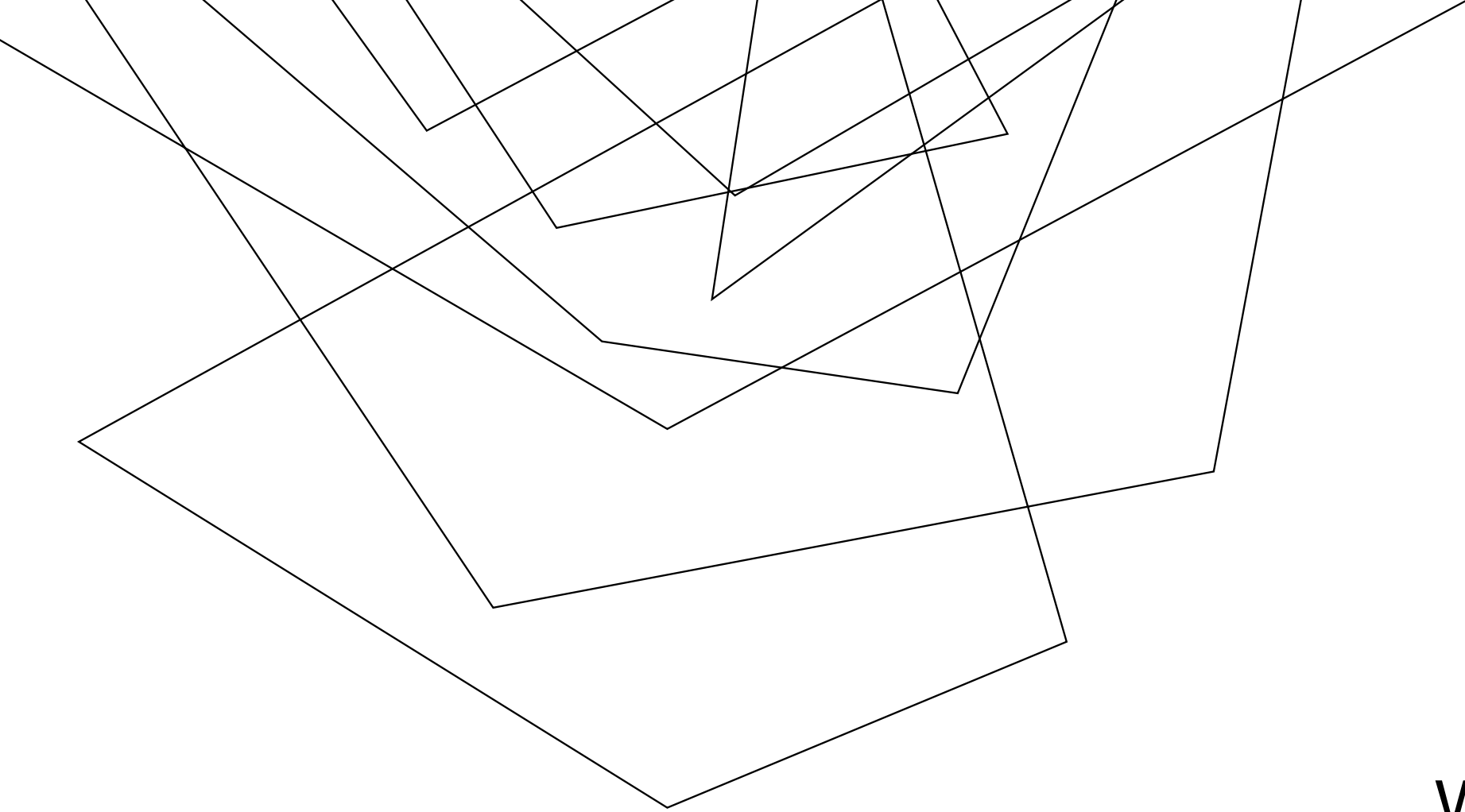




CLERKS & TREASURERS INSTITUTE
Summer 2025
Kristopher Purzycki

AI-ASSISTED WRITING FOR GOVERNMENT

1

AGENDA

DEMONSTRATION & TOUR

UNDER THE HOOD

BASIC PROMPTS

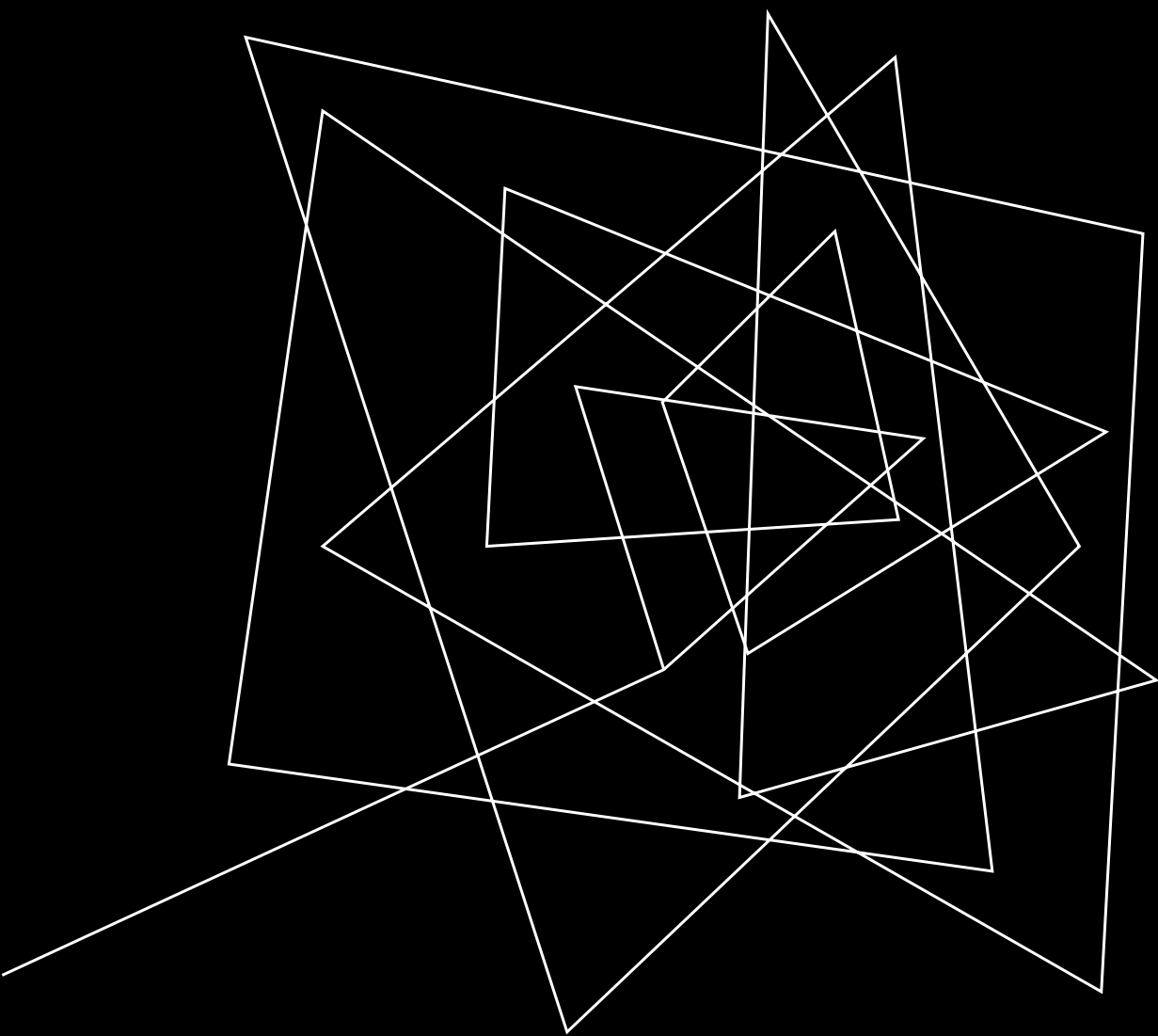
DISCUSSION

An abstract geometric design featuring two thin, dark grey lines that intersect on a light grey background. One line is oriented diagonally from the top-left towards the bottom-right, while the other is oriented from the top-right towards the bottom-left. The intersection point is located in the upper-left quadrant of the image.

