AI & ChatGPT for Seniors – Companion Handout

Intro to AI & ChatGPT Hand-Outs

Welcome

Relax — this isn't a test.
Today we're simply learning how modern AI tools can make everyday life a little easier, a little clearer, and a lot less frustrating.

This handout outlines the main concepts of the AI & ChatGPT seminar so that you can use it during the presentation, afterward at home, or during Tech Tuesdays.

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1. What AI Is & Why It Matters

Plain Definition

AI is software that spots patterns, makes predictions, and helps with tasks that typically require human thinking.

Everyday AI You Already Use

- Siri, Alexa, Google Assistant
- Netflix/YouTube suggestions
- Photo cleanup on phones
- Maps that reroute in traffic
- Spam filtering

Meet ChatGPT

ChatGPT is an AI you can talk to in plain English.
It can:

- Explain things simply

- Write messages or notes

- Help plan tasks, trips, meals, to-dos

- Troubleshoot tech issues

- Spark ideas

Golden Rule: If you can send a text or email, you can use ChatGPT.

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2. How AI Thinks (Plain-English Version)

Behind the Scenes

- Vast & fast: trained on trillions of words

- Generative: creates new answers, doesn't copy/paste

- Snapshot: knowledge stops at June 2024

- Pattern-based: predicts what should come next

Important to Know

- AI doesn't *think* — it *predicts*

- Coincidences can fool it

- More detail from you = better results

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3. Writing Good Prompts

The 3 Ingredients

1. What do you want

2. Tone or style

3. Any useful details

Example:
"Write a warm, friendly thank-you note to my neighbor. Keep it short."

Useful Everyday Prompts

- "Explain Wi-Fi in plain English."

- "Summarize this article in 3 sentences."

- "Create a short poem about my grandkids."

- "Plan a simple day trip to Newport with lunch."

- "Explain this tech issue step-by-step."

Editing Made Easy

Say:

- "Try again, but shorter."

- "Make it friendlier."

- "Add bullet points."

- "Explain this like I'm brand new to it."

4. Staying Smart & Safe

AI Hallucinations

Sometimes AI sounds confident but is wrong.
It predicts — it doesn't verify.

Safety Rules

✓ Don't share personal or financial info
✓ Double-check important answers
✓ Ask: "Where did you get that information?"
✓ Verify news, prices, and medical/legal advice

Accuracy Clues

- Gives sources → usually solid

- Says "maybe/might" → uncertain

- Confident with no evidence → verify

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5. Everyday Benefits for Seniors

- Saves time

- Cuts frustration

- Makes tech less intimidating

- Helps with everyday decisions

- Bridges generations

  - *Grandkids teach emojis*

  - *You teach patience* 😄

- Encourages learning without embarrassment

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6. Live Demo Ideas You Can Try at Home

(These match the seminar slides.)

- Explain Wi-Fi simply

- Help connect an HP printer

- Break down Medicare in plain English

- Tell a story in different tones

- Create a picture (cat + dog playing pickleball) (Time-permitting)

- Plan a trip at your pace

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7. Getting Started with ChatGPT

Three Easy Ways to Access It

1. Official Website
   chat.openai.com (no front-end).

2. On the RGE Website
   Scroll to "Chat with Chip" → goes to ChatGPT login screen.

3. Shortcut Link
   tinyurl.com/chat-with-chip
   Simple, memorable, great for phones/tablets.

All three lead to the same ChatGPT — just different convenient doors.

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8. Final Takeaways

- AI = patterns, not personality

- It creates; it doesn't copy

- Last Training Update as of June 2024

- Clear requests = great answers

- Stay safe, stay curious, and have fun

Need Help?

Bring this sheet to Tech Tuesdays (1:00–3:45 PM) — we'll practice together.

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