

5 Claude prompt mistakes.

Why "help with this" keeps getting you generic output.

1 No Context

"Write an email" is not enough. Claude needs to know who you are, who you're talking to, and what situation you're in.

Better: "You are a project manager updating a client about a 2-week delay caused by a vendor API issue."

2 Vague Task

"Help with this" or "improve this" leaves too much open.

Better: "Rewrite this for a non-technical audience, under 150 words, and keep the tone professional but warm."

3 No Format

If you don't ask for structure, you get whatever Claude feels like.

Better: "Give me a 3-sentence email and a 3-bullet summary I can paste into Slack. End with one clear next step."

4 Too Many Jobs in One Prompt

Strategy + drafting + editing + formatting in one block creates a muddled answer.

Better: Step 1: "Brainstorm 5 options." → Step 2: "Pick the best one and outline it." → Step 3: "Draft the email."

5 No Example of "Good"

If you already have a sample that feels close, show it.

Better: "Here's a past email I liked. Match this tone and structure, but update it for this new situation."

THE SIMPLE FIX — THE CLAUDEHQ GOLDEN TRIO

Use this on every important prompt:

CONTEXT

Who you are and what's going on

(Cross-reference: see "The Anatomy of a Great Claude Prompt" guide)

TASK

Exactly what you want

FORMAT

How the answer should look and feel

Weak prompt: "Write me an email."

Strong prompt: role + context + task + format + tone — ready to send.