DEMONSTRATION: CHATGPT

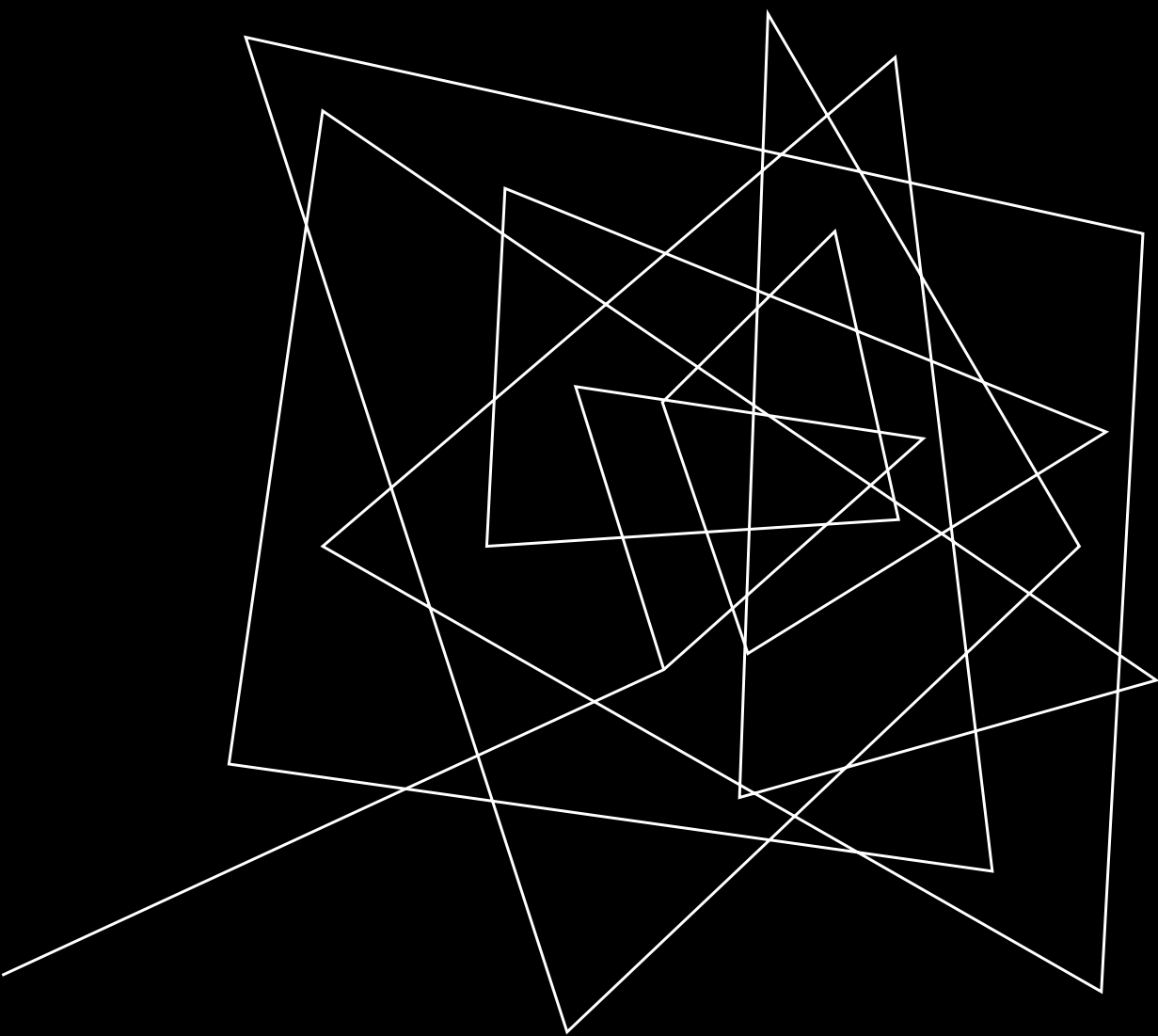
UNDER THE HOOD





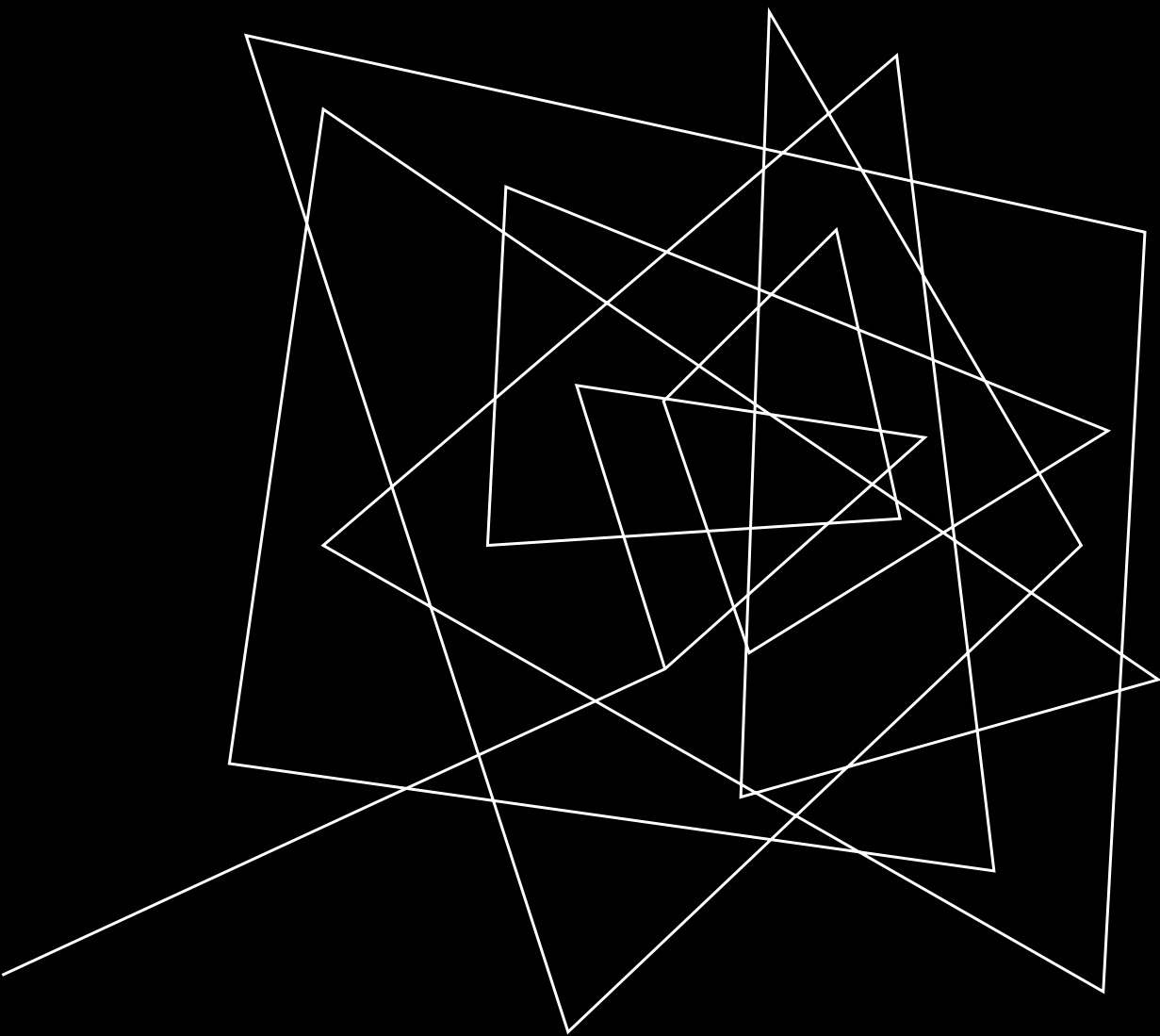
ANATOMY OF GPT

- “Generative Pre-Trained Transformer”
- **Generative** = creates text responses
- **Pre-Trained** = uses billions of text files to respond
- **Transformer** = machine learning model that determines possible outputs based on probability



