Personal Goal Setting With GenAI

Agenda

- Introduction (3 mins)
- Techniques (10 mins)
- Basic Process (12 mins)
- Tools (5 minutes)

Why We Are Talking Today

AKHIL 🪡
@fkasummer

sorry if you're not building technology that's a love letter to humanity then wyd

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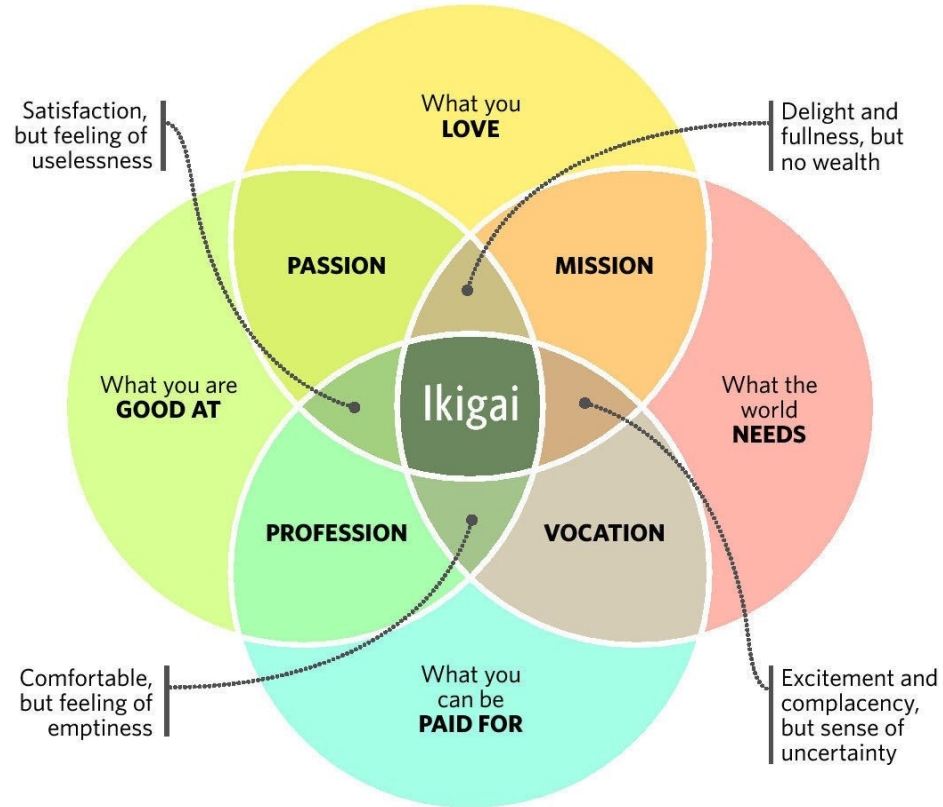
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What should I be doing?!

This is the process how I used GenAI to figure out where I'm at and where I'm going.

A Conceptual Starting Point

Ikigai

A JAPANESE CONCEPT MEANING "A REASON FOR BEING"

