

WISIRA

YOUR GUIDE TO AI

Module 3 Printout: Getting Started with ChatGPT

ChatGPT is one of the most popular AI tools today. This guide is designed to help you get started quickly, confidently, and safely. By the end, you will know how to access it, try your first prompts, and avoid common mistakes so you can get the benefits without unnecessary risks.

What is ChatGPT?

ChatGPT is a conversational AI assistant developed by OpenAI. You type a question or request, and it responds in plain English. Think of it like a helpful secretary who can draft, explain, and summarize, but who does not actually think or decide like a human.

Step 1: Visit the Official Website

Always go directly to: <https://chat.openai.com> . Type this into your browser or use our provided link.

⚠️ Never click on ads or suspicious links that claim to be ChatGPT.

Step 2: Create an Account

You will need an email address or a Google/Microsoft account. Follow the on-screen prompts to sign up. It is free to start.

Step 3: Start with Safe, Low-Risk Prompts

Here are some simple, risk-free prompts to try first:

- Write a polite thank-you note for a birthday gift.
- Summarize this article in 3 sentences. (Paste the link or upload the article)
- Explain Wi-Fi as if I were 10 years old.
- Give me 5 healthy breakfast ideas.
- What are three fun facts about dolphins?

Safety Guidance

- Only use the official site: <https://chat.openai.com> .
- Never share private info like Social Security numbers, bank accounts, or passwords.
- Ignore links generated by ChatGPT unless you are certain they are from trusted sources.
- Always double-check important advice (medical, legal, financial) with a licensed professional.
- Think of ChatGPT as a draft assistant, helpful but not always correct.

DOs and DON'Ts

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DO	DON'T
Ask it to help write emails	Share your address or bank info
Use it to brainstorm ideas	Click suspicious links it suggests
Ask it to explain complex topics	Assume everything it says is true
Get creative inspiration	Treat it as 100% accurate

Disclaimer: This material is provided for educational purposes only. It does not constitute legal, financial, or medical advice. While updated regularly, AI tools and risks may change over time. Use your own judgment and consult qualified professionals if you need specific advice.

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