

The AI Kairos Prompt Library

Ready-to-use prompts built on the FOCUS framework. Copy, paste, and use in any AI tool.

01

Lesson Plan Generator

Act as an experienced curriculum designer. Create a detailed lesson plan for [subject] for [grade level] students. The lesson should last [duration]. Include learning objectives, materials needed, a warm-up activity, the main instructional sequence, a formative assessment check, and a closing reflection. Use language appropriate for the grade level. Format with clear headings.

02

Differentiated Instruction Planner

Act as a special education consultant. Take this lesson topic: [topic] for [grade level]. Create three versions of the main activity: one for students who need additional support, one for grade-level learners, and one for advanced learners. Each version should teach the same core concept but adjust complexity, scaffolding, and output expectations. Keep all three versions respectful and engaging.

03

Discussion Question Generator

Act as a Socratic seminar facilitator. Generate 10 discussion questions about [topic] for [grade level] students. Include 3 factual questions (what happened), 3 analytical questions (why did it happen), and 4 evaluative questions (what do you think about it). Questions should build from simple recall to complex reasoning. Avoid yes/no questions.

04

Vocabulary Builder

Act as a literacy specialist. Create a vocabulary activity for these [number] terms: [list terms]. For each term, provide: a student-friendly definition (no jargon), a sentence using the word in context, and a connection prompt (how does this word relate to something you already know?). Write for [grade level] reading level.

05

Rubric Creator

Act as an assessment specialist. Create a 4-level rubric for this assignment: [describe assignment]. The rubric should have [number] criteria. Label the levels: Excellent, Proficient, Developing, Beginning. Each cell should contain 2-3 specific, observable descriptors. Include a total points row. Format as a table.

06

Active Learning Lesson Plan

Design a lesson on [topic] for [grade level] with five short phases: a hook to spark interest, a hands-on exploration, a clear explanation, a guided practice activity, and a quick check for understanding. Make each phase 5 to 10 minutes and list the materials needed for each phase.

07

Study Guide Creator

Act as a study coach. Create a comprehensive study guide for [topic/exam]. Include: key concepts and definitions, the 5 most important things to remember, 3 common mistakes students make and how to avoid them, 5 practice questions with answer explanations, and a suggested study schedule for [number] days before the exam. Write clearly for a [grade level] student.

08

Explain Like I'm [Age]

Act as a patient, expert tutor. Explain [concept] in a way that a [age]-year-old would understand. Use everyday examples and comparisons to things they already know. Avoid jargon. If you must use a technical word, define it immediately. Keep it under 200 words. End with one question they could think about to deepen their understanding.

09

Math Problem Walk-Through

Act as a math tutor. I need help solving this problem: [paste problem]. Walk me through each step. Explain the reasoning behind every operation. Do not just give me the answer. I need to understand the process so I can solve similar problems on my own. After the solution, give me one similar practice problem to try.

10

Essay Outline Builder

Act as a writing coach. Help me create a detailed outline for an essay about [topic]. The essay should have [number] paragraphs. For each paragraph, give me: the main point, 2-3 supporting details or evidence I should look for, and a transition sentence to connect to the next paragraph. Do not write the essay for me. Give me the structure so I can write it myself.

11

Flashcard Generator

Act as a study skills expert. Create 15 flashcards for [topic]. Each card should have a question on one side and a clear, concise answer on the other side. Mix different question types: definitions, cause-and-effect, compare-and-contrast, and application. Order them from easiest to hardest. Write for a [grade level] student.

12

Reading Comprehension Helper

Act as a reading tutor. I just read this passage: [paste passage]. Help me understand it by: summarizing the main idea in one sentence, identifying 3 key details that support the main idea, explaining any words or phrases I might not know, and asking me 3 questions to check my understanding. Write at a [grade level] reading level.

13

Quiz Generator

Act as a test development specialist. Create a [number]-question quiz on [topic] for [grade level]. Include a mix of question types: 5 multiple choice (4 options each), 3 short answer, and 2 open-ended questions. Provide an answer key with brief explanations for each correct answer. Align questions to these learning objectives: [list objectives].

14

Exit Ticket Ideas

Act as a formative assessment specialist. Create 5 exit ticket options for a lesson about [topic] at [grade level]. Each exit ticket should take students no more than 3 minutes to complete. Include at least one that uses drawing or visual response, one that uses a rating scale, and one that requires written explanation. All should assess understanding of the core concept, not just recall.