Satisfaction, but feeling of uselessness

Delight and fullness, but no wealth

What you **LOVE**

PASSION

MISSION

What you are **GOOD AT**

Ikigai

What the world **NEEDS**

PROFESSION

VOCATION

Comfortable, but feeling of emptiness

What you can be **PAID FOR**

Excitement and complacency, but sense of uncertainty

SOURCE: dreamstime

TORONTO STAR GRAPHIC
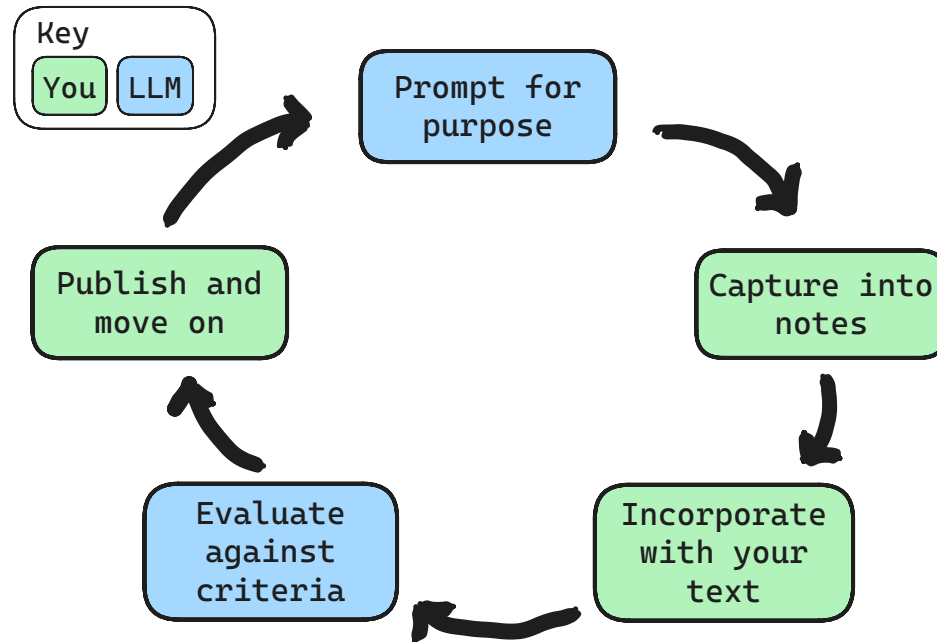
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Example Personal SMART Goals

- **Nurturing Connections** - Schedule bi-weekly time with loved ones, targeting 24 interactions by 2024.
- **Tech Education** - Conduct 4 educational AI workshops or talks by 11/2024, reaching >200.
- **AI App Innovation** - Launch 2 innovative industry-specific AI applications by 8/2024, enhancing CX.
- **Practice Creativity**: - Dedicate 5 hours per week to drawing & 3D printing, completing 2 artistic projects.

… and 15+ other goals created by me, for me!

Techniques

- Basic Prompting Loop
- Prompt Anatomy
- Evaluation Prompts
- Expansion Prompts

Basic Prompting Loop

Key
You | LLM

Prompt for purpose

Capture into notes

Incorporate with your text

Evaluate against criteria

Publish and move on

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Prompt Anatomy

```
Classify the text into neutral, negative, or positive. (1)

CONTEXT===
You are evaluating reviews of a restuarant.
===CONTEXT (2)

TEXT===
I think the food is okay.
===TEXT (3)

SENTIMENT: (4)
```

1. Instruction
2. Context (if needed)
3. Input Data (if needed)
4. Output Indicator

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Evaluation Prompt

```
Evaluate an outline against a writing prompt. What is missing
from the outline? Does the outline address all aspects of
the prompt? (1)

PROMPT===
===PROMPT (2)

OUTLINE===
===OUTLINE (3)

ANALYSIS: (4)
```

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Expansion Prompt

```
Expand the outline into a series of concise paragraphs
providing a supporting point to the original prompt. (1)

PROMPT===
Why did the chicken cross the road?
===PROMPT (2)

OUTLINE===
- poultry crossing motivations
    - to get to the other side
    - 42
===OUTLINE (3)

OUTPUT: (4)
```
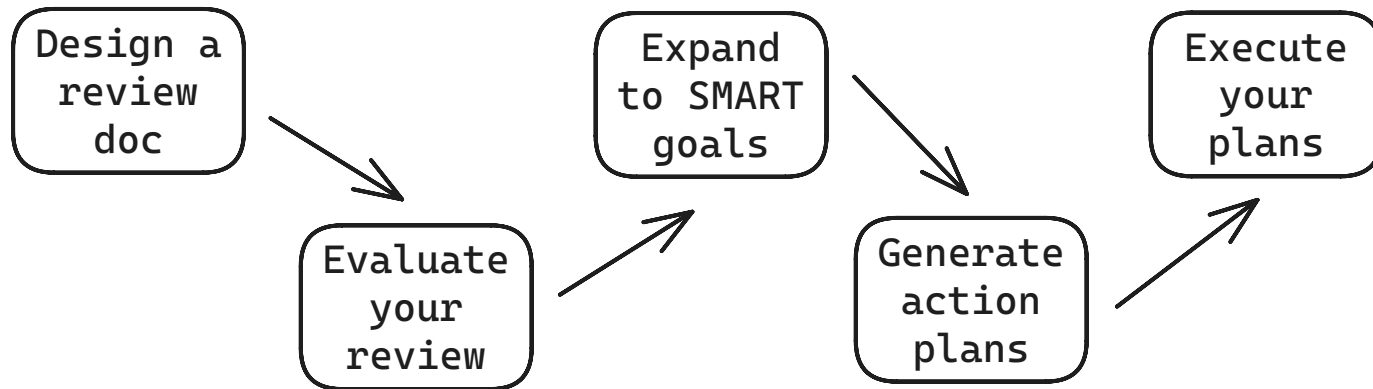
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Goal Generation Process

```
Design a          Expand            Execute
  review        to SMART              your
   doc            goals               plans


      Evaluate          Generate
        your             action
       review            plans
```