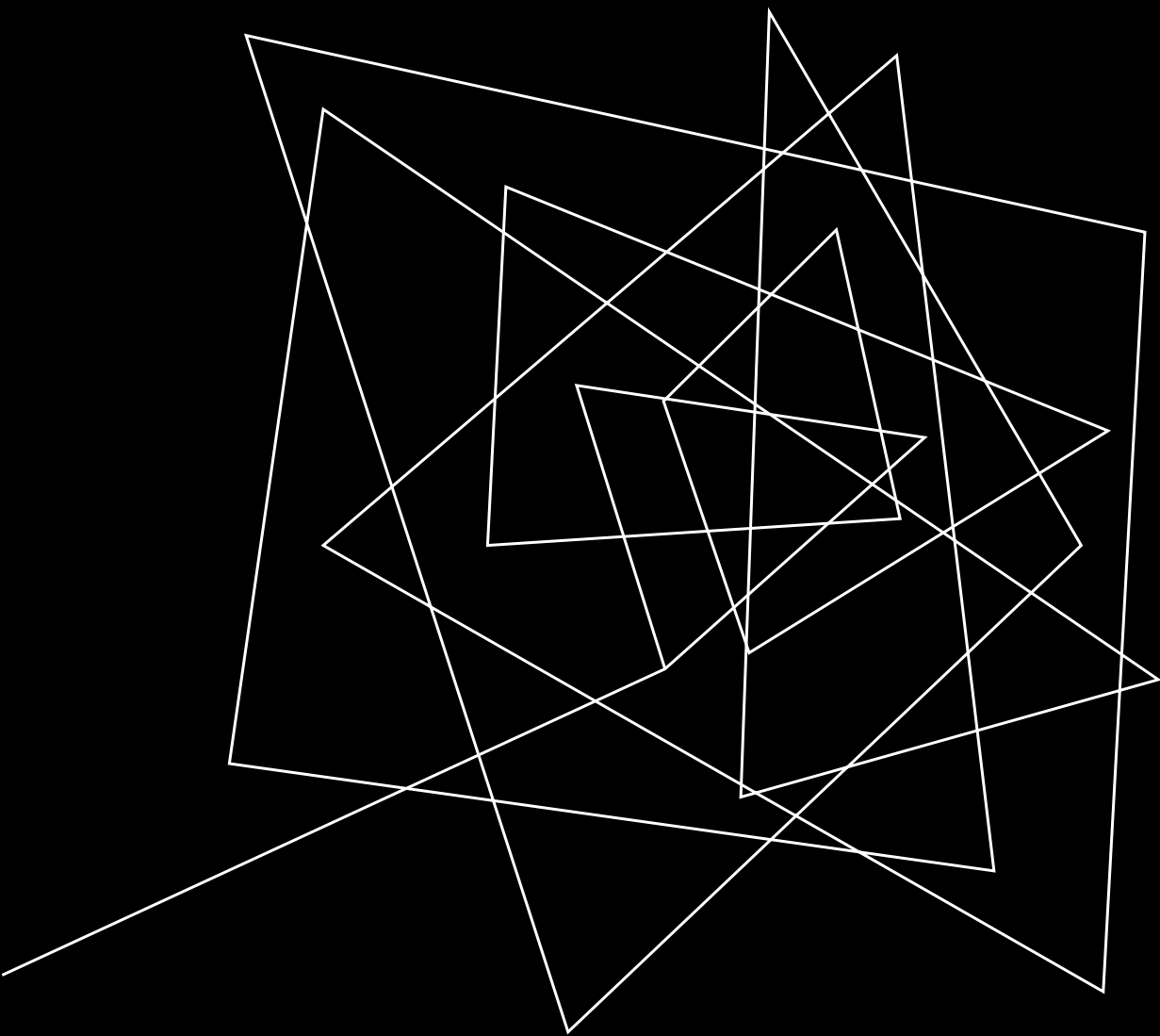
GENERATIVE

- Uses **natural language** as primary interface
- Generates output in multiple formats (“omni-modal”)



PRE-TRAINED

- Massive data sets used to train model
- Content (text, images, etc.)
- Patterns



