

My AI Getting Started Worksheet

Tutorial 2 – Creating Your First ChatGPT Account

Prepared by Matt Maré

AI for Retirees

mattmare.com

My ChatGPT Setup Checklist

- ☐ I created my ChatGPT account.
- ☐ I verified my email address.
- ☐ I logged in successfully.
- ☐ I know how to start a new chat.
- ☐ I know how to type a question.
- ☐ I know how to copy an answer.
- ☐ I know how to save useful information.
- ☐ I feel comfortable asking ChatGPT simple questions.

My First Questions

Write three questions you would like ChatGPT to answer.

1.

2.

3.

Things I Learned Today

What surprised you?

Ways I Could Use AI

Think about your own life.

- ☐ Family
- ☐ Health information
- ☐ Hobbies
- ☐ Recipes
- ☐ Travel
- ☐ Gardening
- ☐ Writing emails
- ☐ Budgeting
- ☐ Learning something new
- ☐ Planning my day
- ☐ Other:

My Favourite AI Response

Copy or write the best answer ChatGPT gave you today.

Questions I Still Have

Write down anything you'd like to learn later.

Practice Challenge

This week, ask ChatGPT at least **one question every day**.

Tick each day after you finish.

Day	Completed
Monday	☐
Tuesday	☐
Wednesday	☐
Thursday	☐
Friday	☐
Saturday	☐
Sunday	☐

AI Prompt to Try

"I'm new to ChatGPT. Please give me five simple ways I can use AI today as a retiree."

My Confidence Rating

How confident do you feel after completing this lesson?

★ Beginner

★★ Getting Better

★★★ Comfortable

★★★★ Confident

★★★★★ Ready for the Next Tutorial

Matt's Tip

There are no silly questions. ChatGPT is patient, never gets tired, and you can ask the same question as many times as you need. The more you practise, the easier it becomes.

Your Help is Much Appreciated

Are these worksheets helping you? What else would you like to receive here?

Please let me know what you think by sending an email to:

info@mattmare.com