15

Standards-Aligned Assessment

Act as a standards alignment specialist. Create a 10-question assessment for [standard code and description]. Each question should directly measure the skills described in the standard. Include the standard alignment next to each question. Mix 6 selected response and 4 constructed response items. Provide a scoring guide with point values and sample proficient responses.

16

Peer Review Checklist

Act as a peer assessment coach. Create a peer review checklist for [type of assignment] at [grade level]. Include 8-10 specific items students should check for, grouped into categories like content, organization, and mechanics. Add a 1-3 rating scale for each item. Include sentence starters for giving constructive feedback. End with a space for one strength and one suggestion.

17

Email Draft Assistant

Act as a professional communication coach. Draft an email for this situation: [describe the situation, recipient, and goal]. The tone should be [professional/friendly/formal/empathetic]. Keep it under [number] sentences. Include a clear subject line. Do not use jargon. End with a specific call to action. I will review and edit before sending.

18

Parent Communication Template

Act as a school communication specialist. Write a [positive update / concern / event notification] email to parents about [topic]. Use warm, respectful language. Lead with something positive. If addressing a concern, frame it as a partnership (we/together language). Include specific next steps. Avoid education jargon. Keep it under 200 words. End with an invitation to reach out.

19

Blog Post Outline

Act as a content strategist. Create an outline for a blog post about [topic]. The audience is [describe audience]. Include: a compelling title (3 options), a hook opening paragraph idea, 5 main sections with 2-3 key points each, a closing section with a call to action, and 5 SEO keywords. The post should target [word count] words and have a [tone] tone.

20

Letter of Recommendation Helper

Act as an academic advisor. Help me draft a letter of recommendation for a student applying to [program or job]. The student's strengths include: [list 3-4 strengths]. Include specific examples of how they demonstrated each strength. The tone should be genuine and specific, not generic praise. Keep it to one page. I will personalize and edit before sending.

21

Newsletter Creator

Act as a newsletter editor. Create a [weekly/monthly] classroom newsletter for [grade level]. Include these sections: Welcome message (2-3 sentences), What we learned this week (3 bullet points about [topics]), What is coming up (2-3 upcoming events or assignments), One tip for parents to support learning at home, and a fun fact or student spotlight prompt. Keep the whole newsletter under 300 words.

22

Research Question Refiner

Act as a research methods instructor. I am interested in researching [broad topic]. Help me narrow this into 3 specific, researchable questions. For each question, explain: why it is a good research question, what type of sources I would need to answer it, and one potential challenge I might face. My research is for [class/purpose] at [level]. I want questions that are neither too broad nor too narrow.

23

Source Evaluation Guide

Act as a research librarian. Help me evaluate this source: [title, author, publication, date, URL if online]. Walk me through these checks: Who is the author and what are their credentials? When was it published and is it current enough for my topic? Is this a primary, secondary, or tertiary source? Are the claims supported by evidence? Does the source show any bias? Rate its overall credibility on a scale of 1-5 and explain your rating.

24

Annotated Bibliography Helper

Act as a citation specialist. I need to create an annotated bibliography entry for this source: [title, author, publication, date]. Format the citation in [APA/MLA/Chicago] style. Then write a 3-sentence annotation: sentence 1 summarizes the source's main argument, sentence 2 evaluates the source's credibility and methodology, and sentence 3 explains how it relates to my research question: [state your question].

25

Literature Review Organizer

Act as a thesis advisor. I have collected [number] sources on [topic]. Here are my source summaries: [paste brief summaries or titles]. Help me identify 3-4 common themes across these sources. For each theme: name it clearly, list which sources belong to it, identify where sources agree, and note where they disagree or have gaps. Suggest what my literature review structure should look like.

26

PD Workshop Facilitator Guide

Act as a professional development facilitator. Design a [duration]-minute PD workshop on [topic] for [audience: teachers/staff/administrators]. Include: session objectives (3 max), an opening engagement activity, the main content delivery with interactive elements, a practice or application activity, a reflection component, and next steps for participants. Include timing for each section. The tone should be collaborative, not lecture-based.

27

Conference Proposal Writer

Act as a conference presentation coach. Help me write a proposal for a conference session about [topic]. The target audience is [describe]. Include: a compelling title (3 options), a 150-word abstract, 3-4 learning outcomes using action verbs, a session outline with activities, and a 50-word presenter bio template. The session is [duration] minutes and the format is [presentation/workshop/panel].