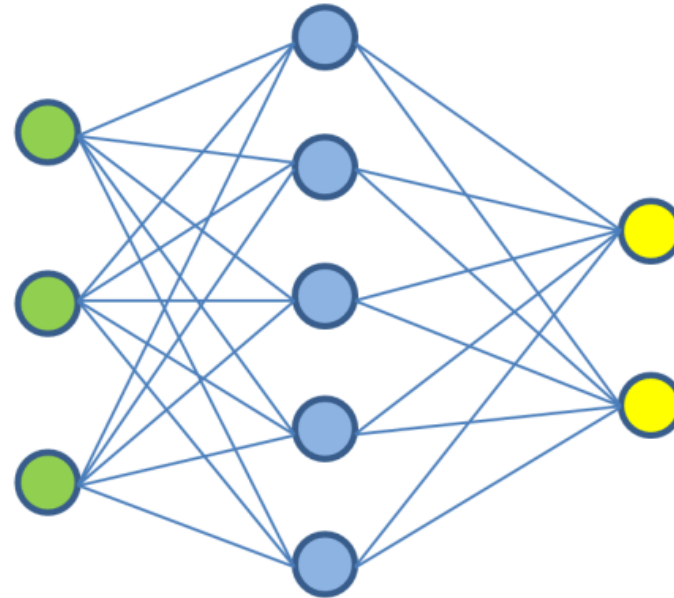
TRANSFORMER

- Weights and biases
- Probability-based
- Machine learning model

TRANSFORMER CONTINUED

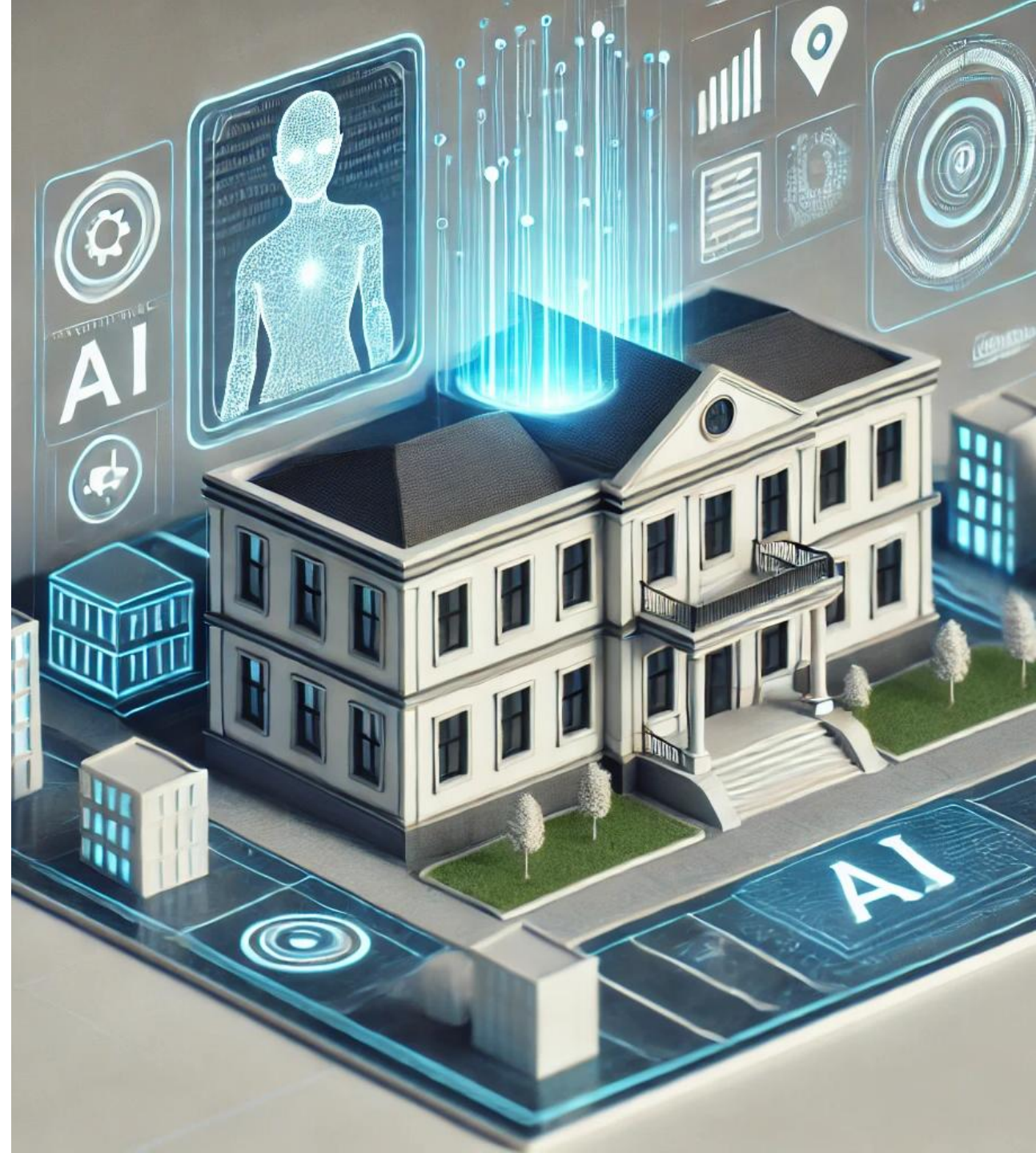
Neural network mimics brain

- Data $\approx$ neurons
 - ChatGPT 4 est. several Tb
 - Human brain est. 2.5 Pb
- Parameters $\approx$ synapses
 - ChatGPT est. several hundred billion parameters
 - Human brain est. 100 trillion-1 quadrillion synapses