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Design A Review Doc

```
Describe the Japanese concept of "Ikigai", compare and contrast
related concepts from philosophers.

OUTPUT:
```

```
Using the concept of Ikigai, generate a template for reviewing l
year in order to look ahead to this year.

OUTPUT:
```

input: your thoughts, output: a blank review doc

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Evaluate Your Review

```
You are an expert in Ikigai, work with me on aligning my
year-end summary and future plans with the concept of
Ikigai, so I can create a balanced, fulfilling, and
purpose-driven roadmap for the upcoming year.

Combine insights from all 4 areas of the review to form a
holistic view of my past year. Begin by analyzing my attached
2023 review through the 4 lens of Ikigai: Passion, Mission,
Vocation, Profession. Identify any missing areas or insights on
better aligning with my reason for being.

Use first person perspective for your responses.

ANALYSIS:
```

input: your filled out review (text or file), **output:** list of suggested high-level goals

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Evaluate Your Review (2)

```
Evaluate the "What Your Love" Section of the review and suggest
your response in first person perspective.

OUTPUT:
- EVALUATION
- UNORDERED LIST OF SUGGESTIONS
```

another way of evaluating sections individually

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Expand To SMART Goals

```
Generate a 2-sentence SMART goal under topic.

TOPIC===
===TOPIC


RECOMMENDATION===
===RECOMMENDATION


GOAL:
```

input: edited list of high-level goals, **output:** list of SMART goals

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Generate Action Plans

```
Using the uploaded document, fill out the template for the
listed goal.


GOAL===
=======


TEMPLATE===
- **Goal Statement:** [Briefly define the goal.]
- **Purpose:** [Explain why this goal is important to me.]
- **Desired Outcome:** [Describe what success looks like for thi

## Key Milestones
[List the major milestones that will indicate progress towards m

## Action Plan
[A concise daily, weekly, and month-by-month action plan for ach
```

input: list of SMART goals, **output:** Action Plans for all goals

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Execute Your Plans

- Modify as needed/desired to stay engaged
- Prefer progress over perfection
- Great things come from small beginnings

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input: action plans and your energy, **output:** sense of happiness

Tools

- LLM Access
- Note-taking repository
- Prompt templates

LLM Access

- ChatGPT+
- OpenAI Playground
- Amazon Bedrock
- Pezzo

🌟

many services exist, find what works for you

Note-taking Repository

- Obsidian, OneNote, Ulysses
- MS Word, Google Docs
- or even something like Trello, Jira, Asana

Prompt Templates

- Note-taking repository
- Services (Pezzo, OpenAI, Spellbook)
- Browser plugins
- Local files (MS Word, text, etc.)

Always Remember

1. Start Where You Are

2. Use What You Have

3. Do What You Can

- Arthur Ashe

🏆

MI03 - Workplace Well-being Initiative

- **Goal:** Develop and implement a wellness program at work by 05/2024, aiming to improve co-worker happiness by 20%.
- **Purpose:** This goal is important as it focuses on enhancing the well-being of my colleagues and creating a healthier workplace environment.
- **Outcome:** Successfully launch a program that positively impacts well-being, as evidenced by a 20% improvement in co-worker happiness.

New: GenAI Creative Sessions

- **What:** A series of open, collaborative gatherings where employees use Generative AI tools to work on personal creative projects.
- **Why:** To enhance mental health and promote work-life balance.
- **How:** Providing a supportive environment for creative exploration with GenAI tools, fostering community, and enabling stress relief, aligning with goals to boost employee satisfaction and well-being.