28

Professional Growth Plan

Act as a career development coach. Help me create a professional growth plan. My current role is [role]. My goals for the next [timeframe] are: [list 2-3 goals]. For each goal, suggest: 2 specific actions I can take, 1 resource or training I should explore, a measurable indicator of progress, and a realistic timeline. Keep the plan practical and achievable alongside a full workload.

29

Classroom Observation Debrief

Act as an instructional coach. I observed a classroom lesson about [topic] at [grade level]. Here are my notes: [paste observations]. Help me organize my feedback using this structure: 2 specific strengths I observed with evidence, 1 area for growth with a concrete suggestion, 1 question to prompt the teacher's reflection, and 1 resource or strategy to share. The tone should be supportive and growth-oriented.

30

AI Integration Strategy

Act as an educational technology strategist. Help me create a 3-phase plan to introduce AI tools in my [classroom/school/district]. Phase 1: Awareness (what staff need to understand). Phase 2: Exploration (how to pilot responsibly). Phase 3: Integration (how to embed into practice). For each phase, include: timeline, specific activities, success indicators, and potential concerns to address. Reference the FOCUS framework for prompting and READY framework for evaluation.

31

Homework Helper Conversation

Act as a parent coaching expert. My child is in [grade level] and is struggling with [subject/assignment]. Give me 5 questions I can ask them to guide their thinking without giving them the answer. Also give me 3 encouraging phrases to use when they get frustrated. The questions should help them break the problem into smaller steps. Do not solve the problem. Help me help them think.

32

Screen Time Conversation Starter

Act as a family technology counselor. Help me start a conversation with my [age]-year-old about healthy screen time and AI use. Give me: 3 open-ended questions to start the conversation (not accusatory), 2 facts about screen time I can share without lecturing, 1 activity we can do together to practice responsible AI use, and a suggestion for a family agreement we could create. Keep the tone collaborative, not restrictive.

33

AI Safety Checklist for Parents

Act as a digital safety educator. Create a practical AI safety checklist for parents of [age range] children. Include: 5 things to check before letting your child use an AI tool, 3 warning signs that your child may be over-relying on AI for schoolwork, 2 privacy rules your child should follow, and 1 conversation to have monthly about their AI use. Keep it printable and under one page.

34

School AI Policy Decoder

Act as an education policy translator. Help me understand what questions to ask my child's school about their AI policy. Give me: 5 specific questions to ask the teacher or principal, what to look for in a good AI policy, 3 red flags that a policy might be too vague, and how to advocate for a clearer policy if my school does not have one. Use plain language. No education jargon.

35

Resume Optimizer

Act as a career counselor. Review my resume summary and this job description. Resume: [paste summary]. Job: [paste key requirements]. Suggest: 3 specific changes to better align my resume with this role, 2 keywords from the job description I should incorporate, 1 accomplishment I should quantify with

numbers, and any gaps between my experience and the requirements with suggestions for how to address them. Do not fabricate experience.

36

Interview Preparation Coach

Act as an interview preparation coach. I am interviewing for [role] at [type of organization]. Give me: 5 likely interview questions for this role, a framework for structuring my answers (situation-action-result), one example answer for the hardest question, 3 questions I should ask the interviewer, and 2 things to research about the organization before the interview. Keep advice practical and specific to this role.

37

LinkedIn Profile Reviewer

Act as a personal branding consultant. Review my LinkedIn headline and summary: [paste text]. Suggest improvements to make my profile more compelling for [target role/industry]. Give me: 3 headline options (under 120 characters), a rewritten summary (under 300 words) that leads with impact, 5 skills I should list based on my target role, and 2 tips for making my profile more visible in search results. Professional but authentic tone.

38

Career Pivot Planner

Act as a career transition advisor. I currently work as [current role] and want to move into [target role/field]. Help me create a transition plan with: 3 transferable skills I likely already have, 2 skill gaps I need to close and how to close them, 3 realistic first steps I can take this month, 1 networking strategy specific to [target field], and a realistic timeline for the transition. Be honest about challenges.

39

AI Skills for Your Job

Act as a workforce AI consultant. I work as a [job title] in [industry]. Help me identify: 5 specific tasks in my role where AI could save time, 2 AI tools I should learn and why, 3 skills I should develop to stay competitive as AI changes my field, and 1 thing AI cannot replace about my role. Be specific to my industry, not generic. Reference the DOL AI Literacy Framework areas where relevant.