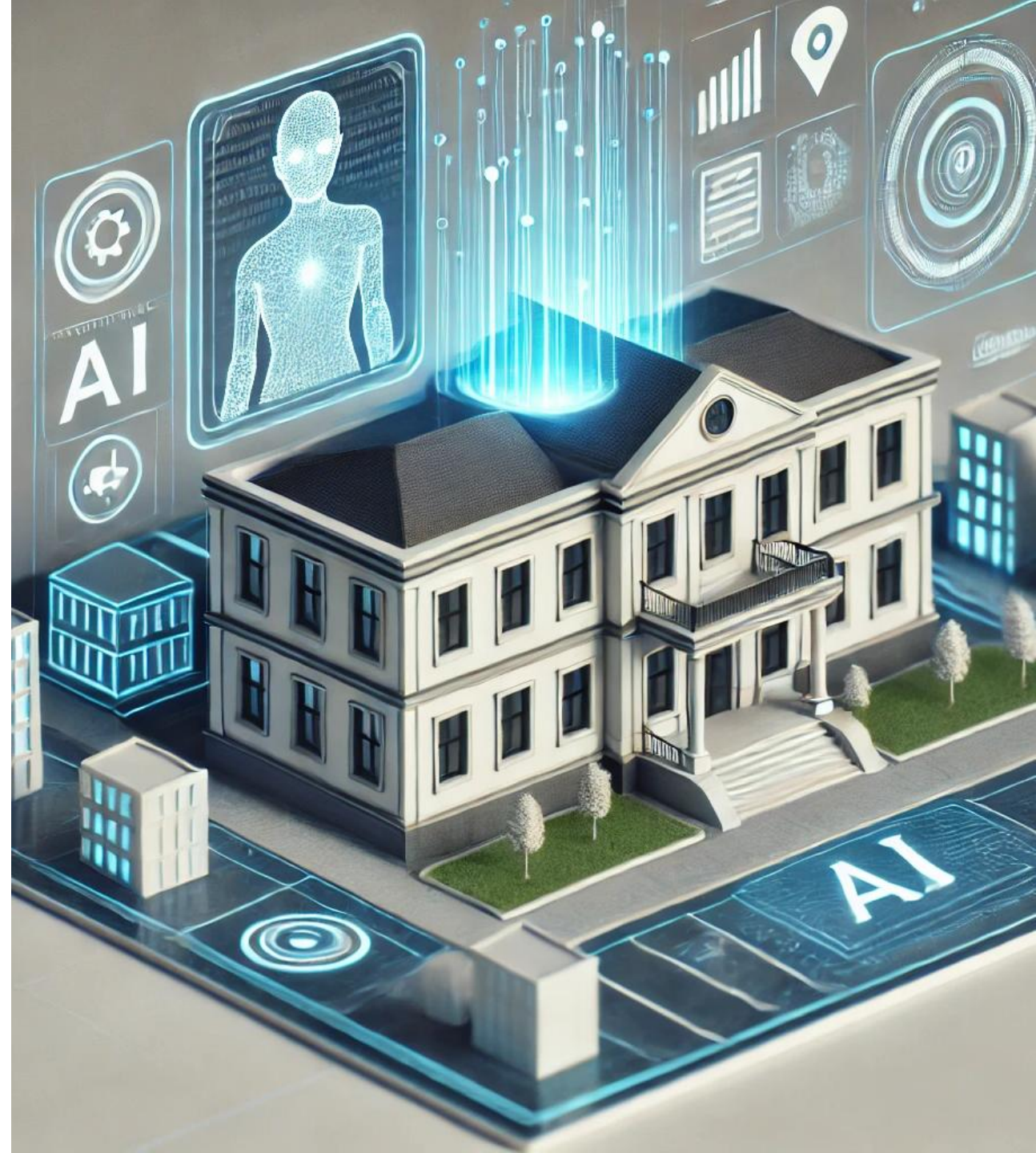
POTENTIAL APPLICATIONS

- Information processing
 - Summarizing documents
 - Translation
 - Transcription



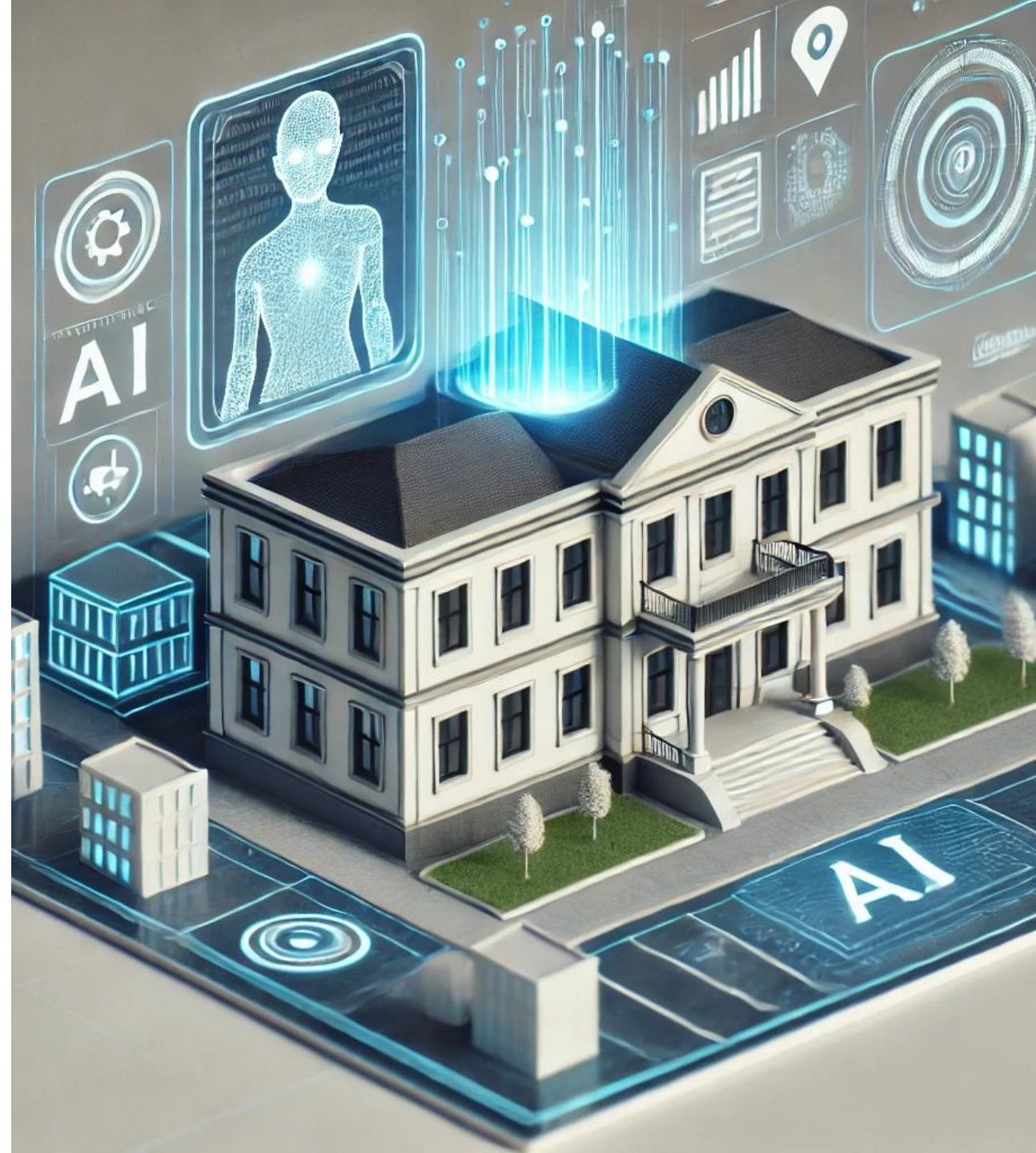
POTENTIAL APPLICATIONS

- Multimodal content
 - Text, images, audio, video
 - Data analysis
 - Computer code



