AI prompts for every role in the school — free to use, adapt, and share.

More prompt sets

Find prompts for principals, subject teachers, school leaders, support staff and more at choosewise.education/prompts

The WISE Framework for Education

Four questions that turn any "should we use this AI tool?" conversation into a structured decision — choosewise.education/wise

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