



CHATGPT: HOW TO WRITE AN EMAIL

YOU NEED TO HAVE AN ACCOUNT ON CHATGPT

You can sign in with your gmail or microsoft account or just with your email.

1

TRY TO ASK CHATGPT JUST TO WRITE AN EMAIL BY ITSELF

When you ask GPT to write an email on its own without providing any instructions, you will notice that it will ask you to be more explicit about what you want to write as an email.

2

YOU NEED TO GIVE MORE INFORMATION FOR CHATGPT

You need to provide more information for him to be able to start giving an email template based on the context you provided.

3

YOU CAN SIMPLIFY THE EMAIL IF YOU WANT

Now that you already have an email template, you can ask to simplify it in a way that it appears more realistic.

4

HAVE FUN!

You are free to give the instructions you want in order to make your email closer to what you desire. Have fun!

5