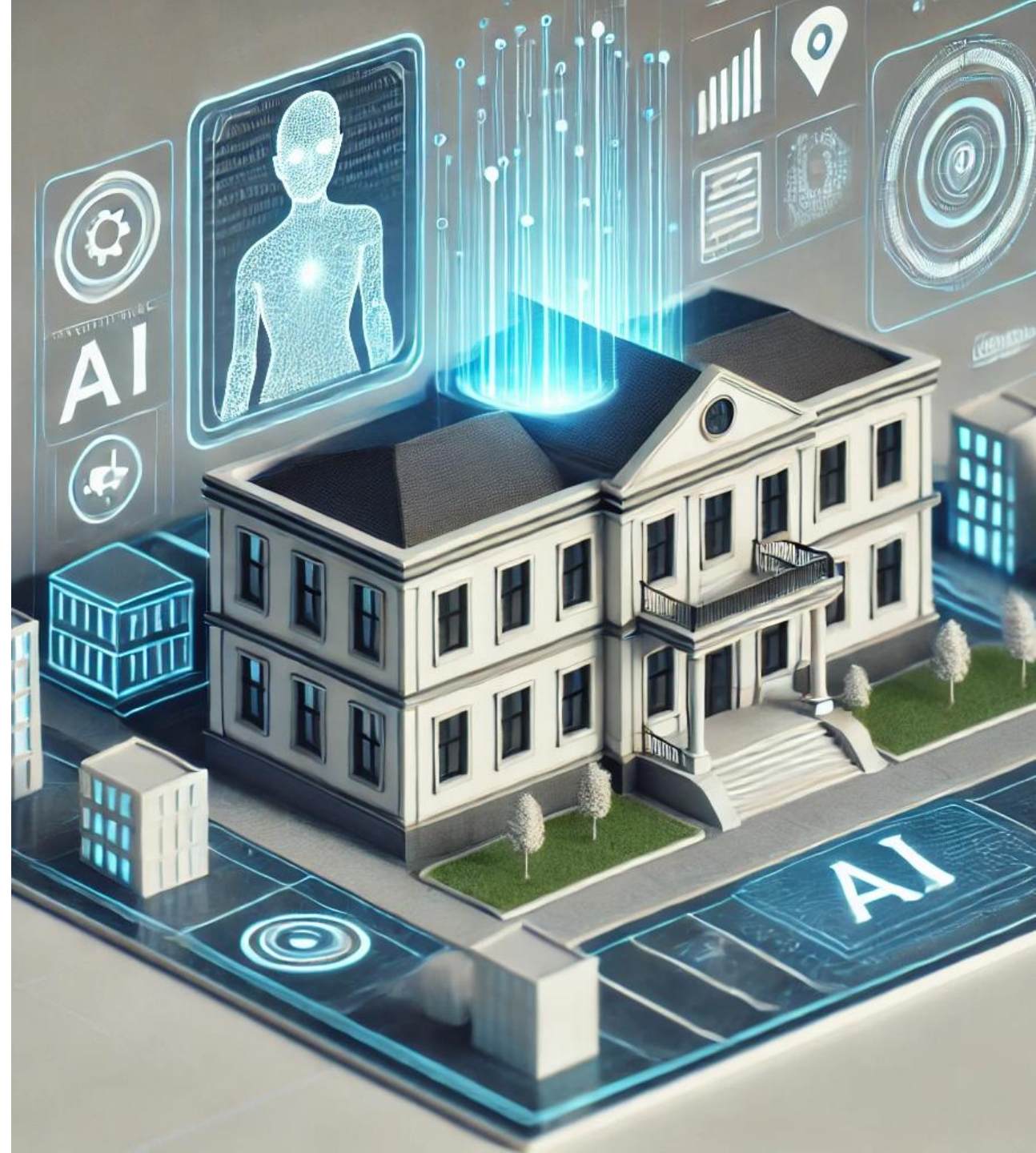
LIMITATIONS

- Lack of real-world understanding
- No context or empathy
- Errors and biases (G.I.G.O.)
- Inconsistent access
- Generic in tone, language



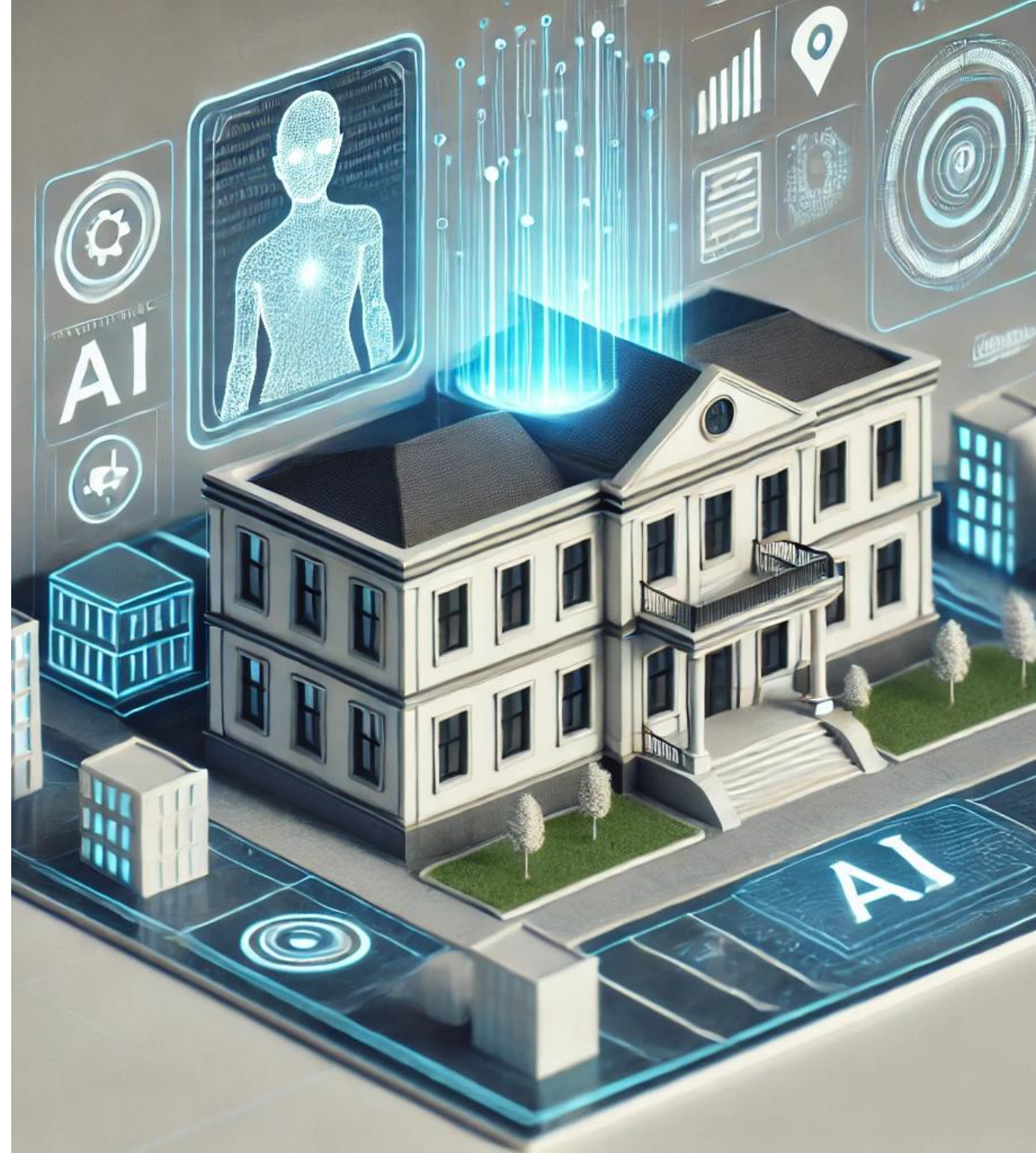
OBSTACLES

- Bias of training data
- Privacy and data security
- Environmental costs
- Public distrust



ADDITIONAL TOOLS

- Google Gemini
- Microsoft Copilot
- Claude (Anthropic)
- ...many, many others



EFFECTIVE PROMPTS

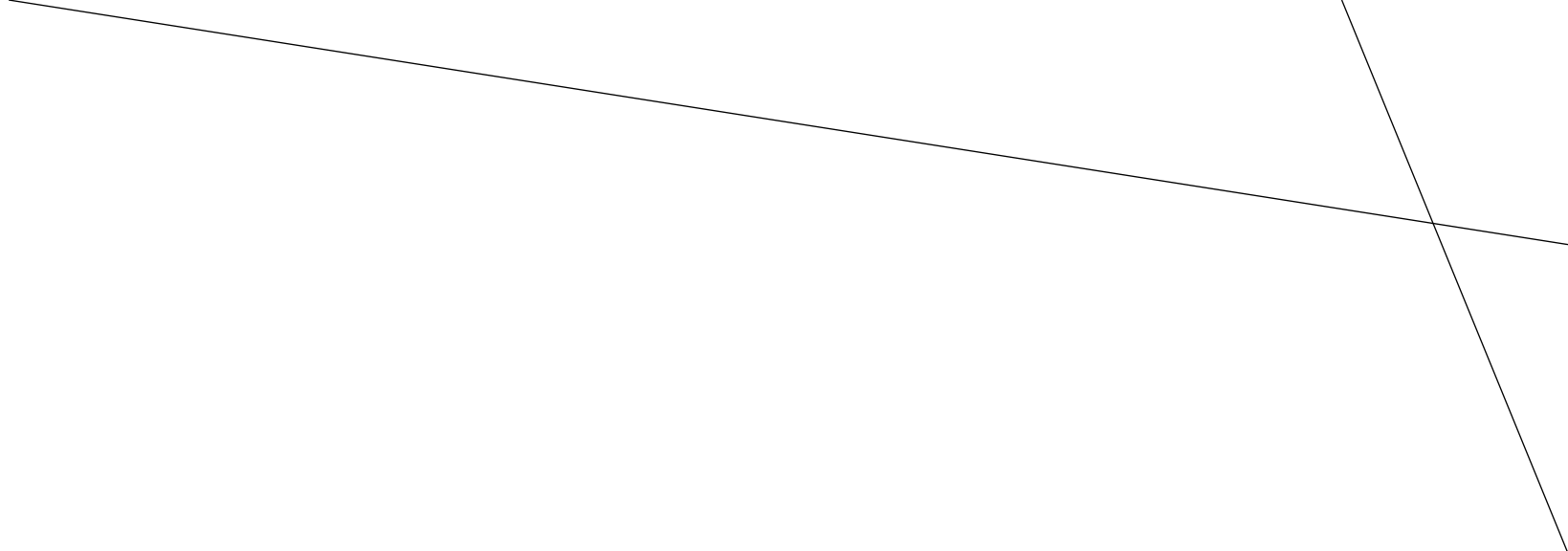
CLARITY &
SPECIFICITY

CONTEXT &
BACKGROUND

EXAMPLES &
ANALOGIES

SCOPE

TONE & STYLE



PROMPT DEMONSTRATION

A series of white, thin, overlapping geometric lines on a black background, forming various polygons and intersecting points, located on the left side of the slide.

QUESTIONS & DISCUSSION



THANK YOU!
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